



Champaign County Mental Health Board (CCMHB) Meeting Agenda

Wednesday, June 23, 2021 at 5:45PM

Shields-Carter Room, Brookens Administrative Building

1776 East Washington Street, Urbana, IL

<https://us02web.zoom.us/j/81393675682>

312-626-6799, Meeting ID: 813 9367 5682

Public Input: All are welcome to attend the Board's meetings, using the Zoom options or in person, in order to observe and to offer thoughts during the "Public Participation" period of the meeting. For support to participate during a meeting, let us know how we might help by emailing stephanie@ccmhb.org.

If the time of the meeting is not convenient, you may still communicate with the Board and public by emailing stephanie@ccmhb.org any written comments which you would like us to read to the Board during the meeting. Your feedback is appreciated, but be aware that the time for each person's comments may be limited to five minutes.

1. Call to Order
2. Roll Call
3. Zoom Instructions (**page 3**)
4. Approval of Agenda*
5. Citizen Input/Public Participation
The CCMHB reserves the authority to limit individual public participation to 5 minutes and limit total time to 20 minutes.
6. President's Comments – Joseph Omo-Osagie
7. Executive Director's Comments – Lynn Canfield
8. New Business
 - A. DRAFT Fiscal Year (Calendar Year) 2022 Budgets (**pages 4-12**)*
A Decision Memorandum, proposed 2022 budgets for the MHB, DDB, and CILA funds, and background information on each, are included for review and approval.
 - B. Updated MOU with United Way (**pages 13-15**)*
The packet contains a Decision Memorandum and revised MOU with the United Way of Champaign County and the CCMHB for continuation of funding for 211 Information and Referral Services. Action is requested.
 - C. Revised CCMHB By-Laws (**pages 16-61**)*
Included for review and approval are a Decision Memorandum and attached DRAFT of proposed revisions to the Board's By-Laws. Action is requested. For reference, the packet also contains the full texts of the Illinois Community Mental Health Act, Illinois Open Meetings Act, and the Champaign County Code of Ethics.
9. Agency Information

The CCMHB reserves the authority to limit individual public participation to 5 minutes and limit total time to 20 minutes.

10. Old Business

A. CCMHB FY 2020 Annual Report (**pages 62-97**)*

The Draft FY2020 Annual Report is included in the board packet for review and approval. Action is requested.

B. CILA Facilities Project Update and Staff Recommendation (**pages 98-102**)*

A Decision Memorandum presents an update on the CCMHB/CCDDB shared CILA Facilities Project. Action is requested. A guest editorial by a member of the CCDDB is attached for information only.

C. Dis-ABILITY Resource Expo Update (**pages 103-105**)

Included for information is a briefing memo.

D. Contract Amendment Report

No written report: an amendment has been discussed but not yet approved.

E. Schedules & Allocation Process Timeline (**pages 106-110**)

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

11. CCDDB Information

12. Approval of CCMHB Minutes (**pages 111-115**)*

Minutes from the May 26, 2021 board meeting are included in the packet. Action is requested.

13. Staff Reports (**pages 116-131**)

Included for information are reports from Kim Bowdry, Leon Bryson, Stephanie Howard-Gallo, and Shandra Summerville.

14. Board to Board Reports

15. Expenditure List (**pages 132-136**)*

Copy of the Expenditure List is included in the packet. Action is requested to accept the list and place it on file.

16. Board Announcements

17. Adjournment

**Board action requested*

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Instructions for participating in Zoom Conference Bridge for CCMHB Meeting June 23, 2021 at 5:45 p.m.

You will need a computer with a microphone and speakers to join the Zoom Conference Bridge; if you want your face broadcast you will need a webcam.

Go to Join Zoom Meeting
<https://us02web.zoom.us/j/81393675682>
Meeting ID: 813 9367 5682

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Meeting ID: 813 9367 5682
Find your local number: <https://us02web.zoom.us/u/kclgvKiumy>

When the meeting opens, choose to join with or without video. (Joining without video doesn't impact your participation in the meeting, it just turns off YOUR video camera so your face is not seen. Joining without video will also use less bandwidth and will make the meeting experience smoother).
Join with computer audio.

Once you are in the meeting, click on "participants" at the bottom of the screen. Once you've clicked on participants you should see a list of participants with an option to "Raise Hand" at the bottom of the participants screen. **If you wish to speak, click "raise hand" and the Chair will call on you to speak.**

If you are not a member of the CCMHB or a staff person, **please sign in by writing your name and any agency affiliation in the Chat area.** This, like the recording of the meeting itself, is a public document. There are agenda items for Public Participation and for Agency Input, and we will monitor the 'raised hands' during those times.

If you have called in, please speak up during these portions of the meeting if you would like to make a contribution. If you have called in and therefore do not have access to the chat, there will be an opportunity for you to share your 'sign-in' information. If your name is not displayed in the participant list, we might ask that you change it, especially if many people join the call.

Members of the public should not write questions or comments in the Chat area, unless otherwise prompted by the Board, who may choose to record questions and answers there.

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J.A.



DECISION MEMORANDUM

DATE: June 23, 2021
TO: Members, Champaign County Mental Health Board (CCMHB)
FROM: Lynn Canfield, Executive Director
SUBJECT: FY2022 Champaign County CCMHB and CILA Budget Submissions

Overview:

This memorandum presents draft budgets for the Champaign County Mental Health Board (CCMHB), Champaign County Developmental Disabilities Board (CCDDDB), and CILA Facilities Funds for County Fiscal Year 2022 (January 1 through December 31, 2022), for approval by the Board.

These initial drafts will form the basis for staff planning and may be revised later in the year based on advice and information from the County Executive and Deputy Director of Finance, with newer revenue and cost estimates. Initial drafts will be submitted for information to the Champaign County Board for August 25 budget hearing. Final budgets will be presented during their appropriations process in November.

Attached are proposed 2022 CCMHB, CCDDDB, and CILA Fund Budgets, with background details including comparisons of proposed 2022, projected 2021, and actual revenues and expenditures for fiscal years 2014 through 2020. The Intergovernmental Agreement between the CCMHB and CCDDDB defines cost sharing and CILA ownership, among other arrangements. The CILA Fund Budget is under joint authority of the Boards.

Highlights of All Draft Versions:

- Projected 2022 property tax revenue assumes 3% growth over 2021, no adjustment for collection rate below 100%.
- Miscellaneous revenue includes excess revenue returned by agencies (both boards).
- Fund balances contain small amounts to be paid in relation to the hospital tax ruling, but these amounts are no longer reserved (most were returned during 2020).
- Majority of Expo Coordinator contracts are charged to Expo expense line, with a small portion in Professional Services or Public Relations for special projects. Prior to 2020, these had been charged to Professional Services, and Expo revenues and expenses were combined with other revenue and Public Relations costs, respectively (CCMHB budget). The future of the in-person Expo is unknown.
- Both Boards participate with United Way to purchase 211 service and in the UIUC Evaluation Capacity Project, shared as other costs, 57.85%/42.15% (CCMHB budget). Assumes no increase in costs and that both Boards continue.

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- CCMHB does not transfer an amount to the CILA fund in 2022, due to having paid off the mortgage; CCDDDB continues to transfer \$50,000 per year (CILA budget).
- No mortgage principal or interest expense (CILA budget).
- CILA budget based on projected actual 2020 and 2021 expenditures. Future of the CILA Facilities Project is unknown.
- Increases in Contributions & Grants (MHB and DDB).
- Lower cost of ERP system for 2022, with exact cost to be determined (MHB).
- Background information offers more detail on certain expenditure lines and previous year actual costs and revenues.

Decision Section:

Motion to approve the attached 2022 CCMHB Budget, with anticipated revenues and expenditures of \$5,927,611.

- Approved
- Denied
- Modified
- Additional Information Needed

Motion to approve the attached 2022 CILA Fund Budget, with anticipated revenues and expenditures of \$67,000. Payment to this fund is consistent with the terms of the Intergovernmental Agreement between the CCDDDB and CCMHB, and full approval is contingent on CCDDDB action.

- Approved
- Denied
- Modified
- Additional Information Needed

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Draft 2022 CCMHB Budget

LINE ITEM	BUDGETED REVENUE	
311.24	Property Taxes, Current	\$5,468,599
313.24	Back Property Taxes	\$1,000
314.10	Mobile Home Tax	\$4,000
315.10	Payment in Lieu of Taxes	\$2,000
336.23	CCDDB Revenue	\$394,012
361.10	Investment Interest	\$10,000
363.10	Gifts & Donations	\$3,000
363.12	Expo Revenue	\$15,000
369.90	Other Miscellaneous Revenue	\$30,000
TOTAL REVENUE		\$5,927,611

LINE ITEM	BUDGETED EXPENDITURES	
511.02	Appointed Official	\$106,734
511.03	Regular FTE	\$343,465
511.05	Temporary Salaries & Wages	\$2,000
511.09	Overtime Wages	\$1,000
513.01	FICA	\$33,800
513.02	IMRF	\$30,443
513.04	W-Comp	\$2,908
513.05	Unemployment	\$1,398
513.06	Health/Life Insurance	\$68,658
513.20	Employee Development/Recognition	\$200
Personnel Total		\$590,706
522.01	Printing	\$500
522.02	Office Supplies	\$3,700
522.03	Books/Periodicals	\$300
522.04	Copier Supplies	\$1,000
522.06	Postage/UPS/Fed Ex	\$2,000
522.44	Equipment Under \$5000	\$7,000
Commodities Total		\$14,500
533.01	Audit & Accounting Services	\$12,000
533.07	Professional Services	\$140,000
533.12	Travel	\$1,500
533.18	Non-employee training	\$8,000
533.20	Insurance	\$18,000
533.29	Computer Services	\$7,000
533.33	Telephone	\$1,000
533.42	Equipment Maintenance	\$500
533.50	Office Rental	\$24,000
533.51	Equipment Rental	\$800
533.70	Legal Notices/Ads	\$200
533.72	Department Operating	\$300
533.84	Business Meals/Expense	\$150
533.85	Photocopy Services	\$4,000
533.89	Public Relations	\$13,000
533.92	Contributions & Grants	\$4,986,025
533.93	Dues & Licenses	\$20,000
533.95	Conferences/Training	\$8,000
533.98	disAbility Resource Expo	\$58,000
534.37	Finance Charges/Bank Fees	\$30
534.70	Brookens Repair	\$100
Services Total		\$5,302,605
571.08	Interfund Transfer, CCDDB (Share of Expo and some of Other Misc Rev, loan in 2019)	\$6,800
571.11	Interfund Transfer, CILA Fund	-
571.14	Interfund Transfer, to CARF for ERP	13000
Interfund Transfers TOTAL		\$19,800
TOTAL EXPENSES*		\$5,927,611

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Draft 2022 CILA Fund Budget

LINE ITEM	BUDGETED REVENUE	
361.10	Investment Interest	\$2,000
371.54	From CCDDDB 108	\$50,000
371.90	From CCMHB Fund 090	-
362.15	Rents	\$15,000
TOTAL REVENUE		\$67,000

LINE ITEM	BUDGETED EXPENDITURES	
522.44	Equipment Less than \$5,000 (includes a designated gift for the benefit of one individual, accessed at family request, with balance \$6,176 as of February 11, 2021)	\$22,764
533.07	Professional Services (property management)	\$6,000
533.20	Insurance	\$2,400
533.28	Utilities	\$800
534.36	CILA Project Building Repair/Maintenance	\$14,000
534.37	Finance Charges (bank fees per statement)	\$36
534.58	Landscaping Service/Maintenance	\$14,000
544.22	Building Improvements	\$7,000
TOTAL EXPENSES		\$67,000

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Draft 2022 CCDDB Budget

LINE ITEM	BUDGETED REVENUE	
311.19	Property Taxes, Current	\$4,486,706
313.19	Back Property Taxes	\$1,000
314.10	Mobile Home Tax	\$1,000
315.10	Payment in Lieu of Taxes	\$2,000
361.10	Investment Interest	\$6,000
371.90	Interfund Transfer (Expo and some Other Misc Rev) from MH Fund	\$6,800
369.90	Other Miscellaneous Revenue	\$8,000
	TOTAL REVENUE	\$4,511,506

LINE ITEM	BUDGETED EXPENDITURES	
533.07	Professional Services (42.15% of an adjusted set of CCMHB Admin Expenses)	\$394,012
533.92	Contributions & Grants	\$4,067,494
571.11	Interfund Transfer, CILA Fund	\$50,000
	TOTAL EXPENSES	\$4,511,506

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Background for 2022 CCMHB Budget, with 2021 Projections and Earlier Actuals

2022 BUDGETED REVENUE	2021 PROJECTED	2020 ACTUAL	2019 ACTUAL	2018 ACTUAL	2017 ACTUAL	2016 ACTUAL	2015 ACTUAL	2014 ACTUAL
Property Taxes, Current	\$5,304,965	\$4,887,609	\$4,813,598	\$4,611,577	\$4,415,651	\$4,246,055	\$4,161,439	\$4,037,720
Back Property Taxes	\$1,000	\$0	\$6,489	\$494	\$2,731	\$2,486	\$2,881	\$1,612
Mobile Home Tax	\$4,000	\$0	\$4,062	\$3,909	\$3,766	\$3,903	\$3,995	\$3,861
Payment in Lieu of Taxes	\$2,000	\$1,088	\$2,604	\$3,406	\$3,201	\$2,970	\$2,869	\$2,859
CCDDB Revenue	\$404,296	\$346,706	\$409,175	\$310,783	\$287,897	\$377,695	\$330,637	\$337,536
Investment Interest	\$10,000	\$7,627	\$45,950	\$41,818	\$18,473	\$3,493	\$1,385	\$1,015
Gift & Donations	\$3,000	\$2,900	\$4,706					
Expo Revenue (were combined)	\$15,000	\$13,805	\$14,275	\$21,613	\$5,225	\$18,822	\$26,221	\$28,192
Other Miscellaneous Revenue	\$30,000	\$80	\$129,028	\$29,955	\$117,195	\$21,340	\$67,599	\$85,719
TOTAL REVENUE	\$5,848,261	\$5,259,815	\$5,429,887	\$5,023,555	\$4,853,939	\$4,676,764	\$4,597,006	\$4,498,514

2022 BUDGETED EXPENDITURES (SEE PAGE 5 FOR DETAILS)	2021 PROJECTED	2020 ACTUAL	2019 ACTUAL	2018 ACTUAL	2017 ACTUAL	2016 ACTUAL	2015 ACTUAL	2014 ACTUAL
Personnel	\$580,633	\$544,001	\$519,678	\$522,073	\$449,220 <i>(Understaffed)</i>	\$577,548	\$502,890	\$532,909
Commodities	\$14,500	\$12,362	\$11,147	\$10,049	\$6,263	\$7,998	\$11,237	\$9,282
Services (not Contrib & Grants)	\$320,480	\$286,913	\$286,385	\$404,059	\$432,828	\$410,157	\$382,870	\$375,735
Contributions & Grants	\$4,873,478	\$4,310,455	\$3,993,283	\$3,648,188	\$3,593,418	\$3,428,015	\$3,335,718	\$3,673,966
Interfund Expenditures	\$59,170	\$5,819	\$406,505	\$56,779	\$57,268	\$60,673	\$0	\$0
Interest on Tax Case	\$0	\$1,648						
TOTAL EXPENSES	\$5,848,261	\$5,161,198	\$5,216,988	\$4,641,148	\$4,089,797	\$4,484,391	\$4,232,715	\$4,591,892

Additional Information about Services

Approval of 2022 Budgets does not obligate the Boards to all expenditures described; most consultant/service contracts are developed by Executive Director with Board officers and, for larger amounts or unusual circumstances, full board review and approval; estimates are based on previous years.

SERVICES	2022	2021
Professional Services**	\$140,000	\$140,000
Public Relations***	\$13,000	\$13,000
disability Resource Expo***	\$58,000	\$60,000
OCMHB Contribution s & Grants	\$4,986,025	\$4,807,483
CCDDDB Contribution s & Grants	\$4,067,494	\$3,922,778
Dues/Licenses	\$20,000	\$20,000
Conferences /Training	\$8,000	\$8,000
Non-Employee Conferences / Trainings**	\$9,000	\$10,000
Unexpected		
	<p>Approximately \$80,198 UI Evaluation, including CCDDDB, \$21,330 to United Way for 211/Path, \$500 human resources services (AAIM), \$3,000 IT services (BPC), \$1,000 Ed McManus, \$1,500 website accessibility testing (Falling Leaf), \$15,000 online application/reporting systems (EMK), \$20,000 maintenance of Expo, AIR, and resource guide. Also includes: language access and other accessible document production; graphic design; shredding services; independent reviewers; CPA consultant/reviews; legal counsel. (Expo/Special Projects consultant costs are split between this line, Public Relations, and disABILITY Resource Expo, per project.)</p> <p>\$9,000 Eberfest firm sponsorship or similar, offset by Alliance member dues and other contributions of \$3k-\$5k/year. \$2,000 estimated for other community events. \$2,000 anti-stigma art show(s) and promotion, including Market in the Square and possible Farmers Market. \$2,000 sponsorships of other events. 25% of one Expo Coordinator may be charged to this line for work on non-Expo events and other special projects.</p> <p>Support for the 2021 and 2022 Expo events, including venue, supplies, food, interpreters, advertising, t-shirts, storage space, etc. Majority of Expo Coordinators' contracts are here. Expo costs are offset by exhibitor fees and contributions from sponsors.</p> <p>Estimated CCMHB payments to agencies from January 1 to June 30, 2021, as authorized in May 2020, plus 1/2 of estimated FY21 annual allocation amount, with agency contract maximums to be authorized by July 1, 2021. (includes an amount equal to anticipated hospital property tax revenue = \$X)</p> <p>Estimated CCDDDB payments to agencies from January 1 to June 30, 2021, as authorized in May 2020, plus 1/2 of estimated FY21 annual allocation amount, with agency contract maximums to be authorized by July 1, 2021. (includes an amount equal to anticipated hospital property tax revenue = \$X)</p> <p>\$950 national trade association (NACB-HDD), \$16,000 state trade association (ACMHA), and smaller amounts Human Services Council, Arc of Illinois, NCBH, NADD, or similar.</p> <p>\$1000 registration for NACo and NACB-HDD Legislative and Policy Conferences (may be offset by ACMHA). \$350 for NACo Annual Meeting. Costs of travel (plus lodging and food) for staff for NACB-HDD and NACo meetings. Costs of travel (plus lodging and food) for staff for ACMHA meetings. Costs of one other conference/training for staff members, Federation of Families, Arc of IL, NADD, or similar. Kaleidoscope, Inc. training and certification.</p> <p>Registration, costs of travel, lodging, and food for board members to attend National or State Association meetings and other conferences or trainings of interest. Also charged here are the costs associated with Mental Health First Aid trainings and trainings for non-employees (e.g., case managers, other service providers, stakeholders), which can include presenters, rental, refreshments, materials, promotion. Unknown whether in person or virtual, or impact on cost.</p> <p>Unknown late of large gatherings (Expo, Eberfest, conferences, trainings). Possible telework expenses or change in office. Budget transfers if: offices move to a different location or are modified; legal expenses are greater, etc. Budget amendment if employee retirement/resignation. Boards' fund balances are lowest in May, at which point there should be enough for 6 months operating + remaining tax liability (small) + share (57.85%/42.15%) of accrued staff benefits. If first tax distribution does not occur by June, fund balance may be used.</p>	<p>Approximately \$80,198 UI Evaluation, including CCDDDB, \$21,330 to United Way for 211/Path, \$500 human resources services (AAIM), \$3,000 IT services (BPC), \$1,000 Ed McManus, \$1,500 website accessibility testing (Falling Leaf), \$15,000 online application/reporting systems (EMK), \$20,000 maintenance of Expo, AIR, and resource guide. Also includes: language access and other accessible document production; graphic design; shredding services; independent reviewers; CPA consultant/reviews; legal counsel. (Expo/Special Projects consultant costs are split between this line, Public Relations, and disABILITY Resource Expo, per project.)</p> <p>PAID IN 2020 - \$15,000 Eberfest firm sponsorship, offset by Alliance member dues and other contributions of \$3k-\$5k/year. \$2,000 estimated for other community events. \$2,000 anti-stigma art show(s) and promotion, including Market in the Square and possible Farmers Market. \$2,000 sponsorships of other events. 25% of one Expo Coordinator may be charged to this line for work on non-Expo events and other special projects.</p> <p>Expenses associated with 2020 Expo event and with 2021 Expo but paid in 2020. Coordinator time associated with Expo and related activities charged here rather than to Pro Svcs (in 2018). Expo costs are offset by exhibitor fees and contributions from sponsors (\$14k in 2018.)</p> <p>Actual CCMHB payments to agencies from January 1 to June 30, 2020, as authorized in May 2019, plus payments authorized in May 2020, to be made from June through December 2020.</p> <p>Actual CCDDDB payments to agencies from January 1 to June 30, 2020, as authorized in May 2019, plus payments authorized in May 2020, to be made from June through December 2020.</p> <p>\$950 national trade association (NACB-HDD), \$3,000 AAIM (paid every three years), \$16,000 state trade association (ACMHA), and smaller amounts for Human Services Council, Arc of Illinois, possible new memberships, e.g., CBHA, NCBH, NADD, or similar.</p> <p>\$1000 registration for NACo and NACB-HDD Legislative and Policy Conferences (may be offset by ACMHA). \$350 for NACo Annual Meeting. Costs of travel (plus lodging and food) for staff for NACB-HDD and NACo meetings. Costs of travel (plus lodging and food) for staff for ACMHA meetings. Costs of one other conference/training for staff members, Federation of Families, Arc of IL, NADD or similar. MHFA trainer certification.</p> <p>Registration, costs of travel, lodging, and food for board members to attend National or State Association meetings and other conferences or trainings of interest. Also charged here are the costs associated with Mental Health First Aid trainings and trainings for non-employees (e.g., case managers, other service providers, stakeholders), which can include presenters, rental, refreshments, materials, promotion. While travel is unlikely in 2021, virtual MHFA and CM trainings are considered.</p> <p>Unknown late of large gatherings (Expo, Eberfest, conferences, trainings). Possible telework expenses or change in office. Budget transfers if: offices move to a different location or are modified; legal expenses are greater, etc. Budget amendment if employee retirement/resignation. Boards' fund balances are lowest in May, at which point there should be enough for 6 months operating + remaining tax liability (small) + share (57.85%/42.15%) of accrued staff benefits. If first tax distribution does not occur by June, fund balance may be used.</p>

Calculation of the CCDDB Administrative Share ("Professional Services")

Adjustments:	2022	2021
CCMHB Contributions & Grants	\$4,986,025	\$4,807,483
UI Evaluation Capacity Project	-	-
Eberfest anti-stigma film and events	-	-
Payment to CILA fund	-	-
CCDDB Share of Donations & Misc Rev	\$6,800	\$6,800
MHB Interest on Tax Case	-	-
Adjustments Total:	\$4,992,825	\$4,814,283
CCMHB Total Expenditures:	\$5,927,611	\$5,782,366
Total Expenditures less Adjustments:	\$934,786	\$968,083

Adjustments:	2022	2021
CCDDB Share	\$934,786	\$968,083
Total Expenditures less Adjustments	\$394,012	\$408,047
Adjusted Expenditures x 42.15%	\$32,834	\$34,004
Monthly Total for CCDDB Admin	-	-

At the end of the Fiscal Year, actual expenses are updated, some revenues (e.g., Expo) are shared, and adjustments are made to the CCDDB current year share.

Background for 2022 CCDDB Budget, with 2021 Projections and Earlier Actuals

2022 BUDGETED REVENUES	2021 PROJECTED	2020 ACTUAL	2019 ACTUAL	2018 ACTUAL	2017 ACTUAL	2016 ACTUAL	2015 ACTUAL	2014 ACTUAL
Property Taxes, Current	\$4,486,706	\$4,356,025	\$4,007,711	\$3,982,688	\$3,846,413	\$3,684,009	\$3,595,174	\$3,545,446
Back Property Taxes	\$1,000	\$1,000	\$0	\$5,369	\$411	\$2,278	\$2,105	\$2,437
Mobile Home Tax	\$1,000	\$1,000	\$0	\$3,361	\$3,261	\$3,142	\$3,305	\$3,348
Payment in Lieu of Taxes	\$2,000	\$2,000	\$0	\$2,154	\$2,841	\$2,671	\$2,515	\$2,445
Investment Interest	\$6,000	\$6,000	\$4,054	\$27,098	\$24,062	\$10,883	\$2,318	\$812
Gifts & Donations (transfer from MHB)	\$6,800	\$6,800	\$5,819	\$106,505	\$6,779	\$7,288	\$10,673	\$0
Other Miscellaneous Revenue	\$8,000	\$8,000	\$9,524	\$8,955	\$6,408	\$14,432	\$0	\$11,825
TOTAL REVENUE	\$4,511,506	\$4,380,825	\$4,027,108	\$4,136,110	\$3,890,175	\$3,724,703	\$3,616,091	\$3,521,224

2022 BUDGETED EXPENDITURES	2021 PROJECTED	2020 ACTUAL	2019 ACTUAL	2018 ACTUAL	2017 ACTUAL	2016 ACTUAL	2015 ACTUAL	2014 ACTUAL
Professional Services (42.15% of some CCMHB expenses, as above)	\$394,012	\$408,047	\$330,445	\$308,175	\$310,783	\$287,697 (understated)	\$379,405	\$330,637
Contributions & Grants	\$4,067,494	\$3,922,778	\$3,659,691	\$3,445,272	\$3,250,768	\$3,287,911	\$3,206,369	\$3,224,172
Interfund Transfer, CILA Fund	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
Interfund Transfer to MH (loan repay)	-	-	\$100,000	-	-	-	-	-
Interest on Tax Case	\$0	\$0	\$1,363	-	-	-	-	-
TOTAL EXPENSES	\$4,511,506	\$4,380,825	\$4,041,499	\$3,904,447	\$3,811,551	\$3,337,811	\$3,635,794	\$3,449,759

J.B.



DECISION MEMORANDUM

DATE: June 23, 2021
TO: Members, Champaign County Mental Health Board (CCMHB)
FROM: Lynn Canfield, Executive Director
SUBJECT: Revised Memorandum of Understanding with United Way for 211

Purpose:

For consideration by the CCMHB and the Champaign County Developmental Disabilities Board (CCDDB,) the attached draft Memorandum of Understanding with the United Way updates the current arrangement by acknowledging that the partnership includes the CCDDB and by updating the total contract maximum for 211 services through PATH, Inc.

PATH, Inc. has provided the 211 Information Services, primarily as a call center, through a contract with the United Way of Champaign County for several years. The CCMHB and CCDDB have contributed half of the funding for this resource.

For the last two years, a great deal of attention has been given to this project as people seek resources for the first time or experience increased needs. CCMHB and CCDDB staff have advocated for improvements on behalf of people with behavioral health conditions or developmental disabilities and their supporters, many of whom find the service system especially difficult to 'navigate,' as identified in our 2018 community needs assessment and unfortunately echoed since that time. Through this partnership, research assistants and students from the UIUC Community Data Clinic designed online database improvements which were adopted by PATH and have developed a prototype website to complement the call service. The United Way makes available summaries and data reports each quarter, which are shared in Board packets and may inform system changes.

DECISION SECTION

Motion to approve the attached DRAFT "Memorandum of Understanding - United Way of Champaign County (UWCC) and Champaign County Mental Health Board (CCMHB) and Champaign County Developmental Disabilities Board (CCDDB): 2-1-1 Information and Referral Services" contingent on approval by the CCDDB:

- Approved
- Denied
- Modified
- Additional Information Needed

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MEMORANDUM OF UNDERSTANDING
United Way of Champaign County (UWCC)
and
Champaign County Mental Health Board (CCMHB)
and
Champaign County Developmental Disabilities Board (CCDDB)

2-1-1 Information and Referral Services

The United Way of Champaign County (UWCC) and the Champaign County Mental Health Board (CCMHB)/Champaign County Developmental Disabilities Board (CCDDB) are the primary community-based local funders of human services in Champaign County and as such have collaborated to assure information and referral services are available and accessible to the citizens of Champaign County (i.e., First Call For Help). The advent and availability of 2-1-1 Information and Referral Services will improve access and efficiency and maximize community impact in terms of efficacy.

The Parties hereby enter into this Memorandum of Understanding to delineate respective roles, responsibilities, and financial obligations associated with the implementation of 2-1-1 Information and Referral Services which are to be provided by PATH, Inc.

The Parties agree to the following terms and conditions to implement this Memorandum of Understanding:

1. UWCC will enter into a contract with PATH, Inc. for the provision of 2-1-1 Information and Referral Services for the people of Champaign County. The CCMHB/CCDDB shall not be a party to the contract between UWCC and PATH, Inc.
2. The CCMHB/CCDDB shall provide funding to UWCC for 2-1-1 Information and Referral Services. The amount to be paid shall be fifty-percent (50%) of the contract maximum between UWCC and PATH, Inc., and shall be paid in quarterly installments. If revenue from other funders becomes available to support 2-1-1 Information and Referral Services, the share paid by the CCMHB/CCDDB shall be equal to but shall not exceed the share paid by UWCC. The Parties agree that the contract maximum between UWCC and PATH, Inc. will not exceed \$45,000. If UWCC determines that the contract amount will be in excess of said amount, CCMHB/CCDDB will be contacted immediately and advised of the contract maximum. At that point, CCMHB/CCDDB has the option to terminate this Memorandum of Understanding immediately.
3. All relevant documents pertaining to the contract for 2-1-1 Information and Referral Services between UWCC and PATH, Inc. shall be provided to the CCMHB/CCDDB in a timely manner. If the CCMHB and/or CCDDB determine additional/different documents are needed, UWCC will provide them upon request if such documents exist and if UWCC has access to them.
4. UWCC shall identify the CCMHB and CCDDB as partners in the provision of 2-1-1 Information and Referral Services in news releases, press conferences, and any written material made available to the public.

5. UWCC hereby expressly agrees and covenants to hold harmless and indemnify the CCMHB/CCDDB, their Boards, employees, representatives, agents, assigns and successors from any and all liability, claims of liability or legal action or threat thereof by other parties arising out of this contract, the contract with PATH, Inc., or the provision of the information for or services identified, derived from or initiated as a result of the 2-1-1 Information and Referral Services. CCMHB and CCDDB are solely funding sources as outlined herein and is undertaking to provide no services and assumes no liability.

Either Party may terminate this Memorandum of Understanding with 90-days written notice to the other. Upon the mutual written consent of both Parties, this Memorandum of Understanding may be terminated sooner. UWCC may terminate this Memorandum of Understanding immediately on written notice to CCMHB/CCDDB if UWCC terminates its contract with PATH, Inc., for cause under Section 1.3 thereof. UWCC may also terminate this Memorandum of Understanding on 60 days written notice to CCMHB/CCDDB if its contract with PATH, Inc., is terminated by either party for convenience under Section 1.4 thereof.

Nothing contained herein serves to limit, alter, or amend either Party's duties, rights or responsibilities as set out in Federal and State statutes, laws, or regulations.

In witness were of, the Parties have caused this Memorandum of Understanding to be executed by their authorized representatives on this ____ day of _____, 2021.

CHAMPAIGN COUNTY MENTAL HEALTH BOARD

By

Board Chair

Executive Director

CHAMPAIGN COUNTY DEVELOPMENTAL DISABILITIES BOARD

By

Board Chair

Executive Director

UNITED WAY OF CHAMPAIGN COUNTY

Board Chair

CEO

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8.C.



