



**CHAMPAIGN COUNTY  
DEVELOPMENTAL  
DISABILITIES BOARD**  
**CHAMPAIGN COUNTY  
MENTAL HEALTH BOARD**

## **Champaign County Developmental Disabilities Board (CCDDDB)**

### **Meeting Agenda**

**Wednesday, July 17, 2024, 9:00 AM**

*This meeting will be held in person at the Shields-Carter Room of the  
Brookens Administrative Building, 1776 East Washington Street, Urbana, IL 61802  
Members of the public may attend in person or watch the meeting live through this link:  
<https://us02web.zoom.us/j/81559124557> Meeting ID: 815 5912 4557*

- I. Call to order**
- II. Roll call**
- III. Approval of Agenda\***
- IV. CCDDDB and MHB Schedules, updated DDB Timeline (pages 3-8) *No action is needed.***
- V. CCDDDB Acronyms and Glossary (pages 9-20) *No action is needed.***
- VI. Citizen Input/Public Participation *All are welcome to attend the Board's meeting to observe and to offer thoughts during this time. The Chair may limit public participation to 5 minutes per person and/or 20 minutes total.***
- VII. Chairperson's Comments – Ms. Vicki Niswander**
- VIII. Executive Director's Comments – Lynn Canfield**
- IX. Approval of CCDDDB Board Meeting Minutes (pages 21-27)\***  
*Minutes from the CCDDDB's regular meeting on 5/22/24 are included for approval. Action is requested.*
- X. Vendor Invoice Lists (pages 28-32)\***  
*Action is requested to accept the "Vendor Invoice Lists" and place them on file.*
- XI. Staff Reports (pages 33- 47)**  
*Included for information only are reports from Kim Bowdry, Leon Bryson, Stephanie Howard-Gallo, Shandra Summerville, and Chris Wilson.*
- XII. New Business**
  - a) Statewide System Redesign (pages 48-75)**  
*For information only are materials related to the ENGAGE-IL system redesign effort supported by Board President Niswander and other advocates.*
  - b) Election of Board Officers (pages 76-79)\***  
*Per statute and by-laws, the Board annually selects from its membership a President and Secretary. The Board By-Laws are included for information. Action is requested.*
  - c) Draft Budgets for Fiscal Year 2025 (pages 80-95)\***  
*A Decision Memorandum requests approval of the attached draft 2025 CCDDDB and I/DD Special Initiatives Fund budgets. Additional information is included,*

*along with the Intergovernmental Agreement between the CCDDDB and the Champaign County Mental Health Board (CCMHB).*

d) **MOU with United Way for 211 Services** (pages 96-98)\*

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

e) **Setting the Stage for 2025 and PY2026** (pages 99-105)

*A memorandum summarizes current funding priorities and strategic plan objectives, to support board discussion of next steps. No action is needed.*

f) **Input to the County Board** (pages 106-111)

*For information only, a memorandum directed to the Champaign County Board offers community needs assessment support for expansion of paratransit services.*

**XIII. Old Business**

a) **PY25 Funded Programs** (page 112)

*A tier sheet of PY25 I/DD awards is included in the packet for information only.*

b) **Evaluation Capacity Building Project Update**

*An oral update on the evaluation will be provided by representatives from the UIUC Family Resiliency Center.*

c) **disAbility Resource Expo Update** (pages 113-117)

*Included for information only are a briefing memorandum from the Expo Coordinators and the sponsorship brochure for this fall's event.*

**XIV. Successes and Other Agency Information**

*The Chair reserves the authority to limit individual agency representative participation to 5 minutes and/or total time to 20 minutes.*

**XV. County Board Input**

**XVI. Champaign County Mental Health Board Input**

**XVII. Board Announcements and Input**

**XVIII. Adjournment**

*\* Board action is requested.*

*For accessible documents or assistance with any portion of this packet, please [contact us](mailto:kim@ccmhb.org) (kim@ccmhb.org).*



## CCDDB 2024 Meeting Schedule

9:00AM Wednesday after the third Monday of each month  
Brookens Administrative Building, 1776 East Washington Street, Urbana, IL  
<https://us02web.zoom.us/j/81559124557>

**January 17, 2024** – Shields-Carter Room

**February 21, 2024** – Shields-Carter Room

**March 20, 2024** – Shields-Carter Room

**March 27, 2024 5:45PM** – Shields-Carter Room – *joint study session with the CCMHB*

**April 17, 2024** – Shields-Carter Room

**May 22, 2024** – Shields-Carter Room

~~**June 12, 2024** – Shields-Carter Room (off cycle)~~ **CANCELLED**

**July 17, 2024** – Shields-Carter Room

**August 21, 2024** – Shields-Carter Room - *tentative*

**September 18, 2024** – Shields-Carter Room

**September 25, 2024 5:45PM** – Shields-Carter Room – *joint study session with the CCMHB*

**October 16, 2024 5:45PM** – Shields-Carter Room – *joint meeting with the CCMHB*

**October 23, 2024** – Shields-Carter Room

**November 20, 2024** – Shields-Carter Room

**December 18, 2024** – Shields-Carter Room – *tentative*

*This schedule is subject to change due to unforeseen circumstances.*

**Please email [stephanie@ccmhb.org](mailto:stephanie@ccmhb.org) to confirm meetings or to request alternative format documents, language access, or other accommodation needed to participate.**  
All meetings and study sessions include time for members of the public to address the Board.

Meetings are posted in advance and recorded and archived at  
<http://www.co.champaign.il.us/mhbddb/DDBMeetingDocs.php>

**Public Input:** All are welcome to attend the Board's meetings, whether virtually or in person, to observe and to offer thoughts during the "Public Participation" period of the meeting. For support to participate in a meeting, let us know how we might help by emailing [stephanie@ccmhb.org](mailto:stephanie@ccmhb.org). If the time of the meeting is not convenient, you may still communicate with the Board by emailing [stephanie@ccmhb.org](mailto:stephanie@ccmhb.org) any written comments which you would like us to read to the Board during the meeting. Your feedback is appreciated but be aware that the time for each person's comments may be limited to five minutes.



## CCMHB 2024 Meeting Schedule

5:45PM Wednesday after the third Monday of each month  
Brookens Administrative Building, 1776 East Washington Street, Urbana, IL  
<https://us02web.zoom.us/j/81393675682> (if it is an option)

- January 17, 2024** – Shields-Carter Room
- January 24, 2024** – *Study Session* - Shields-Carter Room
- February 21, 2024** – Shields-Carter Room
- ~~**February 28, 2024** – *Study Session* Shields-Carter Room~~ **CANCELLED**
- March 20, 2024** – Shields-Carter Room
- March 27, 2024** – *Joint Study Session w CCDDDB* - Shields-Carter
- April 17, 2024** – Shields-Carter Room
- April 24, 2024** – *Study Session* - Shields-Carter Room
- May 15, 2024** – *Study Session* - Shields-Carter Room
- May 22, 2024** – Shields-Carter Room
- June 12, 2024** – Shields-Carter Room (*off cycle*)
- July 17, 2024** – Shields-Carter Room
- August 21, 2024** – Shields-Carter Room - *tentative*
- September 18, 2024** – Shields-Carter Room
- September 25, 2024** – *Joint Study Session w CCDDDB* - Shields-Carter
- October 16, 2024** – *Joint Meeting w CCDDDB* - Shields-Carter
- October 23, 2024** – Shields-Carter Room
- November 20, 2024** – Shields-Carter Room
- December 18, 2024** – Shields-Carter Room - *tentative*

*This schedule is subject to change due to unforeseen circumstances.*

Please email [stephanie@ccmhb.org](mailto:stephanie@ccmhb.org) to confirm meetings or to request alternative format documents, language access, or other accommodation needed to participate. Meetings are archived at <http://www.co.champaign.il.us/mhbddb/MHBMeetingDocs.php>

**Public Input:** All meetings and study sessions include time for members of the public to address the Board. All are welcome to attend meetings, whether using the Zoom options or in person, to observe and to offer thoughts during "Public Participation". For support to participate, let us know how we might help by emailing [stephanie@ccmhb.org](mailto:stephanie@ccmhb.org). If the time of the meeting is not convenient, you may still communicate with the Board by emailing [stephanie@ccmhb.org](mailto:stephanie@ccmhb.org) any written comments which you would like us to read to the Board during the meeting. Your feedback is appreciated but be aware that the time for each person's comments may be limited to five minutes.

# IMPORTANT DATES

## 2024-25 Meeting Schedule with Subjects, Agency and Staff Deadlines, and PY26 Allocation Timeline

This schedule offers dates and subject matter of meetings of the Champaign County Developmental Disabilities Board. Included are tentative dates for steps in the funding process for PY26 and deadlines related to PY24 and PY25 agency contracts. Subjects are not exclusive to any given meeting, as other matters requiring Board attention may be addressed. Study sessions may be scheduled on topics raised at meetings or by staff, or in conjunction with the CCMHB. **Regular meetings are held at 9AM; joint study sessions and meetings at 5:45PM; dates and times are subject to change and may be confirmed with Board staff.**

6/1/24 *For contracts with a PY24-PY25 term, all updated PY25 forms should be completed and submitted by this date.*

~~6/12/24~~ ~~**Regular Board Meeting**~~ *(off cycle)* **CANCELLED**

6/18/24 *Deadline for agency application/ contract revisions  
Deadline for agency letters of engagement w/ CPA firms*

6/21/24 *PY2025 agency contracts completed.*

6/30/24 *Agency Independent Audits, Reviews, or Compilations due  
(only applies to those with calendar FY, check contract)*

**7/17/24**  
**Regular Board Meeting**  
Election of Officers; Draft FY2025 Budget

**8/21/24**  
**Regular Board Meeting - tentative**

8/30/24 *Agency PY2024 4<sup>th</sup> Quarter reports, CLC progress reports, and Annual Performance Measure Reports due*

**9/18/24**  
**Regular Board Meeting**  
Community Needs Assessment Report  
Draft Three Year Plan 2025-27 with 2025 Objectives  
Approve Draft FY2025 Budgets

**9/25/24**  
**Joint Study Session with CCMHB (5:45PM)**

**10/16/24**  
**Joint Meeting with CCMHB (5:45PM)**

I/DD Special Initiatives

- 10/23/24**                    **Regular Board Meeting**  
DRAFT Program Year 2026 Allocation Criteria
- 10/23/24*                    *Agency PY2025 First Quarter Reports due*
- 11/20/24**                    **Regular Board Meeting**  
Approve Three Year Plan with One Year Objectives  
Approve PY26 Allocation Criteria
- 11/29/24*                    *Public Notice of Funding Availability to be published by  
this date, giving at least 21-day notice of application period.*
- 12/18/24**                    **Regular Board Meeting - tentative**
- 12/20/24*                    *Online System opens for Applications for PY2026 Funding.*
- 12/31/24*                    *Agency Independent Audits, Reviews, or Compilations due.*
- 1/22/25**                    **Regular Board Meeting**
- 1/31/25*                    *Agency PY25 2<sup>nd</sup> Quarter and CLC progress reports due.*
- 2/10/25*                    *Deadline for submission of applications for PY26 funding.  
(Online system will not accept any forms after 4:30PM.)*
- 2/19/25**                    **Regular Board Meeting**  
Discuss list of PY26 Applications, Review Process
- 3/19/25**                    **Regular Board Meeting**  
Discussion of PY26 Funding Requests
- 3/26/25**                    **Joint Study Session OR Joint Meeting with  
CCMHB (5:45PM)**
- 4/14/25*                    *Program summaries released to Board, posted online with  
CCDDB April 23 meeting agenda and packet.*
- 4/23/25**                    **Regular Board Meeting**  
Board Review, Staff Summaries of Funding Requests

