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

*Minutes July 31, 2024*

*This meeting was held at the Brookens Administrative Center  
1776 E. Washington St., Urbana, IL 61802  
and with remote access via Zoom.*

*9:00 a.m.*

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**MEMBERS PRESENT:** Vicki Niswander, Anne Robin, Georgiana Schuster, Susan Fowler

**MEMBERS EXCUSED:** Kim Fisher

**STAFF PRESENT:** Kim Bowdry, Leon Bryson, Lynn Canfield, Shandra Summerville

**OTHERS PRESENT:** Danielle Matthews, Patty Walters, DSC; Hannah Sheets, Community Choices; Mel Liong, Paula Vanier, LaShunda Hall, PACE

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**CALL TO ORDER:**

CCDDB President Vicki Niswander called the meeting to order at 9:01 a.m.

**ROLL CALL:**

Roll call was taken, and a quorum was present.

**APPROVAL OF AGENDA:**

An agenda was available for review.

**MOTION: Dr. Robin moved to approve the agenda as presented. Ms. Schuster seconded the motion. A voice vote was taken. The motion passed.**

**CCDDB and CCMHB SCHEDULES/TIMELINES:**

Updated copies of CCDDB and CCMHB meeting schedules and CCDDB allocation timeline were included in the packet.

**ACRONYMS and GLOSSARY:**

A list of commonly used acronyms was included for information.

**CITIZEN INPUT/PUBLIC PARTICIPATION:**

None.

**PRESIDENT’S COMMENTS:**

Ms. Niswander thanked attendees and will provide details on Engage Illinois during new business.

**EXECUTIVE DIRECTOR’S COMMENTS:**

None.

**APPROVAL OF MINUTES:**

Minutes from the 5/23/2024 board meeting were included in the packet.

**MOTION: Ms. Schuster moved to approve the minutes from the 5/23/2024 meeting. Dr. Robin seconded the motion. A voice vote was taken, and the motion passed.**

**VENDOR INVOICE LIST:**

The Vendor Invoice Lists were included in the Board packet.

**MOTION: Dr. Fowler moved to approve the Vendor Invoice Lists. Ms. Schuster seconded the motion. A voice vote was taken. The motion passed.**

**STAFF REPORTS:**

Reports from Kim Bowdry, Leon Bryson, Stephanie Howard-Gallo, Shandra Summerville, and Chris Wilson were included in the packet.

**NEW BUSINESS:**

**Statewide System Redesign:**

For information only were materials related to the ENGAGE-IL system redesign effort supported by Board President Niswander and other advocates.

**Election of Board Officers:**

Per statute and by-laws, the Board annually selects from its membership a President and Secretary. The Board By-Laws were included for information. President Niswander called for nomination of candidates for President.

**MOTION: Dr. Robin nominated Vicki Niswander for the office of President. Ms. Schuster seconded the motion. Call for further nominations. None were offered. A voice vote was taken, and Ms. Niswander was elected President.**

**MOTION: Ms. Niswander nominated Anne Robin for the office of Secretary. Dr. Fowler seconded the motion. Call for further nominations. None were offered. A voice vote was taken, and Dr. Robin was elected Secretary.**

**Draft Budgets for Fiscal Year 2025:**

A Decision Memorandum requested approval of the draft 2025 CCDDDB and I/DD Special Initiatives Fund budgets. Additional information was included, along with the Intergovernmental Agreement between the CCDDDB and the Champaign County Mental Health Board (CCMHB).

**MOTION: Ms. Niswander moved to approve the DRAFT 2025 CCDDDB Budget, with anticipated revenues and expenditures of \$5,465,394. Dr. Robin seconded the motion. A roll call vote was taken, and the motion passed unanimously.**

**MOTION: Ms. Schuster moved to approve the DRAFT 2025 I/DD Special Initiatives Budget, with anticipated expenditures of \$239,063 with equal revenues, including transfer from fund balance. Use of this fund is consistent with the terms of the Intergovernmental Agreement between the CCDDDB and CCMHB, and full approval is contentment on CCMHB action. Dr. Fowler seconded the motion. A roll call vote was taken, and the motion passed unanimously.**

**MOU with United Way for 211 Services:**

A Decision Memorandum requested authorization for renewal of the Memorandum of Understanding to support 211 information services for Champaign County.

**MOTION: Dr. Fowler moved to approve the Memorandum of Understanding with United Way of Champaign County for 2-1-1 Services at an annual cost of \$11,250, pending similar approval by the CCMHB, and to authorize the Executive Director and Board Officer to enter into the agreement. Dr. Robin seconded the motion. A roll call vote was taken, and the motion passed unanimously.**

**Setting the Stage for 2025 and PY2026:**

A memorandum summarized current funding priorities and strategic plan objectives, to support board discussion of next steps.

**Input to the County Board:**

A memorandum directed to the Champaign County Board offered community needs assessment support for expansion of paratransit services.

**OLD BUSINESS:**

**PY25 Funded Programs:**

A list of funded programs for FY25 was included in the packet for information.

**Evaluation Capacity Building Project:**

Ms. Canfield provided a summary of legal opinion on including board members in the upcoming storytelling workshop.

**Expo Update:**

An update from Allison and Dylan Boot on the 2024 Expo was included in the Board packet.

**SUCSESSES AND AGENCY INFORMATION:**

Updates were provided by Paula Vanier and LaShunda Hall from PACE and Hannah Sheets from Community Choices.

**COUNTY BOARD INPUT:**

None.

**CCMHB INPUT:**

The CCMHB met on July 17 and approved budgets and United Way MOU as presented.

**BOARD ANNOUNCEMENTS AND INPUT:**

None.

**ADJOURNMENT:**

The meeting adjourned at 9:38 a.m.

Respectfully Submitted by: Lynn Canfield,  
CCMHB/CCDDB Executive Director

*\*Minutes approved by the CCDDB at their 9-18-2024.*