DECISION MEMORANDUM

DATE: June 23, 2021
TO: Members, Champaign County Mental Health Board (CCMHB)
FROM: Lynn Canfield, Executive Director
SUBJECT: Revised Board By-Laws

Purpose:

For consideration by the CCMHB, the attached DRAFT document presents proposed revisions to the "Champaign County Mental Health Board By-laws," most recently revised on February 22, 2017. Other attachments are for information only and include the Illinois Community Mental Health Act, the Open Meetings Act, and the Champaign County Code of Ethics.

Each proposed revision is highlighted in the attached DRAFT, with strikethroughs if language is being replaced or eliminated. In some cases, brackets ([and]) indicate a comment which is not meant to be retained in the final version of by-laws but rather to explain a consideration. The proposed revisions relate to:

- Intent to maintain compliance with relevant state and federal rules.
- Acknowledgement of the appointment authority of the Champaign County Executive.
- Provision for CCMHB members to communicate with the County Executive and County Board regarding the appointment process.
- Updates related to Divisions of Illinois Department of Human Services.
- Detail about how to post a change in the regular meeting schedule.
- Purpose of special meetings and process for calling them, to conform with statute.
- Posting of meeting schedules and agendas.
- Updates in 'electronic' attendance so that the board may exercise maximum flexibility under the law.
- Revision of election schedule and of elected officers' terms, to conform with statute.
- Clarification of President's role and Officers' signature authority.

DECISION SECTION

Motion to approve the attached DRAFT of revised "Champaign County Mental Health Board By-laws." Upon approval, strikethroughs, highlights, and bracketed comments will be removed from the final version:

- _____ Approved
- _____ Denied
- _____ Modified
- _____ Additional Information Needed

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CHAMPAIGN COUNTY MENTAL HEALTH BOARD
BY-LAWS

I. PURPOSE AND FUNCTIONS:

- A. The Champaign County Mental Health Board (CCMHB) is established under the Illinois Community Mental Health Act, as amended, (IL Revised Statutes, Chapter 91-1/2, Sections 301-314, inclusive,) in order to “construct, repair, operate, maintain and regulate community mental health facilities to provide mental health services as defined by the local community mental health board, including services for the intellectually and developmentally disabled and for the substance user, for residents (of Champaign County) and/or to contract therefore with any private or public entity which provides such facilities and services...”
- B. In order to accomplish these purposes, the CCMHB performs the following functions:
 - 1. Planning for the mental health, intellectual and developmental disabilities, and substance use disorder services system to assure accomplishment of the CCMHB goals.
 - 2. Allocation of local funds to assure the provision of a comprehensive system of community based mental health, intellectual and developmental disabilities, and substance use disorder services.
 - 3. Coordination of affiliated providers of mental health, intellectual and developmental disabilities, and substance use disorder services to assure an inter-related accessible system of care.
 - 4. Evaluation of the system of care to assure that services are provided as planned and that services are effective in meeting the needs and values of the community.
- C. The CCMHB shall perform those duties and responsibilities as specified in Sections 3e and 3f of the Community Mental Health Act, as amended.
- D. Nothing in these By-laws alters the authorities and obligations codified in state or federal law.

II. MEMBERSHIP:

- A. The membership of the CCMHB shall include nine (9) members, of which one person shall be a County Board member.

- B. The members of the CCMHB shall be appointed by the ~~Chairperson of the Champaign County Board~~ County Executive, with the advice and consent of the Champaign County Board. The CCMHB shall recommend nominees for membership to the County Executive and the ~~Chairperson of the Champaign County Board~~ Chairperson or their designee. *[The previous wording is identical to statute and has been interpreted locally as equal to the County Executive, so this change may not be necessary but is clarifying.]*
- C. Members of the CCMHB may communicate with the County Executive or the County Board regarding any concerns about the appointment process.
- D. Members of the CCMHB shall be residents of Champaign County and, as nearly as possible, be representative of interested groups of the community, such as local health departments, medical societies, local comprehensive health planning agencies, hospital boards, lay associations concerned with mental health, as well as the general public. To the extent possible, members of the CCMHB shall represent the geographic areas of the County. No member of the CCMHB may be a full-time or part-time employee of the Department of ~~Human Services – Division of Developmental Disabilities, Division of Mental Health, or Division of Substance Use Prevention & Recovery, of the Department of Health and Family Services, Mental Health / Developmental Disabilities (DMH/DD) or Department of Alcohol and Substance Abuse (DASA)~~ or a Board member or employee of any facility or service operating under contract to the CCMHB. All terms shall be measured from the first day of the calendar year of appointment. Vacancies shall be filled for an expired term in the same manner as original appointments.
- E. Any member of the CCMHB may be removed by the appointing officer for absenteeism, neglect of duty, misconduct, or malfeasance in office, after being given a written statement of the charges and an opportunity to be heard thereon.

III. MEETINGS:

- A. The CCMHB shall meet at such time and location as the CCMHB shall designate. Per the Open Meetings Act (5 ILCS 120/1 et seq.), a change in the regular meeting dates is to be properly posted for the public a minimum of 10 days prior to the meeting.
- B. The CCMHB may meet in Study Session during the intervals between monthly meetings to receive reports, discuss issues, and develop recommendations on matters brought to it by the Executive Director and the President.
- C. Special meetings may be called by ~~the President or upon~~ the written request of two members, filed with the Secretary, to conduct such business that cannot be delayed until the regular meeting date. *[Statute specifies the latter but does not indicate that the President can call a special meeting. Consider revising the bylaws to match the statute and not broaden it.]* The written request for special

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meeting business may be based on recommendations on matters brought to the Secretary/Vice President by the Executive Director, the Board President, or other Board members.

- D. The Executive Director shall prepare an agenda for all meetings of the CCMHB and shall cause the notice of the meeting and the agenda to be sent to all members at least five (5) days in advance of the meeting.
- E. Public notices and the conduct of all meetings shall be in conformance with the Illinois Open Meetings Act. (~~IL Revised Statutes, Chapter 102, Sections 41 etseq.~~). Notice/agenda for each meeting shall be posted on the Champaign County website and in the physical location of the meeting and shall be continuously available for public review during the 48-hour period preceding the meeting.
- F. The presence of five (5) members shall constitute a quorum for any meeting of the CCMHB. For a member to attend a meeting ~~“electronically” (e.g., by teleconference or video conference)~~ by other means than physical presence (e.g., by video or audio conference), a majority of members must be physically present at the properly-noticed meeting, and a majority of physically present members must agree to allow the electronic attendance. Such attendance may only be due to: personal illness or disability, employment purposes or CCMHB business; or a family or other emergency. A member wishing to attend a meeting by other means must notify the Board before the meeting unless advance notice is impractical. *[This language was introduced to the by-laws previously, on the advice of an attorney that the flexibility has to be explicitly stated in by-laws in order for the board to exercise it.]* Provisions for a quorum of members to attend the meeting by other means, due to a declared disaster, are set forth in the Illinois Open Meetings Act. These By-laws affirm the Mental Health Board’s intent to exercise flexibilities as the law allows.

IV. OFFICERS:

- A. The officers of the CCMHB shall be a President and a Vice-President/Secretary.
- B. Election of the officers shall take place ~~at the January~~ during a meeting of the CCMHB which is held after appointment of members (to terms beginning January 1) and prior to July 1. *[Per the IL Community Mental Health Act, the election should occur after appointments but before July 1. Consider holding elections at the first meeting in which new board members have been appointed.]*
- C. Officers shall be elected for one year, beginning ~~February~~ July 1. No member shall hold the same office for more than two (2) consecutive years, except that officers may remain in their then current positions until their successors can be

chosen. ~~Statute indicates elections should be held before July 1 and that the officers' terms are effective July 1 for one year. Revise to match.~~

D. Duties of Officers:

1. President:

Subject to the control and direction of the CCMHB. The President shall maintain a current general overview of the affairs and business of the CCMHB. The President shall preside over meetings and conduct the agenda and shall have the privilege of voting in all actions by the CCMHB. ~~The President shall have the authority to sign all legal documents and expenditure authorizations approved by the CCMHB.~~

2. Vice-President / Secretary:

The Vice-President / Secretary shall act in place of the President in the latter's absence, ~~including signature authority for legal documents and expenditures.~~

3. ~~The President, Vice-President / Secretary, or a member as designated by the President, shall have the authority to sign all legal documents approved by the CCMHB.~~

V. STAFF:

The CCMHB shall employ an Executive Director who, subject to the control and direction of the Board, shall have general charge, oversight and directions of the affairs and business of the CCMHB and shall be its responsible managing head. The Executive Director shall have the responsibility for the employment and discharge of staff pursuant to the provisions of the CCMHB Personnel Policies. The Executive Director shall have the authority to sign on behalf of the CCMHB, all necessary papers pursuant to CCMHB action and shall have the authority with the endorsement of the President to make contracts and expenditures within the approved program and budget. The Executive Director or delegate shall attend all meetings of CCMHB. The Executive Director shall also be liaison between the CCMHB, staff, and affiliated agencies and implement policies regarding communications between them.

VI. FISCAL AND GRANT YEARS:

A. The fiscal year of the CCMHB shall be the same as that of the County of Champaign, i.e., January 1 through December 31.

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- B. CCMHB contracts for mental health, intellectual and developmental disabilities, and substance use disorder services shall be allocated on the same fiscal year as the State of Illinois, i.e., July 1 through June 30.

VII. RULES OF ORDER:

Roberts' Rules of Order shall be followed in deliberations of the Board unless otherwise precluded by these By-laws.

IX. CHANGE OF BY-LAWS:

Any or all of these By-laws may be altered, amended, or repealed by a majority vote of the Board at any regular or special meeting, provided that written notice of the proposed action is given in the call to the meeting and that a quorum is present.

Approved as amended by the CCMHB on February 22, 2017 and May 19, 2021.

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Information maintained by the Legislative Reference Bureau

Updating the database of the Illinois Compiled Statutes (ILCS) is an ongoing process. Recent laws may not yet be included in the ILCS database, but they are found on this site as Public Acts soon after they become law. For information concerning the relationship between statutes and Public Acts, refer to the Guide.

Because the statute database is maintained primarily for legislative drafting purposes, statutory changes are sometimes included in the statute database before they take effect. If the source note at the end of a Section of the statutes includes a Public Act that has not yet taken effect, the version of the law that is currently in effect may have already been removed from the database and you should refer to that Public Act to see the changes made to the current law.

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(405 ILCS 20/0.1) (from Ch. 91 1/2, par. 300.1)
Sec. 0.1. This Act shall be known and may be cited as the
"Community Mental Health Act".
(Source: Laws 1967, p. 3457.)

(405 ILCS 20/1) (from Ch. 91 1/2, par. 301)
Sec. 1. As used in this Act:

"Direct recipient services" means only those services required to carry out a completed individualized treatment plan that is signed by a service recipient or legal guardian. Crisis assessment and stabilization services are excluded, although these services may be anticipated in a treatment plan.

"Governmental unit" means any county, city, village, incorporated town, or township.

"Person with a developmental disability" means any person or persons so diagnosed and as defined in the Mental Health and Developmental Disabilities Code. Community mental health boards operating under this Act may in their jurisdiction, by a majority vote, add to the definition of "person with a developmental disability".

"Mental illness" has the meaning ascribed to that term in the Mental Health and Developmental Disabilities Code. Community mental health boards operating under this Act may in their jurisdiction, by a majority vote, add to the definition of "mental illness".

"Substance use disorder" encompasses substance abuse, dependence, and addiction, not inconsistent with federal or State definitions.
(Source: P.A. 97-813, eff. 7-13-12.)

(405 ILCS 20/2) (from Ch. 91 1/2, par. 302)

Sec. 2. Any county, city, village, incorporated town, township, public health district, county health department, multiple-county health department, school district or any combination thereof, in consultation with and being advised by the Department of Human Services, shall have the power to

construct, repair, operate, maintain and regulate community mental health facilities to provide mental health services as defined by the local community mental health board, including services for, persons with a developmental disability or substance use disorder, for residents thereof and/or to contract therefor with any private or public entity which provides such facilities and services, either in or without such county, city, village, incorporated town, township, public health district, county health department, multiple-county health department, school district or any combination thereof.
(Source: P.A. 95-336, eff. 8-21-07.)

(405 ILCS 20/3) (from Ch. 91 1/2, par. 303)

Sec. 3. Any such county, city, village, incorporated town, township, public health district, county health department, multiple-county health department, school district, community mental health board or any combination thereof, may accept donations of property and funds for the purposes specified in this Act.
(Source: P.A. 81-898.)

(405 ILCS 20/3a) (from Ch. 91 1/2, par. 303a)

Sec. 3a. Every governmental unit authorized to levy an annual tax under any of the provisions of this Act shall, before it may levy such tax, establish a 7 member community mental health board who shall administer this Act. Such board shall be appointed by the chairman of the governing body of a county, the mayor of a city, the president of a village, the president of an incorporated town, or the supervisor of a township, as the case may be, with the advice and consent of the governing body of such county, city, village, incorporated town or the town board of trustees of any township. Members of the community mental health board shall be representatives of the government unit and, as nearly as possible, be representative of interested groups of the community such as local health departments, medical societies, local comprehensive health planning agencies, hospital boards, lay associations concerned with mental health, developmental disabilities and substance abuse, as well as the general public. Only one member shall be a member of the governing body. The chairman of the governing body may, upon the request of the community mental health board, appoint 2 additional members to the community mental health board. No member of the community mental health board may be a full-time or part-time employee of the Department of Human Services or a board member, employee or any other individual receiving compensation from any facility or service operating under contract to the board. If a successful referendum is held under Section 5 of this Act, all members of such board shall be

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appointed within 60 days of the referendum.

Home rule units are exempt from this Act. However, they may, by ordinance, adopt the provisions of this Act, or any portion thereof, that they may deem advisable.

The tax rate set forth in Section 4 may be levied by any non-home rule unit only pursuant to the approval by the voters at a referendum. Such referendum may have been held at any time subsequent to the effective date of the Community Mental Health Act.

(Source: P.A. 95-336, eff. 8-21-07.)

(405 ILCS 20/3b) (from Ch. 91 1/2, par. 303b)

Sec. 3b. The term of office of each member of the community mental health board shall be for 4 years, provided, however, that of the members first appointed, 2 shall be appointed for a term of 2 years, 2 for a term of 3 years and 3 for a term of 4 years. All terms shall be measured from the first day of the year of appointment. Vacancies shall be filled for the unexpired term in the same manner as original appointments.

(Source: Laws 1965, p. 1037.)

(405 ILCS 20/3c) (from Ch. 91 1/2, par. 303c)

Sec. 3c. Any member of the community mental health board may be removed by the appointing officer for absenteeism, neglect of duty, misconduct or malfeasance in office, after being given a written statement of the charges and an opportunity to be heard thereon.

(Source: P.A. 77-1500.)

(405 ILCS 20/3d) (from Ch. 91 1/2, par. 303d)

Sec. 3d. The expenses incurred by any community mental health board in the performance of duties imposed upon it or its members shall be a charge on the board and shall be paid out of the "Community Mental Health Fund" hereinafter established. No member shall receive payment, except expenses, for service on the board.

(Source: P.A. 78-574.)

(405 ILCS 20/3e) (from Ch. 91 1/2, par. 303e)

Sec. 3e. Board's powers and duties.

(1) Every community mental health board shall, immediately after appointment, meet and organize, by the election of one of its number as president and one as secretary and such other officers as it may deem necessary. It shall make rules and regulations concerning the rendition or operation of services and facilities which it directs, supervises or funds, not inconsistent with the provisions of this Act. It shall:

(a) Hold a meeting prior to July 1 of each year at

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which officers shall be elected for the ensuing year beginning July 1;

(b) Hold meetings at least quarterly;

(c) Hold special meetings upon a written request signed by at least 2 members and filed with the secretary;

(d) Review and evaluate community mental health services and facilities, including services and facilities for the treatment of alcoholism, drug addiction, developmental disabilities, and intellectual disabilities;

(e) Authorize the disbursement of money from the community mental health fund for payment for the ordinary and contingent expenses of the board;

(f) Submit to the appointing officer and the members of the governing body a written plan for a program of community mental health services and facilities for persons with a mental illness, a developmental disability, or a substance use disorder. Such plan shall be for the ensuing 12 month period. In addition, a plan shall be developed for the ensuing 3 year period and such plan shall be reviewed at the end of every 12 month period and shall be modified as deemed advisable.

(g) Within amounts appropriated therefor, execute such programs and maintain such services and facilities as may be authorized under such appropriations, including amounts appropriated under bond issues, if any;

(h) Publish the annual budget and report within 120 days after the end of the fiscal year in a newspaper distributed within the jurisdiction of the board, or, if no newspaper is published within the jurisdiction of the board, then one published in the county, or, if no newspaper is published in the county, then in a newspaper having general circulation within the jurisdiction of the board. The report shall show the condition of its trust of that year, the sums of money received from all sources, giving the name of any donor, how all monies have been expended and for what purpose, and such other statistics and program information in regard to the work of the board as it may deem of general interest. A copy of the budget and the annual report shall be made available to the Department of Human Services and to members of the General Assembly whose districts include any part of the jurisdiction of such board. The names of all employees, consultants, and other personnel shall be set forth along with the amounts of money received;

(i) Consult with other appropriate private and public agencies in the development of local plans for the most efficient delivery of mental health, developmental disabilities, and substance use disorder services. The

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Board is authorized to join and to participate in the activities of associations organized for the purpose of promoting more efficient and effective services and programs;

(j) Have the authority to review and comment on all applications for grants by any person, corporation, or governmental unit providing services within the geographical area of the board which provides mental health facilities and services, including services for the person with a mental illness, a developmental disability, or a substance use disorder. The board may require funding applicants to send a copy of their funding application to the board at the time such application is submitted to the Department of Human Services or to any other local, State or federal funding source or governmental agency. Within 60 days of the receipt of any application, the board shall submit its review and comments to the Department of Human Services or to any other appropriate local, State or federal funding source or governmental agency. A copy of the review and comments shall be submitted to the funding applicant. Within 60 days thereafter, the Department of Human Services or any other appropriate local or State governmental agency shall issue a written response to the board and the funding applicant. The Department of Human Services shall supply any community mental health board such information about purchase-of-care funds, State facility utilization, and costs in its geographical area as the board may request provided that the information requested is for the purpose of the Community Mental Health Board complying with the requirements of Section 3f, subsection (f) of this Act;

(k) Perform such other acts as may be necessary or proper to carry out the purposes of this Act.

(2) The community mental health board has the following powers:

(a) The board may enter into multiple-year contracts for rendition or operation of services, facilities and educational programs.

(b) The board may arrange through intergovernmental agreements or intragovernmental agreements or both for the rendition of services and operation of facilities by other agencies or departments of the governmental unit or county in which the governmental unit is located with the approval of the governing body.

(c) To employ, establish compensation for, and set policies for its personnel, including legal counsel, as may be necessary to carry out the purposes of this Act and prescribe the duties thereof. The board may enter into

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multiple-year employment contracts as may be necessary for the recruitment and retention of personnel and the proper functioning of the board.

(d) The board may enter into multiple-year joint agreements, which shall be written, with other mental health boards and boards of health to provide jointly agreed upon community mental health facilities and services and to pool such funds as may be deemed necessary and available for this purpose.

(e) The board may organize a not-for-profit corporation for the purpose of providing direct recipient services. Such corporations shall have, in addition to all other lawful powers, the power to contract with persons to furnish services for recipients of the corporation's facilities, including psychiatrists and other physicians licensed in this State to practice medicine in all of its branches. Such physicians shall be considered independent contractors, and liability for any malpractice shall not extend to such corporation, nor to the community mental health board, except for gross negligence in entering into such a contract.

(f) The board shall not operate any direct recipient services for more than a 2-year period when such services are being provided in the governmental unit, but shall encourage, by financial support, the development of private agencies to deliver such needed services, pursuant to regulations of the board.

(g) Where there are multiple boards within the same planning area, as established by the Department of Human Services, services may be purchased through a single delivery system. In such areas, a coordinating body with representation from each board shall be established to carry out the service functions of this Act. In the event any such coordinating body purchases or improves real property, such body shall first obtain the approval of the governing bodies of the governmental units in which the coordinating body is located.

(h) The board may enter into multiple-year joint agreements with other governmental units located within the geographical area of the board. Such agreements shall be written and shall provide for the rendition of services by the board to the residents of such governmental units.

(i) The board may enter into multiple-year joint agreements with federal, State, and local governments, including the Department of Human Services, whereby the board will provide certain services. All such joint agreements must provide for the exchange of relevant data.

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However, nothing in this Act shall be construed to permit the abridgement of the confidentiality of patient records.

(j) The board may receive gifts from private sources for purposes not inconsistent with the provisions of this Act.

(k) The board may receive Federal, State and local funds for purposes not inconsistent with the provisions of this Act.

(l) The board may establish scholarship programs. Such programs shall require equivalent service or reimbursement pursuant to regulations of the board.

(m) The board may sell, rent, or lease real property for purposes consistent with this Act.

(n) The board may: (i) own real property, lease real property as lessee, or acquire real property by purchase, construction, lease-purchase agreement, or otherwise; (ii) take title to the property in the board's name; (iii) borrow money and issue debt instruments, mortgages, purchase-money mortgages, and other security instruments with respect to the property; and (iv) maintain, repair, remodel, or improve the property. All of these activities must be for purposes consistent with this Act as may be reasonably necessary for the housing and proper functioning of the board. The board may use moneys in the Community Mental Health Fund for these purposes.

(o) The board may organize a not-for-profit corporation (i) for the purpose of raising money to be distributed by the board for providing community mental health services and facilities for the treatment of alcoholism, drug addiction, developmental disabilities, and intellectual disabilities or (ii) for other purposes not inconsistent with this Act.

(Source: P.A. 97-227, eff. 1-1-12.)

(405 ILCS 20/3f) (from Ch. 91 1/2, par. 303f)

Sec. 3f. Annually, each community mental health board shall prepare and submit, for informational purposes in the appropriations process, to the appointing officer and governing body referred to in Section 3a: (a) an annual budget showing the estimated receipts and intended disbursements pursuant to this Act for the fiscal year immediately following the date the budget is submitted, which date must be at least 30 days prior to the start of the fiscal year, and (b) an annual report detailing the income received and disbursements made pursuant to this Act during the fiscal year just preceding the date the annual report is submitted, which date must be within 90 days of the close of that fiscal year. Such report shall also include

those matters set forth in Section 8 of this Act.
(Source: P.A. 95-336, eff. 8-21-07.)

(405 ILCS 20/3g) (from Ch. 91 1/2, par. 303g)

Sec. 3g. Purchases made pursuant to this Act shall be made in compliance with the "Local Government Prompt Payment Act", approved by the Eighty-fourth General Assembly.
(Source: P.A. 84-731.)

(405 ILCS 20/4) (from Ch. 91 1/2, par. 304)

Sec. 4. In order to provide the necessary funds or to supplement existing funds for such community mental health facilities and services, including facilities and services for the person with a developmental disability or a substance use disorder, the governing body of any governmental unit, subject to the provisions of Section 5, may levy an annual tax of not to exceed .15% upon all of the taxable property in such governmental unit at the value thereof, as equalized or assessed by the Department of Revenue. Such tax shall be levied and collected in the same manner as other governmental unit taxes, but shall not be included in any limitation otherwise prescribed as to the rate or amount of governmental unit taxes, but shall be in addition thereto and in excess thereof.

When collected, such tax shall be paid into a special fund to be designated as the "Community Mental Health Fund" which shall, upon authorization by the appropriate governmental unit, be administered by the community mental health board and used only for the purposes specified in this Act. Nothing contained herein shall in any way preclude the use of other funds available for such purposes under any existing Federal, State or local statute. Interest earned from moneys deposited in this Fund shall only be used for purposes which are authorized by this Act.

In any city, village, incorporated town, or township which levies a tax for the purpose of providing community mental health facilities and services and part or all of such city, village, incorporated town, or township is in a county or township, as the case may be, which levies a tax to provide community mental health facilities and services under the provisions of this Act, such county or township, as the case may be, shall pay to such city, village, incorporated town, or township, as the case may be, the entire amount collected from taxes under this Section on property subject to a tax which any city, village, incorporated town, or township thereof levies to provide community mental health facilities and services.

Whenever any city, village, incorporated town, or township receives any payments from a county or township as provided above, such city, village, incorporated town, or township shall

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reduce and abate from the tax levied by the authority of this Section a rate which would produce an amount equal to the amount received from such county or township. (Source: P.A. 95-336, eff. 8-21-07.)

(405 ILCS 20/5) (from Ch. 91 1/2, par. 305)

Sec. 5. (a) When the governing body of a governmental unit passes a resolution as provided in Section 4 asking that an annual tax may be levied for the purpose of providing such mental health facilities and services, including facilities and services for the person with a developmental disability or a substance use disorder, in the community and so instructs the clerk of the governmental unit such clerk shall certify the proposition to the proper election officials for submission at a regular election in accordance with the general election law. The proposition shall be in the following form:

Shall..... (governmental unit) levy an annual tax of not to exceed .15% for the purpose of providing community mental health facilities and services including health facilities and services for the person with a developmental disability or a substance use disorder?	YES
-----	NO

(b) If a majority of all the votes cast upon the proposition are for the levy of such tax, the governing body of such governmental unit shall thereafter annually levy a tax not to exceed the rate set forth in Section 4. Thereafter, the governing body shall in the annual appropriation bill appropriate from such funds such sum or sums of money as may be deemed necessary, based upon the community mental health budget, the board's annual mental health report, and the local mental health plan to defray necessary expenses and liabilities in providing for such community mental health facilities and services.

(c) If the governing body of a governmental unit levies a tax under Section 4 of this Act and the rate specified in the proposition under subsection (a) of this Section is less than 0.15%, then the governing body of the governmental unit may, upon referendum approval, increase that rate to not more than 0.15%. The governing body shall instruct the clerk of the governmental unit to certify the proposition to the proper election officials for submission at a regular election in accordance with the general election law. The proposition shall be in the following form:

"Shall the tax imposed by (governmental unit) for the purpose of providing community mental health facilities and

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services, including facilities and services for persons with a developmental disability or substance use disorder be increased to (not more than 0.15%)?"

If a majority of all the votes cast upon the proposition are for the increase of the tax, then the governing body of the governmental unit may thereafter annually levy a tax not to exceed the rate set forth in the referendum question.
(Source: P.A. 95-336, eff. 8-21-07; 96-764, eff. 8-25-09.)

(405 ILCS 20/6) (from Ch. 91 1/2, par. 306)

Sec. 6. Whenever the governing body of any governmental unit has not provided the community mental health facilities and services provided in Section 2 and levied the tax provided in Section 4 and a petition signed by electors of the governmental unit equal in number to at least 10% of the total votes cast for the office which received the greatest total number of votes at the last preceding general governmental unit election is presented to the clerk of the governmental unit requesting the establishment and maintenance of such community mental health facilities and services, including facilities and services for the person with a developmental disability or a substance use disorder, for residents thereof and the levy of such an annual tax therefor, the governing body of the governmental unit, subject to the provisions of Section 7, shall establish and maintain such community mental health facilities and services and shall levy such an annual tax of not to exceed .15% upon all of the taxable property in such governmental unit at the value thereof, as equalized or assessed by the Department of Revenue. Such tax shall be levied and collected in the same manner as other governmental unit taxes, but shall not be included in any limitation otherwise prescribed as to the rate or amount of governmental unit taxes, but shall be in addition thereto and in excess thereof.

When collected, such tax shall be paid into a special fund to be designated as the "Community Mental Health Fund" which shall, upon authorization by the appropriate governmental unit, be administered by the community mental health board and used only for the purposes specified in this Act. Nothing contained herein shall in any way preclude the use of other funds available for such purposes under any existing Federal, State or local statute. Interest earned from moneys deposited in this Fund shall only be used for purposes which are authorized by this Act.

In any city, village, incorporated town, or township which levies a tax for the purpose of providing community mental health facilities and services and part or all of such city, village, incorporated town, or township is in a county or township, as the case may be, which levies a tax to provide

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community mental health facilities and services under the provisions of this Act, such county or township, as the case may be, shall pay to such city, village, incorporated town, or township, as the case may be, the entire amount collected from taxes under this Section on property subject to a tax which any city, village, incorporated town, or township thereof levies to provide community mental health facilities and services.

Whenever any city, village, incorporated town, or township receives any payments from a county or township as provided above, such city, village, incorporated town, or township shall reduce and abate from the tax levied by the authority of this Section a rate which would produce an amount equal to the amount received from such county or township.
(Source: P.A. 95-336, eff. 8-21-07.)

(405 ILCS 20/7) (from Ch. 91 1/2, par. 307)

Sec. 7. When the petition provided for in Section 6 is presented to the clerk of the governmental unit requesting the establishment and maintenance of such mental health facilities and services for residents of the community and the levy of such an annual tax therefor, the clerk of the governmental unit shall certify to the proper election officials the proposition for the levy of such tax which shall be submitted at a regular election in accordance with the general election law. The proposition shall be in substantially the following form:

-----	Shall.....	-----
-----	(governmental unit) establish and	-----
-----	maintain community mental health	-----
-----	facilities and services including	-----
-----	facilities and services for the	-----
-----	person with a developmental	-----
-----	disability or a substance	-----
-----	use disorder and levy therefor an	-----
-----	annual tax of not to exceed .15%?	-----

YES
NO

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If a majority of all the votes cast upon the proposition are in favor thereof, the governing body of such governmental unit shall establish and maintain such community mental health facilities and services and shall annually levy such tax. Thereafter, the governing body shall in the annual appropriation bill appropriate from such funds such sum or sums of money as may be deemed necessary, based upon the community mental health board's budget, the board's annual mental health report, and the board's plan to defray necessary expenses and liabilities in providing for such community mental health facilities and services.
(Source: P.A. 95-336, eff. 8-21-07.)

(405 ILCS 20/8) (from Ch. 91 1/2, par. 308)

Sec. 8. The Secretary of Human Services may make grants-in-aid to such county, city, village, incorporated town, township, public health district, county health department, multiple-county health department, school district or any combination thereof in accordance with the provisions of Section 34 of the Mental Health and Developmental Disabilities Administrative Act. However, no such grants shall be made without first considering the review and comments made by the board as set forth in Section 3e and responding thereto. The Department shall make all rules necessary for carrying out the provisions of this Section, including the setting of standards of eligibility for state assistance.
(Source: P.A. 91-357, eff. 7-29-99.)

(405 ILCS 20/8.1) (from Ch. 91 1/2, par. 308.1)

Sec. 8.1. The provisions of the Illinois Administrative Procedure Act are hereby expressly adopted and shall apply to all administrative rules and procedures of the Department under this Act, except that in case of conflict between the Illinois Administrative Procedure Act and this Act the provisions of this Act shall control, and except that Section 5-35 of the Illinois Administrative Procedure Act relating to procedures for rule-making does not apply to the adoption of any rule required by federal law in connection with which the Department is precluded by law from exercising any discretion.
(Source: P.A. 88-45.)

(405 ILCS 20/8.5)

Sec. 8.5. (Repealed).
(Source: P.A. 92-159, eff. 1-1-02. Repealed by P.A. 95-336, eff. 8-21-07.)