- 4/25/25 *Agency PY2025 3<sup>rd</sup> Quarter Reports due.*
- 5/12/25 *Allocation recommendations released to Board, posted online with CCDDDB May 21 board meeting packet.*
- 5/21/25** **Regular Board Meeting**  
Allocation Decisions; Authorize Contracts for PY26
- 6/1/25 *For contracts with a PY25-PY26 term, all updated PY26 forms should be completed and submitted by this date.*
- 6/17/25 *Deadline for agency application/ contract revisions.  
Deadline for agency letters of engagement w/ CPA firms.*
- 6/18/25** **Regular Board Meeting**  
Draft FY2026 Budget
- 6/20/25 *PY2026 agency contracts completed.*
- 6/30/25 *Agency Independent Audits, Reviews, or Compilations due.  
(only applies to those with calendar FY, check contract)*
- 7/16/25** **Regular Board Meeting (off cycle)**
- 8/20/25** **Regular Board Meeting – tentative**  
Election of Officers
- 8/29/25 *Agency PY2025 4<sup>th</sup> Quarter reports, CLC progress reports, and Annual Performance Measure Reports due.*
- 9/17/25** **Regular Board Meeting**  
Draft Three Year Plan 2025-27 with 2025 Objectives  
Approve Draft FY2026 Budgets
- 9/24/25** **Joint Study Session with CCMHB (5:45PM)**
- 10/22/25** **Regular Board Meeting**  
DRAFT Program Year 2027 Allocation Criteria
- 10/29/25** **Joint Meeting with CCMHB (5:45PM)**

I/DD Special Initiatives

10/31/25

*Agency PY2026 First Quarter Reports due.*

11/19/25

**Regular Board Meeting**

Approve Three Year Plan with One Year Objectives  
Approve PY27 Allocation Criteria

11/28/25

*Public Notice of Funding Availability to be published by date, giving at least 21-day notice of application period.*

12/17/25

**Regular Board Meeting– tentative**

12/19/25

*Online system opens for applications for PY27 funding.*

12/30/25

*Agency Independent Audits, Reviews, Compilations due.*



## **Agency and Program acronyms commonly used by the CCDDDB**

AIR – Alliance for Inclusion and Respect (formerly Anti-Stigma Alliance)  
CC – Community Choices  
CCCAC or CAC – (Champaign County) Children’s Advocacy Center  
CCAMR – Champaign County Advocacy and Mentoring Resources  
CCCHC – Champaign County Christian Health Center  
CCDDDB or DDB – Champaign County Developmental Disabilities Board  
CCHCC – Champaign County Health Care Consumers  
CCHS – Champaign County Head Start, a division of the Regional Planning Commission (also CCHS-EHS, for Head Start-Early Head Start)  
CCMHB or MHB – Champaign County Mental Health Board  
CCRPC or RPC – Champaign County Regional Planning Commission  
CN – Crisis Nursery  
CSCNCC – Community Service Center of Northern Champaign County, also CSC  
CU Able – a parent support group, previously funded by the CCDDDB  
CUAN – Champaign-Urbana Autism Network  
CU Early – a Prevention Initiative program, is a long-standing collaboration of Urbana School District #116 and Champaign Unit 4 Schools  
CU TRI – CU Trauma & Resiliency Initiative, affiliated with the Champaign Community Coalition and CUNC, funded through Don Moyer Boys & Girls Club?  
Courage Connection – previously The Center for Women in Transition  
DMBGC – Don Moyer Boys & Girls Club  
DREAAM – Driven to Reach Excellence and Academic Achievement for Males  
DSC – Developmental Services Center  
DSN – Down Syndrome Network  
ECIRMAC or RAC – East Central Illinois Refugee Mutual Assistance Center or The Refugee Center  
FS – Family Service of Champaign County  
GCAP – Greater Community AIDS Project of East Central Illinois  
IAG – Individual Advocacy Group  
IDDSI – Intellectual/Developmental Disabilities Special Initiatives (a joint project of the CCDDDB and CCMHB)  
MAYC – Mahomet Area Youth Club  
NAMI – National Alliance on Mental Illness  
PATH – regional provider of 211 information/call services  
PHC – Promise Healthcare  
RAC or ECIRMAC – East Central Illinois Refugee Mutual Assistance Center  
RACES – Rape Advocacy, Counseling, and Education Services  
PACE – Persons Assuming Control of their Environment, Inc.  
PCMHC – Piatt County Mental Health Center  
PCSI – Prairieland Service Coordination, Inc. – ISC for Champaign County  
RCI – Rosecrance Central Illinois  
UNCC – Urbana Neighborhood Community Connections Center  
UP Center – Uniting Pride  
UW or UWCC – United Way of Champaign County  
WIN Recovery – Women in Need Recovery  
YFPSA-Youth & Family Peer Support Alliance

## **Glossary of Other Terms and Acronyms**

211 – Similar to 411 or 911. Provides telephone access to information and referral services.

988 – Suicide and Crisis Lifeline

AAC – Augmentative and Alternative Communication

AAIDD – The American Association on Intellectual and Developmental Disabilities

ABA – Applied Behavioral Analysis. An intensive behavioral intervention targeted to autistic children and youth and others with associated behaviors.

ABLE Act – Achieving a Better Life Experience Act. A tax advantage investment program which allows people with blindness or disabilities the option to save for disability related expenses without putting their federal means-tested benefits at risk.

ACA – Affordable Care Act

ACMHAI – Association of Community Mental Health Authorities of Illinois

ADA – Americans with Disabilities Act

ADD – Attention Deficit Disorder

ADHD – Attention Deficit/Hyperactivity Disorder

ADL – Activities of Daily Living

ALICE – Asset Limited, Income Constrained, Employed

APSE – Association of People Supporting Employment First

ASD – Autism Spectrum Disorder

ASL – American Sign Language

ASQ – Ages and Stages Questionnaire. Screening tool used to evaluate a child's developmental and social emotional growth.

ASQ-SE – Ages and Stages Questionnaire – Social Emotional screen.

BCBA – Board Certified Behavior Analyst

BD – Behavior Disorder

BSP – Behavior Support Plan

CANS – Child and Adolescent Needs and Strengths. The CANS is a multi-purpose tool developed to support decision making, including level of care, service planning, and monitoring of outcomes of services.

CARF – Council on Accreditation of Rehabilitation Facilities

CC – Champaign County

C-CARTS – Champaign County Area Rural Transit System

CE – Community Employment, a DSC program

CE – Customized Employment, a Community Choices program

CF – Community First, a DSC program

CL – Community Living, formerly Apartment Services, a DSC program

CCMHDDAC or MHDDAC – Champaign County Mental Health and Developmental Disabilities Agencies Council

CCPS – Consumer Control in Personal Support, a PACE program

CDS – Community Day Services, formerly “Developmental Training”

CFC – Child and Family Connections Agency

CFCM – Conflict Free Case Management

C-GAF – Children’s Global Assessment of Functioning

CILA – Community Integrated Living Arrangement, Medicaid-waiver funded residential services for people with I/DD

CLC – Cultural and Linguistic Competence

CMS – Center for Medicare and Medicaid Services, the federal agency administering these programs.

CNA – Certified Nursing Assistant

COTA – Certified Occupational Therapy Assistant

CP – Cerebral Palsy

CSEFEL – Center on the Social and Emotional Foundations for Early Learning

CQL – Council on Quality and Leadership

CSEs – Community Service Events, as described in a funded agency’s program plan, may include the number of public events (including mass media and articles), consultations with community groups and/or caregivers, classroom presentations, and small group workshops to promote a program or educate the community. Activity (meetings) directly related to planning such events may also be counted here. Actual direct service to clientele is counted elsewhere.

CUSD – Champaign Community Unit School District 4

CUSR – Champaign Urbana Special Recreation, offered by the park districts.

CY – Contract Year, July 1-June 30. Also Program Year (PY), most agencies’ Fiscal Year (FY)

DCFS – (Illinois) Department of Children and Family Services.

DD – Developmental Disability

DDD – Division of Developmental Disabilities

DECA – Devereux Early Childhood Assessment

DEI – Diversity, Equity, and Inclusion

DFI – Donated Funds Initiative, source of matching funds for some CCMHB funded contracts. The Illinois Department of Human Services administers the DFI Program funded with federal Title XX Social Services Block Grant. The DFI is a “match” program meaning community-based agencies must match the DFI funding with locally generated funds. The required local match is 25 percent of the total DFI award.

DHFS – (Illinois) Department of Healthcare and Family Services. Previously known as IDPA (Illinois Department of Public Aid)

DHS – (Illinois) Department of Human Services

DOJ – (US) Department of Justice

DRS – (Illinois) Division of Rehabilitation Services

DSM – Diagnostic Statistical Manual.

DSP – Direct Support Professional

DSPCP – Decision Support Person Centered Planning, a CCRPC program

DT – Developmental Training, now “Community Day Services”

DT – Developmental Therapy, Developmental Therapist

DV – Domestic Violence

Dx – Diagnosis

EBP – Evidence Based Practice

ECMHS – Early Childhood Mental Health Services, a program of CCRPC Head Start

ED – Emergency Department

ED – Emotional Disorder

EF – Employment First, a Community Choices and DSC program

EHR – Electronic Health Record

EI – Early Intervention

EPDS – Edinburgh Postnatal Depression Scale – Screening tool used to identify mothers with newborn children who may be at risk for prenatal depression.

EPSDT – Early Periodic Screening Diagnosis and Treatment. Intended to provide comprehensive and preventative health care services for children under age 21 who are enrolled in Medicaid.

ER – Emergency Room

FAPE – Free and Appropriate Public Education

FD – Family Development, formerly Family Development Center, a DSC program

FFS – Fee For Service. Type of contract that uses performance-based billings as the method of payment.

FOIA – Freedom of Information Act.

FPL – Federal Poverty Level

FQHC – Federally Qualified Health Center

FTE – Full Time Equivalent is the aggregated number of employees supported by the program. Can include employees providing direct services (Direct FTE) to clients and indirect employees such as supervisors or management (Indirect FTE).

FY – Fiscal Year, which for the County is January 1 through December 31.

