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

Minutes –January 18, 2011

*Brookens Administrative Center
1776 E. Washington St.
Urbana, IL
Meeting Room 1 (Lyle Shields Room)*

8:00 a.m.

MEMBERS PRESENT: Holly Jordan, President; Joyce Dill, Mike Smith

STAFF PRESENT: Peter Tracy, Executive Director; Lynn Canfield, Nancy Crawford, Mark Driscoll, Stephanie Howard-Gallo

OTHERS PRESENT: Dennis Carpenter, Charleston Transitional Facility (CTF); Dale Morrissey, Ron Bribriesco, Patty Walters, Jennifer Carlson, Feliecia Gooler, Laura Bennett, Vickie Tolf, Annette Becherer, Danielle Matthews, Developmental Services Center (DSC); Pam Klassert, Persons Assuming Control of their Environment(PACE); Sally Mustered, C-U Autism Network; Lynn Watson, Head Start; Jennifer Knapp, Elizabeth Chippewa, Community Choices; Vicki Niswander, Illinois Association of Micro-boards and Cooperatives; Shandra Summerville, Tracy Parsons, Jonte Rollins, ACCESS Initiative

CALL TO ORDER:

Ms. Holly 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:

None.

CITIZEN INPUT:

Ms. Elizabeth Chippewa spoke regarding her positive experiences as a Community Choices client.

CHAMPAIGN COUNTY MENTAL HEALTH BOARD (CCMHB) INPUT:

The CCMHB will meet tomorrow, January 19, 2011. Mr. Tracy stated the State of Illinois budget will make funding decisions difficult for the CCMHB this year.

APPROVAL OF MINUTES:

Minutes from the November 16, 2010 Board meeting were included in the packet.

MOTION: Ms. Dill moved to approve the minutes from the November 16, 2010 Board meeting. Mr. Smith seconded, and the motion passed unanimously.

PRESIDENT'S COMMENTS:

No Comments.

EXECUTIVE DIRECTOR'S REPORT:

Mr. Tracy stated that even though there will be a state tax increase, no additional funds are being dedicated specifically to developmental disabilities. However, the increase may shorten the payment cycle.

STAFF REPORT:

Ms. Canfield's report was included in the packet.

AGENCY INFORMATION:

Developmental Services Center (DSC) Executive Director, Dale Morrissey reported that back payments to agencies have not been addressed in the state budget.

FINANCIAL INFORMATION:

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.

NEW BUSINESS:

ACCESS Initiative:

ACCESS Initiative staff members, Tracy Parsons, Jonte Rollins and Shandra Summerville gave an overview of the project and how it relates to the developmental disabilities system of care. Board members were provided an opportunity to ask questions following the presentation.

State Budget Impact Adjustment:

A Decision Memorandum on the need for CCDDDB contract amendments crafted to address service delivery gaps predicated by shifts and/or reductions in state funding was included in the Board packet. The Executive Director, in consultation with the Board President, shall be authorized to initiate the amendments.

MOTION: Mr. Smith moved to extend state budget impact adjustment authority to the Executive Director as specified in the Decision Memorandum identified as Agenda Item 12.B. Ms. Dill seconded the motion. All members voted aye and the motion passed.

NOFA for CCMHB/CCDDDB/Quarter Cent Funds:

A copy of the Notice of Funding Availability (NOFA) published in the *News Gazette* on December 12, 2010 was included in the Board packet for information only.

Anti-Stigma Alliance:

Ebertfest will be held April 27 – May 1, 2011. The Anti-Stigma Alliance will be showing their free family movie on May 1, 2011 at the close of the festival. A film has not yet been chosen.

OLD BUSINESS:

Audit Accountability Policy:

A Decision Memorandum on the financial procedure requirements for agencies under contract with the CCMHB and/or CCDDDB was included in the Board packet. The purpose of the memorandum is to improve and clarify financial accountability requirements. The Memorandum identified accountability requirements, financial management standards, internal control standards, and audit standards.

MOTION: Ms. Dill moved to approve Accountability Requirements for CCDDDB contractors as delineated in the Decision Memorandum identified as Agenda Item 13.A. The CCDDDB contract boilerplate and Standard Operating Procedures will be revised to incorporate these requirements. Mr. Smith seconded the motion. The motion passed unanimously.

Final Draft Three-Year Plan 2010-2012 with FY 2011 Objectives:

A copy of the final draft Plan and a Decision Memorandum was included in the Board packet. Proposed changes to the draft released at the November Board meeting were included in the final plan.

MOTION: Ms. Dill moved to approve the Three-Year Plan 2010-2012 with Fiscal Year 2011 Objectives as presented. Mr. Smith seconded the motion. All Board members voted aye and the motion passed.

CCDDB 2011 Meeting Schedule:

A 2011 CCDDB Meeting Schedule and a Plan Year 2012 Allocation Timeline was included in the Board packet for information only.

Disabilities Resource Expo:

Exhibitor and participant evaluation summaries were included in the Board packet for information only.

BOARD ANNOUNCEMENTS:

Sheila Ferguson, CEO of Community Elements, will be interviewed on WEFT radio program *Disability Beat* on January 26 at 5:30 p.m. She will be discussing the new mental health court in Champaign County.

ADJOURNMENT:

The meeting adjourned at 8:45 a.m.

Respectfully Submitted by: Stephanie Howard-Gallo

**Minutes were approved at the 2/23/11 CCDDB meeting.*