(405 ILCS 20/9) (from Ch. 91 1/2, par. 309)

Sec. 9. Whenever electors, equal in number to at least 10% of the total votes cast for the office on which the greatest total number of votes were cast at the last preceding general governmental unit election, of a governmental unit which has adopted the taxing provisions of this Act, present a petition to the clerk of the governmental unit, requesting that the levying of a tax annually in such governmental unit for the purpose of providing community mental health facilities and services be discontinued, the clerk shall certify the proposition to the proper election officials for submission at a regular election in accordance with the general election law. The proposition shall be substantially in the following form:

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Shall..... (governmental unit) YES
 discontinue the levying of an annual tax for -----
 the purpose of providing community mental
 health facilities and services including -----
 facilities and services for the NO
 person with a developmental disability -----
 or a substance use disorder? -----

If a majority of all the votes cast upon the proposition are for the discontinuance of the levying of such tax, the governing body of the governmental unit shall not thereafter levy such a tax unless a proposition authorizing such levy again receives a majority of all the votes cast upon the proposition as provided in Sections 5 and 7 of this Act.
 (Source: P.A. 95-336, eff. 8-21-07.)

(405 ILCS 20/10) (From Ch. 91 1/2, par. 310)

Sec. 10. Whenever the board and the governing body of a governmental unit by resolution determines that it is necessary to issue bonds of the governmental unit to enable it to provide buildings for or to make permanent improvements in the community mental health facilities, including facilities for the person with a developmental disability or a substance use disorder, the governing body shall so instruct the clerk of the governmental unit. Thereupon, such clerk shall certify the proposition to the proper election officials who shall submit the proposition to a regular election in accordance with the general election law. However, before such resolution is adopted, a report must be filed with the board and the governing body by the Department of Human Services as to the advisability of any proposed building or of any proposed permanent improvements in existing facilities.
 (Source: P.A. 95-336, eff. 8-21-07.)

(405 ILCS 20/11) (From Ch. 91 1/2, par. 311)

Sec. 11. The proposition pursuant to Section 10 shall be in the following form:

 Shall the.... (governmental unit) issue YES
 bonds to the amount of... dollars for the -----
 purpose of enabling the governmental unit YES
 to.... (purpose to be stated, which shall -----
 be either to provide buildings for or to NO
 make permanent improvements in the community -----
 mental health facilities including facilities NO
 for the person with a developmental -----
 disability or a substance use disorder)? -----

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In case a majority of the votes cast upon the propositions shall be in favor of the issuance of such bonds, the governing body of the governmental unit shall issue the bonds of the governmental unit not exceeding the amount authorized at the referendum. Such bonds shall become due not more than 40 years after their date, shall be in denominations of \$100 or any multiple thereof, and shall bear interest, evidenced by coupons, payable semi-annually, as shall be determined by the governing body.

(Source: P.A. 95-336, eff. 8-21-07.)

(405 ILCS 20/12) (from Ch. 91 1/2, par. 312)

Sec. 12. The bonds authorized by this Act shall be sold and the proceeds thereof used solely for the specified purpose. At or before the time of delivery of any bond, the governing body of the governmental unit shall file with the clerk of the governmental unit its certificates, stating the amount of bonds to be issued, or denominations, rate of interest, where payable, and shall include a form of bond to be issued. The governing body of the governmental unit shall levy a direct tax upon all of the taxable property within the governmental unit sufficient to pay the principal and interest on the bonds as and when the same respectively mature. Such tax shall be in addition to all other taxes and shall not be within any rate limitation otherwise prescribed by law.

The proceeds received from the sale of the bonds shall be placed in a special fund in the governmental unit treasury to be designated as the "Bond Community Mental Health Fund" and thereafter the governing body shall in the annual appropriation bill appropriate from such funds such sum or sums as may be necessary to carry out the provisions of this Section. Interest earned from moneys deposited in this fund shall only be used for purposes which are authorized by this Act.

(Source: P.A. 78-574.)

(405 ILCS 20/13) (from Ch. 91 1/2, par. 313)

Sec. 13. Both the proposition for the levy of an annual tax pursuant to Section 5 of this Act and the proposition for issuance of bonds pursuant to Section 10 of this Act may be submitted to the electors at the same election.

(Source: Laws 1967, p. 1171.)

(405 ILCS 20/14)

Sec. 14. (Repealed).

(Source: P.A. 97-1170, eff. 3-12-13. Repealed internally, eff. 12-31-18.)

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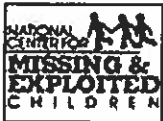
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GENERAL PROVISIONS (5 ILCS 120/) Open Meetings Act.

(5 ILCS 120/1) (from Ch. 102, par. 41)

Sec. 1. Policy. It is the public policy of this State that public bodies exist to aid in the conduct of the people's business and that the people have a right to be informed as to the conduct of their business. In order that the people shall be informed, the General Assembly finds and declares that it is the intent of this Act to ensure that the actions of public bodies be taken openly and that their deliberations be conducted openly.

The General Assembly further declares it to be the public policy of this State that its citizens shall be given advance notice of and the right to attend all meetings at which any business of a public body is discussed or acted upon in any way. Exceptions to the public's right to attend exist only in those limited circumstances where the General Assembly has specifically determined that the public interest would be clearly endangered or the personal privacy or guaranteed rights of individuals would be clearly in danger of unwarranted invasion.

To implement this policy, the General Assembly declares:

- (1) it is the intent of this Act to protect the citizen's right to know; and
- (2) the provisions for exceptions to the open meeting requirements shall be strictly construed against closed meetings.

(Source: P.A. 88-621, eff. 1-1-95.)

(5 ILCS 120/1.01) (from Ch. 102, par. 41.01)

Sec. 1.01. This Act shall be known and may be cited as the Open Meetings Act.

(Source: P.A. 82-378.)

(5 ILCS 120/1.02) (from Ch. 102, par. 41.02)

Sec. 1.02. For the purposes of this Act:

"Meeting" means any gathering, whether in person or by video or audio conference, telephone call, electronic means (such as, without limitation, electronic mail, electronic chat, and instant messaging), or other means of contemporaneous

interactive communication, of a majority of a quorum of the members of a public body held for the purpose of discussing public business or, for a 5-member public body, a quorum of the members of a public body held for the purpose of discussing public business.

Accordingly, for a 5-member public body, 3 members of the body constitute a quorum and the affirmative vote of 3 members is necessary to adopt any motion, resolution, or ordinance, unless a greater number is otherwise required.

"Public body" includes all legislative, executive, administrative or advisory bodies of the State, counties, townships, cities, villages, incorporated towns, school districts and all other municipal corporations, boards, bureaus, committees or commissions of this State, and any subsidiary bodies of any of the foregoing including but not limited to committees and subcommittees which are supported in whole or in part by tax revenue, or which expend tax revenue, except the General Assembly and committees or commissions thereof. "Public body" includes tourism boards and convention or civic center boards located in counties that are contiguous to the Mississippi River with populations of more than 250,000 but less than 300,000. "Public body" includes the Health Facilities and Services Review Board. "Public body" does not include a child death review team or the Illinois Child Death Review Teams Executive Council established under the Child Death Review Team Act, an ethics commission acting under the State Officials and Employees Ethics Act, a regional youth advisory board or the Statewide Youth Advisory Board established under the Department of Children and Family Services Statewide Youth Advisory Board Act, or the Illinois Independent Tax Tribunal.

(Source: P.A. 97-1129, eff. 8-28-12; 98-806, eff. 1-1-15.)

(5 ILCS 120/1.05)

(Text of Section from P.A. 100-1127)

Sec. 1.05. Training.

(a) Every public body shall designate employees, officers, or members to receive training on compliance with this Act. Each public body shall submit a list of designated employees, officers, or members to the Public Access Counselor. Within 6 months after the effective date of this amendatory Act of the 96th General Assembly, the designated employees, officers, and members must successfully complete an electronic training curriculum, developed and administered by the Public Access Counselor, and thereafter must successfully complete an annual training program. Thereafter, whenever a public body designates an additional employee, officer, or member to receive this training, that person must successfully complete the electronic training curriculum within 30 days after that designation.

(b) Except as otherwise provided in this Section, each elected or appointed member of a public body subject to this Act who is such a member on the effective date of this amendatory Act of the 97th General Assembly must successfully complete the electronic training curriculum developed and administered by the Public Access Counselor. For these members, the training must be completed within one year after the effective date of this amendatory Act.

Except as otherwise provided in this Section, each elected or appointed member of a public body subject to this Act who becomes such a member after the effective date of this amendatory Act of the 97th General Assembly shall successfully complete the electronic training curriculum developed and administered by the Public Access Counselor. For these members, the training must be completed not later than the 90th day after

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the date the member:

(1) takes the oath of office, if the member is required to take an oath of office to assume the person's duties as a member of the public body; or

(2) otherwise assumes responsibilities as a member of the public body, if the member is not required to take an oath of office to assume the person's duties as a member of the governmental body.

Each member successfully completing the electronic training curriculum shall file a copy of the certificate of completion with the public body.

Completing the required training as a member of the public body satisfies the requirements of this Section with regard to the member's service on a committee or subcommittee of the public body and the member's ex officio service on any other public body.

The failure of one or more members of a public body to complete the training required by this Section does not affect the validity of an action taken by the public body.

An elected or appointed member of a public body subject to this Act who has successfully completed the training required under this subsection (b) and filed a copy of the certificate of completion with the public body is not required to subsequently complete the training required under this subsection (b).

(c) An elected school board member may satisfy the training requirements of this Section by participating in a course of training sponsored or conducted by an organization created under Article 23 of the School Code. The course of training shall include, but not be limited to, instruction in:

(1) the general background of the legal requirements for open meetings;

(2) the applicability of this Act to public bodies;

(3) procedures and requirements regarding quorums, notice, and record-keeping under this Act;

(4) procedures and requirements for holding an open meeting and for holding a closed meeting under this Act; and

(5) penalties and other consequences for failing to comply with this Act.

If an organization created under Article 23 of the School Code provides a course of training under this subsection (c), it must provide a certificate of course completion to each school board member who successfully completes that course of training.

(d) A commissioner of a drainage district may satisfy the training requirements of this Section by participating in a course of training sponsored or conducted by an organization that represents the drainage districts created under the Illinois Drainage Code. The course of training shall include, but not be limited to, instruction in:

(1) the general background of the legal requirements for open meetings;

(2) the applicability of this Act to public bodies;

(3) procedures and requirements regarding quorums, notice, and record-keeping under this Act;

(4) procedures and requirements for holding an open meeting and for holding a closed meeting under this Act; and

(5) penalties and other consequences for failing to comply with this Act.

If an organization that represents the drainage districts created under the Illinois Drainage Code provides a course of training under this subsection (d), it must provide a certificate of course completion to each commissioner who successfully completes that course of training.

(e) A director of a soil and water conservation district may satisfy the training requirements of this Section by participating in a course of training sponsored or conducted by an organization that represents soil and water conservation districts created under the Soil and Water Conservation Districts Act. The course of training shall include, but not be limited to, instruction in:

- (1) the general background of the legal requirements for open meetings;
- (2) the applicability of this Act to public bodies;
- (3) procedures and requirements regarding quorums, notice, and record-keeping under this Act;
- (4) procedures and requirements for holding an open meeting and for holding a closed meeting under this Act; and
- (5) penalties and other consequences for failing to comply with this Act.

If an organization that represents the soil and water conservation districts created under the Soil and Water Conservation Districts Act provides a course of training under this subsection (e), it must provide a certificate of course completion to each director who successfully completes that course of training.

(f) An elected or appointed member of a public body of a park district, forest preserve district, or conservation district may satisfy the training requirements of this Section by participating in a course of training sponsored or conducted by an organization that represents the park districts created in the Park District Code. The course of training shall include, but not be limited to, instruction in:

- (1) the general background of the legal requirements for open meetings;
- (2) the applicability of this Act to public bodies;
- (3) procedures and requirements regarding quorums, notice, and record-keeping under this Act;
- (4) procedures and requirements for holding an open meeting and for holding a closed meeting under this Act; and
- (5) penalties and other consequences for failing to comply with this Act.

If an organization that represents the park districts created in the Park District Code provides a course of training under this subsection (f), it must provide a certificate of course completion to each elected or appointed member of a public body who successfully completes that course of training.

(g) An elected or appointed member of the board of trustees of a fire protection district may satisfy the training requirements of this Section by participating in a course of training sponsored or conducted by an organization that represents fire protection districts created under the Fire Protection District Act. The course of training shall include, but not be limited to, instruction in:

- (1) the general background of the legal requirements for open meetings;
- (2) the applicability of this Act to public bodies;
- (3) procedures and requirements regarding quorums, notice, and record-keeping under this Act;
- (4) procedures and requirements for holding an open meeting and for holding a closed meeting under this Act; and
- (5) penalties and other consequences for failing to comply with this Act.

If an organization that represents fire protection districts

organized under the Fire Protection District Act provides a course of training under this subsection (g), it must provide a certificate of course completion to each elected or appointed member of a board of trustees who successfully completes that course of training.

(Source: P.A. 100-1127, eff. 11-27-18.)

(Text of Section from P.A. 101-233)

Sec. 1.05. Training.

(a) Every public body shall designate employees, officers, or members to receive training on compliance with this Act. Each public body shall submit a list of designated employees, officers, or members to the Public Access Counselor. Within 6 months after the effective date of this amendatory Act of the 96th General Assembly, the designated employees, officers, and members must successfully complete an electronic training curriculum, developed and administered by the Public Access Counselor, and thereafter must successfully complete an annual training program. Thereafter, whenever a public body designates an additional employee, officer, or member to receive this training, that person must successfully complete the electronic training curriculum within 30 days after that designation.

(b) Except as otherwise provided in this Section, each elected or appointed member of a public body subject to this Act who is such a member on the effective date of this amendatory Act of the 97th General Assembly must successfully complete the electronic training curriculum developed and administered by the Public Access Counselor. For these members, the training must be completed within one year after the effective date of this amendatory Act.

Except as otherwise provided in this Section, each elected or appointed member of a public body subject to this Act who becomes such a member after the effective date of this amendatory Act of the 97th General Assembly shall successfully complete the electronic training curriculum developed and administered by the Public Access Counselor. For these members, the training must be completed not later than the 90th day after the date the member:

(1) takes the oath of office, if the member is required to take an oath of office to assume the person's duties as a member of the public body; or

(2) otherwise assumes responsibilities as a member of the public body, if the member is not required to take an oath of office to assume the person's duties as a member of the governmental body.

Each member successfully completing the electronic training curriculum shall file a copy of the certificate of completion with the public body.

Completing the required training as a member of the public body satisfies the requirements of this Section with regard to the member's service on a committee or subcommittee of the public body and the member's ex officio service on any other public body.

The failure of one or more members of a public body to complete the training required by this Section does not affect the validity of an action taken by the public body.

An elected or appointed member of a public body subject to this Act who has successfully completed the training required under this subsection (b) and filed a copy of the certificate of completion with the public body is not required to subsequently complete the training required under this subsection (b).

(c) An elected school board member may satisfy the training requirements of this Section by participating in a course of training sponsored or conducted by an organization created under

Article 23 of the School Code. The course of training shall include, but not be limited to, instruction in:

- (1) the general background of the legal requirements for open meetings;
- (2) the applicability of this Act to public bodies;
- (3) procedures and requirements regarding quorums, notice, and record-keeping under this Act;
- (4) procedures and requirements for holding an open meeting and for holding a closed meeting under this Act; and
- (5) penalties and other consequences for failing to comply with this Act.

If an organization created under Article 23 of the School Code provides a course of training under this subsection (c), it must provide a certificate of course completion to each school board member who successfully completes that course of training.

(d) A commissioner of a drainage district may satisfy the training requirements of this Section by participating in a course of training sponsored or conducted by an organization that represents the drainage districts created under the Illinois Drainage Code. The course of training shall include, but not be limited to, instruction in:

- (1) the general background of the legal requirements for open meetings;
- (2) the applicability of this Act to public bodies;
- (3) procedures and requirements regarding quorums, notice, and record-keeping under this Act;
- (4) procedures and requirements for holding an open meeting and for holding a closed meeting under this Act; and
- (5) penalties and other consequences for failing to comply with this Act.

If an organization that represents the drainage districts created under the Illinois Drainage Code provides a course of training under this subsection (d), it must provide a certificate of course completion to each commissioner who successfully completes that course of training.

(e) A director of a soil and water conservation district may satisfy the training requirements of this Section by participating in a course of training sponsored or conducted by an organization that represents soil and water conservation districts created under the Soil and Water Conservation Districts Act. The course of training shall include, but not be limited to, instruction in:

- (1) the general background of the legal requirements for open meetings;
- (2) the applicability of this Act to public bodies;
- (3) procedures and requirements regarding quorums, notice, and record-keeping under this Act;
- (4) procedures and requirements for holding an open meeting and for holding a closed meeting under this Act; and
- (5) penalties and other consequences for failing to comply with this Act.

If an organization that represents the soil and water conservation districts created under the Soil and Water Conservation Districts Act provides a course of training under this subsection (e), it must provide a certificate of course completion to each director who successfully completes that course of training.

(f) An elected or appointed member of a public body of a park district, forest preserve district, or conservation district may satisfy the training requirements of this Section

by participating in a course of training sponsored or conducted by an organization that represents the park districts created in the Park District Code. The course of training shall include, but not be limited to, instruction in:

- (1) the general background of the legal requirements for open meetings;
- (2) the applicability of this Act to public bodies;
- (3) procedures and requirements regarding quorums, notice, and record-keeping under this Act;
- (4) procedures and requirements for holding an open meeting and for holding a closed meeting under this Act; and
- (5) penalties and other consequences for failing to comply with this Act.

If an organization that represents the park districts created in the Park District Code provides a course of training under this subsection (f), it must provide a certificate of course completion to each elected or appointed member of a public body who successfully completes that course of training.

(g) An elected or appointed member of a public body of a municipality may satisfy the training requirements of this Section by participating in a course of training sponsored or conducted by an organization that represents municipalities as designated in Section 1-8-1 of the Illinois Municipal Code. The course of training shall include, but not be limited to, instruction in:

- (1) the general background of the legal requirements for open meetings;
- (2) the applicability of this Act to public bodies;
- (3) procedures and requirements regarding quorums, notice, and record-keeping under this Act;
- (4) procedures and requirements for holding an open meeting and for holding a closed meeting under this Act; and
- (5) penalties and other consequences for failing to comply with this Act.

If an organization that represents municipalities as designated in Section 1-8-1 of the Illinois Municipal Code provides a course of training under this subsection (g), it must provide a certificate of course completion to each elected or appointed member of a public body who successfully completes that course of training.

(Source: P.A. 101-233, eff. 1-1-20.)

(5 ILCS 120/2) (from Ch. 102, par. 42)

(Text of Section from P.A. 101-31)

Sec. 2. Open meetings.

(a) Openness required. All meetings of public bodies shall be open to the public unless excepted in subsection (c) and closed in accordance with Section 2a.

(b) Construction of exceptions. The exceptions contained in subsection (c) are in derogation of the requirement that public bodies meet in the open, and therefore, the exceptions are to be strictly construed, extending only to subjects clearly within their scope. The exceptions authorize but do not require the holding of a closed meeting to discuss a subject included within an enumerated exception.

(c) Exceptions. A public body may hold closed meetings to consider the following subjects:

- (1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against

an employee of the public body or against legal counsel for the public body to determine its validity. However, a meeting to consider an increase in compensation to a specific employee of a public body that is subject to the Local Government Wage Increase Transparency Act may not be closed and shall be open to the public and posted and held in accordance with this Act.

(2) Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees.

(3) The selection of a person to fill a public office, as defined in this Act, including a vacancy in a public office, when the public body is given power to appoint under law or ordinance, or the discipline, performance or removal of the occupant of a public office, when the public body is given power to remove the occupant under law or ordinance.

(4) Evidence or testimony presented in open hearing, or in closed hearing where specifically authorized by law, to a quasi-adjudicative body, as defined in this Act, provided that the body prepares and makes available for public inspection a written decision setting forth its determinative reasoning.

(5) The purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired.

(6) The setting of a price for sale or lease of property owned by the public body.

(7) The sale or purchase of securities, investments, or investment contracts. This exception shall not apply to the investment of assets or income of funds deposited into the Illinois Prepaid Tuition Trust Fund.

(8) Security procedures, school building safety and security, and the use of personnel and equipment to respond to an actual, a threatened, or a reasonably potential danger to the safety of employees, students, staff, the public, or public property.

(9) Student disciplinary cases.

(10) The placement of individual students in special education programs and other matters relating to individual students.

(11) Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.

(12) The establishment of reserves or settlement of claims as provided in the Local Governmental and Governmental Employees Tort Immunity Act, if otherwise the disposition of a claim or potential claim might be prejudiced, or the review or discussion of claims, loss or risk management information, records, data, advice or communications from or with respect to any insurer of the public body or any intergovernmental risk management association or self insurance pool of which the public body is a member.

(13) Conciliation of complaints of discrimination in the sale or rental of housing, when closed meetings are authorized by the law or ordinance prescribing fair housing

practices and creating a commission or administrative agency for their enforcement.

(14) Informant sources, the hiring or assignment of undercover personnel or equipment, or ongoing, prior or future criminal investigations, when discussed by a public body with criminal investigatory responsibilities.

(15) Professional ethics or performance when considered by an advisory body appointed to advise a licensing or regulatory agency on matters germane to the advisory body's field of competence.

(16) Self evaluation, practices and procedures or professional ethics, when meeting with a representative of a statewide association of which the public body is a member.

(17) The recruitment, credentialing, discipline or formal peer review of physicians or other health care professionals, or for the discussion of matters protected under the federal Patient Safety and Quality Improvement Act of 2005, and the regulations promulgated thereunder, including 42 C.F.R. Part 3 (73 FR 70732), or the federal Health Insurance Portability and Accountability Act of 1996, and the regulations promulgated thereunder, including 45 C.F.R. Parts 160, 162, and 164, by a hospital, or other institution providing medical care, that is operated by the public body.

(18) Deliberations for decisions of the Prisoner Review Board.

(19) Review or discussion of applications received under the Experimental Organ Transplantation Procedures Act.

(20) The classification and discussion of matters classified as confidential or continued confidential by the State Government Suggestion Award Board.

(21) Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06.

(22) Deliberations for decisions of the State Emergency Medical Services Disciplinary Review Board.

(23) The operation by a municipality of a municipal utility or the operation of a municipal power agency or municipal natural gas agency when the discussion involves (i) contracts relating to the purchase, sale, or delivery of electricity or natural gas or (ii) the results or conclusions of load forecast studies.

(24) Meetings of a residential health care facility resident sexual assault and death review team or the Executive Council under the Abuse Prevention Review Team Act.

(25) Meetings of an independent team of experts under Brian's Law.

(26) Meetings of a mortality review team appointed under the Department of Juvenile Justice Mortality Review Team Act.

(27) (Blank).

(28) Correspondence and records (i) that may not be disclosed under Section 11-9 of the Illinois Public Aid Code or (ii) that pertain to appeals under Section 11-8 of the Illinois Public Aid Code.

(29) Meetings between internal or external auditors and governmental audit committees, finance committees, and their equivalents, when the discussion involves internal control weaknesses, identification of potential fraud risk areas, known or suspected frauds, and fraud interviews

conducted in accordance with generally accepted auditing standards of the United States of America.

(30) Those meetings or portions of meetings of a fatality review team or the Illinois Fatality Review Team Advisory Council during which a review of the death of an eligible adult in which abuse or neglect is suspected, alleged, or substantiated is conducted pursuant to Section 15 of the Adult Protective Services Act.

(31) Meetings and deliberations for decisions of the Concealed Carry Licensing Review Board under the Firearm Concealed Carry Act.

(32) Meetings between the Regional Transportation Authority Board and its Service Boards when the discussion involves review by the Regional Transportation Authority Board of employment contracts under Section 28d of the Metropolitan Transit Authority Act and Sections 3A.18 and 3B.26 of the Regional Transportation Authority Act.

(33) Those meetings or portions of meetings of the advisory committee and peer review subcommittee created under Section 320 of the Illinois Controlled Substances Act during which specific controlled substance prescriber, dispenser, or patient information is discussed.

(34) Meetings of the Tax Increment Financing Reform Task Force under Section 2505-800 of the Department of Revenue Law of the Civil Administrative Code of Illinois.

(35) Meetings of the group established to discuss Medicaid capitation rates under Section 5-30.8 of the Illinois Public Aid Code.

(36) Those deliberations or portions of deliberations for decisions of the Illinois Gaming Board in which there is discussed any of the following: (i) personal, commercial, financial, or other information obtained from any source that is privileged, proprietary, confidential, or a trade secret; or (ii) information specifically exempted from the disclosure by federal or State law.

(d) Definitions. For purposes of this Section:

"Employee" means a person employed by a public body whose relationship with the public body constitutes an employer-employee relationship under the usual common law rules, and who is not an independent contractor.

"Public office" means a position created by or under the Constitution or laws of this State, the occupant of which is charged with the exercise of some portion of the sovereign power of this State. The term "public office" shall include members of the public body, but it shall not include organizational positions filled by members thereof, whether established by law or by a public body itself, that exist to assist the body in the conduct of its business.

"Quasi-adjudicative body" means an administrative body charged by law or ordinance with the responsibility to conduct hearings, receive evidence or testimony and make determinations based thereon, but does not include local electoral boards when such bodies are considering petition challenges.

(e) Final action. No final action may be taken at a closed meeting. Final action shall be preceded by a public recital of the nature of the matter being considered and other information that will inform the public of the business being conducted.

(Source: P.A. 100-201, eff. 8-18-17; 100-465, eff. 8-31-17; 100-646, eff. 7-27-18; 101-31, eff. 6-28-19.)

(Text of Section from P.A. 101-459)

Sec. 2. Open meetings.

(a) Openness required. All meetings of public bodies shall be open to the public unless excepted in subsection (c) and

closed in accordance with Section 2a.

(b) Construction of exceptions. The exceptions contained in subsection (c) are in derogation of the requirement that public bodies meet in the open, and therefore, the exceptions are to be strictly construed, extending only to subjects clearly within their scope. The exceptions authorize but do not require the holding of a closed meeting to discuss a subject included within an enumerated exception.

(c) Exceptions. A public body may hold closed meetings to consider the following subjects:

(1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting, or specific volunteers of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor in a park, recreational, or educational setting, or a volunteer of the public body or against legal counsel for the public body to determine its validity. However, a meeting to consider an increase in compensation to a specific employee of a public body that is subject to the Local Government Wage Increase Transparency Act may not be closed and shall be open to the public and posted and held in accordance with this Act.

(2) Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees.

(3) The selection of a person to fill a public office, as defined in this Act, including a vacancy in a public office, when the public body is given power to appoint under law or ordinance, or the discipline, performance or removal of the occupant of a public office, when the public body is given power to remove the occupant under law or ordinance.

(4) Evidence or testimony presented in open hearing, or in closed hearing where specifically authorized by law, to a quasi-adjudicative body, as defined in this Act, provided that the body prepares and makes available for public inspection a written decision setting forth its determinative reasoning.

(5) The purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired.

(6) The setting of a price for sale or lease of property owned by the public body.

(7) The sale or purchase of securities, investments, or investment contracts. This exception shall not apply to the investment of assets or income of funds deposited into the Illinois Prepaid Tuition Trust Fund.

(8) Security procedures, school building safety and security, and the use of personnel and equipment to respond to an actual, a threatened, or a reasonably potential danger to the safety of employees, students, staff, the public, or public property.

(9) Student disciplinary cases.

(10) The placement of individual students in special education programs and other matters relating to individual students.

(11) Litigation, when an action against, affecting or on behalf of the particular public body has been filed and

is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.

(12) The establishment of reserves or settlement of claims as provided in the Local Governmental and Governmental Employees Tort Immunity Act, if otherwise the disposition of a claim or potential claim might be prejudiced, or the review or discussion of claims, loss or risk management information, records, data, advice or communications from or with respect to any insurer of the public body or any intergovernmental risk management association or self insurance pool of which the public body is a member.

(13) Conciliation of complaints of discrimination in the sale or rental of housing, when closed meetings are authorized by the law or ordinance prescribing fair housing practices and creating a commission or administrative agency for their enforcement.

(14) Informant sources, the hiring or assignment of undercover personnel or equipment, or ongoing, prior or future criminal investigations, when discussed by a public body with criminal investigatory responsibilities.

(15) Professional ethics or performance when considered by an advisory body appointed to advise a licensing or regulatory agency on matters germane to the advisory body's field of competence.

(16) Self evaluation, practices and procedures or professional ethics, when meeting with a representative of a statewide association of which the public body is a member.

(17) The recruitment, credentialing, discipline or formal peer review of physicians or other health care professionals, or for the discussion of matters protected under the federal Patient Safety and Quality Improvement Act of 2005, and the regulations promulgated thereunder, including 42 C.F.R. Part 3 (73 FR 70732), or the federal Health Insurance Portability and Accountability Act of 1996, and the regulations promulgated thereunder, including 45 C.F.R. Parts 160, 162, and 164, by a hospital, or other institution providing medical care, that is operated by the public body.

(18) Deliberations for decisions of the Prisoner Review Board.

(19) Review or discussion of applications received under the Experimental Organ Transplantation Procedures Act.

(20) The classification and discussion of matters classified as confidential or continued confidential by the State Government Suggestion Award Board.

(21) Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06.

(22) Deliberations for decisions of the State Emergency Medical Services Disciplinary Review Board.

(23) The operation by a municipality of a municipal utility or the operation of a municipal power agency or municipal natural gas agency when the discussion involves (i) contracts relating to the purchase, sale, or delivery of electricity or natural gas or (ii) the results or conclusions of load forecast studies.

(24) Meetings of a residential health care facility

resident sexual assault and death review team or the Executive Council under the Abuse Prevention Review Team Act.

(25) Meetings of an independent team of experts under Brian's Law.

(26) Meetings of a mortality review team appointed under the Department of Juvenile Justice Mortality Review Team Act.

(27) (Blank).

(28) Correspondence and records (i) that may not be disclosed under Section 11-9 of the Illinois Public Aid Code or (ii) that pertain to appeals under Section 11-8 of the Illinois Public Aid Code.

(29) Meetings between internal or external auditors and governmental audit committees, finance committees, and their equivalents, when the discussion involves internal control weaknesses, identification of potential fraud risk areas, known or suspected frauds, and fraud interviews conducted in accordance with generally accepted auditing standards of the United States of America.

(30) Those meetings or portions of meetings of a fatality review team or the Illinois Fatality Review Team Advisory Council during which a review of the death of an eligible adult in which abuse or neglect is suspected, alleged, or substantiated is conducted pursuant to Section 15 of the Adult Protective Services Act.

(31) Meetings and deliberations for decisions of the Concealed Carry Licensing Review Board under the Firearm Concealed Carry Act.

(32) Meetings between the Regional Transportation Authority Board and its Service Boards when the discussion involves review by the Regional Transportation Authority Board of employment contracts under Section 28d of the Metropolitan Transit Authority Act and Sections 3A.18 and 3B.26 of the Regional Transportation Authority Act.

(33) Those meetings or portions of meetings of the advisory committee and peer review subcommittee created under Section 320 of the Illinois Controlled Substances Act during which specific controlled substance prescriber, dispenser, or patient information is discussed.

(34) Meetings of the Tax Increment Financing Reform Task Force under Section 2505-800 of the Department of Revenue Law of the Civil Administrative Code of Illinois.

(35) Meetings of the group established to discuss Medicaid capitation rates under Section 5-30.8 of the Illinois Public Aid Code.

(d) Definitions. For purposes of this Section:

"Employee" means a person employed by a public body whose relationship with the public body constitutes an employer-employee relationship under the usual common law rules, and who is not an independent contractor.

"Public office" means a position created by or under the Constitution or laws of this State, the occupant of which is charged with the exercise of some portion of the sovereign power of this State. The term "public office" shall include members of the public body, but it shall not include organizational positions filled by members thereof, whether established by law or by a public body itself, that exist to assist the body in the conduct of its business.

