



CHAMPAIGN COUNTY MENTAL HEALTH BOARD

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

**Joint Study of the
Champaign County Mental Health Board (CCMHB) and the
Champaign County Developmental Disabilities Board (CCDDB)**

Wednesday, March 27, 2019

Brookens Administrative Center, Lyle Shields Room
1776 E. Washington St. Urbana, IL

5:30 p.m.

-
1. Call to Order
 2. Roll Call
 3. Approval of Agenda
 4. Public Participation/Citizen Input
 5. Presidents' Comments
 6. CCMHB Online System Review
Alex Campbell, EMK Consulting will provide an introduction to navigating the CCMHB/CCDDB online system.
 7. Board Announcements
 8. Adjournment



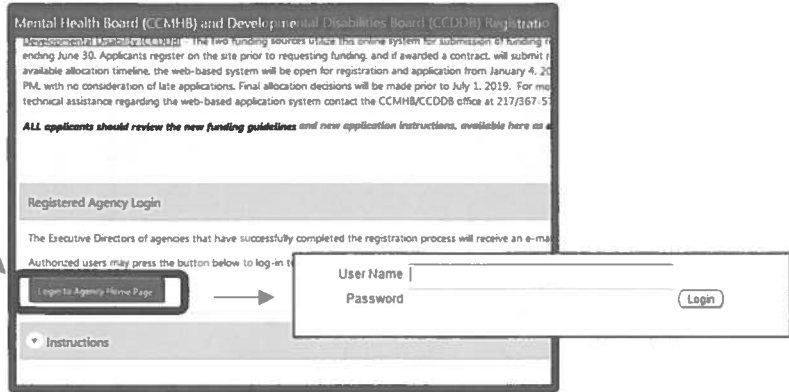
Champaign County Developmental Disabilities Board
 ccmhddbrds.org
 System Review

Access:

- <https://ccmhddbrds.org>

Public Page: - Login here

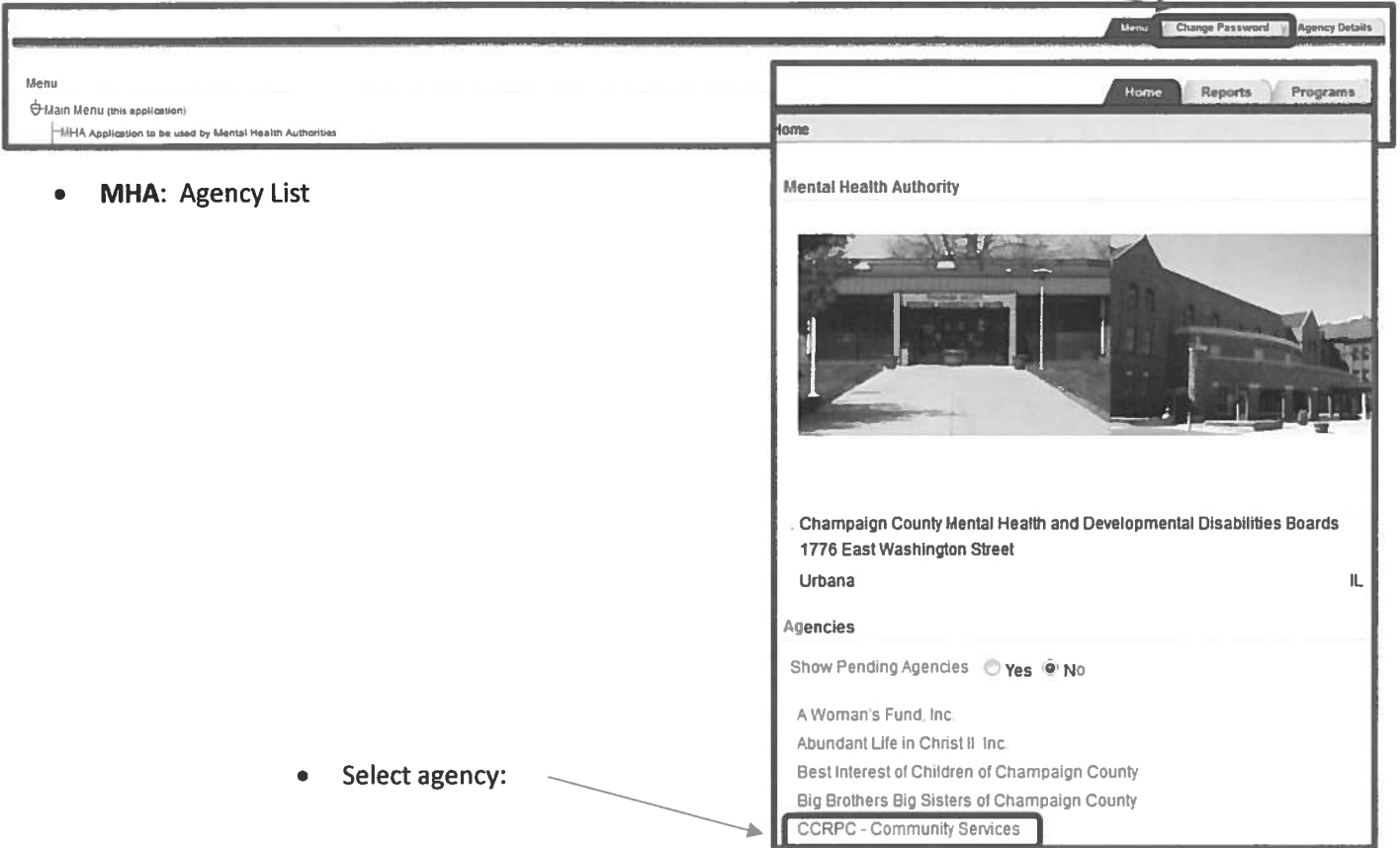
- Username: To be assigned
- Password: To be assigned



