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

*Minutes – July 11, 2006*

*Brookens Administrative Center  
1776 E. Washington St.  
Urbana, IL  
Meeting Room 2*

*8:00 a.m.*

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**MEMBERS PRESENT:** Holly Jordan, Chair; Joyce Dill, Michael Smith

**STAFF PRESENT:** Peter Tracy, Executive Director; William Conlin, Nancy Crawford

**STAFF EXCUSED:** Stephanie Howard-Gallo

**OTHERS PRESENT:** Dale Morrissey, Annette Becherer, Developmental Services Center (DSC); Sarah Jo Brenner, Persons Assuming Control of their Environment (PACE); Lynn Watson, Head Start; Paula Vanier, Advocate; George Roth, Consultant

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**CALL TO ORDER:**

Ms. Jordan, Board President, called the meeting to order at 8:00 a.m.

**ROLL CALL:**

Roll call was taken and a quorum was present.

**ADDITIONS TO AGENDA:**

Mr. Tracy announced that Agenda Item 13.C. would be withdrawn from the agenda.

**CITIZEN INPUT:**

None.

**CHAMPAIGN COUNTY MENTAL HEALTH BOARD (CCMHB) INPUT:**

None.

**APPROVAL OF MINUTES:**

Minutes from the June 6, 2006 Board meeting were included in the packet.

**MOTION: Ms. Dill moved to approve the minutes from the June 6, 2006 Board meeting. Mr. Smith seconded and the motion passed unanimously.**

**PRESIDENT'S COMMENTS:**

None.

**EXECUTIVE DIRECTOR'S REPORT:**

Mr. Tracy's staff report was included in the Board packet for review. Mr. Tracy provided additional information regarding the progress of The Autism Project.

**STAFF REPORT:**

Mr. Conlin's report was included in the Board packet.

**AGENCY INFORMATION:**

Mr. Morrissey, executive director of Developmental Services Center (DSC), announced the new group homes will open in approximately six weeks. Developmental Training in Rantoul will soon be ready as well. Hiring and training is in progress.

Sarah Joe Brenner from Persons Assuming Control of their Environment (PACE) announced the number of new consumers served has exceeded the agency's expectations.

**FINANCIAL INFORMATION:**

The CCDDDB fund balance was reported to be \$ 529,917 as of 5/31/06.

**Approval of Claims:**

A copy of the claims report was included in the Board packet.

**MOTION: Mr. Smith moved to accept the claims report as presented. Ms. Dill seconded and the motion passed unanimously.**

**2<sup>nd</sup> Quarter Financial Report:**

A copy of the report was included in the Board packet for information only.

## **NEW BUSINESS:**

### **Budget for FY07:**

CCDDB budget worksheets were included in the Board packet.

**MOTION: Mr. Smith moved to approve the CCDDB Budget for FY07. Ms. Dill seconded. The motion passed unanimously.**

### **CCMHB / CCDDB Memorandum of Understanding (MOU) Addendum:**

The MOU Addendum and a Decision Memorandum explaining the rationale for the amendment was included in the Board packet for review. The amendment addresses three areas and pertains to (1) the selection of the current executive director's successor and subsequent selections, (2) the performance evaluation of the executive director, and (3) the level of CCMHB funding that will be dedicated for developmental disabilities programs and services.

**MOTION: Ms Dill moved to approved the Memorandum of Understanding Between the Champaign County Mental Health Board and the Champaign County Developmental Disabilities Board. Mr. Smith seconded the motion. A vote was taken and the motion passed unanimously.**

Ms. Jordan asserted for the record that she believes the Addendum preserves the intent of the MOU.

### **CCDDB By-Law Review:**

CCDDB By-Laws were included in the Board packet for review. Discussion followed. Board members were in general agreement over suggested modifications in the by-laws. A draft copy of proposed changes will be presented at the September 2006 Board meeting.

### **Election of Officers:**

Mr. Michael Smith was nominated to be President of the CCDDB. Ms. Joyce Dill was nominated to be Secretary of the CCDDB.

**MOTION: Ms Dill moved to accept the nominations. Ms. Jordan seconded. The motion passed unanimously.**

## **OLD BUSINESS:**

### **Update on Contract Development:**

Mr. Conlin provided an update on FY07 contracts.

### **The Autism Project:**

Mr. Tracy informed the Board of future meetings of the Autism Project.

**Supplemental Allocations:**  
Deferred.

**BOARD ANNOUNCEMENTS:**

- Ms. Jordan was thanked for her leadership to the CCDDDB for the past year.

**ADJOURNMENT:**

The meeting adjourned at 8:45 a.m.

Respectfully Submitted by: Stephanie Howard-Gallo

*\*Minutes were approved at the 11/14/06 CCDDDB meeting.*