"Quasi-adjudicative body" means an administrative body charged by law or ordinance with the responsibility to conduct hearings, receive evidence or testimony and make determinations based thereon, but does not include local electoral boards when such bodies are considering petition challenges.

(e) Final action. No final action may be taken at a closed meeting. Final action shall be preceded by a public recital of the nature of the matter being considered and other information that will inform the public of the business being conducted.

(Source: P.A. 100-201, eff. 8-18-17; 100-465, eff. 8-31-17; 100-646, eff. 7-27-18; 101-459, eff. 8-23-19.)

(5 ILCS 120/2.01) (from Ch. 102, par. 42.01)

Sec. 2.01. All meetings required by this Act to be public shall be held at specified times and places which are convenient and open to the public. No meeting required by this Act to be public shall be held on a legal holiday unless the regular meeting day falls on that holiday.

Except as otherwise provided in this Act, a quorum of members of a public body must be physically present at the location of an open meeting. If, however, an open meeting of a public body (i) with statewide jurisdiction, (ii) that is an Illinois library system with jurisdiction over a specific geographic area of more than 4,500 square miles, (iii) that is a municipal transit district with jurisdiction over a specific geographic area of more than 4,500 square miles, or (iv) that is a local workforce investment area with jurisdiction over a specific geographic area of more than 4,500 square miles is held simultaneously at one of its offices and one or more other locations in a public building, which may include other of its offices, through an interactive video conference and the public body provides public notice and public access as required under this Act for all locations, then members physically present in those locations all count towards determining a quorum. "Public building", as used in this Section, means any building or portion thereof owned or leased by any public body. The requirement that a quorum be physically present at the location of an open meeting shall not apply, however, to State advisory boards or bodies that do not have authority to make binding recommendations or determinations or to take any other substantive action.

Except as otherwise provided in this Act, a quorum of members of a public body that is not (i) a public body with statewide jurisdiction, (ii) an Illinois library system with jurisdiction over a specific geographic area of more than 4,500 square miles, (iii) a municipal transit district with jurisdiction over a specific geographic area of more than 4,500 square miles, or (iv) a local workforce innovation area with jurisdiction over a specific geographic area of more than 4,500 square miles must be physically present at the location of a closed meeting. Other members who are not physically present at a closed meeting of such a public body may participate in the meeting by means of a video or audio conference. For the purposes of this Section, "local workforce innovation area" means any local workforce innovation area or areas designated by the Governor pursuant to the federal Workforce Innovation and Opportunity Act or its reauthorizing legislation.

(Source: P.A. 100-477, eff. 9-8-17; 101-640, eff. 6-12-20.)

(5 ILCS 120/2.02) (from Ch. 102, par. 42.02)

Sec. 2.02. Public notice of all meetings, whether open or closed to the public, shall be given as follows:

(a) Every public body shall give public notice of the schedule of regular meetings at the beginning of each calendar or fiscal year and shall state the regular dates, times, and places of such meetings. An agenda for each regular meeting shall be posted at the principal office of the public body and at the location where the meeting is to be held at least 48 hours in advance of the holding of the meeting. A public body

that has a website that the full-time staff of the public body maintains shall also post on its website the agenda of any regular meetings of the governing body of that public body. Any agenda of a regular meeting that is posted on a public body's website shall remain posted on the website until the regular meeting is concluded. The requirement of a regular meeting agenda shall not preclude the consideration of items not specifically set forth in the agenda. Public notice of any special meeting except a meeting held in the event of a bona fide emergency, or of any rescheduled regular meeting, or of any reconvened meeting, shall be given at least 48 hours before such meeting, which notice shall also include the agenda for the special, rescheduled, or reconvened meeting, but the validity of any action taken by the public body which is germane to a subject on the agenda shall not be affected by other errors or omissions in the agenda. The requirement of public notice of reconvened meetings does not apply to any case where the meeting was open to the public and (1) it is to be reconvened within 24 hours, or (2) an announcement of the time and place of the reconvened meeting was made at the original meeting and there is no change in the agenda. Notice of an emergency meeting shall be given as soon as practicable, but in any event prior to the holding of such meeting, to any news medium which has filed an annual request for notice under subsection (b) of this Section.

(b) Public notice shall be given by posting a copy of the notice at the principal office of the body holding the meeting or, if no such office exists, at the building in which the meeting is to be held. In addition, a public body that has a website that the full-time staff of the public body maintains shall post notice on its website of all meetings of the governing body of the public body. Any notice of an annual schedule of meetings shall remain on the website until a new public notice of the schedule of regular meetings is approved. Any notice of a regular meeting that is posted on a public body's website shall remain posted on the website until the regular meeting is concluded. The body shall supply copies of the notice of its regular meetings, and of the notice of any special, emergency, rescheduled or reconvened meeting, to any news medium that has filed an annual request for such notice. Any such news medium shall also be given the same notice of all special, emergency, rescheduled or reconvened meetings in the same manner as is given to members of the body provided such news medium has given the public body an address or telephone number within the territorial jurisdiction of the public body at which such notice may be given. The failure of a public body to post on its website notice of any meeting or the agenda of any meeting shall not invalidate any meeting or any actions taken at a meeting.

(c) Any agenda required under this Section shall set forth the general subject matter of any resolution or ordinance that will be the subject of final action at the meeting. The public body conducting a public meeting shall ensure that at least one copy of any requested notice and agenda for the meeting is continuously available for public review during the entire 48-hour period preceding the meeting. Posting of the notice and agenda on a website that is maintained by the public body satisfies the requirement for continuous posting under this subsection (c). If a notice or agenda is not continuously available for the full 48-hour period due to actions outside of the control of the public body, then that lack of availability does not invalidate any meeting or action taken at a meeting.

(Source: P.A. 97-827, eff. 1-1-13.)

(5 ILCS 120/2.03) (from Ch. 102, par. 42.03)

Sec. 2.03. In addition to the notice required by Section 2.02, each body subject to this Act must, at the beginning of each calendar or fiscal year, prepare and make available a schedule of all its regular meetings for such calendar or fiscal year, listing the times and places of such meetings.

If a change is made in regular meeting dates, at least 10 days' notice of such change shall be given by publication in a newspaper of general circulation in the area in which such body functions. However, in the case of bodies of local governmental units with a population of less than 500 in which no newspaper is published, such 10 days' notice may be given by posting a notice of such change in at least 3 prominent places within the governmental unit. Notice of such change shall also be posted at the principal office of the public body or, if no such office exists, at the building in which the meeting is to be held. Notice of such change shall also be supplied to those news media which have filed an annual request for notice as provided in paragraph (b) of Section 2.02.

(Source: Laws 1967, p. 1960.)

(5 ILCS 120/2.04) (from Ch. 102, par. 42.04)

Sec. 2.04. The notice requirements of this Act are in addition to, and not in substitution of, any other notice required by law. Failure of any news medium to receive a notice provided for by this Act shall not invalidate any meeting provided notice was in fact given in accordance with this Act.

(Source: Laws 1967, p. 1960.)

(5 ILCS 120/2.05) (from Ch. 102, par. 42.05)

Sec. 2.05. Recording meetings. Subject to the provisions of Section 8-701 of the Code of Civil Procedure, any person may record the proceedings at meetings required to be open by this Act by tape, film or other means. The authority holding the meeting shall prescribe reasonable rules to govern the right to make such recordings.

If a witness at any meeting required to be open by this Act which is conducted by a commission, administrative agency or other tribunal, refuses to testify on the grounds that he may not be compelled to testify if any portion of his testimony is to be broadcast or televised or if motion pictures are to be taken of him while he is testifying, the authority holding the meeting shall prohibit such recording during the testimony of the witness. Nothing in this Section shall be construed to extend the right to refuse to testify at any meeting not subject to the provisions of Section 8-701 of the Code of Civil Procedure.

(Source: P.A. 94-1058, eff. 1-1-07.)

(5 ILCS 120/2.06) (from Ch. 102, par. 42.06)

Sec. 2.06. Minutes; right to speak.

(a) All public bodies shall keep written minutes of all their meetings, whether open or closed, and a verbatim record of all their closed meetings in the form of an audio or video recording. Minutes shall include, but need not be limited to:

(1) the date, time and place of the meeting;

(2) the members of the public body recorded as either present or absent and whether the members were physically present or present by means of video or audio conference; and

(3) a summary of discussion on all matters proposed, deliberated, or decided, and a record of any votes taken.

(b) A public body shall approve the minutes of its open

meeting within 30 days after that meeting or at the public body's second subsequent regular meeting, whichever is later. The minutes of meetings open to the public shall be available for public inspection within 10 days after the approval of such minutes by the public body. Beginning July 1, 2006, at the time it complies with the other requirements of this subsection, a public body that has a website that the full-time staff of the public body maintains shall post the minutes of a regular meeting of its governing body open to the public on the public body's website within 10 days after the approval of the minutes by the public body. Beginning July 1, 2006, any minutes of meetings open to the public posted on the public body's website shall remain posted on the website for at least 60 days after their initial posting.

(c) The verbatim record may be destroyed without notification to or the approval of a records commission or the State Archivist under the Local Records Act or the State Records Act no less than 18 months after the completion of the meeting recorded but only after:

(1) the public body approves the destruction of a particular recording; and

(2) the public body approves minutes of the closed meeting that meet the written minutes requirements of subsection (a) of this Section.

(d) Each public body shall periodically, but no less than semi-annually, meet to review minutes of all closed meetings. At such meetings a determination shall be made, and reported in an open session that (1) the need for confidentiality still exists as to all or part of those minutes or (2) that the minutes or portions thereof no longer require confidential treatment and are available for public inspection. The failure of a public body to strictly comply with the semi-annual review of a closed session written minutes, whether before or after the effective date of this amendatory Act of the 94th General Assembly, shall not cause the written minutes or related verbatim record to become public or available for inspection in any judicial proceeding, other than a proceeding involving an alleged violation of this Act, if the public body, within 60 days of discovering its failure to strictly comply with the technical requirements of this subsection, reviews the closed session minutes and determines and thereafter reports in open session that either (1) the need for confidentiality still exists as to all or part of the minutes or verbatim record, or (2) that the minutes or recordings or portions thereof no longer require confidential treatment and are available for public inspection.

(e) Unless the public body has made a determination that the verbatim recording no longer requires confidential treatment or otherwise consents to disclosure, the verbatim record of a meeting closed to the public shall not be open for public inspection or subject to discovery in any administrative or judicial proceeding other than one brought to enforce this Act. In the case of a civil action brought to enforce this Act, the court, if the judge believes such an examination is necessary, must conduct such in camera examination of the verbatim record as it finds appropriate in order to determine whether there has been a violation of this Act. In the case of a criminal proceeding, the court may conduct an examination in order to determine what portions, if any, must be made available to the parties for use as evidence in the prosecution. Any such initial inspection must be held in camera. If the court determines that a complaint or suit brought for noncompliance under this Act is valid it may, for the purposes of discovery, redact from the minutes of the meeting closed to the public any information deemed to qualify under the attorney-client privilege. The provisions of this subsection do not supersede the privacy or

confidentiality provisions of State or federal law. Access to verbatim recordings shall be provided to duly elected officials or appointed officials filling a vacancy of an elected office in a public body, and access shall be granted in the public body's main office or official storage location, in the presence of a records secretary, an administrative official of the public body, or any elected official of the public body. No verbatim recordings shall be recorded or removed from the public body's main office or official storage location, except by vote of the public body or by court order. Nothing in this subsection (e) is intended to limit the Public Access Counselor's access to those records necessary to address a request for administrative review under Section 7.5 of this Act.

(f) Minutes of meetings closed to the public shall be available only after the public body determines that it is no longer necessary to protect the public interest or the privacy of an individual by keeping them confidential, except that duly elected officials or appointed officials filling a vacancy of an elected office in a public body shall be provided access to minutes of meetings closed to the public. Access to minutes shall be granted in the public body's main office or official storage location, in the presence of a records secretary, an administrative official of the public body, or any elected official of the public body. No minutes of meetings closed to the public shall be removed from the public body's main office or official storage location, except by vote of the public body or by court order. Nothing in this subsection (f) is intended to limit the Public Access Counselor's access to those records necessary to address a request for administrative review under Section 7.5 of this Act.

(g) Any person shall be permitted an opportunity to address public officials under the rules established and recorded by the public body.

(Source: P.A. 99-515, eff. 6-30-16.)

(5 ILCS 120/2a) (from Ch. 102, par. 42a)

Sec. 2a. A public body may hold a meeting closed to the public, or close a portion of a meeting to the public, upon a majority vote of a quorum present, taken at a meeting open to the public for which notice has been given as required by this Act. A single vote may be taken with respect to a series of meetings, a portion or portions of which are proposed to be closed to the public, provided each meeting in such series involves the same particular matters and is scheduled to be held within no more than 3 months of the vote. The vote of each member on the question of holding a meeting closed to the public and a citation to the specific exception contained in Section 2 of this Act which authorizes the closing of the meeting to the public shall be publicly disclosed at the time of the vote and shall be recorded and entered into the minutes of the meeting. Nothing in this Section or this Act shall be construed to require that any meeting be closed to the public.

At any open meeting of a public body for which proper notice under this Act has been given, the body may, without additional notice under Section 2.02, hold a closed meeting in accordance with this Act. Only topics specified in the vote to close under this Section may be considered during the closed meeting.

(Source: P.A. 88-621, eff. 1-1-95; 89-86, eff. 6-30-95.)

(5 ILCS 120/2b)

Sec. 2b. (Repealed).

(Source: Repealed by P.A. 88-621, eff. 1-1-95.)

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(5 ILCS 120/3) (from Ch. 102, par. 43)

Sec. 3. (a) Where the provisions of this Act are not complied with, or where there is probable cause to believe that the provisions of this Act will not be complied with, any person, including the State's Attorney of the county in which such noncompliance may occur, may bring a civil action in the circuit court for the judicial circuit in which the alleged noncompliance has occurred or is about to occur, or in which the affected public body has its principal office, prior to or within 60 days of the meeting alleged to be in violation of this Act or, if facts concerning the meeting are not discovered within the 60-day period, within 60 days of the discovery of a violation by the State's Attorney or, if the person timely files a request for review under Section 3.5, within 60 days of the decision by the Attorney General to resolve a request for review by a means other than the issuance of a binding opinion under subsection (e) of Section 3.5.

Records that are obtained by a State's Attorney from a public body for purposes of reviewing whether the public body has complied with this Act may not be disclosed to the public. Those records, while in the possession of the State's Attorney, are exempt from disclosure under the Freedom of Information Act.

(b) In deciding such a case the court may examine in camera any portion of the minutes of a meeting at which a violation of the Act is alleged to have occurred, and may take such additional evidence as it deems necessary.

(c) The court, having due regard for orderly administration and the public interest, as well as for the interests of the parties, may grant such relief as it deems appropriate, including granting a relief by mandamus requiring that a meeting be open to the public, granting an injunction against future violations of this Act, ordering the public body to make available to the public such portion of the minutes of a meeting as is not authorized to be kept confidential under this Act, or declaring null and void any final action taken at a closed meeting in violation of this Act.

(d) The court may assess against any party, except a State's Attorney, reasonable attorney's fees and other litigation costs reasonably incurred by any other party who substantially prevails in any action brought in accordance with this Section, provided that costs may be assessed against any private party or parties bringing an action pursuant to this Section only upon the court's determination that the action is malicious or frivolous in nature.

(Source: P.A. 99-714, eff. 8-5-16.)

(5 ILCS 120/3.5)

Sec. 3.5. Public Access Counselor; opinions.

(a) A person who believes that a violation of this Act by a public body has occurred may file a request for review with the Public Access Counselor established in the Office of the Attorney General not later than 60 days after the alleged violation. If facts concerning the violation are not discovered within the 60-day period, but are discovered at a later date, not exceeding 2 years after the alleged violation, by a person utilizing reasonable diligence, the request for review may be made within 60 days of the discovery of the alleged violation. The request for review must be in writing, must be signed by the requester, and must include a summary of the facts supporting the allegation. The changes made by this amendatory Act of the 99th General Assembly apply to violations alleged to have occurred at meetings held on or after the effective date of this amendatory Act of the 99th General Assembly.

(b) Upon receipt of a request for review, the Public Access

Counselor shall determine whether further action is warranted. If the Public Access Counselor determines from the request for review that the alleged violation is unfounded, he or she shall so advise the requester and the public body and no further action shall be undertaken. In all other cases, the Public Access Counselor shall forward a copy of the request for review to the public body within 7 working days. The Public Access Counselor shall specify the records or other documents that the public body shall furnish to facilitate the review. Within 7 working days after receipt of the request for review, the public body shall provide copies of the records requested and shall otherwise fully cooperate with the Public Access Counselor. If a public body fails to furnish specified records pursuant to this Section, or if otherwise necessary, the Attorney General may issue a subpoena to any person or public body having knowledge of or records pertaining to an alleged violation of this Act. For purposes of conducting a thorough review, the Public Access Counselor has the same right to examine a verbatim recording of a meeting closed to the public or the minutes of a closed meeting as does a court in a civil action brought to enforce this Act.

(c) Within 7 working days after it receives a copy of a request for review and request for production of records from the Public Access Counselor, the public body may, but is not required to, answer the allegations of the request for review. The answer may take the form of a letter, brief, or memorandum. Upon request, the public body may also furnish the Public Access Counselor with a redacted copy of the answer excluding specific references to any matters at issue. The Public Access Counselor shall forward a copy of the answer or redacted answer, if furnished, to the person submitting the request for review. The requester may, but is not required to, respond in writing to the answer within 7 working days and shall provide a copy of the response to the public body.

(d) In addition to the request for review, and the answer and the response thereto, if any, a requester or a public body may furnish affidavits and records concerning any matter germane to the review.

(e) Unless the Public Access Counselor extends the time by no more than 21 business days by sending written notice to the requester and public body that includes a statement of the reasons for the extension in the notice, or decides to address the matter without the issuance of a binding opinion, the Attorney General shall examine the issues and the records, shall make findings of fact and conclusions of law, and shall issue to the requester and the public body an opinion within 60 days after initiating review. The opinion shall be binding upon both the requester and the public body, subject to administrative review under Section 7.5 of this Act.

In responding to any written request under this Section 3.5, the Attorney General may exercise his or her discretion and choose to resolve a request for review by mediation or by a means other than the issuance of a binding opinion. The decision not to issue a binding opinion shall not be reviewable.

Upon receipt of a binding opinion concluding that a violation of this Act has occurred, the public body shall either take necessary action as soon as practical to comply with the directive of the opinion or shall initiate administrative review under Section 7.5. If the opinion concludes that no violation of the Act has occurred, the requester may initiate administrative review under Section 7.5.

(f) If the requester files suit under Section 3 with respect to the same alleged violation that is the subject of a pending request for review, the requester shall notify the Public Access Counselor, and the Public Access Counselor shall take no further

action with respect to the request for review and shall so notify the public body.

(g) Records that are obtained by the Public Access Counselor from a public body for purposes of addressing a request for review under this Section 3.5 may not be disclosed to the public, including the requester, by the Public Access Counselor. Those records, while in the possession of the Public Access Counselor, shall be exempt from disclosure by the Public Access Counselor under the Freedom of Information Act.

(h) The Attorney General may also issue advisory opinions to public bodies regarding compliance with this Act. A review may be initiated upon receipt of a written request from the head of the public body or its attorney. The request must contain sufficient accurate facts from which a determination can be made. The Public Access Counselor may request additional information from the public body in order to facilitate the review. A public body that relies in good faith on an advisory opinion of the Attorney General in complying with the requirements of this Act is not liable for penalties under this Act, so long as the facts upon which the opinion is based have been fully and fairly disclosed to the Public Access Counselor. (Source: P.A. 99-402, eff. 8-19-15.)

(5 ILCS 120/4) (from Ch. 102, par. 44)

Sec. 4. Any person violating any of the provisions of this Act, except subsection (b), (c), (d), (e), or (f) of Section 1.05, shall be guilty of a Class C misdemeanor. (Source: P.A. 97-504, eff. 1-1-12; 97-1153, eff. 1-25-13; 98-900, eff. 8-15-14.)

(5 ILCS 120/5) (from Ch. 102, par. 45)

Sec. 5. If any provision of this Act, or the application of this Act to any particular meeting or type of meeting is held invalid or unconstitutional, such decision shall not affect the validity of the remaining provisions or the other applications of this Act. (Source: Laws 1957, p. 2892.)

(5 ILCS 120/6) (from Ch. 102, par. 46)

Sec. 6. The provisions of this Act constitute minimum requirements for home rule units; any home rule unit may enact an ordinance prescribing more stringent requirements binding upon itself which would serve to give further notice to the public and facilitate public access to meetings. (Source: P.A. 78-448.)

(5 ILCS 120/7)

Sec. 7. Attendance by a means other than physical presence.

(a) If a quorum of the members of the public body is physically present as required by Section 2.01, a majority of the public body may allow a member of that body to attend the meeting by other means if the member is prevented from physically attending because of: (i) personal illness or disability; (ii) employment purposes or the business of the public body; or (iii) a family or other emergency. "Other means" is by video or audio conference.

(b) If a member wishes to attend a meeting by other means, the member must notify the recording secretary or clerk of the public body before the meeting unless advance notice is impractical.

(c) A majority of the public body may allow a member to attend a meeting by other means only in accordance with and to the extent allowed by rules adopted by the public body. The rules must conform to the requirements and restrictions of this

Section, may further limit the extent to which attendance by other means is allowed, and may provide for the giving of additional notice to the public or further facilitate public access to meetings.

(d) The limitations of this Section shall not apply to (i) closed meetings of (A) public bodies with statewide jurisdiction, (B) Illinois library systems with jurisdiction over a specific geographic area of more than 4,500 square miles, (C) municipal transit districts with jurisdiction over a specific geographic area of more than 4,500 square miles, or (D) local workforce innovation areas with jurisdiction over a specific geographic area of more than 4,500 square miles or (ii) open or closed meetings of State advisory boards or bodies that do not have authority to make binding recommendations or determinations or to take any other substantive action. State advisory boards or bodies, public bodies with statewide jurisdiction, Illinois library systems with jurisdiction over a specific geographic area of more than 4,500 square miles, municipal transit districts with jurisdiction over a specific geographic area of more than 4,500 square miles, and local workforce investment areas with jurisdiction over a specific geographic area of more than 4,500 square miles, however, may permit members to attend meetings by other means only in accordance with and to the extent allowed by specific procedural rules adopted by the body. For the purposes of this Section, "local workforce innovation area" means any local workforce innovation area or areas designated by the Governor pursuant to the federal Workforce Innovation and Opportunity Act or its reauthorizing legislation.

(e) Subject to the requirements of Section 2.06 but notwithstanding any other provision of law, an open or closed meeting subject to this Act may be conducted by audio or video conference, without the physical presence of a quorum of the members, so long as the following conditions are met:

(1) the Governor or the Director of the Illinois Department of Public Health has issued a disaster declaration related to public health concerns because of a disaster as defined in Section 4 of the Illinois Emergency Management Agency Act, and all or part of the jurisdiction of the public body is covered by the disaster area;

(2) the head of the public body as defined in subsection (e) of Section 2 of the Freedom of Information Act determines that an in-person meeting or a meeting conducted under this Act is not practical or prudent because of a disaster;

(3) all members of the body participating in the meeting, wherever their physical location, shall be verified and can hear one another and can hear all discussion and testimony;

(4) for open meetings, members of the public present at the regular meeting location of the body can hear all discussion and testimony and all votes of the members of the body, unless attendance at the regular meeting location is not feasible due to the disaster, including the issued disaster declaration, in which case the public body must make alternative arrangements and provide notice pursuant to this Section of such alternative arrangements in a manner to allow any interested member of the public access to contemporaneously hear all discussion, testimony, and roll call votes, such as by offering a telephone number or a web-based link;

(5) at least one member of the body, chief legal counsel, or chief administrative officer is physically present at the regular meeting location, unless unfeasible

due to the disaster, including the issued disaster declaration; and

(6) all votes are conducted by roll call, so each member's vote on each issue can be identified and recorded.

(7) Except in the event of a bona fide emergency, 48 hours' notice shall be given of a meeting to be held pursuant to this Section. Notice shall be given to all members of the public body, shall be posted on the website of the public body, and shall also be provided to any news media who has requested notice of meetings pursuant to subsection (a) of Section 2.02 of this Act. If the public body declares a bona fide emergency:

(A) Notice shall be given pursuant to subsection (a) of Section 2.02 of this Act, and the presiding officer shall state the nature of the emergency at the beginning of the meeting.

(B) The public body must comply with the verbatim recording requirements set forth in Section 2.06 of this Act.

(8) Each member of the body participating in a meeting by audio or video conference for a meeting held pursuant to this Section is considered present at the meeting for purposes of determining a quorum and participating in all proceedings.

(9) In addition to the requirements for open meetings under Section 2.06, public bodies holding open meetings under this subsection (e) must also keep a verbatim record of all their meetings in the form of an audio or video recording. Verbatim records made under this paragraph (9) shall be made available to the public under, and are otherwise subject to, the provisions of Section 2.06.

(10) The public body shall bear all costs associated with compliance with this subsection (e).

(Source: P.A. 100-477, eff. 9-8-17; 101-640, eff. 6-12-20.)

(5 ILCS 120/7.3)

Sec. 7.3. Duty to post information pertaining to benefits offered through the Illinois Municipal Retirement Fund.

(a) Within 6 business days after an employer participating in the Illinois Municipal Retirement Fund approves a budget, that employer must post on its website the total compensation package for each employee having a total compensation package that exceeds \$75,000 per year. If the employer does not maintain a website, the employer must post a physical copy of this information at the principal office of the employer. If an employer maintains a website, it may choose to post a physical copy of this information at the principal office of the employer in lieu of posting the information directly on the website; however, the employer must post directions on the website on how to access that information.

(b) At least 6 days before an employer participating in the Illinois Municipal Retirement Fund approves an employee's total compensation package that is equal to or in excess of \$150,000 per year, the employer must post on its website the total compensation package for that employee. If the employer does not maintain a website, the employer shall post a physical copy of this information at the principal office of the employer. If an employer maintains a website, it may choose to post a physical copy of this information at the principal office of the employer in lieu of posting the information directly on the website; however, the employer must post directions on the website on how to access that information.

(c) For the purposes of this Section, "total compensation package" means payment by the employer to the employee for

salary, health insurance, a housing allowance, a vehicle allowance, a clothing allowance, bonuses, loans, vacation days granted, and sick days granted.

(Source: P.A. 97-609, eff. 1-1-12.)

(5 ILCS 120/7.5)

Sec. 7.5. Administrative review. A binding opinion issued by the Attorney General shall be considered a final decision of an administrative agency, for purposes of administrative review under the Administrative Review Law (735 ILCS 5/Art. III). An action for administrative review of a binding opinion of the Attorney General shall be commenced in Cook or Sangamon County. An advisory opinion issued to a public body shall not be considered a final decision of the Attorney General for purposes of this Section.

(Source: P.A. 96-542, eff. 1-1-10.)

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Champaign County Code of Ethics

Champaign County Officials

The County of Champaign is committed to the highest standards of conduct by, and among, County officials in the performance of their public duties. Individual and collective adherence to high ethical standards by public officials is central to the maintenance of public trust and confidence in government.

While County officials agree on the need for proper conduct, they may experience personal conflict or differing views of values or loyalties.

In such cases, the principles contained in the Code of Ethics provide valuable guidance in reaching decisions which are governed, ultimately, by the dictates of the individual conscience of the public officials and his or her commitment to the public good.

Certain of these ethical principles are best expressed as positive statements: actions which should be taken; courses which should be followed; goals which should permeate both public and private conduct. Other principles are expressed as negative statements: actions to be avoided and conduct to be condemned.

The Code of Ethics for Champaign County Officials has been created by, and for, elected County officials. However, these principles apply to the day to day conduct of both elected and appointed officials, and to the employees of County government.

Champaign County recognizes that this Code of Ethics should serve as a valuable guide for all those in whom the public has placed its trust.

The Ethical County Official should:

- Properly administer the affairs of the County.
- Promote decisions which only benefit the public interest.
- Actively promote public confidence in County government.
- Keep safe all funds and other properties of the County.
- Conduct and perform the duties of the office diligently and promptly dispose of the business of the County.
- Maintain a positive image to pass constant scrutiny.
- Evaluate all decisions so that the best service or product is obtained at a minimal cost without sacrificing quality fiscal responsibility.
- Inject the prestige of the office into everyday dealings with the public, employees and associates.
- Maintain a respectful attitude toward employees, other public officials, colleagues and associates.

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- Effectively and efficiently work with governmental agencies, political subdivisions and other organizations in order to further the interest of the County.
- Faithfully comply with all laws and regulations applicable to the County and impartially apply them to everyone.

The Ethical County Official should not:

- Engage in outside interests that are not compatible with the impartial and objective performance of his or her duties.
- Improperly influence or attempt to influence other officials to act in his or her benefit.
- Accept anything of value from any source which is offered to influence his or her action as a public official.
- The ethical County Official accepts the responsibility that his or her mission is that of servant and steward to the public.

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CHAMPAIGN COUNTY MENTAL HEALTH BOARD

10.A.

**CHAMPAIGN COUNTY BOARD FOR CARE AND TREATMENT
OF PERSONS WITH A DEVELOPMENTAL DISABILITY**

DECISION MEMORANDUM

DATE: June 23, 2021
TO: Members, Champaign County Mental Health Board (CCMHB)
FROM: Lynn Canfield, Stephanie Howard-Gallo
SUBJECT: CCMHB Annual Report for Fiscal Year 2020

Attached for review and approval is the Annual Report for Fiscal Year 2020, January 1 to December 31, 2020. The preparation of the Annual Report is a collaboration among staff members and Board president. Included are a financial accounting of revenue and expenditures, agency program allocations, service activity totals by agency and program (with explanations as introduced in the FY2016 Annual Report), aggregate demographic and residency data, and service sector charts for the past year. The Three-Year Plan (FY 2019 – FY 2021) with One-Year Objectives for FY2021, approved at the November 2020 meeting, is also presented.

The attached document has blank pages omitted that will be inserted prior to distribution. The table of contents may be adjusted to reflect these added pages, but no content will change following approval by the Board.

Revisions discussed during the March 17, 2021 regular meeting of the CCMHB have been incorporated: program description for Cunningham ECHO is corrected, within the agency utilization report; financial reports include final 2020 information from the Auditor’s Office.

Decision Section

Motion: Move to approve the Champaign County Mental Health Board Fiscal Year 2020 Annual Report.

- Approved
- Denied
- Modified
- Additional Information Needed

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Champaign County Mental Health Board

In fulfillment of our responsibilities under the Community Mental Health Act, the Champaign County Mental Health Board (CCMHB) presents the following documents for public review:

The CCMHB's Annual Report provides an accounting to the citizens of Champaign County of the CCMHB's activities and expenditures during the period of January 1, 2020 through December 31, 2020.

The CCMHB's Three-Year Plan for the period January 1, 2019 through December 31, 2021 presents the CCMHB's goals for development of Champaign County's system of community mental health, intellectual and developmental disabilities, and substance use disorder services and facilities, with One-Year Objectives for January 1, 2021 through December 31, 2021.

Any questions or comments regarding the CCMHB's activities or the county's behavioral health and developmental disability services can be directed to the Champaign County Mental Health Board; 1776 E. Washington; Urbana, IL 61802; phone (217) 367-5703, fax (217) 367-5741.