General Navigation:

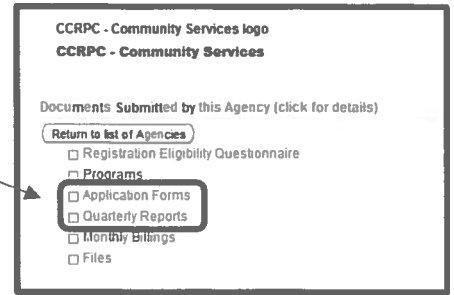
- Home Page:

"Change Password"

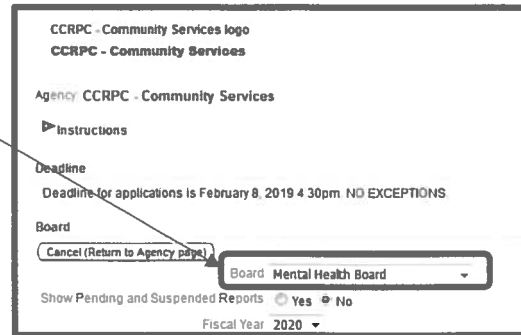


- Select agency:

- **Agency Profile: Key Options: Application Forms and Quarterly Reports**



- **Applications: After selecting "Board"**



Application Sections:

Step 1: Programs

- **PROGRAMS:** List of Programs and requested amounts

Edit	Fiscal Year ↑	Name	Amount Requested
	2020	Homeless Services System Coordination	\$51,906
	2020	Justice Diversion Program	\$75,308
	2020	YAC (Companion Proposal)	\$87,040
Total			\$214,254

Note: Click on 'Edit' icon to open record

- **AUTHORIZATION & COVER FORM:** Notes who formerly signed off on the Application and reflects, by virtue of being "Submitted" that the rest of the requirements in the application were met.

Step 2: Agency Forms

- **BOARD MEMBER LISTS:** On-line form
- **AGREEMENT FOR INTERAGENCY COOPERATION**
- **CULTURAL COMPETENCY UPLOAD** (On-line form also exists for some agencies)



Step 3: Program Forms – for each of the programs listed above.

- **PROGRAM PART I: Target Population; Eligibility Criteria, Scope of Services**
- **PROGRAM PART II: Unduplicated counts**
- **REVENUE FORM**
- **EXPENSE FORM**

Personnel Form

Edit	Fiscal Year	Program	Status	Date Submitted	Submitted By
	2020	Justice Diversion Program (2020)	Submitted	02/07/2019 05:05 pm	LBENSON1
	2020	YAC (Companion Proposal) (2020)	Submitted	02/06/2019 03:29 am	LBENSON1
	2020	Homeless Services System Coordination (2020)	Submitted	02/04/2019 04:50 pm	LBENSON1

Budget Narrative

Edit	Program	Status	Date Submitted	Submitted By
	YAC (Companion Proposal) (2020)	Submitted	02/06/2019 06:48 am	LBENSON1
	Justice Diversion Program (2020)	Submitted	02/07/2019 01:49 pm	RWOODARD1
	Homeless Services System Coordination (2020)	Submitted	01/31/2019 04:06 pm	LBENSON1

Program Plan (Part I)

Edit	Program	Status	Date Submitted	Submitted By
	Homeless Services System Coordination (2020)	Submitted	01/24/2019 10:28 am	LBENSON1
	YAC (Companion Proposal) (2020)	Submitted	02/06/2019 12:27 pm	JWESTFIELD@CCRPC.ORG
	Justice Diversion Program (2020)	Submitted	02/07/2019 01:43 pm	RWOODARD1

Program Plan (Part II) Utilization / Production Data

Edit	Program	Status	Date Submitted	Submitted By
	Justice Diversion Program (2020)	Submitted	02/07/2019 01:49 pm	RWOODARD1
	YAC (Companion Proposal) (2020)	Submitted	02/06/2019 12:28 pm	JWESTFIELD@CCRPC.ORG
	Homeless Services System Coordination (2020)	Submitted	01/24/2019 10:28 am	LBENSON1

Revenue Form

Edit	Program	Status	Date Submitted	Submitted By
	Justice Diversion Program (2020)	Submitted	02/07/2019 02:05 pm	LBENSON1
	YAC (Companion Proposal) (2020)	Submitted	02/06/2019 08:28 am	LBENSON1
	Homeless Services System Coordination (2020)	Submitted	02/04/2019 04:49 pm	LBENSON1

