

---

**CHAMPAIGN COUNTY BOARD FOR CARE AND TREATMENT  
OF PERSONS WITH A DEVELOPMENTAL DISABILITY  
(CCDDB)  
MEETING**

*Minutes June 21, 2023*

*This meeting was held at the Brookens Administrative Center  
1776 E. Washington St., Urbana, IL 61802  
and with remote access via Zoom.*

*9:00 a.m.*

---

**MEMBERS PRESENT:** Anne Robin, Deb Ruesch, Vicki Niswander, Georgiana Schuster

**MEMBERS EXCUSED:** Kim Fisher

**STAFF PRESENT:** Kim Bowdry, Leon Bryson, Lynn Canfield, Shandra Summerville,  
Chris Wilson

**OTHERS PRESENT:** Jami Olsen, Annette Becherer, Laura Bennett, Patty Walters, Nicole  
Smith, DSC; Mel Liong, PACE; Becca Obuchowski, Hannah  
Sheets, Community Choices; Annie Bruno, The Autism Project;  
Angela Yost, RPC; Nancy Uchtmann, Citizen

---

**CALL TO ORDER:**

Dr. Robin called the meeting to order at 9:03 a.m.

**ROLL CALL:**

Roll call was taken and a quorum was present.

**APPROVAL OF AGENDA:**

A revised agenda (posted online with addendum) was available for review and approved by a unanimous vote. Dr. Robin and Director Canfield explained the revision, addition of an agency request.

**CITIZEN INPUT/PUBLIC PARTICIPATION:**

None.

**PRESIDENT’S COMMENTS:**

Dr. Robin thanked the staff for diligence during the allocation considerations and beyond, hoped they will be able to take some vacation time. She thanked Deb Ruesch for her service to the CCDDDB, as this is the last meeting of Ms. Ruesch’s final term.

**EXECUTIVE DIRECTOR’S COMMENTS:**

Director Canfield commented on the allocation and contract process activities and current focus on preparation of budgets for 2024 and collaborations.

**APPROVAL OF MINUTES:**

Minutes from the 5/17/2023 board meeting were included in the packet.

**MOTION: Ms. Niswander moved to approve the minutes from the 5/17/23 CCDDDB meeting. Ms. Schuster seconded the motion. A roll call vote was taken. The motion passed.**

**VENDOR INVOICE LIST:**

The Vendor Invoice List was included in the Board packet.

**MOTION: Ms. Ruesch moved to accept the Vendor Invoice List as presented in the packet. Ms. Niswander seconded the motion. A roll call vote was taken and the motion passed unanimously.**

**NEW BUSINESS:**

**disability Resource Expo Update:**

A written report from the Expo Coordinators was included in the packet. Ms. Allison Boot provided additional and updated information to the written report.

**Financial Management Support Student Project:**

The final presentation of a three-month student project on financial management support was included in the Board packet. Mr. Leon Bryson reviewed the student project with Board members. Mr. Chris Wilson provided Board members with information regarding CCDDDB financial requirements from the agencies.

**Draft Fiscal Year 2024 Budgets:**

A Decision Memorandum was included in the Board packet. Drafts of budgets for the CCDDDB and I/DD Special Initiatives funds, with draft CCMHB budgets and other background information was included in the packet as well.

**MOTION: Ms. Ruesch moved Motion to approve the attached DRAFT 2024 CCDDDB Budget, with anticipated revenues and expenditures of \$5,244,011. Ms. Niswander seconded the motion. A roll call vote was taken and the motion passed unanimously.**

**MOTION: Ms. Niswander moved to approve the attached DRAFT 2024 I/DD Special Initiatives Fund Budget, with anticipated revenues and expenditures of \$406,000. Use of this fund is consistent with the terms of the Intergovernmental Agreement between the CCDDDB and CCMHB, and full approval is contingent on CCMHB action. Ms. Ruesch seconded the motion. A roll call vote was taken and the motion passed unanimously.**

**Illinois I/DD Services:**

The packet contained a fact sheet developed by The Institute Online, to support discussion of access to core services, which may frame future advocacy efforts and planning.

**OLD BUSINESS:****PY24 Funding Decisions:**

Charts showing PY2024 funding decisions made by the CCDDDB and the CCMHB was included in the packet.

**Agency Request:**

A formal request was included in the packet from Community Choices. They requested a two year contract for the Staff Recruitment and Retention grant.

**MOTION: Dr. Robin moved to approve the request from Community Choices for a two year contract for the Staff Recruitment and Retention grant for the annual amount of \$34,000. Ms. Ruesch seconded the motion. A roll call vote was taken and the motion passed unanimously.**

**CCDDDB and CCMHB Schedules and CCDDDB Timelines:**

Updated copies of CCDDDB and CCMHB meeting schedules and CCDDDB allocation timelines were included in the packet.

**Acronyms and Glossary:**

A list of commonly used acronyms was included for information.

**CCMHB Input:**

The CCMHB will meet this evening.

**Staff Reports:**

Staff reports were included in the Board packet. Upcoming training opportunities were reviewed.

**Successes and Agency Information:**

Updates were provided by Patty Walters, Annette Becherer, and Laura Bennett from DSC; Becca Obuchowski from Community Choices; and Mel Liong from PACE.

**BOARD ANNOUNCEMENTS:**

None.

**ADJOURNMENT:**

The meeting adjourned at 10:07 a.m.

Respectfully Submitted by: Stephanie Howard-Gallo

*\*Minutes were approved at the 7/19/23 CCDDDB meeting.*