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Champaign County Mental Health Board

Fiscal Year 2020 Annual Report & Three-Year Plan 2019-2021

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LISTING OF 2020 BOARD MEMBERS AND STAFF

BOARD MEMBERS

Mr. Joseph Omo-Osagie
(President)

Mr. Kyle Patterson
(Vice President)

Dr. Susan Fowler

Dr. Thom Moore

Ms. Elaine Palencia

Dr. Julian Rappaport

Ms. Jane Sprandel

Ms. Kathleen Wirth-Couch

Dr. Jon Paul Youakim

STAFF MEMBERS

Lynn Canfield
Executive Director

Kim Bowdry
Associate Director for Intellectual and Developmental Disabilities

Mark J. Driscoll
Associate Director for Mental Health & Substance Use Disorder Services

Stephanie Howard-Gallo
Operations & Compliance Coordinator

Shandra Summerville
Cultural & Linguistic Competence Coordinator

Chris Wilson
Financial Manager



CCMHB President's Report

As President, it is my pleasure on behalf of the Champaign County Mental Health Board (CCMHB/Board) to present to the citizens of Champaign County the 2020 Annual Report. The report is statutorily required under the Illinois Community Mental Health Act (405 ILCS 20/). The Board meets the mandated reporting requirements and provides additional information detailing funded services and performance as well as including the Three-Year Plan with objectives for the new year. The following pages include a financial accounting of 2020 expenditures, amounts allocated to community agencies by program, and for the two CILA homes. Detailed descriptions of funded services by program and reported utilization follow and is accompanied by charts aggregating reported service data and the commitment of financial resources by the Board. Closing out the report is the Three-Year Plan with Fiscal Year 2021 Objectives.

We started 2020 aware that provider agencies operate in an increasingly challenging fiscal and regulatory environment, with a growing workforce shortage, inadequate state rates for vital services, enrollment and claims issues related to Medicaid managed care, and alarming rates of addiction and suicidality across the country. We talked about the Diseases of Despair and the deadly threat of stigma. 2020 quickly turned into something else, as the COVID-19 pandemic reached the US. The Board took a great interest in its impacts and added service flexibility to all agency contracts. The pandemic has revealed the frailty and disparities of our service systems, with deeply unequal health outcomes across the population. Violence of all sorts continued to plague our communities, with a record number of gun related incidents in Champaign County. While services have been stretched by COVID and its effects, we see less of a demarcation between health and mental health, as well as greater common ground across the urban/rural divide for basic human rights and needs.

During 2020, the Board was again able to offer a family-based model for addressing needs of youth, contracting with Cunningham Children's Home for Families Stronger Together. Another significant achievement is the collaborative effort between the Board and the Champaign County Developmental Disabilities Board to improve the CILA Facilities Project established in 2014, to offer lower rental amounts to the service provider, to transfer ownership for better alignment with the Acts, and to update all related agreements. In an effort to provide long-standing programs with some security regarding current contracts, the Board approved extending the term of ten contracts representing 33% of 2020 awards. The amount of funding the Board has awarded to local agencies has continued to increase over the last four years. For contract year 2020 (7/1/10-6/30/20), the Board awarded \$4,562,151, compared to contract year 2021 (7/1/20-6/30/21) awards of \$4,943,804. As you will see in the following pages, these funds support services to the very young to the very old, to residents of our large towns and cities to our very small rural communities.

In closing, I want to thank you for your interest in the work of the CCMHB. What has been accomplished would not be possible without the commitment of my fellow volunteer board members, including outgoing members Dr. Thomas Moore and Ms. Kathleen Wirth-Couch, and the dedicated staff team, including Mr. Mark Driscoll, who has retired after twenty-two years of outstanding service to our community.

Respectfully,

Joseph Omo-Osagie
CCMHB President, 2020

A handwritten signature in blue ink, appearing to read "Lolo", enclosed within a hand-drawn blue oval.

SECTION I: Financial Reports and Service Data

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CHAMPAIGN COUNTY MENTAL HEALTH BOARD

ANNUAL FINANCIAL REPORT

1/1/20 - 12/31/20

	2019	2020
Beginning of the Year Fund Balance	\$ 3,225,111	\$ 3,440,634
 REVENUE		
General Property Taxes	\$ 4,813,598	\$ 4,883,873
Back Taxes, Mobile Home Tax & Payment in Lieu of Taxes	13,155	4,824
Local Government Revenue		
Champ County Developmental Disabilities Board	409,175	346,706
Interest Earnings	45,950	7,627
Gifts and Donations	4,706	2,900
Disability Expo	14,275	13,805
Miscellaneous	129,028	80
TOTAL REVENUE	\$ 5,429,887	\$ 5,259,815
 EXPENDITURES		
Administration & Operating Expenses:		
Personnel	\$ 517,053	\$ 544,001
Commodities	11,147	12,362
Services	286,377	288,560
Interfund Transfers*	406,505	5,819
Capital Outlay	-	-
Sub-Total	\$ 1,221,082	\$ 850,742
 Grants and Contributions:		
Program	3,993,283	4,310,455
Capital	-	-
Sub-Total	\$ 3,993,283	\$ 4,310,455
TOTAL EXPENDITURES	\$ 5,214,364	\$ 5,161,197
 Fund Balance at the End of the Fiscal Year	 \$ 3,440,634	 \$ 3,539,251

*to CILA fund and to CCDDDB fund for share of revenue from Expo donations and miscellaneous

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CHAMPAIGN COUNTY CILA FACILITIES

ANNUAL FINANCIAL REPORT

1/1/20 - 12/31/20

REVENUE	2019	2020
From Mental Health Board	\$ 300,000.00	\$ -
From Developmental Disabilities Board	\$ 50,000.00	\$ 50,000.00
Rent	\$ 21,676.00	\$ 16,500.00
Other Misc Revenue	\$ 669.56	\$ 1,995.46
TOTAL REVENUE	<u>\$ 372,345.56</u>	<u>\$ 68,495.46</u>

EXPENDITURES

Mortgage Principal	\$ 398,002.48	\$ -
Mortgage Interest	\$ 10,771.34	\$ -
Commodities	\$ -	\$ 5,536.60
Professional Fees	\$ 6,000.00	\$ 6,000.00
Utilities	\$ 903.92	\$ 738.58
Building/Landscaping Maintenance	\$ 15,041.79	\$ 13,697.45
Building Improvements	\$ -	\$ -
Other Services	\$ 33.62	\$ 2,653.12
TOTAL EXPENDITURES	<u>\$ 430,753.15</u>	<u>\$ 28,625.75</u>

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**CHAMPAIGN COUNTY MENTAL HEALTH BOARD
PROGRAM ALLOCATIONS -- FY2020
1/1/20 - 12/31/20**

AGENCY/PROGRAM	TOTAL PAID
CHAMPAIGN COUNTY CHILDREN'S ADVOCACY CENTER	52,754.00
CHAMPAIGN COUNTY CHRISTIAN HEALTH CENTER Mental Health Care	13,000.00
CHAMPAIGN COUNTY HEALTH CARE CONSUMERS CHW Outreach and Benefit Enrollment Justice Involved CHW Services & Benefits	 68,630.00 64,957.00
Agency Total	133,587.00
CHAMPAIGN COUNTY REGIONAL PLANNING COMMISSION Headstart - Early Childhood Mental Health Services Headstart - Social/Emotional Development Services** Homeless Services System Coordination Justice Diversion Program Youth Assessment Center	 212,286.00 93,608.00 52,744.00 43,211.00 76,350.00
Agency Total	478,199.00
CHAMPAIGN URBANA AREA PROJECT TRUCE (6 months)	 0.00
COMMUNITY SERVICE CENTER OF NORTHER CHAMPAIGN COUNTY Resource Connection	 67,596.00
COURAGE CONNECTION Courage Connection	 127,947.00
CRISIS NURSERY Beyond Blue Champaign County	 75,000.00
CUNNINGHAM CHILDREN'S HOME ECHO Housing and Employment Support Families Stronger Together (6 months) Parenting Model Planning/Implementation (6 months)	 83,692.00 201,553.00 (29,885.00)
Agency Total	255,360.00
DEVELOPMENTAL SERVICES CENTER Family Development Center **	 586,488.00
DON MOYER BOYS & GIRLS CLUB CU Neighborhood Champions Community Coalition Summer Youth Programs CU Change Youth and Family Services	 131,035.00 107,000.00 101,762.00 160,000.00
Agency Total	499,797.00
DREAAM HOUSE DREAAM	 80,000.00
EAST CENTRAL ILLINOIS REFUGEE ASSISTANCE CENTER Family Support and Strengthening	 56,440.00
FAMILY SERVICE Counseling	 30,000.00

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**CHAMPAIGN COUNTY MENTAL HEALTH BOARD
PROGRAM ALLOCATIONS -- FY2020
1/1/20 - 12/31/20**

AGENCY/PROGRAM	TOTAL PAID
Self Help Center	28,676.00
Senior Counseling and Advocacy	162,350.00
Agency Total	221,026.00
FIRST FOLLOWERS	
FirstSteps Community Re-Entry House (6 months)	19,800.00
Peer Mentoring for Re-entry	95,000.00
Agency Total	114,800.00
GROW IN ILLINOIS	
Peer Support	70,548.00
MAHOMET AREA YOUTH CLUB	
BLAST	15,000.00
Members Matter!	18,000.00
Agency Total	33,000.00
NATIONAL ALLIANCE ON MENTAL ILLINOIS	
NAMI Champaign County	10,000.00
PROMISE HEALTHCARE	
Mental Health Services with Promise	161,502.00
Promise Healthcare Wellness	38,668.00
Agency Total	200,170.00
RAPE ADVOCACY COUNSELING EDUCATION SERVICES	
Sexual Violence Prevention Education	66,864.00
RATTLE THE STARS	
Youth Suicide Prevention Education	70,750.00
ROSECRANCE CENTRAL ILLINOIS	
Criminal Justice PSC	293,591.00
Crisis, Access, & Benefits	203,960.00
Fresh Start	79,310.00
Prevention Services	60,000.00
Recovery Home	200,000.00
Specialty Courts	203,000.00
Agency Total	1,039,861.00
UP CENTER OF CHAMPAIGN COUNTY (UNITING PRIDE)	
Children, Youth, and Families Program	31,768.00
URBANA NEIGHBORHOOD CONNECTIONS	
Community Study Center	25,500.00
GRAND TOTAL	4,310,455.00

** Programs for people with ID/DD, per Intergovernmental Agreement with the Champaign County Developmental Disabilities Board

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Service Totals – Brief Narrative of What the Service Categories Represent

The Champaign County Mental Health Board funds a wide range of services through local human service providers of varying size and sophistication. The CCMHB invests in services that range from helping mothers and families with newborn babies into early childhood to supporting youth through adolescence and young adulthood to assisting adults and families dealing with life's challenges to helping the elderly with activities of daily living. The not for profit and government agencies that provide services with CCMHB funds range from small agencies with only a few employees and volunteers to large multi-million dollar agencies with over a hundred employees. Descriptions of the service activities supported in current and previous years are available at <http://www.co.champaign.il.us/MHBDDDB/PublicDocuments.php> and <http://ccmhddbrds.org>.

Regardless of their size, agencies are required to report on services delivered using four categories. Those categories must be broad enough to provide a certain amount of flexibility to account for how and to whom the programs delivered services. The four categories are Community Service Event (CSE), Service Contact (SC), Non-Treatment Plan Client (NTPC), and Treatment Plan Client (TPC). Each agency is allowed to define within each category what will be reported. Definitions of CSEs and SCs relate to types of activities. Definitions of TPCs and NTPCs relate to who has been served and require a certain level of documentation associated with the service. Some programs may only report under one of the categories, others may report on all four. Which and how many categories an agency reports activity under depends on the services provided by the program.

Community Service Events (CSEs) can be public events, work associated with a news interview or newspaper article, consultations with community groups and caregivers, classroom presentations, and small group workshops and training to promote a program or educate the community. Meetings directly related to planning such events may also be counted here. Examples are the Family Service Self-Help Center planning and hosting of a self-help conference or newsletters published by the East Central Illinois Refugee Mutual Assistance Center.

A Service Contact (SC), also referred to as a screening contact or service encounter, represents the number of times a program has contact with consumers. Sometimes this can be someone who is being served by the program. Or it can be sharing of information, fielding a call about services, or doing an initial screenings or assessment. An example of a service contact would be the volume of calls answered by the Crisis Line at Rosecrance.

A Non-Treatment Plan Client (NTPC) is someone to whom services are provided and there is a record of the service but does not extend to a clinical level where a treatment plan is necessary or where one would be done but does not get completed. An example is a person who comes into the domestic violence shelter at Courage Connection but leaves within a few days before fully engaging in services.

A Treatment Plan Client (TPC) has traditionally meant people engaged in services where an assessment and treatment plan have been completed and case records are maintained. This applies to agencies such as Promise Healthcare, Rosecrance Central Illinois, and others. It can also represent an individual receiving a higher level of care within the spectrum of services provided within a program.

Most contracts are funded as grants while a few are paid on a fee for service basis. Those operating on a fee for service basis have additional detail included in the table. Fee for service detail includes number and type of units of service the program delivered to clients.

Utilization Summaries for PY2020
Champaign County Mental Health Board Funded Programs

Detail on each program's performance toward defined consumer outcomes during the funding year of July 1, 2019 to June 30, 2020 is available at <http://ccmhddbrds.org>, among downloadable public files toward the bottom of the page. The relevant document is titled "CCMHB PY20 Performance Outcome Reports."

TPC = Treatment Plan Client

NTPC = Non-Treatment Plan Client

CSE = Community Service Event

SC = Screening Contact or Service Contact

Other, as defined in individual program contract

Priority: Intellectual/Developmental Disabilities - Collaboration with Champaign County Developmental Disabilities Board (CCDDDB)

Champaign County Regional Planning Commission Head Start/Early Head Start Social Emotional Development Services \$112,004 (CCMHB & CCDDDB)

Program seeks to identify and address social-emotional concerns in the early childhood period, as well as to promote mental health among all Head Start children. The social-emotional portion of the program focuses on aiding the development of self-regulation, problem solving skills, emotional literacy, empathy, and appropriate social skills. Accomplishments in these areas will affect a child's ability to play, love, learn and work within the home, school and other environments. All fit together to form the foundation of a mentally healthy person.

Utilization targets: 80 TPC, 70 NTPC, 20 CSE, 700 SC, 10 Other (newsletter articles, staff training)

Utilization actual: 52 TPC, 29 NTPC, 17 CSE, 638 SC, 16 Other

Developmental Services Center

Family Development Center \$579,148

Program serves children birth to five years old, with or at risk of developmental disabilities, and their families. FDC responds to needs with culturally responsive, innovative, evidence-based services. Early detection and prompt, appropriate intervention can improve developmental outcomes for children with delays and disabilities and children living in at-risk environments. Family-centered intervention maximizes the gifts and capacities of families to provide responsive intervention within familiar routines and environments.

Utilization targets: 655 TPC, 200 SC, 300 CSE

Utilization actual: 724 TPC, 146 SC, 374 CSE

Individual Advocacy Group CILA Expansion \$50,000 (CCMHB and CCDDDB)

This annual investment pays for mortgage and property management costs of two of the three local small group homes run by Individual Advocacy Group, which was selected in 2014 through an RFP process to provide services to people with I/DD living in MHB/DDB owned-homes. During 2019, the CCMHB contributed a larger share in order to pay off

the mortgage loan in full; the CCDDDB continues to transfer \$50,000 into the fund each year until their total payments are equal to the CCMHB contribution.

Utilization: 6 TPCs with staffing ratios from 1:4 to 2:3 and a choice between IAG 'Flexible Day Experience' and community day programs run by other local providers.

Priority: System of Care for Children, Youth, and Families

Champaign County Children's Advocacy Center (CAC)

Children's Advocacy \$52,754

Promoting healing and justice for children/youth who have been sexually abused. The CAC provides: a family-friendly initial investigative interview site; supportive services for the child and non-offending family, promoting healing; and abuse investigation coordination. Most of the young people served are victims of sexual abuse. CAC services are also provided to those children/youth who are victims of severe physical abuse and to victims of child trafficking. Trauma inflicted by these crimes is deep; with the right help the young person can begin to heal.

Utilization targets: 200 TPC, 25 NTPC, 225 SC, 12 CSE

Utilization actual: 329 TPC, 53 NTPC, 257 SC, 9 CSE

Champaign County RPC Head Start/Early Head Start

Early Childhood Mental Health Services \$214,668

Support from an Early Childhood Mental Health Assistant including: assisting teaching staff and parents in writing individualized social-emotional goals to include in lesson plans for children identified through screening; developing with parents and teaching staff an Individual Success Plan for children who exhibit challenging behaviors; offering teachers social and emotional learning strategies; monitoring children's progress and outcomes; and providing information to families and staff. Facilitation of meetings with a child's parent(s) and teaching staff throughout the process of the child receiving services as well as supporting parents and teaching staff with resources, training, coaching, and modeling.

Utilization targets: 50 TPC, 50 NTPC, 1800 SC, 5 CSE, 50 Other

Utilization actual: 105 TPC, 325 NTPC, 3417 SC, 20 CSE, 325 Other

Champaign Urbana Area Project

TRUCE \$25,000 (six months)

TRUCE addresses gun violence preventively from a public health perspective. Under this public health approach, first posited by Gary Slutkin, the epidemiologist creator of "Cease Fire" at the University of Chicago, the spread of violence is likened to the spread of an infectious disease and should be treated in much the same way: go after the most infected and stop it at its source. TRUCE engages the community in reducing violence by: 1) interrupting the transmission of the violence; 2) reducing the risk of the highest risk; and 3) changing community norms.

Utilization targets: 16 NTPC, 125 SC, 190 CSE, 25 Other

Utilization actual: 26 NTPC, 52 SC, 416 CSE, 6 Other (three quarters)

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(First two quarters: 15 NTPC, 33 SC, 303 CSE, 6 Other)

Courage Connection

Courage Connection \$127,000

A family's immediate safety is intimately connected to their long-term success. A community's stability is threatened when any family is in danger. Courage Connection helps victims and survivors of domestic violence rebuild their lives through advocacy, housing, counseling, court advocacy, self-empowerment, community engagement, and community collaborations.

Utilization targets: 425 TPC, 110 NTPC, 600 SC, 150 CSE

Utilization actual: 537 TPC, 174 NTPC, 899 SC, 117 CSE

Crisis Nursery

Beyond Blue – Champaign County \$75,000

Beyond Blue serves mothers who have or are at risk of developing perinatal depression (PD), targeting mothers who demonstrated risk factors for PD and are pregnant or have a child under age one. Individual and group support and education to facilitate healthy parent-child engagement. Research suggests that 10-20% of mothers suffer from PD, nearly half are undiagnosed. Addresses risk factors that lead to emotional disturbances and multiagency and system involvement in children. Works to increase awareness of PD and reduce stigma.

Utilization targets: 33 TPC, 77 NTPC, 522 SC, 128 CSE, 2275 Other (hours of in-kind/respice care)

Utilization actual: 30 TPC, 90 NTPC, 472 SC, 138 CSE, 654 Other

Cunningham Children's Home

Parenting Model Planning & Implementation (NEW) \$280,995

Planning Phase from July to December 2019: Cunningham administration facilitated the planning phase to review the PLL model and other models that address similar needs. Stakeholders participating in this process included: representation from the CCMHB, Youth and Family Peer Support Alliance, Youth Assessment Center, University of Illinois Psychology and Social Work Departments, School Districts, and Juvenile Justice. Implementation Phase: the recommended program began in January 2020 and continued through the remainder of the grant period.

Utilization targets: 13 TPC, 12 NTPC

Utilization actual: 6 TPC, 5 NTPC, 154 SC, 14 CSE

DREAAM House

DREAAM \$80,000

DREAAM is a prevention and early intervention program for boys aimed at cultivating academic excellence and social emotional health. Designed to increase positive outcomes (academic achievement, self-efficacy, social mobility) and decrease negative outcomes (suspensions, low educational performance, violence). Evidence-informed components: 1) day-long summer program, 2) 5-day week, after-school program, 3) school-based mentoring, 4) Saturday athletic

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activities, and 5) family engagement and training. Embedded in each component is social emotional learning and behavioral health instruction to foster transfer of skills from DREAAM House to school to home.

Utilization actual: 65 TPC, 100 NTPC, 215 SC, 25 CSE

Utilization actual: 80 TPC, 111 NTPC, 208 SC, 28 CSE

Don Moyer Boys & Girls Club

CU Change \$100,000

The program seeks to impact under-resourced youth with potential for high school graduation by providing group and individual support, counseling, life skills training, and exposure to positive cultural and healthy life choices. Emphasizes academic support, community engagement, interactive, hands on learning experiences and exposure to positive life alternatives. Assists youth with navigating obstacles to success in the school environment, increasing positive peer and community involvement and developing a positive future plan.

Utilization targets: 50 TPC, 42 NTPC, 550 SC, 150 CSE

Utilization actual: 56 TPC, 34 NTPC, 175 SC, 66 CSE

Don Moyer Boys & Girls Club

CU Neighborhood Champions \$110,195

An initiative designed to increase community understanding of trauma and expand community capacity to implement trauma-informed practices and procedures. Goals are: addressing the needs of those impacted by trauma and violence and creating more supportive and healed communities. Accomplished through training community members, focusing on youth leaders and elder helpers, and educating the community about trauma and trauma-informed care to support the creation of community-based trauma response teams.

Utilization targets: 40 TPC, 35 NTPC, 255 SC, 23 CSE

Utilization actual: 37 TPC, 60 NTPC, 537 SC, 112 CSE

Don Moyer Boys & Girls Club

Community Coalition Summer Initiatives \$107,000

An initiative designed to increase community understanding of trauma and expand community capacity to implement trauma-informed practices and procedures. Goals are: addressing the needs of those impacted by trauma and violence and creating more supportive and healed communities. Accomplished through training community members, focusing on youth leaders and elder helpers, and educating the community about trauma and trauma-informed care to support the creation of community-based trauma response teams.

Utilization targets: 875 NTPC, 17600 SC, 60 CSE, 1000 Other

Utilization actual: 675 NTPC, 20250 SC, 60 CSE, 1000 Other

Don Moyer Boys & Girls Club

Youth and Family Services \$160,000

Family-driven, youth-guided services for and with families and children experiencing mental health and/or emotional challenges. Supports are offered at

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home, in school, and in the community for optimal recovery. Partnering with caregivers to provide the best-fit, most comprehensive services and supports possible. Peer-driven support from those with lived experiences and challenges, educational opportunities to make informed decisions, and technical support to help navigate complicated systems for the best possible outcomes for each individual and their family.

Utilization targets: 30 TPC, 70 NTPC, 500 SC, 50 CSE

Utilization actual: 21 TPC, 12 NTPC, 552 SC, 32 CSE

Mahomet Area Youth Club

Bulldogs Learn & Succeed Together (BLAST) \$15,000

MAYC's BLAST Programming for students K-12 includes enrichment activities, academic help, and cultural and community-based programming. MAYC partnered with Mahomet Seymour Schools District in this endeavor for several reasons: it allows the use of district facilities, providing a safe and structured environment, children participate in activities in their own school community, additional contact with teachers, school staff, social workers, and guidance counselors, specialized learning spaces (including computer labs, gyms, music and art rooms), access to a variety of caring community volunteers, and most importantly, an inclusive environment that brings students from all economic backgrounds together. Open to all students but targeting low income and/or struggling students, making the program available at no cost.

Utilization targets: 4 TPC, 116 NTPC, 2500 SC, 1000 CSE

Utilization actual: 33 TPC, 125 NTPC, 2216 SC, 1040 CSE

Mahomet Area Youth Club

MAYC Members Matter! \$18,000

Program for students K-12 includes enrichment activities, academic help, and cultural and community-based programming. Partnered with Mahomet Seymour Schools to allow for the use of district facilities, provide a safe and structured environment, participation in activities in school community, additional contact with teachers, school staff, social workers, and guidance counselors, specialized learning spaces, access to caring community volunteers, and an inclusive environment bringing students from all economic backgrounds together.

Utilization targets: 5 TPC, 130 NTPC, 2000 SC, 200 CSE

Utilization actual: 10 TPC, 163 NTPC, 1737 SC, 146 CSE

NAMI Champaign County

NAMI Champaign County (NEW) \$10,000

NAMI Champaign County Illinois offers free information and support to people living with mental health problems and their families. NAMI Ending the Silence is an engaging presentation that helps audience members learn about the warning signs of mental health conditions and what steps to take if you or a loved one are showing symptoms of a mental illness. Other program offerings include: NAMI Family-to-Family; NAMI in Our Own Voice (IOOV); and NAMI Family Support Group.

Utilization targets: 45 CSE
Utilization actual: 54 CSE

Rape Advocacy, Counseling & Education Services
Sexual Violence Prevention Education \$63,000

Rape Advocacy, Counseling & Education Services (RACES) is the only agency charged with providing comprehensive services to victims of sexual assault in Champaign County. Trauma-informed counseling, 24-hour crisis hotline, and in-person advocacy at hospital Emergency Departments and at meetings with law enforcement or Courthouse. Also offers prevention education to thousands of local children and adults per year and conducts community events to further the aim to create a world free of sexual violence.

Utilization targets: 1500 (# attending) SC, 200 CSE, 40 Other (media contacts)
Utilization actual: 4242 (# attending) SC, 624 CSE, 19 Other

Rosecrance Central Illinois
Prevention Services \$60,000

An evidence-based life skills and drug education curriculum for Champaign County students. Programs available for preschool through high school. Sessions on health risks associated with the use of alcohol, tobacco and other drugs. Life skills sessions may include instruction on and discussion of refusal skills, self-esteem, communicating with parents, and related social issues. Prevention team are active members of several anti-drug and anti-violence community-wide coalitions working to reduce youth substance abuse.

Utilization targets: 975 CSE
Utilization actual: 1021 CSE

UP Center of Champaign County
Children, Youth & Families Program \$31,768

Program serves LGBTQ adolescents aged 11-18; LGBTQ families; and children dealing with issues related to the stigmatization of their gender and sexual identifications and identities. Services include provision of social-emotional supports, non-clinical crisis intervention, case management referrals, risk reduction strategies, strengths development, community-building events, and management of adult volunteers within this program. Program provides a weekly adolescent non-clinical support group.

Utilization targets: 3 TPC, 30 NTPC, 60 SC, 40 CSE
Utilization actual: 0 TPC, 51 NTPC, 162 SC, 100 CSE

Urbana Neighborhood Connections
Community Study Center \$25,500

Empowerment zone which youth benefit from productive year-round academic, recreational, and social-emotional supplements. Point of contact for information, linkage and referral to community resources. Study Center provides opportunity to engage school aged youth in non-traditional, practical intervention and prevention approaches for addressing difficulties. In individual and group

activities facilitated/supervised by program staff and volunteers, participants can process feelings in a secure and supportive environment.

Utilization targets: 150 NTPC

Utilization actual: 158 NTPC

Priority: Behavioral Health Supports for People with Justice Involvement

Champaign County Health Care Consumers

Justice Involved CHW Services & Benefits (NEW) \$54,775

Community Health Worker services (as below), for people at the Champaign County jail. Services are offered on-site, to improve access to care upon discharge/release. Provider also coordinates with related programs and coalitions, toward improved response for those in crisis or incarcerated.

Utilization targets: 140 TPC, 20 NTPC, 350 SC, 6 CSE, 30 Other (Rx fund)

Utilization actual: 58 TPC, 11 NTPC, 142 SC, 20 CSE, 3 Other (Rx fund)

Champaign County Regional Planning Commission – Community Services

Justice Diversion Program \$75,308

The Justice Diversion Program is the primary connection point for case management and services for persons who have Rantoul Police Department Crisis Intervention Team (CIT) and/or domestic contacts, offering case management with a goal to reduce criminal recidivism and help clients develop and implement plans to become successful and productive members of the community, offering law enforcement an alternative to formal processing. The JDP develops additional community resources and access to services in Rantoul.

Utilization targets: 50 TPC, 70 NTPC, 250 SC, 24 CSE

Utilization actual: 9 TPC, 53 NTPC, 143 SC, 16 CSE

Champaign County Regional Planning Commission – Community Services

Youth Assessment Center (YAC) \$76,350

The YAC screens youth for risk factors and links youth/families to support and restorative community services. The YAC provides an alternative to prosecution for youth involved in delinquent activity. Case managers, using Trauma Informed Care and BARJ principles, screen juvenile offenders referred to our program to identify issues that might have influenced the offense and link youth to services to address the identified issues. Focused on helping youth be resilient, resourceful, responsible and contributing members of society.

Utilization targets: 63 TPC, 20 NTPC, 50 SC, 60 CSE, 60 Other (1st time refer)

Utilization actual: 35 TPC, 1 NTPC, 31 SC, 29 CSE, 61 Other (1st time referral)

Family Service of Champaign County

Counseling \$30,000

Affordable, accessible counseling services to families, couples and people of all ages. Clients are given tools and supports to successfully deal with life

challenges such as divorce, marital and parent/child conflict, depression, anxiety, abuse, substance abuse/dependency and trauma. Strength-based, client driven services utilize family and other natural support systems and are respectful of the client's values, beliefs, traditions, customs and personal preferences.

Utilization targets: 35 TPC, 30 NTPC

Utilization actual: 38 TPC, 24 NTPC

First Followers

Peer Mentoring for Re-entry \$95,000

Mission is to build strong and peaceful communities by providing support and guidance to the formerly incarcerated, their loved ones, and the community. Offers assistance in job searches, accessing housing and identification as well as emotional support to assist people during the transition from incarceration to the community. In addition, we carry out advocacy work aimed at reducing the stigma associated with felony convictions and attempt to open doors of opportunity for those with a criminal background.

Utilization targets: 42 TPC, 240 NTPC, 45 SC, 10 CSE

Utilization actual: 37 TPC, 45 NTPC, 23 SC, 9 CSE

Rosecrance Central Illinois

Criminal Justice PSC \$304,350

Individuals at the Champaign County Jail receive screening and, as appropriate, mental health assessment, substance abuse assessment, counseling, case management, individual and/or intensive outpatient substance abuse treatment, and linkage to additional supports as needed in the community.

Utilization targets: 150 TPC, 265 NTPC

Utilization actual: 70 TPC, 143 NTPC, 535 SC, 128 Other (group sessions)

Rosecrance Central Illinois

Fresh Start \$79,310

Aimed at addressing the root cause of the violence, customized for our community in coordination with the Champaign Community Coalition's Fresh Start Initiative, involving a 3-pillar approach – Community, Law Enforcement, and a Case Manager. Identifies and focuses on individuals with history of violent, gun-related behaviors. Participants are offered an alternative to violence, with intensive case management, assistance accessing services (such as medical, dental, behavioral health) to address immediate personal or family issues and to overcome barriers to employment, housing, education.

Utilization targets: 23 TPC, 10 NTPC, 10 SC, 120 CSE, 40 Other

Utilization actual: 16 TPC, 14 NTPC, 10 SC, 261 CSE, 43 Other

Rosecrance Central Illinois

Specialty Courts \$203,000

People sentenced to Champaign County Drug Court receive substance use disorder assessment, individualized treatment planning, individual counseling sessions, and a wide array of education and therapeutic groups. Case manager

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provides intensive case management to connect the clients to overcome barriers to treatment, such as access to food, clothing, medical and dental services, mental health treatment, employment, housing, education, transportation, and childcare.

Utilization targets: 80 TPC, 1600 SC, 5 CSE, Other 300 hours case management, 1200 hours counseling. "Other" represents services funded by other sources leveraged through CCMHB support for non-billable activities crucial to the operation of the Specialty Court.