Expense Form

Edit	Program	Status	Date Submitted	Submitted By
	Justice Diversion Program (2020)	Submitted	02/07/2019 05:05 pm	LBENSON1
	YAC (Companion Proposal) (2020)	Submitted	02/06/2019 08:28 am	LBENSON1
	Homeless Services System Coordination (2020)	Submitted	02/04/2019 04:49 pm	LBENSON1

- **PERSONNEL FORM:**
- **BUDGET NARRATIVE:**

• **Quarterly Reports: Main Menu/MHA/Select Agency**

CCRPC - Community Services logo
CCRPC - Community Services

Documents Submitted by this Agency (click for details)

[Return to list of Agencies](#)

- Registration Eligibility Questionnaire
- Programs
- Application Forms
- Quarterly Reports**
- Monthly Billings
- Files

Quarterly Report Sections:

- **Header: FYI...Lists all of the required reports and what quarter they are due.**

CCRPC - Community Services logo
CCRPC - Community Services

Agency: CCRPC - Community Services

Instructions

Required Reports

Report	Q1	Q2	Q3	Q4
Program Report	Y	Y	Y	Y
Revenue Report	Y	Y	Y	Y
Expense Report	Y	Y	Y	Y
Residency by Zip Code Form	Y	Y	Y	Y
Utilization Demographics Form	Y	Y	Y	Y
Performance Outcome Report				Y
Cultural and Linguistic Competency Report	Y	Y	Y	Y

- **Selection Parameters:**

Select Board:

Fiscal Year:

Selection Parameters

[Cancel \(Return to Agency page\)](#)

Note: Edit and Create buttons are disabled unless you select a specific Board

Board: **Mental Health Board**

Programs (none checked = All)

Show Pending Reports: Yes No

- **PROGRAM REPORT: Quarterly Program Activity/Consumer Service Report**

Quarterly Program Reports (Please select a report for EACH PROGRAM)

Program Report	Program	Period	Status	Date Submitted	Submitted By
	Justice Diversion Program (2019)	2019 - First Quarter FY19	Submitted	10/24/2018 12:31 pm	RWOODARD1
	Justice Diversion Program (2019)	2019 - Second Quarter FY19	Submitted	01/14/2019 03:57 pm	RWOODARD1
	YAC (Companion Proposal) (2019)	2019 - First Quarter FY19	Submitted	10/22/2018 05:38 pm	JWESTFIELD@CCRPC.ORG
	YAC (Companion Proposal) (2019)	2019 - Second Quarter FY19	Submitted	01/14/2019 09:20 am	JWESTFIELD@CCRPC.ORG

Editor of and / linguistic Competency

Discontinue | Fiscal Year: **2019** | Name Type | Date Submitted | Submitted By

2019 | application/word/document wordpress/html/document | 01/25/2019 03:29 pm | RWOODARD1

Spreadsheet | PDF

Draws: No file selected.

Fiscal Year: **2019**

Unlinked Narrative Report

no data found

Draws: No file selected.

Fiscal Year: **2019**

Quarterly Residency / Performance Reports

- RESIDENCY BY ZIP CODE:

- UTILIZATION DEMOGRAPHIC:

- PERFORMANCE MEASURE
OUTCOMES – 4TH Quarter only

Quarterly Residency / Performance Reports

Residency by ZIP Code

Edit	Program	Period	Status	Date Submitted	Submitted By
	Justice Diversion Program (2019)	2019 - First Quarter FY19	Submitted	10/24/2018 12:31 pm	RWOODARD1
	Justice Diversion Program (2019)	2019 - Second Quarter FY19	Submitted	01/14/2019 03:57 pm	RWOODARD1
	YAC (Companion Proposal) (2019)	2019 - First Quarter FY19	Submitted	10/22/2018 05:39 pm	JWESTFIELD@CCRPC.ORG
	YAC (Companion Proposal) (2019)	2019 - Second Quarter FY19	Submitted	01/24/2019 09:20 am	JWESTFIELD@CCRPC.ORG

Spreadsheet | PDF 1 - 4

Utilization Demographic Report

Edit	Program	Period	Status	Date Submitted	Submitted By
	Justice Diversion Program (2019)	2019 - First Quarter FY19	Submitted	10/24/2018 12:32 pm	RWOODARD1
	Justice Diversion Program (2019)	2019 - Second Quarter FY19	Submitted	01/14/2019 03:57 pm	RWOODARD1
	YAC (Companion Proposal) (2019)	2019 - First Quarter FY19	Submitted	10/22/2018 05:39 pm	JWESTFIELD@CCRPC.ORG
	YAC (Companion Proposal) (2019)	2019 - Second Quarter FY19	Submitted	01/24/2019 09:20 am	JWESTFIELD@CCRPC.ORG

Spreadsheet | PDF 1 - 4

Performance Measure Outcomes (Q4 Only)

no data found

Browse No file selected.

Fiscal Year **2019** ▼