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

Minutes June 22, 2022

*This meeting was held with representation at the Brookens Administrative Center
and with remote access via Zoom.*

9:00 a.m.

MEMBERS PRESENT: Anne Robin, Deb Ruesch, Georgiana Schuster, Kim Wolowiec-Fisher

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

OTHERS PRESENT: Annette Becherer, Nicole Smith, Heather Levingston, Danielle Matthews, Laura Bennett, DSC; Becca Obuchowski, Hannah Sheets, Community Choices; Sherry Longcor, Mel Liong, PACE; Angela Yost, Regional Planning Commission; Katie Difanis, Carle Health; Marlon and Khayriyah Mitchell, First Followers

CALL TO ORDER:

Dr. Robin called the meeting to order at 9:00 a.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.

ZOOM INSTRUCTIONS:

Instructions were included in the packet.

APPROVAL OF AGENDA:

The agenda was in the packet for review and approved.

CITIZEN INPUT/PUBLIC PARTICIPATION:

None.

PRESIDENT’S COMMENTS:

Dr. Robin thanked staff and board members for their work.

EXECUTIVE DIRECTOR’S COMMENTS:

Director Canfield made some brief comments regarding the agenda items.

APPROVAL OF MINUTES:

Minutes from the 5/18/2022 board meeting were included in the packet.

MOTION: Ms. Ruesch moved to approve the minutes from the May 18, 2022 meeting. Ms. Schuster seconded the motion. A roll call vote was taken and the motion passed unanimously.

VENDOR INVOICE LIST:

The Vendor Invoice List was included in the Board packet.

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

NEW BUSINESS:

Future of CILA Facilities Project:

A Decision Memorandum was included in the packet and presented options for use of the shared CILA Facilities Project.

The staff recommendation is to use \$300,000, which is not more than half of the CILA fund balance, for additional allocations during the county Fiscal Year 2023. This includes half of agency Program Year 2023 and half of agency Program Year 2024. A timeline should be developed for setting of priorities, registration and applications by qualified organizations, review of funding requests, and approval by both boards for contracts executed during that term. Further, the staff recommendation is to use the remaining fund balance over the next two to three

years, with focus on rightsizing the DSP shortage while offering relief to individuals who wait for adequate services, along with their families.

MOTION: Ms. Ruesch moved to authorize the Executive Director and staff to develop a timeline and allocation criteria and funding priorities related to each of the support needs identified in the decision memo, for consideration and approval by each Board. Dr. Fisher seconded the motion. A roll call vote was taken and the motion passed unanimously.

Regional Community Health Plan Coordinator:

A Decision Memorandum was included in the packet. It provided an update on the Regional Champaign-Vermilion Executive Committee and requested to share the cost of services of the Community Health Plan Coordinator.

The memorandum presented context for a request to commit a total of \$5,000 per year toward a Regional Community Health Plan Coordinator conducting the health needs assessment and reporting on behalf of several organizations. A new Coordinator will be hired, and the Executive Committee will be revising Memoranda of Understanding for a three-year period. The cost to each of the CCDDDB and CCMHB would be split as most other non-agency contract expenses.

A shared cost of the CCDDDB and CCMHB, this contribution would be paid through CCMHB Professional Fees/Services and included in the CCDDDB's 42.15% share of total admin costs, paid to the CCMHB through the CCDDDB's Professional Fees/Services line. The cost is \$5,000 annually, or \$2,107.50 to the CCDDDB and \$2,892.50 to the CCMHB. CCMHB/CCDDDB staff participation and financial commitment repeat for three years.

MOTION: Ms. Ruesch moved to approve continued participation for three years in the Regional Executive Committee for Community Health Needs Assessment and to contribute \$2,107.50 annually for three years for the shared Coordinator's services, pending approval by the CCMHB. Ms. Schuster seconded the motion. A roll call vote was taken and the motion passed unanimously.

DRAFT Fiscal Year (Calendar Year) 2023 Budgets:

A Decision Memorandum, proposed 2023 budgets for the DDB, MHB, and CILA Project, with background information, were included for Board review.

MOTION: Dr. Fisher moved to approve the attached DRAFT 2023 CCDDDB Budget, with anticipated revenues and expenditures of \$4,760,101. Ms. Ruesch seconded the motion. A roll call vote was taken and the motion passed unanimously.

MOTION: Dr. Fisher moved to approve the attached DRAFT 2023 CILA Fund Budget, with anticipated revenues and

expenditures of \$350,100. Use of this fund is consistent with the terms of the Intergovernmental Agreement between the CCDDDB and CCMHB, and full approval is contingent on CCMHB action. Ms. Ruesch seconded the motion. A roll call vote was taken and the motion passed unanimously.

Successes and Other Agency Information:

Updates were provided by agency representatives.

OLD BUSINESS:

DISABILITY Resource Expo Update:

A Briefing Memorandum was in the Board packet that provided updates.

CCDDDB and CCMHB Schedules and CCDDDB Timelines:

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

Acronyms and Glossary:

A list of commonly used acronyms is included for information.

CCMHB Input:

The CCMHB will meet this evening .

Staff Reports:

Staff Reports from Kim Bowdry, Lynn Canfield, Leon Bryson, Stephanie Howard- Gallo, and Shandra Summerville were included in the Board packet.

BOARD ANNOUNCEMENTS:

None.

ADJOURNMENT:

The meeting adjourned at 10:04 a.m.

Respectfully Submitted by: Stephanie Howard-Gallo

**Minutes were approved at the 7/20/22 CCDDDB meeting.*