Utilization actual: 51 TPC, 1467 SC, 3 CSE, Other 35 hours assessment, 962.64 hours case management, 4784.91 hours counseling.

Priority: Innovative Practices and Access to Community Based Behavioral Health Services

Champaign County Christian Health Center

Mental Health Care at CCCHC (NEW) \$13,000

CCCHC patients may receive mental health screenings, primary care, prescriptions, and referrals to specialized care as needed. Any uninsured and underinsured resident of Champaign County, typically between the ages of 18 and 64, is eligible. Primary care providers treat or refer those with MH conditions, especially anxiety and depression. With this grant CCCHC will recruit new psychiatrists, psychologists, and counselors to provide direct MH care, greatly enhancing community resources. Recruiting strategies: contacting hospitals and health care facilities to promote CCCHC; targeting organizations that have potential MH volunteers; and connecting with a psychiatrist who runs a residency program to bring services to CCCHC patients.

Utilization targets: 80 TPC, 50 NTPC, 6 CSE

Utilization actual: 127 TPC, 0 NTPC, 1 CSE

Champaign County Health Care Consumers

CHW Outreach & Benefit Enrollment (NEW) \$59,300

Enrollment in health insurance and other public benefit programs; help with maintenance of benefits; case management; education and outreach. Enrollment in Medicaid, Medicaid Managed Care, private plans through ACA Marketplace, Medicare for those eligible by virtue of age or disability, Medicare Extra Help, Medicare Savings Program to reduce the out of pocket costs, hospital/clinic financial assistance programs. Help applying for Promise Healthcare's sliding scale and completing the new patient packet. In-house Rx Fund for low-income individuals, enrollment in pharmaceutical assistance programs, SNAP and SafeLink phone program. Access to affordable dental and vision care. Case-management, referrals and advocacy to access other benefits and social services.

Utilization targets: 275 TPC, 45 NTPC, 650 SC, 7 CSE, 40 Other (Rx fund)

Utilization actual: 90 TPC, 44 NTPC, 596 SC, 38 CSE, 24 Other (Rx fund)

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Champaign County Regional Planning Commission – Community Services

Homeless Services System Coordination (NEW) \$51,906

Homeless Services System Coordination program supports a position to: support, facilitate, and direct the IL-503 Continuum of Care (CoC); to support the body's mission to end homelessness in Champaign County through a coordinated network of resources for those who are homeless or at-risk of becoming homeless; coordinate efforts across the CoC membership to support its goals and the Homeless Emergency and Rapid Transition to Housing (HEARTH) Act regulations; and build and maintain collaborative partnerships with CoC membership and affiliates, working closely with the CoC Executive Committee.

Utilization targets: 15 NTPC, 40 SC, 18 CSE

Utilization actual: 22 NTPC, 53 SC, 27 CSE

Community Service Center of Northern Champaign County

Resource Connection \$67,596

A multi-service program aimed at assisting residents of northern Champaign County with basic needs and connecting them with mental health and other social services. Serves as a satellite site for various human service agencies providing mental health, physical health, energy assistance, and related social services. Features an emergency food pantry, prescription assistance, clothing and shelter coordination, and similar services for over 1,700 households in northern Champaign County.

Utilization targets: 1400 NTPC, 5900 SC, 2850 Other (contacts with other agencies using CSCNCC as a satellite site)

Utilization actual: 1309 NTPC, 4031 SC, 1886 Other

Cunningham Children's Home

ECHO \$95,773

Works closely with individuals who are homeless or at risk of homelessness, through intensive case management and care coordination geared towards promoting permanent housing and employment and resolving barriers. The Case Manager takes a holistic approach to supportive services by countering possible barriers to goal stability (e.g., basic needs, child care, physical health, and mental health). Participants receive weekly services that last until 90 days after obtaining both housing and employment.

Utilization targets: 24 TPC, 20 NTPC, 876 SC, 24 CSE

Utilization actual: 25 TPC, 5 NTPC, 980 SC, 46 CSE

East Central IL Refugee Mutual Assistance Center

Family Support and Strengthening \$56,440

Supports and strengthens refugee and immigrant families transitioning and adjusting to American culture and expectations. Provides orientation, information/referral, counseling, translation/interpretation services, culturally

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appropriate educational workshops, and help accessing entitlement programs. Bi-monthly newsletter and assistance to refugee/immigrant mutual support groups. Staff speaks nine languages and accesses community volunteers to communicate with clients in languages not on staff.

Utilization targets: 75 CSE, 30 Other (hours of workshops)

Utilization actual: 111 CSE, 17.5 Other

Family Service of Champaign County

Self-Help Center \$28,430

Information about and referral to local support groups. Provides assistance to develop new support groups and maintaining and strengthening existing groups. Program maintains a database of Champaign County support groups, national groups, and groups in formation. Information is available online and in printed directory and specialized support group listings. Provides consultation services, workshops, conferences, educational packets and maintains a lending library of resource materials.

Utilization target: 270 CSE

Utilization actual: 271 CSE

Family Service of Champaign County

Senior Counseling & Advocacy \$162,350

For Champaign County seniors and their families. Services are provided in the home or in the community. Caseworkers assist with needs and challenges faced by seniors, including grief, anxiety, depression, isolation, other mental health issues, family concerns, neglect, abuse, exploitation and need for services or benefits acquisition. Assists seniors providing care for adult children with disabilities and adults with disabilities age 18-59 experiencing abuse, neglect or financial exploitation.

Utilization targets: 285 TPC, 550 NTPC, 7500 SC

Utilization actual: 418 TPC, 531 NTPC, 1937 SC

GROW in Illinois

Peer Support \$77,239

Mutual-help; peer to peer 12-step program provides weekly support groups for mental health sufferers of all races and genders. GROW compliments the work of professional providers by connecting people with others in similar situations and empowering participants to do that part which they can and must be doing for themselves and with one another. While professional providers offer diagnosis and treatment, consumer-providers offer essential rehabilitation and prevention services because of firsthand experience with the recovery process.

Utilization targets: 110 NTPC, 1000 SC, 4 CSE

Utilization actual: 94 NTPC, 791 SC, 73 CSE

Promise Healthcare

Mental Health Services with Promise \$242,250

Promise Healthcare provides on-site mental health services to achieve the integration of medical and behavioral health care as supported by both the

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National Council for Community Behavioral Healthcare and the National Association of Community Health Centers. Mental health and medical providers collaborate, make referrals, and even walk a patient down the hall to meet with a therapist. Patients receive mental illness treatment through counselor, psychiatrist or primary care provider. Includes child and adolescent psychiatric services (fall 2019 only).

Utilization targets: Counseling Services: 370 TPC, 2000 SC. Psychiatric Services: 1600 in psychiatric practice, 850 getting psych meds through primary care, 7500 psychiatric service encounters, 10 lunch and learn sessions. Pediatric Psychiatric Services: 200 SC and 70 TPC

Utilization actual: Counseling Services: 334 TPC, 1814 SC. Psychiatric Services: 1829 in psychiatric practice, 1097 getting psych meds through primary care, 8914 psychiatric service encounters, 3 lunch and learn sessions. Pediatric Psychiatric Services: 122 SC and 39 TPC

Promise Healthcare

Promise Healthcare Wellness \$58,000

Provides support, case management, and benefit enrollment for patients with non-clinical barriers to achieving optimum medical and mental health. Targets hundreds of patients who have a mental health diagnosis and a chronic medical condition and those at risk of or who have had a justice system encounter. Coordinators work with patients to remove barriers to optimum medical and mental health. Facilitates care at satellite location, and supports collaborations with other agencies, and community outreach.

Utilization actual: 150 TPC, 150 NTPC, 600 SC, 27 CSE, 2000 Other (enrolled in healthcare coverage)

Utilization actual: 202 TPC, 250 NTPC, 1337 SC, 21 CSE, 1456 Other

Rattle the Stars

Youth Suicide Prevention Education \$55,000

Designed to build skills and improve competence to encourage intervention between peers, and by parents and adults. Covering three core areas for intervention: what to look for to recognize mental illness, mental health crises, and suicidal thoughts; how to intervene by using appropriate and effective communication skills; and accessing necessary resources for professional care. Program is developed from evidence informed models and adheres to best practices suggested by nationally recognized mental health and suicide prevention agencies.

Utilization targets: 150 CSE

Utilization actual: 74 CSE

Rosecrance Central Illinois

Crisis, Access, & Benefits \$203,960

A 24-hour program including Crisis Team and Crisis Line. Clinicians provide immediate intervention by responding to crisis line calls and conducting crisis assessments throughout Champaign County. The Crisis Team works closely with

hospitals, local police, the University, and other local social service programs. Offers access services including information, triage, screening, assessment, and referral for consumers and members of the community.

Utilization targets: 500 NTPC (intake screening or mental health assessments), 3000 SC (crisis calls), 15 CSE, Other = 150 benefits applications

Utilization actual: 536 NTPC (intake screening or mental health assessments), 2857 SC (crisis calls), 24 CSE, Other = 160 benefits applications. Program also reports 1129 Crisis team contacts (not a subset of crisis calls) and 1119 mental health assessments by Crisis team.

Rosecrance Central Illinois

Recovery Home \$200,000

Therapeutic interventions that facilitate: removal of barriers for safe/supportive housing; 12-Step support involvement; independent living skills; education/vocational skills; identification and use of natural supports; use of community resources; and peer support. Evidence based practices to be used include: 12-Step model and peer support; Level system; Case Management; and Contingency management initiatives.

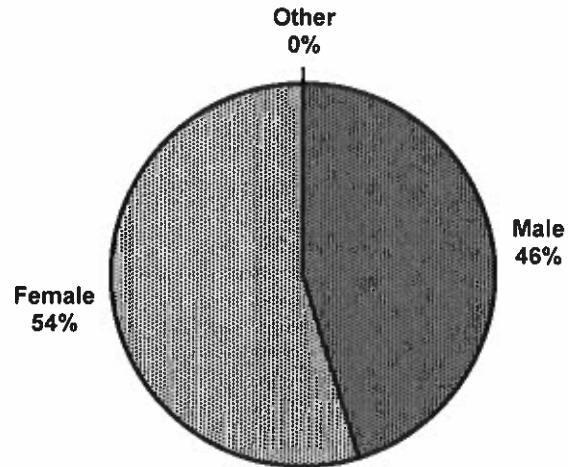
Utilization targets: 45 TPC, 56 SC

Utilization actual: 23 TPC, 84 SC

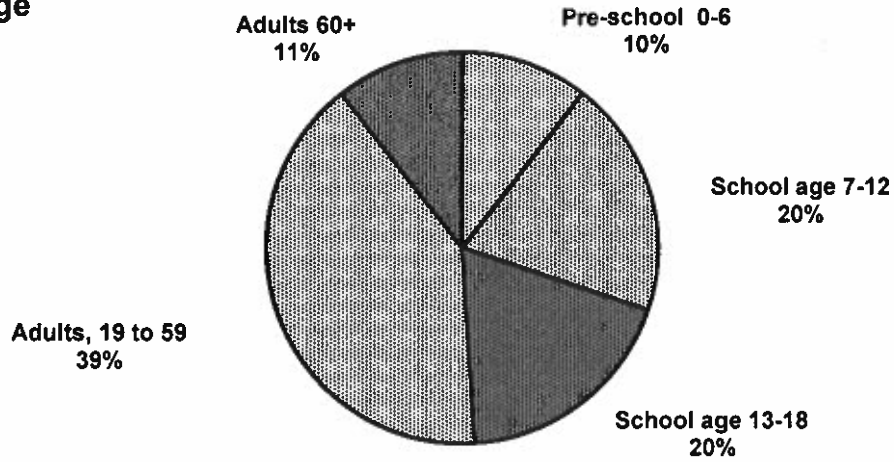
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Demographic and Residency Data for Persons Served in Program Year 2020

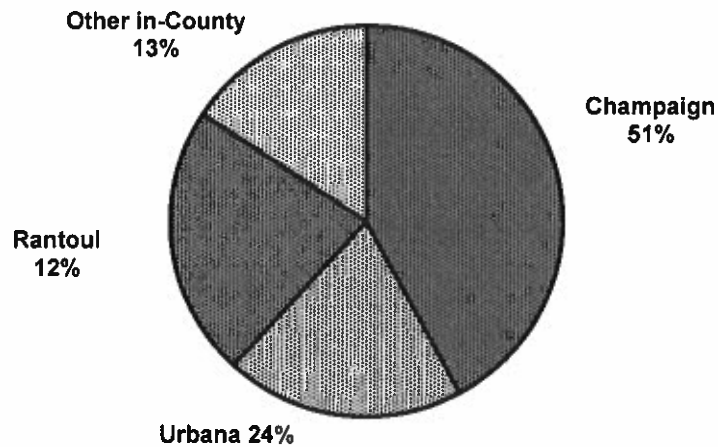
Gender



Age



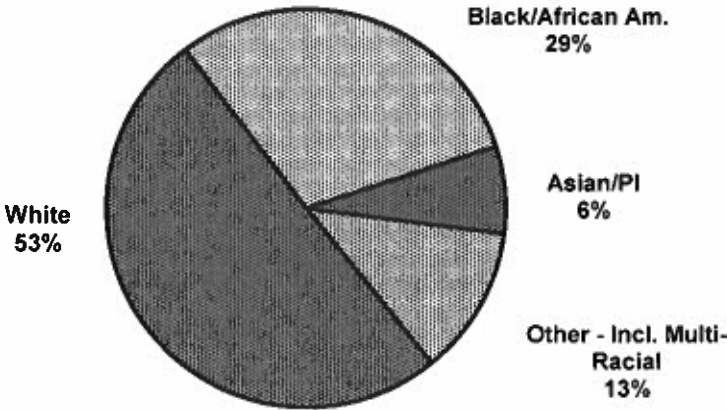
Residency



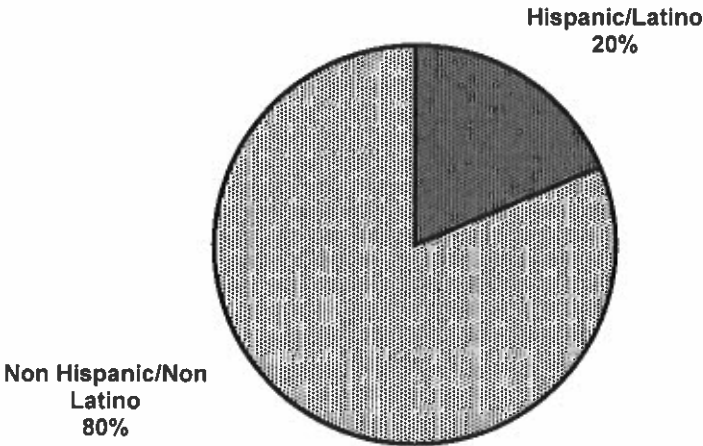
86

Demographic and Residency Data for Persons Served in Program Year 2020

Race



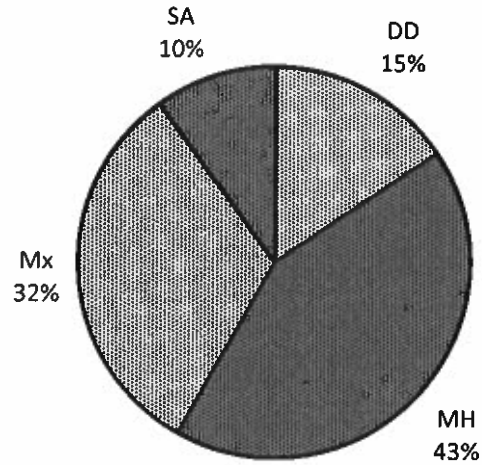
Ethnic Origin



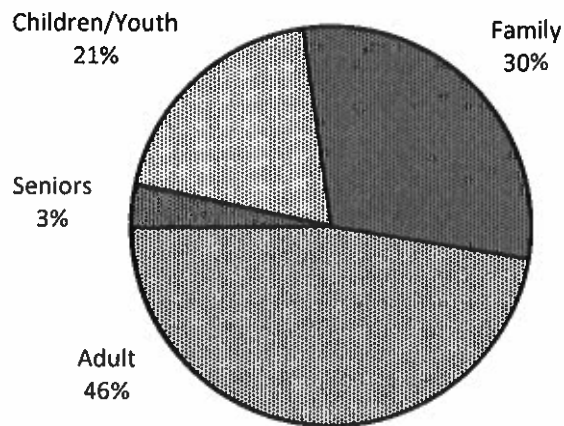
87

Funding by Sector, Population, and Service in Program Year 2020 (PY20)

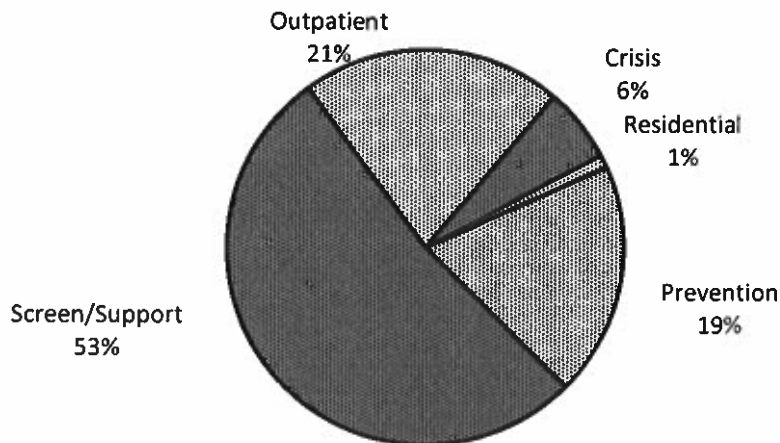
CCMHB PY20 Appropriation by Community Mental Health Sector



CCMHB PY20 Appropriation by Target Population



CCMHB PY20 Appropriation by Type of Service



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SECTION II: Three-Year Plan 2019-2021
with FY 2021 One-Year Objectives

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**CHAMPAIGN COUNTY MENTAL HEALTH BOARD
THREE-YEAR PLAN
FOR**

**FISCAL YEARS 2019 - 2021
(1/1/19 – 12/31/2021)**

**WITH
ONE YEAR OBJECTIVES
FOR**

**FISCAL YEAR 2021
(1/1/21 – 12/31/21)**

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CHAMPAIGN COUNTY MENTAL HEALTH BOARD

WHEREAS, the Champaign County Mental Health Board has been established under Illinois Revised Statutes (405 ILCS – 20/Section 0.1 et. seq.) in order to "construct, repair, operate, maintain and regulate community mental health facilities to provide mental health services as defined by the local community mental health board, including services for, persons with a developmental disability or substance use disorder, for residents thereof and/or to contract therefor..."

WHEREAS, the Champaign County Mental Health Board is required by the Community Mental Health Act to prepare a one- and three-year plan for a program of community mental health services and facilities;

THEREFORE, the Champaign County Mental Health Board does hereby adopt the following Mission Statement and Statement of Purposes to guide the development of the mental health plan for Champaign County:

MISSION STATEMENT

The mission of the CCMHB is the promotion of a local system of services for the prevention and treatment of mental or emotional, intellectual or developmental, and substance use disorders, in accordance with the assessed priorities of the citizens of Champaign County.

STATEMENT OF PURPOSES

1. To plan, coordinate, evaluate and allocate funds for the comprehensive local system of mental health, intellectual and developmental disabilities, and substance use disorder services for Champaign County.
2. To promote family-friendly community support networks for the at-risk, underserved and general populations of Champaign County.
3. To increase support for the local system of services from public and private sources.
4. To further develop the systematic exchange of information about local services and needs between the public/private service systems and the CCMHB.

In order to accomplish these purposes, the Champaign County Mental Health Board must collaborate with the public and private sectors in providing the resources necessary for the effective functioning of the community mental health system.

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SYSTEMS OF CARE

Goal #1: Support a continuum of services to improve the quality of life experienced by individuals with mental or emotional disorders, substance use disorders, or intellectual and/or developmental disabilities and their families residing in Champaign County.

Objective #1: Expand use of evidence-informed, evidence-based, best practice, recommended, and promising practice models appropriate to the presenting need in an effort to improve outcomes for individuals across the lifespan and for their families and supporters. (Allocation Priority/Criteria Objective)

Objective #2: Promote wellness for people with mental illnesses, substance use disorders, or intellectual and/or developmental disabilities to prevent and reduce early mortality, through support services including access to services addressing basic needs, enrollment in benefit plans and coordinated access to primary care. (Allocation Priority/Criteria Objective)

Objective #3: Support development or expansion of residential and employment supports for persons with behavioral health diagnosis not covered under expansion of Medicaid or the Affordable Care Act. (Allocation Priority/Criteria Objective)

Objective #4: Support broad based community efforts to prevent opiate overdoses and expand treatment options. (Allocation Priority/Criteria Objective)

Objective #5: Build resiliency and support recovery e.g. Peer Supports, outside of a clinical setting. (Allocation Priority/Criteria Objective)

Objective #6: Build evaluation capacity of contracted providers utilizing expertise of evaluators from the Department of Psychology at the University of Illinois to further positive outcomes of those engaging in funded services. (Policy Objective)

Objective #7: Increase providers understanding of the value of setting internal goals for advancing program performance outcome evaluation. (Policy Objective)

Objective #8: Support targeted efforts for workforce recruitment and retention initiatives, such as scholarships, loan repayment, and assistance with professional licensure fees, with level of assistance linked to length of service commitment. (Allocation Priority/Criteria Objective)

Objective #9: Enable providers to implement flexible responses to operations during the COVID-19 pandemic, such as supporting telehealth or other virtual service options, to maintain access and engagement with clients and community. (Collaboration/Coordination Objective)

Goal #2: Sustain commitment to addressing health disparities experienced by underrepresented and marginalized populations.

Objective #1: Support culturally responsive and family driven support networks for underrepresented populations, underserved populations, and general populations of Champaign County. (Allocation Priority/Criteria Objective)

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Objective #2: Provide technical assistance in support of continuous improvement of cultural and linguistic competence plans to meet the needs of the population served. (Collaboration/Coordination Objective)

Objective #3: Encourage providers and other community-based organizations to allocate resources to provide training, seek technical assistance, provide language access and communication assistance, and pursue other professional development activities for staff and governing or advisory boards to advance cultural and linguistic competence. (Allocation Priority/Criteria Objective)

Objective #4: Where families and communities are disproportionately impacted by incarceration, encourage the development of social networks and improved access to resources. (Policy Objective)

Objective #5: Address the needs of residents of rural areas and encourage greater engagement by community-based organizations. (Policy Objective)

Objective #6: Review data on the impact of COVID-19 on Champaign County residents with particular attention to underserved populations and promote provider response to mitigate the adverse impact, as resources allow. (Collaboration/Coordination Objective)

Goal #3: Improve consumer access to and engagement in services.

Objective #1: Participate in various coordinating councils whose missions align with the needs of the populations of interest to the Board with the intent of strengthening coordination between providers in the delivery of services. (Collaboration/Coordination Objective)

Objective #2: Explore at the Board level potential for collaboration on issues of mutual interest with the C-U Public Health District and the Champaign County Board of Health. (Collaboration/Coordination Objective)

Objective #3: Engage with CUPHD, United Way, Carle Foundation Hospital, and OSF in the collaborative planning process for the next Community Health Improvement Plan. (Collaboration/Coordination Objective)

Objective #4: Increase awareness of community services and access to information on when, where, and how to apply for services. (Collaboration/Coordination Objective)

Objective #5: Explore feasibility of co-locating services in neighborhood community centers to reach underserved and underrepresented populations, including rural areas. (Collaboration/Coordination Objective)

Goal #4: Continue the collaborative working relationship with the Champaign County Board for Care and Treatment of Persons with a Developmental Disability (CCDDB).

Objective #1: Coordinate integration, alignment, and allocation of resources with the CCDDB to ensure the efficacious use of resources within the intellectual/developmental disability (I/DD) service and support continuum. (Allocation Priority/Criteria Objective)

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Objective #2: Assess alternative service strategies that empower people with I/DD and increase access to integrated settings as exemplified by the collaborative approach to the Employment First Act. (Policy Objective)

Objective #3: With the CCDDDB, continue financial commitment to community-based housing for people with I/DD from Champaign County and as part of that sustained commitment, review the Community Integrated Living Arrangement (CILA) fund and recommend any changes. (Allocation Priority/Criteria Objective)

Objective #4: Collaborate with the Champaign County Board for the Care and Treatment of Persons with a Developmental Disability on promoting inclusion and respect for people with I/DD. (Collaboration/Coordination Objective)

MULTI-AGENCY INVOLVED YOUTH AND FAMILIES

Goal #5: Building on progress achieved through the six Year Cooperative Agreement between the Federal Substance Abuse and Mental Health Services Administration (SAMHSA), the Illinois Department of Human Services (IDHS), and the Champaign County Mental Health Board (CCMHB), sustain the SAMHSA/IDHS system of care model.

Objective #1: Support the efforts of the Champaign Community Coalition and other system of care initiatives. (Collaboration/Coordination Objective)

Objective #2: Sustain support of Champaign County family-run organizations that incorporate family-driven and youth-guided principles in use of peer support specialists, and other peer-to-peer supports to assist multi-system involved youth and their families (Allocation Priority/Criteria Objective)

Objective #3: Support development of a coordinated response to community violence, including gun violence, that leverages existing investments by the Board in prevention and early intervention services for children, youth, and families, with funds from other funders to mitigate the public health crisis associated with community violence and in particular gun violence. (Policy Objective)

Objective #4: Promote and support those targeted interventions that specifically address historical trauma experienced by African American and other minority youth disproportionately impacted in multiple systems. (Allocation Priority/Criteria Objective)

Objective #5: Sustain commitment to building systems that are trauma-informed, justice informed, family-driven, youth-guided, and culturally responsive. (Policy Objective)

Objective #6: Recognizing alignment with the work of the Community Coalition, Support the goals and objectives of the Illinois Criminal Justice Information Authority "Illinois HEALS (Helping Everyone Access Linked Systems) Action Plan" and support broad based efforts to secure funding as available through Illinois HEALS. (Collaboration/Coordination Objective)

Objective #7: Review research on racial trauma as a mental health issue and develop an appropriate response. (Policy Objective)

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CRIMINAL JUSTICE AND MENTAL HEALTH SYSTEM COLLABORATION

Goal #6: Divert from the criminal justice system, as appropriate, persons with behavioral health needs or intellectual/developmental disabilities.

Objective #1: Continue involvement in the Crisis Intervention Team Steering Committee in support of increased collaboration between law enforcement and crisis service providers on implementing mobile crisis response in the community. (Collaboration/Coordination Objective)

Objective #2: Sustain efforts to engage persons with behavioral health diagnoses re-entering the community from jail or prison or with recent involvement with the criminal justice system, in treatment and other support services such as the Champaign County Problem Solving Court and reentry services. (Allocation Priority/Criteria Objective)

Objective #3: Support integrated planning and service coordination for adults involved in the criminal justice system through participation in the Champaign County Reentry Council or similar body to address needs identified in the Sequential Intercept Map gaps analysis. (Collaboration/Coordination Objective)

Objective #4: Through the National Association of County Behavioral Health and Developmental Disability Directors (NACBHDD), in its partnership with the National Association of Counties (NACo), use and promote technical assistance and support through collaborative and mentorship opportunities aimed at improving outcomes for those with behavioral health needs and justice system involvement. (Collaboration/Coordination Objective)

Goal #7: In conjunction with the Champaign County Sheriff's Office and other community stakeholders, pursue a continuum of services as an alternative to incarceration and/or overutilization of local Emergency Departments for persons with behavioral health needs or developmental disabilities.

Objective #1: Support initiatives providing housing and employment supports for persons with a mental illness, substance use disorder, and/or intellectual and developmental disabilities through the Champaign County Continuum of Care or other local collaboration. (Allocation Priority/Criteria Objective)

Objective #2: Identify options for developing jail diversion services to provide behavioral health assessments, crisis stabilization and detoxification from alcohol and/or other substances as may be necessary to serve Champaign County. (Collaboration/Coordination Objective)

Objective #3: Support the "One Door" initiative or similar service design for mobile crisis response, assessment, referral, and post-crisis support and engagement. (Allocation Priority/Criteria Objective, Collaboration/Coordination Objective)

Goal #8: Support interventions for youth who have juvenile justice system involvement to reduce contact with law enforcement or prevent deeper penetration into the system.

Objective #1: Through participation on the Youth Assessment Center Advisory Board, advocate for community and education-based interventions contributing to positive youth development and decision-making. (Collaboration/Coordination Objective)

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Objective #2: Through participation and engagement in the Champaign Community Coalition and other community focused initiatives, promote and encourage multi-system collaborative approaches for prevention and reduction of youth violence. (Collaboration/Coordination Objective)

Objective #3: Utilize the principles from "Models for Change" to reduce the disproportionate minority contact with law-enforcement and involvement with the juvenile justice system. (Policy Objective)

COMMUNITY ENGAGEMENT & ADVOCACY

Goal #9: Address the need for acceptance, inclusion and respect associated with a person's or family members' mental illness, substance use disorder, intellectual and/or developmental disability through broad based community education efforts to increase community acceptance and positive self-image.

Objective #1: Continue support for and involvement in efforts to promote inclusion and challenge stigma and discrimination, such as the disABILITY Resource Expo: Reaching Out for Answers, Ebertfest, National Children's Mental Health Awareness Day, and other related community education events. (Collaboration/Coordination Objective)

Objective #2: Promote substance use disorder prevention initiatives as a community education tool targeting youth and young adults. (Collaboration/Coordination Objective)

Objective #3: Participate in behavioral health community education initiatives, such as National Depression Screening Day, to encourage individuals to be screened and seek further assistance where indicated. (Collaboration/Coordination Objective)

Objective #4: Encourage and support efforts to more fully integrate people with behavioral health disorders and/or intellectual and/or developmental disabilities into community life in Champaign County. (Allocation Priority/Criteria Objective)

Objective #5: Support Mental Health First Aid for Adults and Youth to encourage community members to provide first responder support for people that may be experiencing signs and symptoms of a crisis. (Collaboration/Coordination Objective)

Objective #6: Support development of web-based resources to make information on community services more accessible and user-friendly.

Goal #10: Engage with other local, state, and federal stakeholders on emerging issues.

Objective #1: Monitor implementation of State Plan amendments, 1115 waiver pilot projects, and Managed Care by the State of Illinois, and advocate through active participation in the Association of Community Mental Health Authorities of Illinois (ACMHAI) and other statewide associations and advocacy groups. (Collaboration/Coordination Objective)

Objective #2: Track state implementation of class action suit settlements involving persons with intellectual and/or developmental disabilities or mental illness, e.g. Ligas Consent Decree and Williams Consent Decree, and

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advocate for the allocation of state resources sufficient to meet needs of clients returning to home communities or seeking fuller integration in their communities. (Policy Objective)

Objective #3: Maintain active participation in the National Association of County Behavioral Health and Developmental Disability Directors (NACHBDD), National Association of Counties (NACo), and like-minded national organizations, to understand trends, best practices, and innovations and to advocate at the federal level. (Collaboration/Coordination Objective)

Objective #4: Monitor State actions to implement terms of the NB vs Norwood Consent Decree to improve access and treatment to children and youth for community based mental health and behavioral health care under the Early and Periodic Screening, Diagnostic, and Treatment (EPSDT) provisions of the Medicaid Act. (Policy Objective)

Objective #5: Advocate at the state and federal level on the issue of behavioral health and intellectual and developmental disability workforce shortages. (Policy Objective)

Approved November 18, 2020

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CHAMPAIGN COUNTY MENTAL HEALTH BOARD

CHAMPAIGN COUNTY BOARD FOR CARE AND TREATMENT OF PERSONS WITH A DEVELOPMENTAL DISABILITY

DECISION MEMORANDUM

DATE: June 23, 2021
TO: Members, Champaign County Mental Health Board (CCMHB)
FROM: Lynn Canfield, Kim Bowdry
SUBJECT: Staff Recommendations on CILA Facilities Project

Background:

During 2014, the CCMHB and CCDDDB established a shared CILA Facilities Project in order to develop additional small group home capacity for persons with Intellectual/Developmental Disabilities, within the County. At the time, the Ligas Consent Decree was in force, compelling Illinois to decrease its reliance on segregated, institutional care, and the Governor was active in a "Rebalancing" initiative, to offer people with I/DD who were living in large institutions the opportunity to move into smaller, community-based residential settings, including CILAs (Community Integrated Living Arrangements). This created an additional financial incentive for providers of community-based care who would accept individuals from those settings.

