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

Minutes –November 17, 2009

*Brookens Administrative Center
1776 E. Washington St.
Urbana, IL
Meeting Room 1*

8:00 a.m.

MEMBERS PRESENT: President: Joyce Dill, Holly Jordan, Michael Smith

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

OTHERS PRESENT: Patty Walters, Annette Becherer, Danielle Matthews, Vickie Tolf, Dale Morrissey, Developmental Services Center (DSC); George Roth, Consultant; Lynn Watson, Head Start; Connie Denmark, Persons Assuming Control of Their Environment (PACE); Sharon Hawarth, CCAMR

CALL TO ORDER:

Ms. Joyce Dill, 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:

None.

CHAMPAIGN COUNTY MENTAL HEALTH BOARD (CCMHB) INPUT:

The CCMHB will meet later today.

APPROVAL OF MINUTES:

Minutes from the July 21, 2009 Board meeting were included in the packet.

MOTION: Ms. Jordan moved to approve the minutes from the July 21, 2009 Board meeting. Mr. Smith seconded and the motion passed unanimously.

PRESIDENT'S COMMENTS:

None.

EXECUTIVE DIRECTOR'S REPORT:

Mr. Tracy's provided a verbal report. The Developmental Disabilities Expo that was held in October was considered to be a success.

STAFF REPORT:

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

AGENCY INFORMATION:

Mr. Morrissey, CEO of Developmental Services Center (DSC), provided an update on the conversion process. DSC is currently owed under 2 million dollars from the State of Illinois.

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. Jordan seconded and the motion passed unanimously.

NEW BUSINESS:

CCMHB/CCDDB/CCBOH Memorandum of Understanding {MOU}:

A Decision Memorandum with an updated Memorandum of Understanding (MOU) between the CCMHB, CCDDB, and Champaign County Board of Health was included in the Board packet for review and comment. The primary intent of the MOU is to provide administrative support. Mr. Tracy provided an overview of the relationship between mental health, developmental disabilities and physical health. Board discussion followed. Mr. Smith requested that a tracking

system be developed in order to identify how many persons with developmental disabilities use the public health system.

MOTION: Ms. Jordan moved to approve the MOU between the CCMHB, CCDDDB and CCBOH with regular monitoring and reporting to the CCDDDB regarding staff time spent on public health issues and the number of the developmental disability population being served. A voice vote was taken and the motion passed unanimously.

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

A copy of the draft Plan with a needs assessment presenting an overview of the current service environment was included in the Board packet. Mr. Tracy provided an overview of changes made to the Plan.

MOTION: Ms. Jordan moved to defer action on the draft Three-Year Plan with a needs assessment until the December Board meeting. Mr. Smith seconded the motion. A voice vote was taken and the motion passed unanimously.

Allocation Criteria:

A Decision Memorandum regarding FY11 CCDDDB Allocation Decision Support Criteria was included in the Board packet. The criteria will be heavily weighted in the decision about which applications should receive funding during the FY11 contract year. The document was reviewed and discussed by Board members.

MOTION: Ms. Jordan moved to approve the FY11 Allocation Decision Support Criteria as presented. Mr. Smith seconded and the motion passed unanimously.

Allocation Schedule:

A tentative schedule for the CCDDDB allocation process for Program Year 2011 was included in the Board packet for information only.

OLD BUSINESS:

Disabilities Resource Expo:

A report from Barb Bressner was included in the Board packet.

Contract and Funding Realignment:

A Briefing Memorandum was included in the Board packet. In July, the executive director of the CCMHB and CCDDDB was authorized to reduce FY10 contract maximums as necessary to assure adequate cash flow and timely payments. Since the July meeting, CCDDDB contracts have been identified for reductions of \$93,973. CCMHB contracts have been identified for reductions of \$109,308.

BOARD ANNOUNCEMENTS:

None.

ADJOURNMENT:

The meeting adjourned at 9:07 a.m.

Respectfully Submitted by: Stephanie Howard-Gallo

**Minutes were approved at the 12/15/09 meeting.*