GAF – Global Assessment of Functioning. A subjective rating scale used by clinicians to rate a client’s level of social, occupational and psychological functioning. The scale included in the DSM-IV has been replaced in the DSM-V by another instrument.

HACC – Housing Authority of Champaign County

HBS – Home Based Services, also referred to as HBSS or HBSP

HBWD – Health Benefits for Workers with Disabilities

HCBS – Home and Community Based Services

HFS or IDHFS – Illinois Department of Healthcare and Family Services

HI – Hearing Impairment or Health Impairment

HIPPA – Health Insurance Portability and Accountability Act

HUD – Housing and Urban Development

Hx – History

ICAP – Inventory for Client and Agency Planning

ICDD – Illinois Council for Developmental Disabilities

ICFDD – Intermediate Care Facility for the Developmentally Disabled

ICS – Inclusive Community Support, formerly Community Living, a Community Choices program

ID – Intellectual Disability

IDEA – Individuals with Disabilities Education Act

IDHS or DHS – Illinois Department of Human Services

IDOC – Illinois Department of Corrections

IDHFS or HFS – Illinois Department of Healthcare and Family Services

IDPH – Illinois Department of Public Health

IDT – Interdisciplinary Team

IECAM – Illinois Early Childhood Asset Map

IEP – Individualized Education Plan

IFS – Individual and Family Support, a DSC program

IFSP – Individualized Family Service Plan

IGA – Intergovernmental Agreement

IPLAN – Illinois Project for Local Assessment of Needs. The Illinois Project for Local Assessment of Needs (IPLAN) is a community health assessment and planning process that is conducted every five years by local health jurisdictions in Illinois. Based on the *Assessment Protocol for Excellence in Public Health* (APEX-PH) model, IPLAN is grounded in the core functions of public health and addresses public health practice standards. The completion of IPLAN fulfills most of the requirements for Local Health Department certification under Illinois Administrative Code Section 600.400: Certified Local Health Department Code Public Health Practice Standards. The essential elements of IPLAN are:

1. an organizational capacity assessment;
2. a community health needs assessment; and
3. a community health plan, focusing on a minimum of three priority health problems.

I&R – Information and Referral

IRC – Illinois Respite Coalition

ISBE – Illinois State Board of Education

ISC – Independent Service Coordination or Independent Service Coordination Unit

ISP – Individual Service Plan, Individual Success Plan

ISSA – Independent Service & Support Advocacy

LCPC – Licensed Clinical Professional Counselor

LCSW – Licensed Clinical Social Worker

LD – Learning Disability

LEAP – Leaders Employing All People

LGTBQIA+ – Lesbian, Gay, Bi-Sexual, Transgender, Queer and/or Questioning, Intersex, Asexual/Aromantic/Agender plus all the gender identities and sexual orientations that letters and words cannot yet fully describe.

LIHEAP – Low Income Home Energy Assistance Program

LPC – Licensed Professional Counselor

LPN – Licensed Practical Nurse

MCO – Managed Care Organization

MDC – Multidisciplinary Conference

MDT – Multidisciplinary Team

MH – Mental Health

MHDDAC or CCMHDDAC – Mental Health and Developmental Disabilities Agencies Council

MHFA – Mental Health First Aid

MHP – Mental Health Professional, a bachelors level staff providing services under the supervision of a QMHP.

MI – Mental Illness

MIDD – A dual diagnosis of Mental Illness and Developmental Disability.

MSW – Master of Social Work

NACBHDD – National Association of County Behavioral Health and Developmental Disability Directors

NACO – National Association of Counties

NADSP – National Alliance for Direct Support Professionals

NCI – National Core Indicators

NOS – Not Otherwise Specified

NTPC – NON-Treatment Plan Clients. Persons engaged in a given quarter with case records but no treatment plan. May include: recipients of material assistance, non-responsive outreach cases, cases closed before a plan was written because the client did not want further service beyond first few contacts, or cases assessed for another agency. The actual activity to be performed should also be described in the Program Plan Narrative Form, Utilization section. Similar to TPCs, they may be divided into two groups: New TPCS – first contact within any quarter of the plan year; Continuing NTPCs - those served before the first day of July and actively receiving services within the first quarter of the new program year. The first quarter of the program year is the only quarter in which Continuing NTPCs are reported.

OCD – Obsessive-Compulsive Disorder

ODD – Oppositional Defiant Disorder



OMA – Open Meetings Act

ODEP – Office of Disability Employment Policy

OMA – Open Meetings Act.

OT – Occupational Therapy, Occupational Therapist

OTR – Registered Occupational Therapist

PA – Personal Assistant

PAS – Pre-Admission Screening

PASS – Plan for Achieving Self Support (Social Security Administration)

PCI – Parent Child Interaction groups.

PCP – Person Centered Planning, Primary Care Physician

PDD – Pervasive Developmental Disorders

PLAY – Play and Language for Autistic Youngsters. PLAY is an early intervention approach that teaches parents ways to interact with their child who has autism that promotes developmental progress.

POM – Performance Outcome Measures

PRN – when necessary, as needed (i.e., medication)

PSH – Permanent Supportive Housing

PT – Physical Therapy, Physical Therapist

PTSD – Post-Traumatic Stress Disorder

PUNS – Prioritization of Urgency of Need for Services. PUNS is a database implemented by the Illinois Department of Human Services to assist with planning and prioritization of services for individuals with disabilities based on level of need. PUNS has 2 categories: Seeking Services (category for people who currently need or desire supports) and Planning for Services (category for people who do not currently want or need supports but may in the future). PUNS selections are based on a person's cumulative length of time in the Seeking Services Category.

PWD – People with Disabilities

PY – Program Year, July 1 to June 30. Also Contract Year (CY), often agency Fiscal Year (FY)

QIDP – Qualified Intellectual Disabilities Professional

QMHP – Qualified Mental Health Professional, a Master’s level clinician with field experience who has been licensed.

RCCSEC – Rural Champaign County Special Education Cooperative

RD – Registered Dietician

RFI – Request for Information

RFP – Request for Proposals

RIN – Recipient Identification Number. A unique identification number assigned to the recipient of IDHS services.

RN – Registered Nurse

RT – Recreational Therapy, Recreational Therapist

SA – Sexual Assault

SA – Substance Abuse

SAMHSA – Substance Abuse and Mental Health Services Administration, a division of the federal Department of Health and Human Services

SASS – Screening Assessment and Support Services is a state program that provides crisis intervention for children and youth on Medicaid or uninsured.

SC – Service Coordination, a DSC program

SCs – Service Contacts/Screening Contacts. The number of phone and face-to-face contacts with eligible persons who may or may not have open cases in the program. Can include information and referral contacts or initial screenings/assessments or crisis services. May sometimes be referred to as a service encounter (SE).

SDA – Self-Direction Assistance

SDS – Self-Determination Support, a Community Choices program

SEDS – Social Emotional Development Specialist

SEL – Social Emotional Learning

SF – Service Facilitation, now called “Self-Direction Assistance”

SH – Supportive Housing

SIB – Self-Injurious Behavior

SIB-R – Scales of Independent Behavior-Revised

SLI – Speech/Language Impairment

SLP – Speech Language Pathologist

SNAP – Supplemental Nutrition Assistance Program

SOAR – SSI/SSDI Outreach, Access, and Recovery, assistance with applications for Social Security Disability and Supplemental Income, provided to homeless population.

SPD – Sensory Processing Disorder

SSA – Social Security Administration

SSDI – Social Security Disability Insurance

SSI – Supplemental Security Income

SST – Support Services Team

SUD – Substance Use Disorder (replaces SA – Substance Abuse)

SW – Social Worker

TIC – Trauma Informed Care

TPC – Transition Planning Committee

TPCs – Treatment Plan Clients, service participants with case records and treatment plans. Continuing TPCs are those with treatment plans written prior to the first day of July and actively receiving services within the first quarter of the new program year. The first quarter of the program year is the only quarter in which this data is reported. Essentially it is a case carried from one program year into the next. New TPCs are new clients with treatment plans written in a given quarter of the program year. Each TPC should be reported only once during a program year.

UECS – Urbana Early Childhood School

USD – Urbana School District #116

VI – Visual Impairment

VR – Vocational Rehabilitation

WHODAS – World Health Organization Disability Assessment Schedule. It is a generic assessment instrument for health and disability and can be used across all diseases, including mental and addictive disorders. The instrument covers 6 domains: Cognition, Mobility; Self-care; Getting along; Life activities; and Participation. Replaces the Global Assessment of Functioning in the DSM-V.

WIOA – Workforce Innovation and Opportunity Act

WIC – Women, Infants, and Children, A food assistance program for pregnant women, new mothers and young children eat well and stay healthy.

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

*Minutes May 22, 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:** Kim Fisher, Vicki Niswander, Anne Robin, Georgiana Schuster

**MEMBERS EXCUSED:** Susan Fowler

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

**OTHERS PRESENT:** Jodie Harmon, Heather Levingston, Jami Olsen, Sarah Perry, Danielle Matthews, Patty Walters, Kelli Martin, DSC; Becca Obuchowski, Hannah Sheets, Community Choices; Angela Yost, Lisa Benson, Jessica McCann, CCRPC; Paula Vanier, PACE; Brenda Eakins, GROW in Illinois; Leah Taylor, Champaign County Board; Jacinda Dariotis, Nathaniel Underland, Stephanie Sloan, Dana Eldreth, UIUC; Annie Bruno, The Arc of Illinois; Sheila Krein, Citizen; Ryan LaCosse, Best Buddies

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**CALL TO ORDER:**

CCDDB President Vicki Niswander called the meeting to order at 9:02 a.m.

**ROLL CALL:**

Roll call was taken, and a quorum was present.

**APPROVAL OF AGENDA:**

An agenda was available for review and approved by a unanimous vote.

**CCDDB and CCMHB SCHEDULES/TIMELINES:**

Updated copies of CCDDB and CCMHB meeting schedules and CCDDB allocation timeline were included in the packet. The June 2024 Board meeting is cancelled.

**ACRONYMS and GLOSSARY:**

A list of commonly used acronyms was included for information.

**CITIZEN INPUT/PUBLIC PARTICIPATION:**

None.

**PRESIDENT’S COMMENTS:**

Ms. Niswander spoke regarding a recent advocacy movement.

**EXECUTIVE DIRECTOR’S COMMENTS:**

None.

**APPROVAL OF MINUTES:**

Minutes from the 4/17/2024 board meeting were included in the packet.

**MOTION: Dr. Robin moved to approve the minutes from the 4/17/24 CCDDB meeting. Ms. Schuster seconded the motion. A voice vote was taken. The motion passed.**

**VENDOR INVOICE LIST:**

The Vendor Invoice List was included in the Board packet.

**MOTION: Dr. Robin moved to accept the Vendor Invoice List as presented in the packet. Dr. Fisher seconded the motion. A voice vote was taken, and the motion passed unanimously.**

**STAFF REPORTS:**

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

**NEW BUSINESS:**

**Responses to Program Summaries:**

Communications from agency representatives regarding CCMHB/CCDDB staff errors in program summaries and responses to questions raised during the review were included in the Board packet for review.