This local project was a response to parent advocates' coordinated message and request. A growing number of people with complex service needs, who were eligible for CILA services and willing to accept services as described and funded by the State under its Medicaid Waiver program, had been unable to secure placement close to home.

With encouragement from the Governor's office and support from the Champaign County Administrator, the Boards issued a Request for Proposals to purchase up to four homes suitable for up to four individuals each and identify an appropriate provider. Three responses were submitted. In fall 2014, Individual Advocacy Group (IAG) was selected as the provider, and two houses were purchased and renovated for compliance with State CILA Rules. Acceptable sprinkler systems required more work than anticipated, and fire marshall inspections were delayed. One of the homes was renovated for maximum physical accessibility, meeting the needs of people to be served and increasing the value of the property.

Updates:

From 2015 through 2019, both homes were operational and served residents as planned. IAG experienced the same funding and workforce challenges that have threatened community-based provider capacity across Illinois and the country. Additional homes were not purchased due to the higher cost of the first two. To address the workforce and revenue issues, expansion of non-traditional day program services or increased client base through host home, family, and intermittent CILA were explored with the families of eligible people, the Independent Service Coordination unit, and the state's Division of DD. We reviewed and revised all agreements,

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person to gun violence. At that time, their CEO expressed concern that she would not be able to expand Champaign County operations enough to continue here. In December of 2020, residents of the first home found CILA placements out of county. At the end of this month, the second home will be vacant, as residents have secured placements out of county (one with IAG).

Kim Bowdry, Associate Director for Intellectual/Developmental Disabilities, has engaged a number of CILA providers in serious discussion about establishing a presence in Champaign County, either to 'take over' our CILA homes or to serve the residents in other local homes. She consulted with Ed McManus about best options and followed up on his suggestions. Importantly, both Ed and the final CILA provider commented that IAG was the best option for projects such as this one, and that if they could not make this work, it was probably not doable. Through these efforts, we were connected to James Chase, consultant for the *They Deserve More* campaign to increase wages for Direct Support Professionals. As a result, CCDDDB Member Deb Ruesch's letter to Governor Pritzker was featured as in The News-Gazette (see attached).

Given the poor outlook, we do not recommend re-issuing an RFP seeking a provider to continue this project, although we have prepared such a draft. Instead, we recommend that the Boards seek to sell each property, as the market is favorable to sellers. The vacant house may be ready. If appraisal indicates that repairs are needed for the second house and would increase the potential sale price, we could hold off on listing it. Appraisals on both houses will give us a sense of total sales and commissions and whether an RFP for selection of realtor is appropriate. If that is the case, additional Board action will be requested.

Decision Section:

Motion, pending appraisal and similar approval by the CCMHB, to authorize the Executive Director to obtain at least three proposals from local, licensed realtors who are interested in listing each CILA house for sale. The proposal is to include the realtor's qualifications and experience, the realtor's plan to market the property or properties, the realtor's commission and any other expenses the Board would incur regarding the realtor, and the realtor's proposed reasonable selling price along with their method of making such a determination. The Boards shall select the realtor who offers the best value to the Boards and set the initial asking price. The Board reserves the right to reject any and all proposals:

- Approved
- Denied
- Modified
- Additional Information Needed

Motion, pending similar approval by the CCMHB, to authorize the Executive Director to accept any offer on each house meeting or exceeding the asking price, with no further board action, on such terms and conditions as she deems appropriate:

- Approved
- Denied
- Modified
- Additional Information Needed

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Motion, pending similar approval by the CCDDDB, to authorize the Executive Director to accept any offer on each house meeting or exceeding the asking price, with no further board action, on such terms and conditions as she deems appropriate:

Approved

Denied

Modified

Additional Information Needed

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https://www.news-gazette.com/opinion/guest-commentary/town-hall-now-is-the-time-to-finally-make-humane-treatment-of-our-citizens-with/article_e5ff87b8-e9d7-55e8-b99f-20c24472cd94.html

TOP STORY

My Turn: Debra Ruesch

Town Hall | 'Now is the time to finally make humane treatment of our citizens with developmental disabilities a priority'

By **DEBRA RUESCH**

May 25, 2021



Daniel Ruesch at one of his favorite spots – Wisconsin's Northwoods.

Provided

I write today on behalf of my 32-year-old son, Daniel, and thousands of Illinois citizens with developmental disabilities who continue to face a housing and staffing crisis.

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Dan has autism, is non-verbal and requires 24/7 supports. He is loving, funny and helpful. He's a terrific son who "keeps us on our toes" and is an essential part of our family.

Dan is fortunate to live for just over six years in a small group home near us in Champaign – one that could be forced to close because of inadequate state funding. We are very grateful to the agency that committed to opening a home for Dan here in Champaign.

Over the years that Dan has been "home," his emotional and behavioral stability have improved dramatically. We've never seen him happier. But, the threat that the agency will not be able to hang on is with us every day.

Dan and others like him deserve the opportunity to live near their families, to build friendships and develop interests, to volunteer, work and play in their communities, just like "regular" people do. Illinois agencies provide the homes and care that make this life possible for people with disabilities, but they are severely underfunded and chronically understaffed.

In fact, our state ranks 47th for its funding commitment to people with intellectual and developmental disabilities. Direct Support Professionals – the caregivers who *really* support my son – are systemically undervalued and undercompensated by the state.

I say that Dan is fortunate because far too many Illinois residents with developmental disabilities are forced to live far from their home communities. And that's if they receive any support or placement at all.

More than 18,000 people with disabilities are languishing on the state's waiting list, and the lack of services is especially acute for people with complex medical or behavioral needs.

Even before COVID blindsided us all, we were aware that the cost to Dan's agency of operating the three Champaign homes was becoming too burdensome. They closed one home in January. The possibility that they could close Dan's home is frightening.

No system of care is perfect, but we can and absolutely must do better. Many other states do. Why can't Illinois?

The good news is that everyone now knows exactly how to solve this crisis. In December 2020, the Illinois Department of Human Services released a state-commissioned, independent study that lays out a clear list of priorities and the funding required to implement them. When the General Assembly passes its annual budget in the next few days, I urge them to follow the funding recommendations in the study.

Authorities urge patients, release few details in shootout that killed man, officer

Now is the time to finally make humane treatment of our citizens with developmental disabilities a priority.

[Read Next Story >](#)

Debra Ruesch lives in Champaign.

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10.C.

BRIEFING MEMORANDUM

DATE: June 23, 2021
TO: Members, Champaign County Mental Health Board (CCMHB)
FROM: Kim Bowdry, Associate Director for I/DD
SUBJECT: Update on the 2021 Disability Resource Expo

Background:

Due to cancellation of the 2020 Disability Resource Expo, the Expo Steering Committee planned and hosted a series of four monthly virtual events during fall of 2020 and winter of 2021.

Each of the Third Thursday Resource Round-up events covered a different resource topic, featured groups of exhibitors, included an overview of all featured exhibitors, followed by exhibitor breakout sessions, and had a more in-depth presentation from a featured exhibitor. Each event was held on the Zoom platform and had ASL interpreters, and exhibitor overview videos and featured presentations were captioned.

Attendance at each of the four events was lower than desired, and it was difficult for the Expo Steering Committee to tell the impact of each event on the target audience. Although registration numbers increased with each subsequent event, a significant number of people who registered did not show up to the events, making it even more difficult to determine the impact.

Updates:

As the 2021 disABILITY Resource Expo Steering Committee planned for the upcoming 2021 Expo, an Ad Hoc Committee was developed to look at both an in-person Expo event and a virtual Expo option. The Ad Hoc Committee met with a representative from the Champaign Urbana Public Health District to seek guidance on safely holding an in-person event. After discussions, email exchanges, and the meeting with CUPHD, the Ad Hoc Committee developed a set of options to present to the full disABILITY Resource Expo Steering Committee. The options presented to the Steering Committee before their June 9th meeting included:

1. In-person Expo: One-day event, following guidelines set by CDC and CU Public Health District, noting:
 - Last in-person Expo was held 2¼ years ago (March 2019)

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- May 14 – Governor Pritzker determined it safe to move Illinois to the Bridge Phase
 - Governor Pritzker has stated plans to move Illinois to Phase 5 on June 11. According to CUPHD, we remain on target to meet this.
 - Various tasks Steering Committee members are typically asked to assist with at an in-person event and your comfort level in providing your manpower to those tasks. Will we have adequate staffing (Steering Committee) and volunteers to meet our needs?
 - Many large functions have gone to in-person or have plans to, including Abilities Expo, Ebertfest, indoor and outdoor sporting events, U of I classes, schools, County and State Fairs, etc. Indoor events are utilizing various safety precautions, such as required masking, social distancing, sanitizing stations, required vaccination, etc.
2. In-person – Smaller event: One day event with lesser of 1,000 people or 60% capacity, following guidelines set by CDC and CU Public Health District.
 3. Both in-person options might consider restricting attendance to those who show their vaccine card. We can also require that masks be worn unless a person cannot wear one. Explore with Public Safety exhibitor whether they could be stationed at entrance to help enforce.
 4. Website Enhancement – Instead of an Expo, use 2021 to enhance our website. This could include updating information in Resource Guide, additional videos, translated into more languages, to enable use by the broader community. Engage Steering Committee in accomplishing these updates.
 5. Partner with organizations and groups serving the disability community to ensure website and/or hard copy of Resource Guide reaches those who need the information. This could include hospitals (Social Service Depts. and maternity wards, etc.), food pantries (Wesley Foundation, Shadowwood Mobile Home Park, etc.), Advocacy groups (Down Syndrome Network, CU Autism Network, CU Able, etc.), Salt & Light, Restoration Urban Ministries, etc. Ensure that the information is in a format accessible to all, including those with language barriers.
 6. Combination of options #4 and #5.

Discussion of the various options was held during the Expo Steering Committee meeting on June 9, 2021. Some concerns that were brought up were: the unknowns about the Delta and other possible Covid-19 variants; inability to fully staff an in-person event due to people's hesitancy to engage in large public events, whether due to health concerns or other; inability to safely hold an in-person event, related to social distancing, sanitizing, and enforcement of mask wearing. Others in favor of an in-person event expressed concern over the length of time since an in-person event was last held. Other concerns included the possible negative 'image' of not holding an in-person event when other community events are completely returning to normal.

A vote was taken at the Expo Steering Committee meeting. During the time of the vote, 16 Steering Committee members were present. The options presented above were the choices presented to each member. Nine Steering Committee members were in favor of option #6, the combination of options 4 and 5, and seven people voted for option 2, a smaller in-person event.

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The committee agreed to move forward with the combination of options 4 and 5 and will meet again to determine best next steps.

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10.E.

CCMHB 2021-2022 Meeting Schedule

5:45PM Wednesday after the third Monday of each month

Brookens Administrative Building, 1776 East Washington Street, Urbana, IL

<https://us02web.zoom.us/j/81393675682> 312-626-6799, Meeting ID: 813 9367 5682

- July 21 – Shields-Carter Room
- September 15 – *joint study session with DDB* - Shields-Carter Room
- September 22 – Shields-Carter Room
- October 20 – Shields-Carter Room
- October 27 – *study session* - TBD
- November 17 – Shields-Carter Room
- December 15 – Shields-Carter Room - *tentative*
- January 19, 2022 – Shields-Carter Room
- January 26, 2022 – *study session* - Shields-Carter Room
- February 16, 2022 – *study session* - Shields-Carter Room
- February 23, 2022 – Shields-Carter Room
- March 23, 2022 – Shields-Carter Room
- March 30, 2022 – *study session* - Shields-Carter Room
- April 20, 2022 – Shields-Carter Room
- April 27, 2022 – *study session* - Shields-Carter Room
- May 18, 2022 – *study session* - Shields-Carter Room
- May 25, 2022 – Shields-Carter Room
- June 22, 2022 – Shields-Carter Room
- July 20, 2022 – Shields-Carter Room
- September 21, 2022 – Shields-Carter Room
- September 28, 2022 – *study session* - Shields-Carter Room
- October 19, 2022 – Shields-Carter Room
- October 26, 5:45PM – *study session with CCMHB* - Shields-Carter
- November 16, 2022 – Shields-Carter Room (*off cycle*)
- December 21, 2022 – Shields-Carter Room (*off cycle*) - *tentative*

This schedule is subject to change due to unforeseen circumstances.

Please email stephanie@ccmhb.org to confirm meetings or to request alternative format documents, language access, or other accommodation needed to participate.

All meetings and study sessions include time for members of the public to address the Board.

Meetings are archived at <http://www.co.champaign.il.us/mhbddb/MHBMeetingDocs.php>

Public Input: All are welcome to attend the Board's meetings, using the Zoom options or in person, in order to observe and to offer thoughts during the "Public Participation" period of the meeting. For support to participate in a meeting, let us know how we might help by emailing stephanie@ccmhb.org. If the time of the meeting is not convenient, you may still communicate with the Board by emailing stephanie@ccmhb.org any written comments which you would like us to read to the Board during the meeting. Your feedback is appreciated, but be aware that the time for each person's comments may be limited to five minutes.

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CCDDB 2021-2022 Meeting Schedule

9:00AM Wednesday after the third Monday of each month
Brookens Administrative Building, 1776 East Washington Street, Urbana, IL
<https://us02web.zoom.us/j/81559124557> 312-626-6799, Meeting ID: 815 5912 4557

- June 23 – Shields-Carter Room
- July 21 – Shields-Carter Room
- August 18 – Shields-Carter Room – *tentative*
- September 15, 5:45PM – Shields-Carter – study session with CCMHB
- September 22 – Putman Room
- October 20 – Shields-Carter Room
- November 17 – TBD (Shields-Carter Room unavailable)
- December 15 – Shields-Carter Room
- January 19, 2022 – Shields-Carter Room
- February 23, 2022 – Shields-Carter Room
- March 23, 2022 – Shields-Carter Room
- April 20, 2022 – Shields-Carter Room
- May 18, 2022 – Shields-Carter Room
- June 22, 2022 – Shields-Carter Room
- July 20, 2022 – Shields-Carter Room
- August 17, 2022 – Shields-Carter Room
- September 21, 2022 – Shields-Carter Room
- October 19, 2022 – Shields-Carter Room
- October 26, 5:45PM – Shields-Carter – study session with CCMHB
- November 16, 2022 - Shields-Carter Room
- December 21, 2022 – Shields-Carter Room

This schedule is subject to change due to unforeseen circumstances.

Please email stephanie@ccmhb.org to confirm meetings or to request alternative format documents, language access, or other accommodation needed to participate.
All meetings and study sessions include time for members of the public to address the Board.

Meetings are posted in advance and recorded and archived at
<http://www.co.champaign.il.us/mhbddb/DDBMeetingDocs.php>

Public Input: All are welcome to attend the Board's meetings, using the Zoom options or in person, in order to observe and to offer thoughts during the "Public Participation" period of the meeting. For support to participate in a meeting, let us know how we might help by emailing stephanie@ccmhb.org. If the time of the meeting is not convenient, you may still communicate with the Board by emailing stephanie@ccmhb.org any written comments which you would like us to read to the Board during the meeting. Your feedback is appreciated, but be aware that the time for each person's comments may be limited to five minutes.

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IMPORTANT DATES
DRAFT 2021-2022 Meeting Schedule with Subjects,
Agency and Staff Deadlines, and Allocation Timeline for PY2023

The schedule provides dates and subject matter of meetings of the Champaign County Mental Health Board. Subjects are not exclusive to any given meeting, as other matters requiring Board review or action may also be addressed or may replace the subject listed. Study sessions may be scheduled; topics will be based on issues raised at meetings, brought by staff, or in conjunction with the Champaign County Developmental Disabilities Board. Included are tentative dates for steps in the funding allocation process for Program Year 2023 (July 1, 2022 – June 30, 2023) and deadlines related to PY2022 agency contracts. **Meetings and study sessions are scheduled to begin at 5:45PM; these may be confirmed by contacting Board staff.**

- | | |
|----------|--|
| 6/23/21 | Regular Board Meeting: Approve FY2022 Draft Budgets |
| 6/25/21 | <i>Deadline for agency application/ contract revisions.
PY2022 Contracts Completed</i> |
| 7/21/21 | Regular Board Meeting |
| 8/27/21 | <i>Agency PY2021 4th Q Reports, CLC Progress Reports, and
Annual Performance Measure Reports due</i> |
| 9/15/21 | Joint Study Session with CCDDB |
| 9/22/21 | Regular Board Meeting
Draft Three Year Plan 2022-2024 with 2022 Objectives |
| 9/30/21 | <i>Deadline for some agency revisions, if by Special Provision</i> |
| 10/20/21 | Regular Board Meeting
Release Draft Program Year 2023 Allocation Criteria |
| 10/27/21 | Study Session |
| 10/29/21 | <i>Agency PY2022 First Quarter Reports Due</i> |
| 11/17/21 | Regular Board Meeting
Approve Three Year Plan with FY2022 Objectives
Allocation Decision Support – PY23 Allocation Criteria |
| 12/13/21 | <i>Public Notice of Funding Availability to be published on or
before, giving at least 21-day notice of application period.</i> |
| 12/15/21 | Regular Board Meeting – tentative |

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12/31/21 *Agency Independent Audits, Reviews, or Compilations due*

1/3/22 *Online System opens for Applications for PY2023 Funding*

1/19/22 **Regular Board Meeting**

1/26/22 **Study Session:** Mid-Year Program Presentations

1/28/22 *Agency PY22 2nd Q Reports and CLC Progress Reports due*

1/31/22 *Deadline for updated agency eligibility questionnaires*

2/11/22 *Deadline for submission of applications for PY23 funding.
Online system will not accept any forms after 4:30PM.*

2/16/22 **Study Session:** Mid-Year Program Presentations

2/16/22 *List of Requests for PY2023 Funding assembled*

2/23/22 **Regular Board Meeting**
Discussion of Board Members' Review of Proposals;
Mid-year updates on new agency programs

3/23/22 **Regular Board Meeting:** FY2021 Annual Report
(includes utilization data from agencies for PY21)

3/30/22 **Study Session:** Mid-Year Program Presentations

4/13/22 *Program summaries released to Board, copies posted
online with CCMHB April 20, 2022 meeting agenda*

4/20/22 **Regular Board Meeting**
Program Summaries Review and Discussion

4/27/22 **Study Session**
Program Summaries Review and Discussion

4/29/22 *Agency PY2022 3rd Quarter Reports due*

5/11/22 *Allocation recommendations released to Board; copies
posted online with CCMHB study session agenda*

5/18/22 **Study Session:** Allocation Recommendations

5/25/22 **Regular Board Meeting**
Allocation Decisions; Authorize Contracts for PY2023

6/22/22 **Regular Board Meeting:** Draft FY2023 Budget

6/24/22 *Deadline for agency application/contract revisions.
Deadline for agency letters of engagement with CPA firms.
PY2023 contracts completed.*

6/30/22 *Agency Independent Audits, Reviews, or Compilations due
(only applies to those with calendar FY, check contract)*

7/20/22 **Regular Board Meeting**

8/26/22 *Agency PY2022 4th Q Reports, CLC Progress Reports, and
Annual Performance Measure Reports due*

9/21/22 **Regular Board Meeting**
Draft Three Year Plan 2022-2024 with 2023 Objectives

9/28/22 **Study Session**

10/19/22 **Regular Board Meeting**
Release Draft Program Year 2024 Allocation Criteria

10/26/22 **Joint Study Session with CCDDDB at 5:45PM**

10/28/22 *Agency PY2023 First Quarter Reports due*

11/16/22 **Regular Board Meeting (off cycle)**
Approve Three Year Plan with One Year Objectives
Allocation Decision Support – PY24 Allocation Criteria

12/11/22 *Public Notice of Funding Availability to be published on or
before, giving at least 21-day notice of application period.*

12/21/22 **Regular Board Meeting (off cycle) - tentative**

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**CHAMPAIGN COUNTY
MENTAL HEALTH BOARD
REGULAR MEETING**

Minutes—May 26, 2021

This meeting was held remotely and at the Brookens Administrative Center, Urbana, IL

5:45 p.m.

MEMBERS PRESENT: Susan Fowler, Joseph Omo-Osagie, Elaine Palencia, Kyle Patterson, Julian Rappaport, Jane Sprandel, Jon Paul Youakim, Matthew Hausman, Daphne Maurer

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

OTHERS PRESENT: Laurie Britt, CCRPC; Sheryl Bautch, Family Service (FS), Laura Lindsey, Courage Connection; Patty Walters, Danielle Matthews, DSC; Darya Shahgheibi, Martha Mills, Uniting Pride; Andy Kulczycki, Community Service Center of Northern Champaign County (CSCNCC); Gail Raney, Rosecrance, Inc.; Stephanie Record, Crisis Nursery (CN); Sharon Nam, Kelsey Garard, Danielle Miller, Kelsey So, Kashima Favors, Katie Wright, Matea Fisher, Chasidy Garcia, Hunter DiFonso, Andrew McComb, University of Illinois Nursing Students

CALL TO ORDER:

Mr. Joe Omo-Osagie called the meeting to order at 5:45 p.m. Executive Director Canfield was present at the Brookens Administrative Center as per the Open Meetings Act.

ROLL CALL:

Roll call was taken and a quorum was present.

CITIZEN INPUT / PUBLIC PARTICIPATION:

None.

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APPROVAL OF AGENDA:

The agenda was in the packet for review. The agenda was approved unanimously by a roll call vote.

PRESIDENT'S COMMENTS:

Mr. Joe Omo-Osagie made some brief comments regarding the need for access to youth mental health services.

EXECUTIVE DIRECTOR'S COMMENTS:

Director Lynn Canfield reviewed last night's County Board meeting.

NEW BUSINESS:

A Decision Memorandum identified as Agenda Item 8.A. and a Tier Sheet was included in the Board packet. For consideration by the Champaign County Mental Health Board (CCMHB), the memorandum presented staff recommendations for funding for the Program Year (PY) 2022 (July 1, 2021 through June 30, 2022.) Decision authority rests with the CCMHB and their sole discretion and judgment concerning the most appropriate use of available dollars based on assessment of community needs, best value, alignment with decision support criteria, pricing and affordability, and reasonable distribution of funds across disability type and service intensity.

As noted, final decision authority rests with the Board and their sole discretion and judgment. An informed purchaser of service, the CCMHB considers best value and local concerns when allocating funds. The service system includes programs and resources not funded by the CCMHB, and taken as a whole, it should balance health promotion, prevention, wellness recovery supports, early intervention, effective treatments, and crisis response, with equitable access across ages, races, and neighborhoods.

Director Canfield reviewed some minor corrections to the Decision Memorandum.

MOTION: Ms. Sprandel moved to approve CCMHB funding as recommended in Agenda Item 8.A. for Crisis Response and Intervention, subject to the caveats as presented in the memorandum. Ms. Palencia seconded the motion. A roll call vote was taken and the motion passed unanimously.

MOTION: Dr. Fowler moved to approve CCMHB funding as recommended in Agenda Item 8.A. for Innovative Practices and Access to Behavioral Health Services, subject to the caveats as

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presented in the memorandum. Dr. Youakim seconded the motion. A roll call vote was taken and the motion passed unanimously.

MOTION: Dr. Rappaport moved to approve CCMHB funding as recommended in Agenda Item 8.A. for System of Care for Children, Youth, Families, subject to the caveats as presented in the memorandum. Dr. Youakim seconded the motion.

Darya Shahgheibi from Uniting Pride was allowed to provide some additional information regarding their programs and staffing.

A roll call vote was taken and the motion passed unanimously.

MOTION: Dr. Youakim moved to approve CCMHB funding as recommended in Agenda Item 8.A. for Collaboration with the CCDDDB (for Intellectual and Developmental Disabilities), subject to the caveats as presented in the memorandum. Dr. Fowler seconded the motion. A roll call vote was taken and the motion passed unanimously.

MOTION: Ms. Palencia moved to deny CCMHB funding as described in the section, Exceeds Allocation Parameters, Any Priority. Dr. Youakim seconded the motion. After Board discussion, it was decided this motion was not needed at this time and Ms. Palencia withdrew the motion.

MOTION: Dr. Youakim moved to approve CCMHB funding in Agenda Item 8.A. as requested by agencies listed in the section, Exceeds Allocation Parameters, Any Priority, subject to the caveats as presented in the memorandum, only in the event that a sufficient amount of American Rescue Plan Act funding is made available to the CCMHB and as soon as is reasonable after that occurs. Dr. Rappaport seconded the motion. A roll call vote was taken and the motion passed unanimously.

MOTION: Dr. Fowler moved to authorize the executive director to conduct Contract Negotiations; to authorize the executive director to implement contract maximum reductions as described in Special Notifications Concerning PY2022 Awards; to authorize the executive director to include in all contracts the COVID-19 Provision described in the section, Special Notifications Concerning PY2022 Awards; and, to authorize the executive director to include in all contracts the American Rescue Plan Act Provision described in the section, Special Notifications Concerning PY2022 Awards, in the memorandum. Dr. Rappaport seconded the motion. A roll call vote was taken and the motion passed unanimously.

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Additional Input to the County Board:

A memorandum and attachments collecting written input submitted to the Champaign County Board for their public ARP funds, was included in the Board packet. Board members discussed the documents and the County Board meeting held last night.

Revised CCMHB Funding Guidelines:

A Decision Memorandum identified as Agenda Item 8.C. was included in the packet. A draft of the proposed revisions was included in the Board packet. Director Canfield provided some background information on the document and proposed revisions.

MOTION: Dr. Rappaport moved to approve the Draft of revised CCMHB Requirement and Guidelines for Allocation of Funds. Mr. Patterson seconded the motion.

Board members Hausman, Palencia, and Maurer discussed language edits. Board member Rappaport encouraged Director Canfield to have a contract attorney review the document.

MOTION: Dr. Rappaport moved to amend the motion to approve the Draft of revised CCMHB Requirement and Guidelines for Allocation of Funds with language edits as discussed and a document review by an attorney. Mr. Patterson seconded the amended motion. A roll call vote was taken and the motion passed.

AGENCY INFORMATION:

None.

OLD BUSINESS:

211 Data Reports:

211 Data Reports were included in the packet for information only.

Contract Amendment Report:

A Briefing Memorandum was included in the Board packet regarding recent contract amendments issued.

Schedules & Allocation Process Timeline:

Copies of CCMHB and CCDDDB meeting schedules and CCMHB allocation timeline were included in the packet.

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APPROVAL OF CCMHB MINUTES:

Meeting minutes from April 21, 2021, April 28, 2021, and May 12, 2021 were included in the Board packet.

MOTION: Ms. Palencia moved to approve the CCMHB minutes from April 21, April 28, and May 12, 2021. Dr. Youakim seconded the motion. A roll call vote was taken. The motion passed.

OLD BUSINESS:

Staff Reports:

Staff reports from Kim Bowdry, Leon Bryson, Stephanie Howard-Gallo, and Chris Wilson were included in the Board packet.

Board to Board Reports:

Dr. Rappaport provided a verbal update on CU at Home and Rosecrance.

EXPENDITURE LIST:

The Expenditure List was included in the packet.

MOTION: Ms. Palencia moved to accept the Expenditure List as presented. Dr. Maurer seconded the motion. A roll call vote was taken and the motion passed unanimously.

BOARD ANNOUNCEMENTS:

None.

ADJOURNMENT:

The meeting adjourned at 7:26 p.m.

Respectfully

Submitted by: Stephanie Howard-Gallo
CCMHB/CCDDB Staff

*Minutes are in draft form and subject to CCMHB approval.

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Kim Bowdry, Associate Director for Intellectual & Developmental Disabilities Staff Report – June 2021

CCDDDB: Late May was spent completing contracts. Special provisions were developed and reviewed, with other team members, for each for each PY22 contract.

In preparation for PY22, I created PY22 programs for each agency and cloned the PY21 4th Quarter programs to create the PY22 1st Quarter programs for data entry into the Online Claims system.

I participated in Zoom meetings and/or phone conversations with representatives from a few CCDDDB funded agencies.

I also participated in a Zoom meeting with a CILA provider from outside the area, to inquire with that provider about taking on the CILA services for the homes owned by the CCDDDB and CCMHB. Unfortunately, the provider was unable to commit to taking on any additional homes currently. More details provided in the CILA Briefing Memorandum in this packet.

I participated in several meetings related to the CCDDDB & CCMHB Community Needs Assessment. A Focus Group has been convened to develop specific survey questions. This is an ongoing project that will continue through summer.

The CU Able Program Site Visit is scheduled for June 18, 2021. I will provide details on the site visit in my July Staff Report.

CCDDDB Mini-Grant: I am working closely with one Mini-Grant recipient to finalize payment for Camp New Hope. Camp New Hope has reopened for their weeklong camps during summer and Respite Weekends during fall. Another recipient continues to receive Speech Therapy, as part of his award. I am working with others to finalize any remaining purchases before the end of the year.

Learning Opportunities: On May 27, 2021, Renee Osterbur, CPA presented “Nonprofit Agency Bookkeeping.” After this virtual event, attendees were sent a Certificate of Attendance and a copy of the presentation PowerPoint.

Karen Simms, MAMFT, LMHC is scheduled to present “Psychological First Aid and Skills for Psychological Recovery” on June 24, 2021. Karen is also scheduled to present “Culturally Responsive Fundamentals of Trauma, Trauma Informed Care & Resilience” on July 29, 2021. I created the registration page and Zoom meeting information for each event. Each presentation was coordinated with staff from the University of Illinois School of Social to certify the presentation for Social Work CEUs.

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MHDDAC: I participated in the May meeting of the MHDDAC.

NACBHDD: I participated in the May and June meetings of the NACBHDD I/DD Committee.

Disability Resource Expo: I participated in the Expo Steering Committee meetings and meetings of the Disability Resource Expo Ad Hoc committee. I also met with the Expo coordinators to discuss next steps after the Expo Steering Committee voted not to move forward with an in-person event for 2021.

Community Coalition Race Relations Subcommittee: I participated in meetings with the Race Relations Subcommittee meeting and the Community Coalition meeting. I also completed the United Way Equity Challenge and the Weekly Challenge activities. I participated in the closing activity, "The Price We All Pay for Racism: A conversation with NY Times Bestselling Author Heather McGhee."

Other activities: I participated in meetings with the University of Illinois Community Data Clinic. I participated in the Champaign County LIC meeting. I participated in approximately 15 webinars and/or Facebook lunchtime chats. I also participated in the June Human Services Council meeting.

