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

Minutes January 17, 2024

*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: Kim Fisher, Susan Fowler, Vicki Niswander, Georgiana Schuster

MEMBERS EXCUSED: Anne Robin

STAFF PRESENT: Kim Bowdry, Leon Bryson, Lynn Canfield, Shandra Summerville,
Stephanie Howard-Gallo, Chris Wilson

OTHERS PRESENT: Laura Bennett, Sarah Perry, Kim Cardinal, Jami Olsen, Kelli Martin,
Annette Becherer, Danielle Matthews, Patty Walters, Heather Levingston, DSC; Becca Obuchowski, Hannah Sheets, Community Choices; Angela Yost, CCRPC; Annie Bruno, The Arc of Illinois; Stephanie Sloan, Rachel Jackson, U of I Resiliency Center; Brenda Eakins, GROW; Jessica McCann, CCRPC; Michelle Ingram, Bill Kubaitis, Mel Liong, Paula Vanier, PACE; Tina Baxter, Terri Bristow, Becky Dukeman-Miller, Prairieland Independent Service Coordination

CALL TO ORDER:

CCDDB President Vicki Niswander called the meeting to order at 9:07 a.m.

ROLL CALL:

Roll call was taken, and a quorum was present.

APPROVAL OF AGENDA:

An agenda was available for review and approved by a unanimous vote.

CCDDB and CCMHB SCHEDULES/TIMELINES:

Updated copies of CCDDB and CCMHB meeting schedules and CCDDB allocation timeline were included in the packet.

MOTION: Dr. Fisher moved to approved the CCDDB Meeting Schedule. Ms. Schuster seconded. A voice vote was taken and the motion passed.

ACRONYMS and GLOSSARY:

A list of commonly used acronyms was included for information.

CITIZEN INPUT/PUBLIC PARTICIPATION:

None.

PRESIDENT’S COMMENTS:

Ms. Niswander thanked staff for their work.

EXECUTIVE DIRECTOR’S COMMENTS:

Director Canfield provided a brief report on the ACMHAI meeting she attended.

APPROVAL OF MINUTES:

Minutes from the 12/20/2023 board meeting were included in the packet.

MOTION: Dr. Fowler moved to approve the minutes from the 12/20/23 CCDDB meeting. Dr. Fisher seconded the motion. A voice vote was taken. The motion passed.

VENDOR INVOICE LIST:

The Vendor Invoice List was included in the Board packet.

MOTION: Dr. Fisher moved to accept the Vendor Invoice List as presented in the packet. Ms. Schuster seconded the motion. A voice vote was taken, and the motion passed unanimously.

STAFF REPORTS:

Staff reports were included in the packet.

NEW BUSINESS:

Prairieland Independent Service Coordination:

Tina Baxter, Terri Bristow, and Becky Dukeman-Miller from Prairieland Independent Service Coordination presented on the transition of Champaign County residents to their services. A brochure on Prairieland's ISC program and ISC contact information was included in the packet. Board members were given an opportunity to ask questions following the presentation.

Draft CCDDDB/CCMHB Personnel Policy Addenda:

A Decision Memorandum was included in the packet and presented three addenda to the approved CCDDDB/CCMHB Personnel Policy for Board review.

MOTION: Dr. Fowler moved to approve the draft CCMHB-CCDDDB Personnel Policy Addendum A: Personnel Policy Against Discrimination, Harassment, and Sexual Conduct. Ms. Schuster seconded the motion. A voice vote was taken and the motion passed unanimously.

MOTION: Dr. Fisher moved to approve the draft CCMHB-CCDDDB Personnel Policy Addendum B: Equal Employment Opportunity, Background Checks, Bereavement Leave, and Paid Parental Leave. Ms. Niswander seconded the motion. A voice vote was taken and the motion passed unanimously.

MOTION: Ms. Schuster moved to approve the draft CCMHB-CCDDDB Personnel Policy Addendum C: Telework. Dr. Fowler seconded the motion. A voice vote was taken and the motion passed unanimously.

Agency Request for Consideration:

A letter from PACE regarding a request for a waiver of an audit deadline and payment suspension.

MOTION: Ms. Niswander moved to approve PACE Inc.'s request for waiver of the contract requirement that payments be withheld due to delayed audit/review submission, and to authorize CCDDDB staff to release payments as scheduled. Dr. Fisher second the motion. A roll call vote was taken and the motion passed unanimously.

OLD BUSINESS:

Evaluation Capacity Building Project:

A briefing memorandum was included in the packet. Rachel Jackson and Stephanie Sloan provided a verbal update on the project.

Community Health Plan Coordinator 2023 Report

A report from the Coordinator of the Champaign-Vermilion Regional Community Health Plan was included for information only.

SUCSESSES AND AGENCY INFORMATION:

Updates were provided by local advocates and Kelli Martin from DSC and Becca Obuchowski from Community Choices.

COUNTY BOARD INPUT:

None.

CCMHB INPUT:

The CCMHB will meet this evening with similar agenda items.

BOARD ANNOUNCEMENTS AND INPUT:

Dr. Fowler and Dr. Fisher thanked staff members for their staff reports.

Ms. Niswander announced Ludeman Developmental Center Open house on February 17, 2024. She congratulated Dr. Fisher on a grant she had received.

Potential state CILA cuts were discussed as a huge concern.

ADJOURNMENT:

The meeting adjourned at 10:26 a.m.

Respectfully Submitted by: Stephanie Howard-Gallo,
CCMHB/CCDDB Operations and Compliance Specialist

**Minutes were approved by the CCDDB during their February 21, 2024 meeting.*