**Staff Recommendations for PY2025 I/DD Funding:**

A Decision Memorandum was included in the packet and identified staff recommendations for funding.

**CCRPC-Community Services – Decision Support PCP \$418,845**

**MOTION:** Dr. Robin moved to approve CCDDB funding of \$418,845 for CCRPC-Community Services – Decision Support PCP, subject to the caveats as presented in the memorandum, and to authorize the CCDDB Executive Director and Board Officer to execute the agreement. Dr. Fisher seconded the motion. A roll call vote was taken and the motion passed unanimously.

**DSC – Service Coordination \$520,500**

**MOTION:** Mr. Fisher moved to approve CCDDB funding of \$520,500 for DSC-Service Coordination, subject to the caveats as presented in the memorandum, and to authorize the CCDDB Executive Director and Board Officer to execute the agreement. Dr. Robin seconded the motion. A roll call vote was taken and the motion passed unanimously.

**Community Choices, Inc. – Inclusive Community Support \$213,000**

**MOTION:** Ms. Schuster moved to approve CCDDB funding of \$213,000 for Community Choices, Inc. – Inclusive Community Support, subject to the caveats as presented in the memorandum, and to authorize the CCDDB Executive Director and Board Officer to execute the agreement. Dr. Robin seconded the motion. A roll call vote was taken and the motion passed unanimously.

**DSC – Community Living \$615,000**

**MOTION:** Ms. Niswander moved to approve CCDDB funding of \$615,000 for DSC – Community Living, subject to the caveats as presented in the memorandum, and to authorize the CCDDB Executive Director and Board Officer to execute the agreement. Dr. Robin seconded the motion. A roll call vote was taken and the motion passed unanimously.

**Community Choices, Inc. – Transportation Support \$171,000**

**MOTION:** Dr. Robin moved to approve CCDDB funding of \$171,000 for Community Choices, Inc. – Transportation Support, subject to the caveats as presented in the memorandum, and to authorize the CCDDB Executive Director and Board Officer to execute the agreement. Dr. Fisher seconded. A roll call vote was taken and the motion passed unanimously.

**DSC – Clinical Services \$260,000**

**MOTION:** Dr. Fisher moved to approve CCDDB funding of \$260,000 for DSC – Clinical Services, subject to the caveats as presented in the memorandum, and to authorize the

**CCDDB Executive Director and Board Officer to execute the agreement. Ms. Schuster seconded the motion. A roll call vote was taken and the motion passed unanimously.**

**DSC – Individual and Family Support \$308,000**

**MOTION: Ms. Schuster moved to approve CCDDB funding of \$308,000 for DSC-Individual and Family Support, subject to the caveats as presented in the memorandum, and to authorize the CCDDB Executive Director and Board Officer to execute the agreement. Dr. Robin seconded. A roll call vote was taken and the motion passed unanimously.**

**Persons Assuming Control of Their Environment (PACE) –**

**Consumer Control in Personal Support \$45,972**

**MOTION: Ms. Niswander moved to approve CCDDB funding of \$45,972 for Persons Assuming Control of Their Environment (PACE) – Consumer Control in Personal Support, subject to the caveats as presented in the memorandum, and to authorize the CCDDB Executive Director and Board Officer to execute the agreement. Dr. Robin seconded. A roll call vote was taken and the motion passed unanimously.**

**Community Choices, Inc. – Customized Employment \$239,500**

**MOTION: Dr. Robin moved to approve CCDDB funding of \$239,500 for Community Choices, Inc. – Customized Employment, subject to the caveats as presented in the memorandum, and to authorize the CCDDB Executive Director and Board Officer to execute the agreement. Ms. Schuster seconded. A roll call vote was taken and the motion passed unanimously.**

**DSC – Community Employment \$500,000**

**MOTION: Ms. Schuster moved to approve CCDDB funding of \$500,000 for DSC – Community Employment, subject to the caveats as presented in the memorandum, and to authorize the CCDDB Executive Director and Board Officer to execute the agreement. Ms. Niswander seconded the motion. A roll call vote was taken and the motion passed unanimously.**

**DSC/Community Choices – Employment First \$98,500**

**MOTION: Dr. Robin moved to approve CCDDB funding of \$98,500 for DSC/Community Choices – Employment First, subject to the caveats as presented in this memorandum, and to authorize the CCDDB Executive Director and Board Officer to execute the Agreement. Dr. Fisher seconded the motion. A roll call vote was taken and the motion passed unanimously.**

**Community Choices, Inc. – Self-Determination Support \$213,500**

**MOTION: Dr. Fisher moved to approve CCDDB funding of \$213,500 for Community Choices, Inc. – Self-Determination Support, subject to the caveats as presented in the memorandum, and to authorize the CCDDB Executive Director and Board Officer to execute the agreement. Ms. Niswander seconded. A roll call vote was taken and the motion passed unanimously.**



**DSC – Community First \$950,000**

**MOTION:** Ms. Schuster moved to approve CCDDDB funding of \$950,000 for DSC – Community First, subject to the caveats as presented in the memorandum, and to authorize the CCDDDB Executive Director and Board Officer to execute the agreement. Dr. Robin seconded. A roll call vote was taken and the motion passed unanimously.

**DSC – Connections \$115,000**

**MOTION:** Ms. Niswander Motion to approve CCDDDB funding of \$115,000 for DSC – Connections, subject to the caveats as presented in the memorandum, and to authorize the CCDDDB Executive Director and Board Officer to execute the agreement. Dr. Fisher seconded. A roll call vote was taken and the motion passed unanimously.

**CCRPC-Community Services – Community Life Short Term Assistance \$232,033**

**MOTION:** Dr. Fisher moved to approve I/DD Special Initiatives funding for CCRPC-Community Services – Community Life Short Term Assistance for a two-year term with \$232,033 contract maximum per year, subject to the caveats as presented in the memorandum, and to authorize the CCDDDB Executive Director and Board Officer to execute the agreement, pending similar approval by the CCMHB. Ms. Schuster seconded. A roll call vote was taken and the motion passed unanimously.

**DSC – Workforce Development and Retention \$244,000**

**MOTION:** Ms. Schuster moved to approve CCDDDB funding of \$244,000 for DSC – Workforce Development and Retention, subject to the caveats as presented in the memorandum, and to authorize the CCDDDB Executive Director and Board Officer to execute the agreement. Dr. Robin seconded. A roll call vote was taken and the motion passed unanimously.

**CC Head Start – Early Childhood MH Svs \$388,463 (\$216,800 is for DD)**

**MOTION:** Ms. Niswander moved to advise the Champaign County Mental Health Board to use \$216,800 of I/DD set-aside funds per year for a two-year term for CC Head Start – Early Childhood MH Svs. Dr. Robin seconded. A roll call vote was taken and the motion passed unanimously.

**CU Early – CU Early \$80,723 (\$16,145 is DD)**

**MOTION:** Dr. Robin moved to advise the Champaign County Mental Health Board to use \$16,145 of I/DD set-aside funds for CU Early – CU Early and to offer a two-year term. Dr. Fisher seconded the motion. A roll call vote was taken and the motion passed unanimously.

**Contract Negotiations and Special Notifications:**

**MOTION:** Ms. Niswander to authorize the Executive Director to conduct contract negotiations as specified in the memorandum. Ms. Schuster seconded. A roll call vote was taken and the motion passed unanimously.

**MOTION:** Dr. Robin moved to authorize the Executive Director to implement contract maximum reductions as described in the memorandum. Ms. Niswander seconded. A roll call vote was taken and the motion passed unanimously.

**MOTION:** Ms. Schuster moved to include in all PY2025 contracts the provision for specific exceptions to Funding Requirements and Guidelines, as described in the memorandum. Dr. Fisher seconded the motion. A roll call vote was taken and the motion passed unanimously.

**Changes in Reporting:**

A Decision Memorandum proposed changes in reporting requirements for the agencies.

**MOTION:** Ms. Niswander moved to approve the revised demographic and residency report categories and revised financial variance and equipment expense report thresholds to take effect July 1, 2024, and to approve the reporting deadline changes to take effect July 1, 2025, as proposed in this memorandum, and with the addition of “Native Hawaiian/Pacific Islander” and “South Asian” to the Race/Ethnicity category. Dr. Fisher seconded. A voice vote was taken and the motion passed unanimously.

**Three Year Plan Timeline:**

A Decision Memorandum described a possible shift in the Three-Year Plan timeline.

**MOTION:** Ms. Schuster moved to extend the current CCDDDB Three-Year Plan through 2025, with revised one-year objectives for 2025, as a bridge for a new three-year plan for 2026 – 2028. Ms. Niswander seconded the motion. A roll call vote was taken and the motion passed unanimously.

**OLD BUSINESS:**

**Evaluation Capacity Building:**

The first Annual Report from the UIUC Family Resiliency Center was included in the Board packet for review. Representatives from the team led a discussion on the report.

**Third Quarter Reports and Data:**

Third quarter agency reports were included in the packet for information.

**Third Quarter Claims Data:**

Third quarter claims data were included in the packet for information.

**SUCSESSES AND AGENCY INFORMATION:**

Updates were provided by Patty Walters from DSC and Becca Obuchowski from Community Choices.

**COUNTY BOARD INPUT:**

None.

**CCMHB INPUT:**

The CCMHB will meet this evening.

**BOARD ANNOUNCEMENTS AND INPUT:**

None.

**ADJOURNMENT:**

The meeting adjourned at 10:15 a.m.