Prioritization of Urgency of Needs for Services (PUNS) Summary Reports: Updated "PUNS Summary by County and Selection Detail for Champaign County" and the "Division of Developmental Disabilities Prioritization of Urgency of Needs for Services (PUNS) Summary of Total and Active PUNS by Zip Code" reports are attached. The most recent version of these reports was posted by IDHS on May 10, 2021. These documents provide details on the number of Champaign County residents enrolled in the PUNS database can be found online at: https://www.dhs.state.il.us/OneNetLibrary/27897/documents/DD%20Reports/PUNS/PUNS_Sum_by_Count_and_Selection_Detail.pdf.

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Division of Developmental Disabilities
Prioritization of Urgency of Needs for Services (PUNS)
Summary By County and Selection Detail

May 10, 2021

County: Champaign

Reason for PUNS or PUNS Update	959
New	26
Annual Update	308
Change of Category (Seeking Service or Planning for Services)	6
Change of Service Needs (more or less) - unchanged category (Seeking Service or Planning for Services)	9
Person is fully served or is not requesting any supports within the next five (5) years	271
Moved to another state, close PUNS	29
Person withdraws, close PUNS	31
Deceased	21
Individual Stayed in ICF/DD	1
Individual Moved to ICF/DD	3
Individual Determined Clinically Ineligible	8
Unable to locate	59
Submitted in error	1
Other, close PUNS	186
CHANGE OF CATEGORY (Seeking Service or Planning for Services)	393
PLANNING FOR SERVICES	113
EXISTING SUPPORTS AND SERVICES	350
Respite Supports (24 Hour)	10
Respite Supports (<24 hour)	19
Behavioral Supports (includes behavioral intervention, therapy and counseling)	137
Physical Therapy	39
Occupational Therapy	82
Speech Therapy	108
Education	159
Assistive Technology	47
Homemaker/Chore Services	4
Adaptions to Home or Vehicle	2
Personal Support under a Home-Based Program, Which Could Be Funded By Developmental Disabilities, Division of Rehabilitation Services or Department on Aging (can include habilitation, personal care, respite, retirement supports, budgeting, etc.)	27
Medical Equipment/Supplies	36
Nursing Services in the Home, Provided Intermittently	7
Other Individual Supports	169
TRANSPORTATION	329
Transportation (include trip/mileage reimbursement)	78
Other Transportation Service	221
Senior Adult Day Services	1
Developmental Training	73
Regular Work/Sheltered Employment	59
Supported Employment	63
Vocational and Educational Programs Funded By the Division of Rehabilitation Services	45
Other Day Supports (e.g. volunteering, community experience)	15
RESIDENTIAL SUPPORTS	75
Community Integrated Living Arrangement (CILA)/Family	3
Community Integrated Living Arrangement (CILA)/Intermittent	4
Community Integrated Living Arrangement (CILA)/Host Family	1
Community Integrated Living Arrangement (CILA)/24 Hour	31
Intermediate Care Facilities for People with Developmental Disabilities (ICF/DD) 16 or Fewer People	1
Intermediate Care Facilities for People with Developmental Disabilities (ICF/DD) 17 or More People	2
Skilled Nursing Facility/Pediatrics (SNF/PED)	5
Supported Living Arrangement	7

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Division of Developmental Disabilities
Prioritization of Urgency of Needs for Services (PUNS)
Summary By County and Selection Detail

May 10, 2021

Community Living Facility	1
Shelter Care/Board Home	1
Nursing Home	1
Children's Residential Services	4
Child Care Institutions (Including Residential Schools)	7
Other Residential Support (including homeless shelters)	9
SUPPORTS NEEDED	356
Personal Support (includes habilitation, personal care and intermittent respite services)	308
Respite Supports (24 hours or greater)	17
Behavioral Supports (includes behavioral intervention, therapy and counseling)	143
Physical Therapy	43
Occupational Therapy	68
Speech Therapy	85
Assistive Technology	48
Adaptations to Home or Vehicle	15
Nursing Services in the Home, Provided Intermittently	7
Other Individual Supports	77
TRANSPORTATION NEEDED	320
Transportation (include trip/mileage reimbursement)	268
Other Transportation Service	300
VOCATIONAL OR OTHER STRUCTURED ACTIVITIES	249
Support to work at home (e.g., self employment or earning at home)	5
Support to work in the community	223
Support to engage in work/activities in a disability setting	95
Attendance at activity center for seniors	2
RESIDENTIAL SUPPORTS NEEDED	107
Out-of-home residential services with less than 24-hour supports	68
Out-of-home residential services with 24-hour supports	47
Total PUNS:	57,869

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**Division of Developmental Disabilities Prioritization of Urgency of Needs for Services (PUNS)
 Summary of Total and Active PUNS by
 Zip Code**

Updated
 05/10/21

<http://www.dhs.state.il.us/OneNetLibrary/27897/documents/DD%20Reports/PUNS/PUNSbyZipallandactiveects05102016.pdf>

Zip Code	Active PUNS	Total PUNS
60949 Ludlow	0	3
61801 Urbana	29	85
61802 Urbana	54	128
61815 Bondville (PO Box)	1	1
61816 Broadlands	1	3
61820 Champaign	42	94
61821 Champaign	66	193
61822 Champaign	49	105
61826 Champaign	0	1
61840 Dewey	0	2
61843 Fisher	6	12
61845 Foosland	1	1
61847 Gifford	0	1
61849 Homer	1	6
61851 Ivesdale	1	2
61852 Longview	1	1
61853 Mahomet	26	71
61859 Ogden	3	12
61862 Penfield	0	2
61863 Pesotum	0	2
61864 Philo	3	11
61866 Rantoul	29	88
61871 Royal (PO Box)	--	-- no data
61872 Sadorus	2	2
61873 St. Joseph	13	26
61874 Savoy	6	18
61875 Seymour	2	3
61877 Sidney	4	10
61878 Thomasboro	0	2
61880 Tolono	4	25
Total	344	910

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**Leon Bryson, Associate Director for Mental Health & Substance Abuse
Staff Report – June 2021**

CCMHB: In late May and part of June, I spent time completing contracts with the Executive Director. Special provisions were developed and reviewed, with other staff, for each for each PY22 contract. I made either phone calls or zoom meetings with a few agencies that had concerns about their contracts. I opened the online forms for some of the agencies to revise their contracts.

CCMHB & CCDDDB

The CCMHB and CCDDDB have begun to work on the Community Needs Assessment. We had several meetings about creating a valuable assessment and collecting data. I am researching other Illinois counties' Community Needs Assessments for ideas. A Focus Group has been assembled to develop specific survey questions. This project will continue for the next few months.

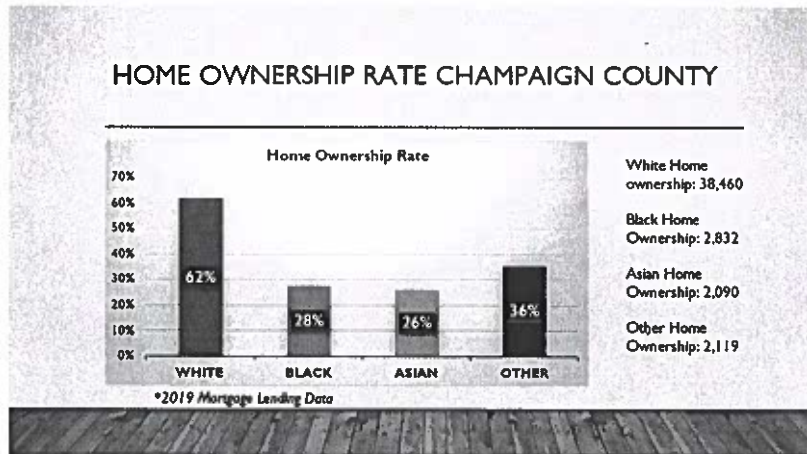
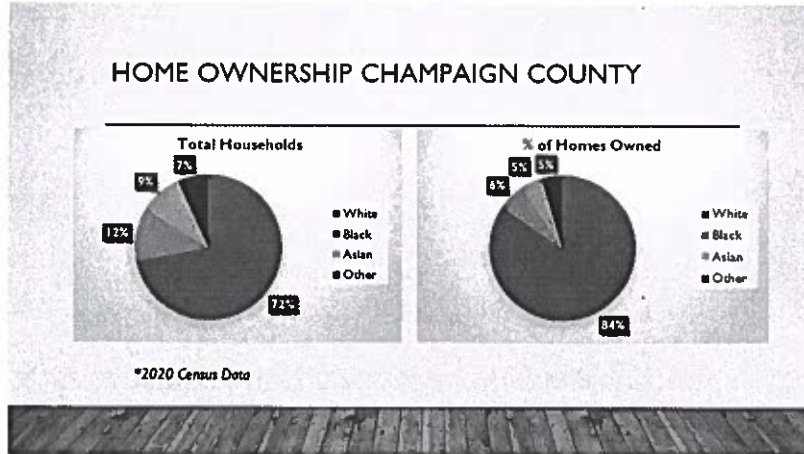
Champaign County Continuum of Service Providers to the Homeless (CSPH)

During the CSPH meeting, Chad Hoffman of Habitat for Humanity gave a presentation on RACIAL EQUITY AND HOUSING CHAMPAIGN COUNTY.

- Racially restrictive covenants were the primary mechanism used to segregate African-Americans. Between 1941 and 1950 in Champaign County, 18 racially restrictive covenants were written into new subdivision deeds. The total number of parcels affected was 774 (65 in Rantoul, 50 near Savoy and 587 in CU) (Schwarzlose, 1965).
- The covenants were all worded exactly the same, **“no part thereof will be sold or leased, either in whole or in part, to or permitted to be occupied as owner, or tenant by any person or persons not of the Caucasian race”** (Frank, 1990).
- In 1951, Champaign built 70 public housing units for whites and 70 units for blacks. The African-American project in Champaign was called Birch Court (locally known as Burch Village, new mixed income development re-named Douglass Square in 2005). The cost of Champaign's two projects was \$1,470,000, but only 21% went towards constructing Birch Court. (League of Women Voters)

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- In 1965, about 52 percent of spaces in uncertified homes and 80 percent of the apartments that were offered to students through the Housing Division listing service were not listed because of the operator's failure to sign the pledge of nondiscrimination. (Frank, 1990).



MORTGAGE REJECTION RATE CHAMPAIGN-URBANA


Race	Loans Originated	Loans Denied	% Denied
Asian	221	33	15%
Black	206	79	38%
White	3,691	507	14%

*2019 Mortgage Lending Data

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INCOME AND WEALTH INEQUALITY

- In the last 10 years, the gap between low and high income households grew.
 - Median incomes of both Black and white households grew in the last 10 years.
 - Black household incomes rose much more slowly in absolute terms, leaving the income gap wider than it had been in decades.
- The median income for Black households in 2019 was \$43,200.
- The median income for White households in 2019 was \$70,900.
- In 2019 the median white household held \$188,200 in wealth— 7.8 times that of the typical Black household at \$24,100.



*State of Nation's Housing and Brookings Institute 2020

CCMHB Financial Site Visits:

I attended and participated in the financial site visit with the **East Central Illinois Refugee Mutual Assistance Center (ECIRMAC)**.

Criminal Justice-Mental:

The Reentry Council Meeting on 6/2/21 featured guest Senator Scott Bennett. Senator Bennett discussed the new complex Criminal Justice Reform or Police Licensure Bill (House Bill 3653). House Bill 3653, authored by the Illinois Legislative Black Caucus, was approved by the Illinois General Assembly last month, bringing changes to police training policies, police accountability, transparency in law enforcement and the rights of detainees and prisoners. Some of the changes the bill will bring are the elimination of monetary bail, a requirement that all police officers wear body cameras by 2025, a ban on all police chokeholds, new guidelines for "decertification" of police officers, and an end to suspended licenses for failure to pay, among several other changes. It also the bill increases protection for whistleblowers and adds to rights for detainees to make phone calls and access their personal contacts before police questioning.

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ACMHAI Committee Meeting:

A Committee member provided the group with updates on the House. She reported that the House has for the 3rd week continued to pass resolutions. There have been very few bills that have passed. The Senate deadline to pass bills out of Senate passed 3 weeks ago. The deadline has continued to be extended. The deadline to get House bills out of Senate Committee was extended through May 21. She also noted that Illinois will receive another \$600 M from the American Rescue Plan. The stimulus dollars will be received over a 4 year period. The Governor is in contact with the US Treasury on stimulus spending. Veto session might have some adjusting on use of those funds. Current revenue for this fiscal year is \$2B ahead and projecting an increase in FY 22 revenues as well.

Another committee member gave a report on recent budget news from the past few days. The state has finally used most of the federal stimulus funds to pay down debt.

A member reported that ACMHAI bills, HBs 1805, 2595 and SB 1575 made it out of committee. SB 2278, the Winnebago Community Mental Health Board legislation, made it to second reading and is on short reading in the House. It was also noted that the telehealth bills, HB 3498 and 3308, are both scheduled for a hearing in the Senate Insurance committee. All bills have had extended deadlines.

Rantoul Service Provider's Meeting:

Regina Crider of Youth & Family Peer Support Alliance updated the group on the Rantoul Anti-violence Taskforce. The public task force has begun to meet with community members and city officials, voicing concerns and how to fix them. The task force meetings open to the public, and the next meeting is June 26th at 9am in the Rantoul Municipal Building. Other agencies discussed when they will be going back to in-person meetings and available funding for utility bills and rent assistance.

Learning Opportunities:

Martin Hood, CPA Renee Osterbur facilitated, ***Nonprofit Agency Bookkeeping*** Workshop. This virtual presentation was tailored to nonprofit organizations with entry-level to intermediate knowledge of accounting and bookkeeping. Beginning with the basics: chart of accounts, how a nonprofit should set up a chart of

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accounts, debits, credits, the accounting equation, income statement, balance sheet, accrual accounting. Then the presenter will review bookkeeping basics and best practices, such as keeping personal and organization bank accounts and financial transactions separate, keeping receipts, how to properly segregate duties, internal controls, posting revenues and expenses under accrual method, and how to reconcile a bank account.

University of Illinois Extension sponsored a ***Freedom of Information Act*** (FOIA) webinar. Christopher Boggs, Assistant Attorney General from the Illinois Attorney General's Office, what is deemed "public information/records" and the implementation of this policy at the local level and how to avoid violations.

NACBHDD Webinar: ***Using Ongoing Data Feedback to Help States and Counties Improve Their Substance Use Treatment Systems of Care***. California is in the fifth year of its county-based Medicaid 1115 Waiver for treatment of substance use disorders (SUD). As part of the Waiver, an external quality review organization (CaEQRO) conducted annual reviews with technical assistance to help each county further develop and improve their organized delivery system for SUD treatment. CaEQRO panelists described how they used comparative performance measure data to help counties enhance their clients' timely access to treatment, experience of quality care, and positive treatment outcomes.

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Stephanie Howard-Gallo

Operations and Compliance Coordinator Staff Report – June 2021 Board Meeting

SUMMARY OF ACTIVITY:

Audit Compliance:

We received the financial review for First Followers (CCMHB funded) on June 1, 2021 and we received the audit for Promise Healthcare on June 9, 2021. They are presently under review by staff and consultant, John Brusveen. We expect their held payments to be released shortly. Payments to Down Syndrome Network (CCDDB funded) have been paused since January 1, 2021 for not submitting an audit.

Other Compliance:

Down Syndrome Network (DSN) did not submit any 3rd quarter reports. A second letter of suspension was sent to them (they have been suspended for a late audit as reported above). DSN did not re-apply to the CCDDB this year for funding.

Community Awareness/Anti-Stigma Efforts/Alliance for Inclusion and Respect (AIR):

I attended “Focus on the Festival: A Live, Online, Q&A with Chaz Ebert and Nate Kohn about Ebertfest 2021”. The festival will be in-person this year. Safety measures such as mandatory masks and limited ticket sales are being explored. The Ebertfest Art Show will be held on Saturday, September 11. The time of the event will be announced once we know the movie schedule. I contacted the artists and they are beginning to sign up for the event.

Contracts:

Following the Board’s allocation decisions at the May 26th Board meeting, contracts were drafted for programs whose term begins July 1, 2021. A spreadsheet tracks the processing of contracts. The spreadsheet indicates which contracts require negotiations, special provisions, revised CLC plans, and if revised program and/or budget forms must be submitted. I track the date the contract is issued and date that it is returned.

I sent out contracts with an “award” letter. The award letter indicates the amount of money allocated to the program and if negotiation or revised forms are necessary. A copy of the “Contract Process and Information Sheet” is included with the award letter and contracts. The sheet provides a summary of the process and key dates, notes on revised plan requirements, refers to potential special provisions, and a reminder to read the contract.

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Once the contracts are signed and returned, copies are provided to the Financial Manager (Chris Wilson) and the Champaign County Auditor's Office before payments can be issued. Contracts returned and program plan revisions made after the June 25th deadline will usually result in delayed payments. Completing the contract process is time consuming.

Trainings:

On June 2nd and June 9th, I attended the University of Illinois Extension Community and Economic Development live webinar on The Open Meetings Act updates and the Freedom of Information Act. Christopher Boggs, Assistant Attorney General from the Illinois Attorney General's Office, provided updated information and tools required to implement this policy at the local level and avoid violations.

Other:

- Preparing meeting materials for CCMHB/CCDDB regular meetings and study sessions/presentations.
- Composing detailed minutes from the meetings.
- Participating in virtual meetings and study sessions for the CCDDB/CCMHB.
- Attended an Expo Steering Committee meeting on June 9th. A vote was taken and the Expo will not be an in-person event this Fall.

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2021 May-June Staff Report- Shandra Summerville Cultural and Linguistic Competence Coordinator

Agency Cultural and Linguistic Competence (CLC) Technical Assistance, Monitoring, Support and Training for CCMHB/DDB Funded Agencies

Agency Support and Technical Assistance:

We have completed the PY22 allocation and now I am working with organizations to update their CLC Plans. There is still a gap in the transfer of knowledge about the development of the CLC Plan. I have been working with organizations to update their CLC Plans to ensure that we are not moving away from the value of the Cultural and Linguistic Competence Service Standards CLAS. In our current culture Diversity, Equity, and Inclusion is being used in many spaces. Supporting a person's culture and being responsive to their culture when they are receiving services is a value that CCMHB/DDB has implemented for a long time. I am providing technical assistance and support on the implementation of the CLAS Standards. Due to staff changes the knowledge about the CLAS Standards is not being transferred. To ensure that we do not lose the momentum, I am revisiting the information with organizations that have Diversity Committees and Cultural Competence Committees.

Cultural Competence Training/Support

Mahomet Area Youth Club: June 3, 2021, I provided CLC Training for summer staff.

Champaign County Head Start: Head Start is going through one-year organizational cultural competence change process. This process includes monthly meetings with site supervisors, providing all staff cultural competence training, and meetings with top management. We will provide a complete update in October of the change process.

All staff training was held on April 28, 2021.

Site Manager Meetings are held on the 1st Thursday or 3rd Thursday.

Administrative Team Meetings are scheduled monthly.

PACE: I reviewed the updated CLC Plan for PACE for PY22 revisions. I will meet with the Diversity Committee on June 15, 2021.

Don Moyer's Boys Club: I provided CLC Training for All Program Staff on May 25, 2021. I will provide CLC Training for Board on June 22, 2021. This is to fulfill the CCMHB Requirement of Annual Training.

CLC Coordinator Direct Service Activities

Champaign County Redistricting Mapping Advisory Committee

I was appointed to represent Champaign County on the Mapping Advisory Committee. The mapping committee was made up of 12 people from different sectors of the community. The

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2021 May-June Staff Report- Shandra Summerville Cultural and Linguistic Competence Coordinator

committee made mapping recommendations for the County Executive to present to the Champaign County Board for approval. The County Board did not approve the recommendation from the committee and a veto was submitted by the County Executive and will be discussed at the June 24, 2021, County Board Meeting.

PY22 Contract Revisions

I am working with the team to review contract revisions and provide support to organizations that require updates to their CLC Plans for PY22.

Healing Illinois Grant:

The Healing Illinois Grant is completed. I worked with the United Way Equity Challenge as one of the Facilitators for Community Conversations. If you are still interested in accessing the content it will be available on this site listed below. On June 20, 2021, I will attend a community event with other Healing Illinois Grant Recipients at the Independent Media Center about the impact the Healing Illinois Grant in our local community.

<https://unitedwayillinois.org/equity-challenge/?fbclid=IwAR1gxUM4IkADsi84SiTO1uaS428gW9HY1wefJCvUWrNz25S3o PEjdk8ALg>

Biannual-Self Help Conference 2021: I served on the committee that planned the Self-Help Conference 2021. The conference was held virtually this year. I provided the technical support for the conference to ensure that it ran smoothly for a great on-line experience. The conference had about 60 people that registered for the conference. This is one of the programs that is funded by CCMHB.

Webinar and Training Activities:

March 1, 2021- Black Mental Health Matters: Health, Hope, and Healing

March 15, 2021- Becoming a Family, Part I

March 29, 2021 - Becoming a Family, Part II – Birthing while Black – The Imagined versus the Real

April 12, 2021 - No Instructions: Development Across the Early Years – The Imagined versus the Real

April 26, 2021- Embracing the Brilliance and Resilience in Black Families

The Impact of Marijuana Webinar Series dedicated to exploring the impact of marijuana from a variety of lenses, including social justice, workforce, medical, political, public health, and mental health.

March 17th, 2021

ABC's of THC

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2021 May-June Staff Report- Shandra Summerville Cultural and Linguistic Competence Coordinator

Presenter - Nick Place, Police Officer/DRE Instructor

March 24th, 2021

Commercialization of Marijuana and Social Justice

Presenter - Ben Cort, Chief Executive Officer, Cort Consulting

March 31st, 2021

Impact to Workplace and Drug Policy Solutions

Presenter - Jo McGuire, Executive Director, National Drug & Alcohol Screening Association

April 7th, 2021

Medical Marijuana: A Critical Look at Medicine, Politics, Public Health, and Profits

Presenter - Aaron Weiner, PhD, ABPP

April 14th, 2021

Marijuana: Substance Abuse and Mental Health Fact VS Fiction

Presenter - Matthew Quinn, MA, LCPC, CADC

Copland Center - WRAP for Addictions Webinar: May 10, 2021

**The National Institute for Health Care Management (NIHCM) Foundation-Stopping the Other
Pandemic: Systemic Racism and Health (4 part series)**

[https://nihcm.org/publications/stopping-the-other-pandemic-systemic-racism-and-health-1?utm_source=NIHCM+Foundation&utm_campaign=b117764e1a-052121 Webinar Archive Video&utm_medium=email&utm_term=0_6f88de9846-b117764e1a-167751988](https://nihcm.org/publications/stopping-the-other-pandemic-systemic-racism-and-health-1?utm_source=NIHCM+Foundation&utm_campaign=b117764e1a-052121%20Webinar%20Archive%20Video&utm_medium=email&utm_term=0_6f88de9846-b117764e1a-167751988)

**How Being Trauma-Informed Improves Criminal Justice System Responses Train-the-Trainer-
March 16-18, 2021.**

**Attachment, Regulation and Competency (ARC) Applied in the Juvenile Justice System-May
11-12, 2021.**

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2021 May-June Staff Report- Shandra Summerville
Cultural and Linguistic Competence Coordinator
Anti-Stigma Activities/Community Collaborations and Partnerships

C-HEARTS African American Storytelling Project: I am continuing to meet with C-Hearts and from this Campus and Community collaboration there is a partnership that is created with DREAAM, and The Well Experience called the ASPIRE Program. The Ambitions and Stories of young People Inspiring Resilience and Engagement (ASPIRE) connectedness program. The objectives of the ASPIRE program are to facilitate Black youth's exploration of their strengths and resilience, foster socio-cultural connectedness, and encourage youth to imagine a future filled with unlimited possibilities. There was a proposal submitted to the University of Illinois Call to Action to Address Racism & Social Injustice. The ASPIRE program was accepted to submit a full proposal for full funding.

Disability Expo:

I attended the Expo Steering Committee on June 9, 2021.

ACMHAI:

I attended the Children's Behavioral Health Committee May 27, 2021.

Short Reading List to continue the conversation about Racism and Trauma as a decision maker.

MENTAL HEALTH: Culture, Race, and Ethnicity

A SUPPLEMENT TO MENTAL HEALTH: A REPORT OF THE SURGEON GENERAL

<https://drum.lib.umd.edu/bitstream/handle/1903/22834/sma-01-3613.pdf?sequence=1&isAllowed=y>

National CLAS Standards Fact Sheet

<https://thinkculturalhealth.hhs.gov/pdfs/NationalCLASStandardsFactSheet.pdf>

Foster Care, LGBTQ Youth & Increased Suicide

[https://nihcm.org/publications/foster-care-lgbtq-youth-increased-suicide?utm_source=NIHCM+Foundation&utm_campaign=6cd69a3caa-Trevor Project Infographic 052521&utm_medium=email&utm_term=0_6f88de9846-6cd69a3caa-167751988](https://nihcm.org/publications/foster-care-lgbtq-youth-increased-suicide?utm_source=NIHCM+Foundation&utm_campaign=6cd69a3caa-Trevor+Project+Infographic+052521&utm_medium=email&utm_term=0_6f88de9846-6cd69a3caa-167751988)

Eliminate Racism

<https://grandchallengesforsocialwork.org/wp-content/uploads/2021/05/Eliminate-Racism-Concept-Paper.pdf>

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CHAMPAIGN COUNTY

EXPENDITURE APPROVAL LIST

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VENDOR NO	VENDOR NAME	TRN B TR	TRANS NO	PO NO	CHECK NUMBER	CHECK DATE	ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ITEM DESCRIPTION	EXPENDITURE AMOUNT
***	FUND NO. 090	MENTAL HEALTH								
***	DEPT NO. 053	MENTAL HEALTH BOARD								
12	CHAMPAIGN COUNTY TREASURER									
	5/12/21 07 VR 53- 142				620026	5/14/21	090-053-522.06-00	POSTAGE, UPS, FED EXPRESSMENT HLTH PSTG MAY	VENDOR TOTAL	124.70 124.70 *
41	CHAMPAIGN COUNTY TREASURER									
	5/25/21 04 VR 620- 76				620656	5/28/21	090-053-513.06-00	HEALTH INSUR FND 620		
	6/07/21 01 VR 620- 91				620919	6/09/21	090-053-513.06-00	EMPLOYEE HEALTH/LIFE INS MAY HI, LI & ADMIN		3,242.12 29.70 3,271.82 *
88	CHAMPAIGN COUNTY TREASURER									
	5/19/21 05 VR 88- 14				620299	5/21/21	090-053-513.02-00	I.M.R.F. FUND 088		
	5/25/21 04 VR 88- 16				620659	5/28/21	090-053-513.02-00	EMPLOYER COST	IMRF 5/7 PR	1,104.65
	6/07/21 03 VR 88- 17				620923	6/09/21	090-053-513.02-00	EMPLOYER COST	IMRF 5/21 PR IMRF 6/4 PR VENDOR TOTAL	1,104.65 1,092.35 3,301.65 *
176	CHAMPAIGN COUNTY TREASURER									
	5/26/21 03 VR 119- 31				620664	5/28/21	090-053-513.04-00	SELF-FUND INS FND476		
								WORKERS' COMPENSATION INSWC 5/7, 21 PR	VENDOR TOTAL	183.82 183.82 *
188	CHAMPAIGN COUNTY TREASURER									
	5/19/21 08 VR 188- 31				620303	5/21/21	090-053-513.01-00	SOCIAL SECUR FUNDI88		
	5/25/21 04 VR 188- 34				620666	5/28/21	090-053-513.01-00	SOCIAL SECURITY-EMPLOYER FICA 5/7 PR		1,230.05
	6/07/21 03 VR 188- 37				620928	6/09/21	090-053-513.01-00	SOCIAL SECURITY-EMPLOYER FICA 5/21 PR		1,230.05 1,216.37 3,676.47 *
8799	BOOT BOOKS, LLC.									
	6/02/21 04 VR 53- 148				620963	6/09/21	090-053-533.98-00	ALLISON M BOOT		
								DISABILITY EXPO	INV 008 5/29 VENDOR TOTAL	4,500.00 4,500.00 *

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5/12/21 07 VR 53- 139

620075 5/14/21 090-053-533.20-00 INSURANCE

AC 1000528156 4/13

1,042.50

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CHAMPAIGN COUNTY

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VENDOR NO	VENDOR NAME	TRN B	TR	CD	TRANS NO	PO NO	CHECK NUMBER	CHECK DATE	ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ITEM DESCRIPTION	EXPENDITURE AMOUNT
***	FUND NO. 090	MENTAL HEALTH										
	5/12/21	07	VR	53-	139		620075	5/14/21	090-053-533.20-00	INSURANCE	AC 1000528287 4/19	3,125.00
	5/12/21	07	VR	53-	139		620075	5/14/21	090-053-533.20-00	INSURANCE	AC 1000528145 4/13	925.00
	5/19/21	02	VR	53-	143		620343	5/21/21	090-053-533.20-00	INSURANCE	AC 1000528292 5/10	2,698.00
											VENDOR TOTAL	7,790.50 *
18430	CONSOLIDATED COMMUNICATIONS											
	5/12/21	07	VR	28-	32		620084	5/14/21	090-053-533.33-00	TELEPHONE SERVICE	21738437760 5/1	29.47
											VENDOR TOTAL	29.47 *
24095	EMK CONSULTING LLC											
	6/02/21	04	VR	53-	149		621006	6/09/21	090-053-533.07-00	PROFESSIONAL SERVICES	INV 463 6/1	375.00
	6/02/21	04	VR	53-	149		621006	6/09/21	090-053-533.07-00	PROFESSIONAL SERVICES	INV 464 6/1	1,894.00
											VENDOR TOTAL	2,269.00 *
24135	EZ LOCK SELF STORAGE											
	5/20/21	03	VR	53-	144		620368	5/21/21	090-053-533.98-00	DISABILITY EXPO	INV 0042896 4/14	2,040.00
											VENDOR TOTAL	2,040.00 *
27970	FREDERICK & HAGLE											
	6/02/21	04	VR	53-	147		621020	6/09/21	090-053-533.07-00	PROFESSIONAL SERVICES	3HR 5/27	660.00
											VENDOR TOTAL	660.00 *
35050	I3 BROADBAND - CU											
	5/12/21	07	VR	53-	141		620120	5/14/21	090-053-533.29-00	COMPUTER/INF TCH SERVICES	INV 20918191 5/4	144.95
											VENDOR TOTAL	144.95 *
54650	PEPSI COLA CHAMPAIGN-URBANA BOTTLING											
	6/02/21	04	VR	53-	146		621096	6/09/21	090-053-522.02-00	OFFICE SUPPLIES	INV 81109432 4/20	6.75
											VENDOR TOTAL	6.75 *
78888	VISA CARDMEMBER SERVICE - MENTAL HEALTH AC#4798510049573930											
	5/19/21	02	VR	53-	145		620499	5/21/21	090-053-533.98-00	DISABILITY EXPO	3930 EZ LOCK 4/9	185.00

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VENDOR TOTAL

185.00 *

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CHAMPAIGN COUNTY

EXPENDITURE APPROVAL LIST

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VENDOR NO	VENDOR NAME	TRN B	TR	TRANS NO	PO NO	CHECK NUMBER	CHECK DATE	ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ITEM DESCRIPTION	EXPENDITURE AMOUNT
81610	XEROX CORPORATION	5/12/21	07 VR	53- 140	620221	5/14/21	090-053-533.85-00	PHOTOCOPIY SERVICES		INV 230352442 5/1 VENDOR TOTAL	199.06 199.06 *
** FUND NO. 090 MENTAL HEALTH										DEPARTMENT TOTAL	28,383.19 *
MENTAL HEALTH BOARD										FUND TOTAL	28,383.19 *

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