
**CHAMPAIGN COUNTY MENTAL HEALTH BOARD
SPECIAL BOARD MEETING**

Minutes—August 21, 2012

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

4:30 p.m.

MEMBERS PRESENT: Jan Anderson, Bill Gleason, Deloris Henry, Mary Ann Midden, Mike McClellan, Deborah Townsend

MEMBERS EXCUSED: Aillinn Dannave, Ernie Gullerud, Thom Moore

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

OTHERS PRESENT: Patty Walters, Danielle Matthews, Developmental Services Center (DSC); Shandra Summerville, ACCESS Initiative

CALL TO ORDER:

Dr. Townsend, Board President, called the meeting to order at 4:35 p.m.

ROLL CALL:

Roll call was taken and a quorum was present.

ADDITIONS TO AGENDA:

None.

CITIZEN INPUT:

None

CCDDB INFORMATION:

The CCDDB will meet tomorrow morning, August 22, 2012 at 8:00 a.m.

APPROVAL OF MINUTES:

Minutes from the June 20, 2012 Board meeting were included in the packet for review.

MOTION: Mr. Gleason moved to approve the minutes from the June 20, 2012 Board meeting. Ms. Midden seconded the motion. A vote was taken and the motion passed unanimously.

PRESIDENT'S COMMENTS:

None.

EXECUTIVE DIRECTOR'S COMMENTS:

None.

STAFF REPORTS:

None.

BOARD TO BOARD:

None.

AGENCY INFORMATION:

None.

FINANCIAL INFORMATION:

Approval of Claims:

A copy of the expenditure approval list was included in the Board packet for review.

MOTION: Ms. Midden moved to accept the claims report as presented in the Board packet. Ms. Anderson seconded the motion. The motion passed unanimously.

NEW BUSINESS:

Developmental Disabilities Budget Deficit:

A Decision Memorandum was included in the packet. In May 2012, the Champaign County Developmental Disabilities Board (CCDDDB) completed the FY13 allocation process and authorized obligation of funds based on revenue projections. On July 16, 2012, the Champaign County Administrator provided the actual revenue numbers which represented an overall reduction of 0.23% and resulted in a budget deficit of \$148,528.

The Champaign County Mental Health Board's (CCMHB) revenue numbers in the contributions and grants line have increased by \$96,203. The reason for this disparity is because the CCDDDB levy is at its rate-limit of 0.100 and thus was impacted by lowering of equalized assessed valuation of property in Champaign County.

The Intergovernmental Agreement between the CCMHB and CCDDDB clearly states both Boards have overlapping responsibilities pertaining to planning, funding monitoring and evaluating developmental disabilities programs and services in Champaign County. This means the budget shortfall is a problem for both Boards, requiring collaboration and problem solving participation.

On August 8, 2012, the "Presidents' Meeting" was held to review this situation and discuss possible solutions.. This group reviewed and discussed possible actions which could be taken to address the developmental disabilities shortfall. The group came to consensus about implementation of a collaborative approach to addressing this problem. Specifically, there was agreement it would be appropriate to use unanticipated CCMHB revenue to support developmental disabilities contracts which are consistent with preliminary discussions about realignment of CCDDDB and CCMHB FY14 contracts.

The remainder of the deficit would then be addressed by across-the-board percentage reductions for all CCDDDB contracts. It was further agreed this arrangement is for FY13 contracts only and the allocation of additional CCMHB funds would not be reflected in the "base" allocations for developmental disabilities services funded by the CCMHB. This plan would require the approval and authorization by both the CCMHB and CCDDDB.

Recommendations:

- 1) Authorize the use of \$96,203 of CCMHB dollars to fund developmental disabilities programs and services. These funds shall be used to increase the contract maximum for the CCMHB FY13 Family Development Center contract with Developmental Services Center (DSC) by contract amendment. This action is for FY13 only and will not be included as part of the developmental disabilities calculations for the CCMHB allocation process.
- 2) Concurrent with this action, the CCDDDB FY13 DSC Family Development Center contract maximum would be reduced by \$96,203.
- 3) An across-the-board percentage reduction shall be applied to all CCDDDB contracts. The aggregate total will be about \$52,325.

MOTION: Dr. Henry moved to increase the contract maximum of the FY13 CCMHB contract for Family Development Center with Developmental Services Center by \$96,203. This approval is contingent on the CCDDDB taking actions specified in the recommendations above. Mr. McClellan seconded the motion. A roll call vote was taken and the motion passed unanimously.

OLD BUSINESS:

None.

BOARD ANNOUNCEMENTS:

None.

ADJOURNMENT:

The business meeting adjourned at 4:55 p.m.

Respectfully

Submitted by: _____ Approved by: _____
Stephanie Howard-Gallo Deborah Townsend
CCMHB/CCDDDB Staff CCMHB President

Date: _____ Date: _____

**Minutes were approved at the 9/19/12 Board meeting.*