Respectfully Submitted by: Stephanie Howard-Gallo,  
CCMHB/CCDDB Operations and Compliance Specialist

*\*Minutes are in draft form and subject to CCDDB approval.*

# Champaign County, IL

## VENDOR INVOICE LIST



INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	PAID AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
1 CHAMPAIGN COUNTY TREASURER										
Jun '24	DD24-078	06/01/2024	060724A	33785	36,149.00	36,149.00	06/30/2024	INV	PD	DD24-078 Decision Supp
		CHECK DATE: 06/07/2024								
May '24	DD24-078	05/01/2024	060724A	33781	36,148.00	36,148.00	05/31/2024	INV	PD	DD24-078 Decision Supp
		CHECK DATE: 06/07/2024								
10146 COMMUNITY CHOICES, INC										
Jun '24	DD24-075	06/01/2024	060724A	33831	14,712.00	14,712.00	06/30/2024	INV	PD	DD24-075 Self-Determin
		CHECK DATE: 06/07/2024								
Jun '24	DD24-076	06/01/2024	060724A	33831	2,837.00	2,837.00	06/30/2024	INV	PD	DD24-076 Staff Recruit
		CHECK DATE: 06/07/2024								
Jun '24	DD24-077	06/01/2024	060724A	33831	10,504.00	10,504.00	06/30/2024	INV	PD	DD24-077 Transportatio
		CHECK DATE: 06/07/2024								
Jun '24	DD24-090	06/01/2024	060724A	33831	16,500.00	16,500.00	06/30/2024	INV	PD	DD24-090 Inclusive Com
		CHECK DATE: 06/07/2024								
Jun '24	DD24-095	06/01/2024	060724A	33831	18,875.00	18,875.00	06/30/2024	INV	PD	DD24-095 Customized Em
		CHECK DATE: 06/07/2024								
May '24	DD24-075	05/01/2024	060724A	33831	14,708.00	14,708.00	05/31/2024	INV	PD	DD24-075 Self-Determin
		CHECK DATE: 06/07/2024								
May '24	DD24-076	05/01/2024	060724A	33831	2,833.00	2,833.00	05/31/2024	INV	PD	DD24-076 Staff Recruit
		CHECK DATE: 06/07/2024								
May '24	DD24-077	05/01/2024	060724A	33831	10,499.00	10,499.00	05/31/2024	INV	PD	DD24-077 Transportatio
		CHECK DATE: 06/07/2024								
May '24	DD24-090	05/01/2024	060724A	33831	16,500.00	16,500.00	05/31/2024	INV	PD	DD24-090 Inclusive Com
		CHECK DATE: 06/07/2024								
May '24	DD24-095	05/01/2024	060724A	33831	18,875.00	18,875.00	05/31/2024	INV	PD	DD24-095 Customized Em
		CHECK DATE: 06/07/2024								
10170 DEVELOPMENTAL SERVICES CENTER OF										
Jun '24	DD23-086	06/01/2024	060724A	33845	18,962.00	18,962.00	06/30/2024	INV	PD	DD23-086 Workforce Dev
		CHECK DATE: 06/07/2024								
Jun '24	DD24-081	06/01/2024	060724A	33845	47,127.00	47,127.00	06/30/2024	INV	PD	DD24-081 Community Liv
		CHECK DATE: 06/07/2024								
Jun '24	DD24-083	06/01/2024	060724A	33845	41,340.00	41,340.00	06/30/2024	INV	PD	DD24-083 Service Coord
		CHECK DATE: 06/07/2024								

72,297.00

126,843.00

# Champaign County, IL



## VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	CHECK RUN CHECK #	INVOICE NET	PAID AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
Jun '24 DD24-084 CHECK DATE: 06/07/2024		06/01/2024	060724A 33845	20,087.00	20,087.00	06/30/2024	INV	PD	DD24-084 Clinical Serv
Jun '24 DD24-085 CHECK DATE: 06/07/2024		06/01/2024	060724A 33845	7,512.00	7,512.00	06/30/2024	INV	PD	DD24-085 Employment Fi
Jun '24 DD24-091 CHECK DATE: 06/07/2024		06/01/2024	060724A 33845	38,306.00	38,306.00	06/30/2024	INV	PD	DD24-091 Community Emp
Jun '24 DD24-092 CHECK DATE: 06/07/2024		06/01/2024	060724A 33845	8,874.00	8,874.00	06/30/2024	INV	PD	DD24-092 Connections
May '24 DD23-086 CHECK DATE: 06/07/2024		05/01/2024	060724A 33845	18,958.00	18,958.00	05/31/2024	INV	PD	DD23-086 Workforce Dev
May '24 DD24-081 CHECK DATE: 06/07/2024		05/01/2024	060724A 33845	47,123.00	47,123.00	05/31/2024	INV	PD	DD24-081 Community Liv
May '24 DD24-083 CHECK DATE: 06/07/2024		05/01/2024	060724A 33845	41,340.00	41,340.00	05/31/2024	INV	PD	DD24-083 Service Coord
May '24 DD24-084 CHECK DATE: 06/07/2024		05/01/2024	060724A 33845	20,083.00	20,083.00	05/31/2024	INV	PD	DD24-084 Clinical Serv
May '24 DD24-085 CHECK DATE: 06/07/2024		05/01/2024	060724A 33845	7,508.00	7,508.00	05/31/2024	INV	PD	DD24-085 Employment Fi
May '24 DD24-091 CHECK DATE: 06/07/2024		05/01/2024	060724A 33845	38,300.00	38,300.00	05/31/2024	INV	PD	DD24-091 Community Emp
May '24 DD24-092 CHECK DATE: 06/07/2024		05/01/2024	060724A 33845	8,866.00	8,866.00	05/31/2024	INV	PD	DD24-092 Connections

26 INVOICES 563,526.00

\*\* END OF REPORT - Generated by Chris M. Wilson \*\*

## ACCOUNT DETAIL HISTORY FOR 2024 06 TO 2024 06

ORG	OBJECT PROJ	JNL	EFF DATE	SRC REF1	REF2	REF3	CHECK #	OB	AMOUNT	NET LEDGER BALANCE
21000100	502001			PROFESSIONAL SERVICES						
24/06	186	06/17/24	GEN						35,447.00	35,447.00
	Jun'24	DDB	Jun'24	DDB	Admin Fee					
	LEDGER BALANCES	---	DEBITS:	35,447.00					NET:	35,447.00
21000100	502025			CONTRIBUTIONS & GRANTS						
24/06	49	06/01/24	API	000001	DD24-078	65604		33785	36,149.00	36,149.00
	W	060724A	Jun'24	DD24-078	Decision Suppo	CCT				
24/06	49	06/01/24	API	010146	DD24-095	65605		33831	18,875.00	55,024.00
	W	060724A	Jun'24	DD24-095	Customized Emp	COMMUNITY CHOICES, I				
24/06	49	06/01/24	API	010146	DD24-090	65606		33831	16,500.00	71,524.00
	W	060724A	Jun'24	DD24-090	Inclusive Comm	COMMUNITY CHOICES, I				
24/06	49	06/01/24	API	010146	DD24-076	65607		33831	2,837.00	74,361.00
	W	060724A	Jun'24	DD24-076	Staff Recruitm	COMMUNITY CHOICES, I				
24/06	49	06/01/24	API	010146	DD24-075	65608		33831	14,712.00	89,073.00
	W	060724A	Jun'24	DD24-075	Self-Determina	COMMUNITY CHOICES, I				
24/06	49	06/01/24	API	010146	DD24-077	65609		33831	10,504.00	99,577.00
	W	060724A	Jun'24	DD24-077	Transportation	COMMUNITY CHOICES, I				
24/06	49	06/01/24	API	010170	DD24-084	65610		33845	20,087.00	119,664.00
	W	060724A	Jun'24	DD24-084	Clinical Servi	DEVELOPMENTAL SERVIC				
24/06	49	06/01/24	API	010170	DD24-091	65611		33845	38,306.00	157,970.00
	W	060724A	Jun'24	DD24-091	Community Empl	DEVELOPMENTAL SERVIC				
24/06	49	06/01/24	API	010170	DD24-081	65612		33845	47,127.00	205,097.00
	W	060724A	Jun'24	DD24-081	Community Livi	DEVELOPMENTAL SERVIC				
24/06	49	06/01/24	API	010170	DD24-092	65613		33845	8,874.00	213,971.00
	W	060724A	Jun'24	DD24-092	Connections	DEVELOPMENTAL SERVIC				
24/06	49	06/01/24	API	010170	DD24-085	65614		33845	7,512.00	221,483.00
	W	060724A	Jun'24	DD24-085	Employment Fir	DEVELOPMENTAL SERVIC				
24/06	49	06/01/24	API	010170	DD24-083	65615		33845	41,340.00	262,823.00
	W	060724A	Jun'24	DD24-083	Service Coordi	DEVELOPMENTAL SERVIC				
24/06	49	06/01/24	API	010170	DD23-086	65616		33845	18,962.00	281,785.00
	W	060724A	Jun'24	DD23-086	workforce Deve	DEVELOPMENTAL SERVIC				
	LEDGER BALANCES	---	DEBITS:	281,785.00					NET:	281,785.00

ACCOUNT DETAIL HISTORY FOR 2024 06 TO 2024 06

ORG YR/PR	OBJECT JNL	PROJ EFF DATE	SRC REF1	REF2	REF3	CHECK #	OB	AMOUNT	NET LEDGER BALANCE
GRAND TOTAL --- DEBITS:									317,232.00
CREDITS:									.00
NET:									317,232.00

14 Records printed

\*\* END OF REPORT - Generated by Chris M. Wilson \*\*

# Champaign County, IL

## VENDOR INVOICE LIST



INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	PAID AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
10170 DEVELOPMENTAL SERVICES CENTER OF										
Jun '24	IDDSI24-080	06/01/2024	060724A	33845	20,837.00	20,837.00	06/30/2024	INV	PD	IDDSI24-080 Individual
CHECK DATE: 06/07/2024										
May '24	IDDSI24-080	05/01/2024	060724A	33845	20,833.00	20,833.00	05/31/2024	INV	PD	IDDSI24-080 Individual
CHECK DATE: 06/07/2024										
10424 PERSONS ASSUMING CONTROL OF THEIR ENVIRONMENT INC.										
Jun '24	IDDSI24-079	06/01/2024	060724A	33923	3,000.00	3,000.00	06/30/2024	INV	PD	IDDSI24-079 Consumer C
CHECK DATE: 06/07/2024										
May '24	IDDSI24-079	05/01/2024	060724A	33923	3,000.00	3,000.00	05/31/2024	INV	PD	IDDSI24-079 Consumer C
CHECK DATE: 06/07/2024										
					41,670.00					
4 INVOICES					47,670.00					

\*\* END OF REPORT - Generated by Chris M. Wilson \*\*



**Kim Bowdry,**  
**Associate Director for Intellectual & Developmental Disabilities**  
**Staff Report – June & July 2024**

**CCDDB/CCMHB/IDDSI**: In May, I started drafting Special Provisions to be a part of each contract, if funded. I also updated the 'Pre-Contract Checklist' for PY25. After completion of May Board meetings, agencies were emailed informing them of the Boards' decisions and any revisions and/or pre-contract requirements that needed to be completed before issuing contracts. I opened forms in the Online Reporting System for agency revisions. I developed draft contracts that were sent to agencies with the Pre-Contract Checklist and award emails. As revisions were made to the application forms, I reviewed the revision to confirm that they met the requirements. I then spent late May and June sending contracts for signature. As contracts are completed, I am saving them and printing them for contract files. I have also been saving and printing Pre-Contracts checklists upon completion. Pre-Contract Checklists were also uploaded to the Online Reporting System.

PY2024 4<sup>th</sup> Quarter programs were cloned in preparation for PY2025. The cloning of PY2024 4<sup>th</sup> Quarter Programs creates the PY2025 1<sup>st</sup> Quarter programs for data entry into the Online Claims system. This requires creating each program for PY2025 and then setting up the claims options and associating them for each program. I also set up the new claims system for the newly funded CCRPC Community Life Short Term Assistance program.

I updated the Compliance Dashboard requirements for PY2025. As agencies have been submitting their Letter of Engagement from their Audit firm, I have been uploading them onto Compliance Dashboard in the Online System and printing them for contract files.

I met with a representative from one agency to assist them in making corrections to quarterly reports. I also met with representatives from CCRPC to discuss the newly funded Community Life Short Term Assistance Program. I met with a representative from an agency to discuss program requirements.

I participated in monthly meetings with CCDDB/CCMHB staff and staff from the Family Resiliency Center, related to the Evaluation Capacity project.

**Learning Opportunities**: On June 20, 2024, Lara Davis, Human Rights Authority Disability Rights Manager presented "What is The Illinois Guardianship and Advocacy

Commission’s Human Rights Authority.” This event was held at the Champaign Public Library.

**Disability Resource Expo:** Continued planning of the 2024 Expo is underway. The Expo is scheduled for October 26, 2024, at Market Place Shopping Center. Expo Coordinators are working to secure sponsors now.

**MHDDAC:** I participated in the June MHDDAC meeting on June 25, 2024. The group takes July off and will reconvene on August 27, 2024.

**ACMHAI:** I attended the July ACMHAI I/DD committee meeting. The I/DD Committee partnered with the Illinois Self-Advocacy Alliance to host a 3-part Training Series. ‘Envision Illinois: Uniting Disability & Domestic Violence Services to Achieve Safety, Justice & Healing’ was presented on July 9, 2024 during the ACMHAI I/DD Committee meeting. I also attended the ‘Self-Advocacy 101’ webinar held on June 18, 2024. ‘Let's Learn About Supported Decision-Making’ is scheduled as a webinar on August 20, 2024. I am planning to attend the August Virtual Membership Meetings, scheduled for August 1 and 2, 2024. I also participated in the June Executive Committee Meeting.

**NACBHDD:** I participated in the May and June I/DD Committee Meetings.

**Human Services Council:** HSC is taking a summer break. Meetings will resume in August.

**Other:** I also participated in several webinars and the Engage IL meeting.

## **Leon Bryson, Associate Director for Mental Health & Substance Use Disorders**

### **Staff Report-July 2024**

#### **Summary of Activity**

Several of PY2025-26 CCMHB and IDDSI contracts were awarded by June 30, 2023. All contracts were sent via Adobe Sign. Before contracts could be awarded, the agencies had to submit a contract checklist, certificates of liability and insurance, letters of engagement from an auditing agency, and modify their PY25 forms. At the time of writing, only the contracts for Courage Connection, First Followers, and Don Moyer Boys and Girls Club, as well as one of Rosecrance's programs, had not been completed. I also collaborated with Ms. Canfield on the PY25 Funded Programs with Summaries.

**Contract Negotiation Meetings:** Ms. Canfield, Mr. Wilson and I met with both WIN Recovery and GCAP in June for contract meetings to resolve any contract questions or concerns. None noted at the time of this writing.

**Contract Amendments:** Terrapin Station Sober Living requested and received a contract amendment to redistribute funds from the Equipment line item to the Professional Fees category due to an unexpected invoice from their CPA firm.

**ACMHAI Committee:** On June 4<sup>th</sup>, Committee members heard a presentation from Ms. Koren VanderWeele Program Manager, TASC Center for Health and Justice on Deflection Program. TASC (Treatment Alternatives for Safe Communities) offers clinical assessments, case management, and recovery support for thousands of justice-involved adults and youth each year.

**CCMHDDAC Meeting:** At the June meeting, the members received updates from the participating agencies. The July meeting was canceled, and the committee meeting will resume in August.

**CIT Steering Committee:** Ms. Canfield attended the June 5<sup>th</sup> CITSC meeting.

**Continuum of Service Providers to the Homeless (CSPH):** At the June meeting, members heard a presentation from David Murphy, Champaign County Veterans Assistance Commission. The July CSPH meeting was cancelled and will resume in August. This meeting will be taking place in person at the City of Champaign Neighborhood Services Building located at 205 W. Park Ave, downtown Champaign from 3pm-5pm.

**CSPH Monitoring Committee:** The committee will reconvene in August and will monitor the FY24 DHS Emergency Solutions Grant recipients (CCRPC and CTSO) within the next few months.

**Evaluation Capacity Committee Team:** Attended and participated in the monthly meetings with the Evaluation Capacity project staff. The next meeting is scheduled for July 12<sup>th</sup>.

**EXPO Steering Committee:** Has reconvened and an initial goal is acquiring sponsors for the 2024 Expo. Volunteers help with making follow-up calls or visits. A script will be provided for making phone calls.

**IPlan Behavioral Health Workgroup:** At the June meeting, Mr. JR Lil, Community Health Plan Manager provided members with an update on the Community health needs assessment, strategies for directing community resources towards supporting substance use prevention and recovery and an update on CUPHD's credible mind resource.

**Rantoul Service Provider's Meeting:** I took a vacation day for the meeting on June 17th. The next meeting is scheduled for Monday, July 17th, at 9 a.m. via Microsoft Teams.

**Reentry Executive Committee & Council Meetings:** At the June meeting, the Council learned about Rosecrance data on clients served and what services they were provided for. Also, members heard a presentation from Ms. Oyatta Hanny, Operations Assistant at Workplace Development for RPC and the Reentry Resource Fair update. The next meeting is on July 10<sup>th</sup> at the Rosecrance campus on Moreland Blvd, Champaign.

**Reentry Housing Coalition Meeting:** This committee has been postponed until further notice.

**SOFTT/LANS Meeting:** The June meeting was canceled due to Juneteenth Day. The next SOFTT/LANS meeting is Wed, July 17<sup>th</sup> at 1:30pm at Champaign Public Library, Pavilion Room A/B.

**Other Activities:**

- On June 24<sup>th</sup>, I attended a Brazelton Touchpoints webinar: Parenting While Black 2024.
- On June 13<sup>th</sup>, Ms. Summerville and I met with Rosecrance to discuss diversity, equity, and inclusion practices and the CLC Plan.
- On June 4<sup>th</sup>, Ms. Canfield and I met with Promise Healthcare to discuss their utilization measure for their Mental Health Services program.

## **Stephanie Howard-Gallo**

### **Operations and Compliance Coordinator Staff Report – July 2024 Board Meeting**

#### **SUMMARY OF ACTIVITY:**

##### **Quarterly Reporting:**

The next reports for funded agencies (4<sup>th</sup> quarter) are due at the end of August, giving them an extra month to report.

##### **Other Compliance:**

None.

##### **Records and Data Retention:**

Master files are being set up for the new contract year beginning July 1. Paper files are kept on contracts, funding applications, etc. Generally, we keep 10 years of paper files in the master file room.

##### **Community Awareness/Anti-Stigma Efforts/Alliance for Inclusion and Respect (AIR):**

I am contacting interested artists for the Expo in October 2024.

##### **Other:**

- Prepared meeting materials for CCMHB/CCDDB regular meetings, special meetings, and study sessions/presentations.
- Attended meetings for the CCMHB/CCDDB.
- Composed minutes for the CCMHB/CCDDB meetings.
- I will be taking time off in July/August for vacation.

## July 2024 Staff Report- Shandra Summerville Cultural and Linguistic Competence Coordinator

### CCMHB/DDB Cultural Competence Requirements for Annual CLC Plans connected to National CLAS (Culturally and Linguistically Appropriate Services) Standards

Annually organization organizations are responsible for submitting CLC Plan with actions supporting the National CLAS Standards. Cultural Competence is a journey, and each organization is responsible for meeting the following requirements:

1. **Annual Cultural Competence Training-** All training related to building skills around the values of CLC and ways to engage marginalized communities and populations that have experienced historical trauma, systematic barriers to receiving quality care. Each organization is responsible for completing and reporting on the training during PY24/PY25
2. **Recruitment of Diverse backgrounds and skills for Board of Director and Workforce-** Report activities and strategies used to recruit diverse backgrounds for the board of directors and workforce to address the needs of target population that is explained in the program application.
3. **Cultural Competence Organizational or Individual Assessment/Evaluation-** A self-assessment organizational should be conducted to assess the views and attitudes towards the culture of the people that are being served. This also can be an assessment that will identify bias and other implicit attitudes that prevent a person from receiving quality care. This can also include client satisfaction surveys to ensure the services are culturally responsive.
4. **Implementation of Cultural Competence Values/Trauma Informed Practices-** The actions in the CLC Plan will identify actions that show how policies and procedures are responsive to a person culture and the well-being of employees/staff and clients being served. . This can also show how culturally responsive, and trauma informed practices are creating a sense of safety and positive outcomes for clients that are being served by the program.
5. Outreach and Engagement of Underrepresented and Marginalized Communities defined in the criteria in the program application.
6. **Inter-Agency Collaboration-** This action is included in the program application about how organizations collaborate with other organizations formally (Written agreements) and informally through activities and programs in partnership with other organizations. Meetings with other organizations without a specific activity or action as an outcome is not considered interagency collaboration.
7. **Language and Communication Assistance-** Actions associated with CLAS Standards 5-8 must be identified and implemented in the Annual CLC Plan. The State of Illinois requires access an accommodation for language and communication access with qualified interpreters or language access lines based on the client's communication needs. This includes print materials as assistive communication devices.

## **National Enhanced CLAS Standards for Health and Healthcare Reading Materials**

Here is the Link to the [15 Enhanced National CLAS Standards](#)

Here is the link to the Blueprint on how National CLAS Standards can be implemented at every level in an organization. [CLAS Blueprint](#)

CCMHB/DDB Funded Agencies are responsible for completing a quarterly report for the 2<sup>nd</sup> and 4<sup>th</sup> Quarter. The 2<sup>nd</sup> Quarter report provides a mid-year progress report on the CLC requirements. The 4<sup>th</sup> Quarter report is an annual report on CLC activities that were submitted with the application. In September, there will be an annual report provided to the Board Members for PY 24. If you have any questions, please feel free to reach out for additional information.

## **Agency Cultural and Linguistic Competence (CLC) Technical Assistance, Monitoring, Support and Training for CCMHB/DDB**

### **Agency Support and Technical Assistance:**

The Following Organizations had special provisions to finalize the PY 25 Contract that were required prior to receiving the contract:

1. Terrapin Station
2. Champaign County Health Care Consumers
3. Rosecrance of East Central Illinois
4. Don Moyer Boys and Girls Club
5. Courage Connection
6. Grow In Illinois

### **Developmental Services Center- Agency Wide DEI/Cultural Competence Training- Aligning Core Values**

5/16/2024- Directors/Managers Training

6/21/2024- Supervisors/Business Office/Facilities and Services

6/25/2024- DSP Staff/Family Development

6/26/2024-DSP Staff/Nursing Staff

6/27/2024- Board of Directors

7/15/2024- Overnight DSP Staff

## **Anti-Stigma Activities/Community Collaborations and Partnerships**

### **ACMHAI:**

I signed up to take part in the ACMHAI RFP Ad Hoc Committee for Legislative Relations. We will be reviewing the proposals to present to the ACMHAI Membership.

Children's Behavioral Health Committee: Meeting on May 24 to review the information from the webinar: BLUEPRINT FOR TRANSFORMATION: A PLAN TO IMPROVE ILLINOIS CHILDREN'S BEHAVIORAL HEALTH.

### **Illinois Children's Healthcare Foundation-**

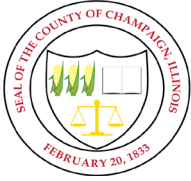
I was nominated to serve on the Health Equity and Social Justice Committee. The first meeting will be held on July 11, 2024.

**Rantoul Ministerial Co-Op-** May Mental Health Awareness Presentation



FUND DEPT 2108-050 : DEVLPMNTL DISABILITY FUND - DEVLMTNL DISABILITY BOARD

COMBINED REPORTING FOR YEAR: 2024 FROM PERIOD: 1 THROUGH PERIOD: 06



	ACTUAL 2023 JAN - JUN	ACTUAL 2024 JAN - JUN	2024 ANNUAL BUDGET
<b>REVENUES</b>			
<b>4001 PROPERTY TAX</b>			
01 PROPERTY TAXES - CURRENT	1,088,881.42	0.00	5,179,568.00
03 PROPERTY TAXES - BACK TAX	0.00	0.00	2,415.00
04 PAYMENT IN LIEU OF TAXES	2,396.21	0.00	4,000.00
06 MOBILE HOME TAX	0.00	0.00	3,000.00
<b>4001 PROPERTY TAX TOTAL</b>	<b>1,091,277.63</b>	<b>0.00</b>	<b>5,188,983.00</b>
<b>4008 INVESTMENT EARNINGS</b>			
01 INVESTMENT INTEREST	24,603.24	44,004.36	44,834.00
<b>4008 INVESTMENT EARNINGS TOTAL</b>	<b>24,603.24</b>	<b>44,004.36</b>	<b>44,834.00</b>
<b>4009 MISCELLANEOUS REVENUES</b>			
02 OTHER MISCELLANEOUS REVENUE	0.00	0.00	5,000.00
<b>4009 MISCELLANEOUS REVENUES TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>5,000.00</b>
<b>TOTAL REVENUES</b>	<b>1,115,880.87</b>	<b>44,004.36</b>	<b>5,238,817.00</b>
<b>EXPENDITURES</b>			
<b>5020 SERVICES</b>			
01 PROFESSIONAL SERVICES	203,556.00	212,682.00	425,371.00
07 INSURANCE (NON-PAYROLL)	0.00	4,333.00	4,333.00
25 CONTRIBUTIONS & GRANTS	1,930,908.00	1,987,170.00	4,816,113.00
<b>5020 SERVICES TOTAL</b>	<b>2,134,464.00</b>	<b>2,204,185.00</b>	<b>5,245,817.00</b>
<b>TOTAL EXPENDITURES</b>	<b>2,134,464.00</b>	<b>2,204,185.00</b>	<b>5,245,817.00</b>
<b>OTHER FINANCING SOURCES (USES)</b>			
<b>6001 OTHER FINANCING SOURCES</b>			
01 TRANSFERS IN	0.00	0.00	7,000.00
<b>6001 OTHER FINANCING SOURCES TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>7,000.00</b>
<b>7001 OTHER FINANCING USES</b>			
01 TRANSFERS OUT	-50,000.00	0.00	0.00

**FUND DEPT 2108-050 : DEVLPMNTL DISABILITY FUND - DEVLMMNTL DISABILITY BOARD**

**COMBINED REPORTING FOR YEAR: 2024 FROM PERIOD: 1 THROUGH PERIOD: 06**



	<u>ACTUAL</u> 2023 JAN - JUN	<u>ACTUAL</u> 2024 JAN - JUN	<u>2024</u> ANNUAL BUDGET
<b>7001 OTHER FINANCING USES TOTAL</b>	-50,000.00	0.00	0.00
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	-50,000.00	0.00	7,000.00
<b>NET CHANGE IN FUND BALANCE</b>	1,068,583.13	2,160,180.64	0.00



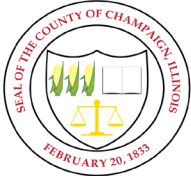
FUND DEPT 2101-054 : I/DD SPECIAL INITIATIVES - CILA PROJECT

COMBINED REPORTING FOR YEAR: 2024 FROM PERIOD: 1 THROUGH PERIOD: 06

	ACTUAL 2023 JAN - JUN	ACTUAL 2024 JAN - JUN	2024 ANNUAL BUDGET
<b>REVENUES</b>			
<b>4008 INVESTMENT EARNINGS</b>			
01 INVESTMENT INTEREST	10,054.94	10,399.34	6,000.00
<b>4008 INVESTMENT EARNINGS TOTAL</b>	<b>10,054.94</b>	<b>10,399.34</b>	<b>6,000.00</b>
<b>TOTAL REVENUES</b>	<b>10,054.94</b>	<b>10,399.34</b>	<b>6,000.00</b>
<b>EXPENDITURES</b>			
<b>5010 COMMODITIES</b>			
17 EQUIPMENT LESS THAN \$5000	0.00	0.00	5,063.00
<b>5010 COMMODITIES TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>5,063.00</b>
<b>5020 SERVICES</b>			
01 PROFESSIONAL SERVICES	0.00	0.00	1,000.00
19 ADVERTISING, LEGAL NOTICES	0.00	0.00	200.00
25 CONTRIBUTIONS & GRANTS	0.00	143,002.00	399,737.00
<b>5020 SERVICES TOTAL</b>	<b>0.00</b>	<b>143,002.00</b>	<b>400,937.00</b>
<b>TOTAL EXPENDITURES</b>	<b>0.00</b>	<b>143,002.00</b>	<b>406,000.00</b>
<b>OTHER FINANCING SOURCES (USES)</b>			
<b>6001 OTHER FINANCING SOURCES</b>			
01 TRANSFERS IN	50,000.00	0.00	0.00
<b>6001 OTHER FINANCING SOURCES TOTAL</b>	<b>50,000.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>50,000.00</b>	<b>0.00</b>	<b>0.00</b>
<b>NET CHANGE IN FUND BALANCE</b>	<b>-60,054.94</b>	<b>132,602.66</b>	<b>400,000.00</b>

FUND DEPT 2090-053 : MENTAL HEALTH - MENTAL HEALTH BOARD

COMBINED REPORTING FOR YEAR: 2024 FROM PERIOD: 1 THROUGH PERIOD: 06



	ACTUAL 2023 JAN - JUN	ACTUAL 2024 JAN - JUN	2024 ANNUAL BUDGET
<b>REVENUES</b>			
<b>4001 PROPERTY TAX</b>			
01 PROPERTY TAXES - CURRENT	1,324,967.19	0.00	6,302,595.00
03 PROPERTY TAXES - BACK TAX	0.00	0.00	2,941.00
04 PAYMENT IN LIEU OF TAXES	2,915.74	0.00	1,500.00
06 MOBILE HOME TAX	0.00	0.00	4,200.00
<b>4001 PROPERTY TAX TOTAL</b>	<b>1,327,882.93</b>	<b>0.00</b>	<b>6,311,236.00</b>
<b>4004 INTERGOVERNMENTAL REVENUE</b>			
76 OTHER INTERGOVERNMENTAL	203,556.00	212,682.00	425,371.00
<b>4004 INTERGOVERNMENTAL REVENUE TOTAL</b>	<b>203,556.00</b>	<b>212,682.00</b>	<b>425,371.00</b>
<b>4008 INVESTMENT EARNINGS</b>			
01 INVESTMENT INTEREST	30,686.77	45,368.54	56,268.00
<b>4008 INVESTMENT EARNINGS TOTAL</b>	<b>30,686.77</b>	<b>45,368.54</b>	<b>56,268.00</b>
<b>4009 MISCELLANEOUS REVENUES</b>			
01 GIFTS AND DONATIONS	450.00	575.00	3,000.00
02 OTHER MISCELLANEOUS REVENUE	9,856.00	0.00	42,000.00
<b>4009 MISCELLANEOUS REVENUES TOTAL</b>	<b>10,306.00</b>	<b>575.00</b>	<b>45,000.00</b>
<b>TOTAL REVENUES</b>	<b>1,572,431.70</b>	<b>258,625.54</b>	<b>6,837,875.00</b>
<b>EXPENDITURES</b>			
<b>5001 SALARIES AND WAGES</b>			
02 APPOINTED OFFICIAL SALARY	51,447.50	55,372.46	110,745.00
03 REGULAR FULL-TIME EMPLOYEES	177,021.27	185,870.08	389,583.00
05 TEMPORARY STAFF	0.00	0.00	1,000.00
08 OVERTIME	0.00	0.00	500.00
<b>5001 SALARIES AND WAGES TOTAL</b>	<b>228,468.77</b>	<b>241,242.54</b>	<b>501,828.00</b>
<b>5003 FRINGE BENEFITS</b>			
01 SOCIAL SECURITY-EMPLOYER	15,457.28	17,630.28	38,275.00
02 IMRF - EMPLOYER COST	5,334.29	6,245.51	13,559.00
04 WORKERS' COMPENSATION INSURANC	764.73	882.27	2,001.00

FUND DEPT 2090-053 : MENTAL HEALTH - MENTAL HEALTH BOARD

COMBINED REPORTING FOR YEAR: 2024 FROM PERIOD: 1 THROUGH PERIOD: 06



	ACTUAL 2023 JAN - JUN	ACTUAL 2024 JAN - JUN	2024 ANNUAL BUDGET
05 UNEMPLOYMENT INSURANCE	1,655.53	1,899.88	1,899.88
06 EE HEALTH/LIFE	27,953.40	26,548.08	88,820.12
<b>5003 FRINGE BENEFITS TOTAL</b>	<b>51,165.23</b>	<b>53,206.02</b>	<b>144,555.00</b>
<b>5010 COMMODITIES</b>			
01 STATIONERY AND PRINTING	176.46	567.42	1,000.00
02 OFFICE SUPPLIES	1,927.16	1,428.55	4,200.00
03 BOOKS, PERIODICALS, AND MANUAL	0.00	0.00	300.00
04 POSTAGE, UPS, FEDEX	473.85	319.69	2,000.00
05 FOOD NON-TRAVEL	478.00	800.04	1,000.00
13 DIETARY NON-FOOD SUPPLIES	91.86	98.05	200.00
17 EQUIPMENT LESS THAN \$5000	608.54	2,177.25	7,000.00
21 EMPLOYEE DEVELOP/RECOGNITION	0.00	0.00	285.00
<b>5010 COMMODITIES TOTAL</b>	<b>3,755.87</b>	<b>5,391.00</b>	<b>15,985.00</b>
<b>5020 SERVICES</b>			
01 PROFESSIONAL SERVICES	71,758.00	102,339.70	180,000.00
02 OUTSIDE SERVICES	3,321.00	3,990.95	28,000.00
03 TRAVEL COSTS	5,544.85	2,365.00	7,000.00
04 CONFERENCES AND TRAINING	810.00	0.00	4,000.00
05 TRAINING PROGRAMS	1,950.00	0.00	12,000.00
07 INSURANCE (non-payroll)	9,618.00	5,285.00	15,000.00
12 REPAIRS AND MAINTENANCE	0.00	0.00	300.00
13 RENT	14,483.79	14,751.99	40,000.00
14 FINANCE CHARGES AND BANK FEES	0.00	0.00	30.00
19 ADVERTISING, LEGAL NOTICES	44.00	15.20	12,000.00
21 DUES, LICENSE & MEMBERSHIP	9,239.99	16,069.99	20,000.00
22 OPERATIONAL SERVICES	2,448.19	1,987.02	7,000.00
24 PUBLIC RELATIONS	16,525.00	15,100.00	20,000.00
25 CONTRIBUTIONS & GRANTS	2,503,480.00	2,826,590.00	5,801,407.00
37 REPAIR & MAINT - BUILDING	0.00	0.00	300.00
45 ATTORNEY/LEGAL SERVICES	1,450.00	0.00	2,000.00
46 EQUIP LEASE/EQUIP RENT	995.30	995.30	3,000.00
47 SOFTWARE LICENSE & SAAS	9,243.67	9,920.80	14,000.00
48 PHONE/INTERNET	1,211.73	1,431.68	2,470.00
<b>5020 SERVICES TOTAL</b>	<b>2,652,123.52</b>	<b>3,000,842.63</b>	<b>6,168,507.00</b>

FUND DEPT 2090-053 : MENTAL HEALTH - MENTAL HEALTH BOARD

COMBINED REPORTING FOR YEAR: 2024 FROM PERIOD: 1 THROUGH PERIOD: 06



	ACTUAL 2023 JAN - JUN	ACTUAL 2024 JAN - JUN	2024 ANNUAL BUDGET
<b>TOTAL EXPENDITURES</b>	<b>2,935,513.39</b>	<b>3,300,682.19</b>	<b>6,830,875.00</b>
<b>OTHER FINANCING SOURCES (USES)</b>			
<b>7001 OTHER FINANCING USES</b>			
01 TRANSFERS OUT	0.00	0.00	-7,000.00
<b>7001 OTHER FINANCING USES TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>-7,000.00</b>
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>0.00</b>	<b>0.00</b>	<b>-7,000.00</b>
<b>NET CHANGE IN FUND BALANCE</b>	<b>1,363,081.69</b>	<b>3,042,056.65</b>	<b>0.00</b>

**MAJOR PROJECT TITLE**  
 \*\*\*\*\*  
 disability Resource Expo

**PROJECT TITLE**  
 -----  
 DisExpo disability Resource Expo  
 BEGINNING BALANCE

59,737.62

FUNDING SOURCES	TITLE	AMOUNT
		.00
		.00
<b>FUNDING SOURCE TOTAL</b>		

EXPENSE STRINGS	TITLE	AMOUNT
DisExpo -COMM	Printed Materials	567.42
DisExpo -SERVICES	Job Required Travel	8.35
DisExpo -SERVICES	Public Relations	100.00
DisExpo -SERVICES	Professional Services	26,000.00
DisExpo -SERVICES	Rentals	1,788.00
	<b>EXPENSE TOTAL</b>	<b>28,463.77</b>

ENDING BALANCE 88,201.39

**\*\*\*\*\* TOTALS**

BEGINNING BALANCE	59,737.62
FUNDING SOURCE	.00
EXPENSE	28,463.77
ENDING BALANCE	88,201.39

REPORT TOTAL: 88,201.39

\*\* END OF REPORT - Generated by Chris M. Wilson \*\*



## **BRIEFING MEMORANDUM**

DATE: July 17, 2024  
TO: Members, Champaign County Developmental Disabilities Board (CCDDDB)  
FROM: Lynn Canfield, Executive Director  
SUBJECT: Engage Illinois

### **Background**

This memorandum introduces a statewide effort to redesign the formal system of I/DD supports and services. Similar efforts have included the [2008 Blueprint for System Redesign in Illinois](#) assembled by Human Services Research Institute and the Illinois Council on Developmental Disabilities. The Ligas class action lawsuit, filed in 2005, resulted in a 2011 consent decree with terms which might have accelerated recommendations of the Blueprint’s seven-year plan. While some structural changes resulted, insufficient appropriations for community-based care and inflexible service categories drive Illinois’ continued low rankings among all states, e.g., 49<sup>th</sup> in fiscal effort on community services in 2023.

In March 2024, the parents of a disability rights advocate sent the attached letter to Governor Pritzker and Department of Human Services Secretary Quintero, providing a compelling overview of this history and challenging the state to right the course. This set in motion a new collaboration to redesign the state’s I/DD system. The leadership of Engage Illinois take a positive approach rather than feeling defeated by the very slow progress.

*Note: when searching for links to publicly available information on the project, I found an unrelated Engage IL project but not much on this one. As a result, background documents are attached instead of linked.*

### **Relationship to the CCDDDB**

The Board’s three-year plan includes a goal for advocacy and seven related one-year objectives. System advocacy supports the Board’s statutory responsibility for planning a local system aligned with rules set by the Illinois Department of Human Services. On a practical level, the state’s rules and the service gaps have major impact on CCDDDB allocations and contracts. Input from funded providers, self-advocates, and their loved ones puts the Board in an excellent position to understand unmet needs and to advocate for long-term solutions.

As Board members identify opportunities for this kind of advocacy, they and CCDDDB staff may join broad efforts. Currently, we participate in the Going Home Coalition, They Deserve More, and state and national trade association I/DD committees. At least one representative has been involved with each Engage Illinois meeting. The first convening was held in Springfield on May 24 and led to the Northstar Plan ’24, which is also attached.



March 7, 2024

Sharon and Jim Costabile  
318 Spring Ave.  
Naperville, IL 60540

Governor JB Pritzker  
Dulce Quintero, Secretary IDHS  
State Capitol  
207 Statehouse  
Springfield, IL 62706



Re: Illinois System change serving individuals with disabilities

Dear Honorable Governor Pritzker and Secretary Quintero,

It is with heart wrenching concern that I draw your attention to our current system for meeting the burgeoning needs of our individuals with disabilities in the state of Illinois. We, the parents, are writing to you as the voice for our sons and daughters with developmental disabilities, your constituents and a marginalized population. We emphatically request you, OUR legislative voice with the power to make change, for the tenacity needed to spearhead a new direction in the Illinois' IDD service system. We are currently functioning in a 'reactive' mode to a system that has been identified in multiple distinguished reports as antiquated in our country. The only way to 'fix' the way our system is operating is to literally re-boot the system. Here are the facts:

1. There is an overwhelming precedent of states that have not only closed all their institutions but have embraced the federal mandates for 'person centered systems' at the CORE of all their service delivery systems for individuals with disabilities.
2. This well known national best practice currently taking place is now a priority for all states due to the requirements of the Home & Community Based Settings (HCBS) Rule. As you well know, states not in compliance with this rule are required to

submit their plan for compliance to CMS for approval. Hard deadlines for non compliance will result in service delivery partners serving our population losing Medicaid waiver funds further impacting this human service crisis.

3. It is a civil rights violation to continue down this road in Illinois paved with litigation to force a response to the laws in this regard.
4. It is not fiscally responsible to spend our tax dollars to fight battles **preventing** the support of this population like trying to eliminate the Ligas decree and allocate money in the FY 25 budget, \$72 million, to build infrastructure of the institutions.
5. Instead, funds need to be invested in building the **infrastructure of community capacity** for the **14,000 plus on the waiting list**, not the 1600 plus held in non compliance of the HCBS Rule in the Illinois institutions.
6. It is not fiscally responsible to advertise and hire MORE staff for the institutions we need to close at the high cost of union wages and salaries instead of reallocating those funds to build our DSP/PSW staff capacity.
7. Illinois has been languishing at the bottom of the states in complying with Federal guidelines to improve the lives of individuals with disabilities by initiating system-wide person centered approaches to service facilitation.
8. Clearly, Illinois has not followed this direction and in fact still supports the unions with its political power rendered in maintaining the 7 State Operated Developmental Congregate Settings (SODC's).
9. The individuals with disabilities in these institutions are the ones that desperately need a 'union' and the political power to give them equity and a REAL home.
10. Illinois is one of only several remaining states to continue to maintain, place and strategically move people around in institutions.
11. Taxpayer resources need to be reallocated with the federally matched "money follows the person" initiative and rebalanced to develop more capacity for community living options instead of supporting institutions with numerous publicized and documented cases of neglect, abuse and mismanagement.

12. The individuals with disabilities are literally being held hostage in these antiquated institutions reminiscent of the 1950's. It is an egregious civil rights violation.

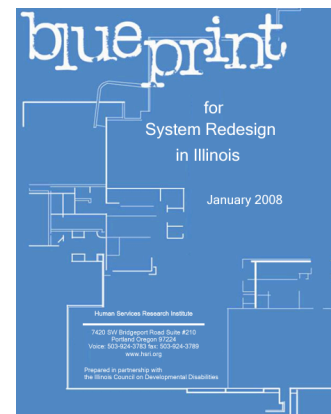
I hear the cry of frustration from other parents I talk to on a daily basis, WHY is there no change?

- Aging parents are exhausted with raising and supporting their disabled adult children. All are driven by the same question, "what will happen to my child when I am gone?"
- The swelling age of parents and their children, are a growing and powerful tsunami, foreshadowed in 2007 and now threatening to sink the Illinois DDD service system.
- These parents are not without capacity to take action. They have been fighting for equal rights, equal educational opportunities, supported job opportunities and now housing choice literally for the entire lives of their children with developmental disabilities. **They are Ready...again!**

There was a glimmer of hope in 2007 when Illinois hired the Human Services Research Institute (HSRI) in partnership with the Illinois Council on Developmental Disabilities (ICDD) to research and submit a **Blueprint for System Resign in Illinois** (Blueprint).

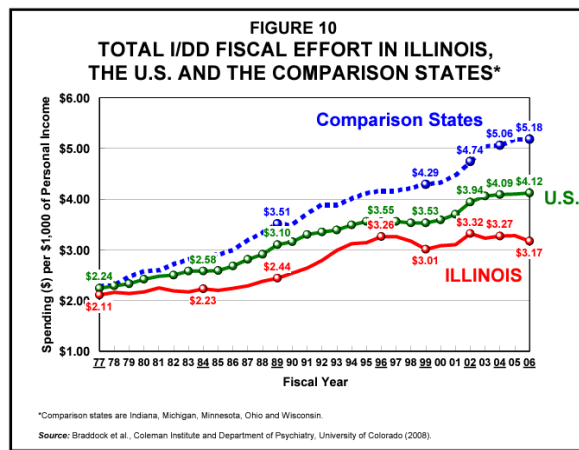
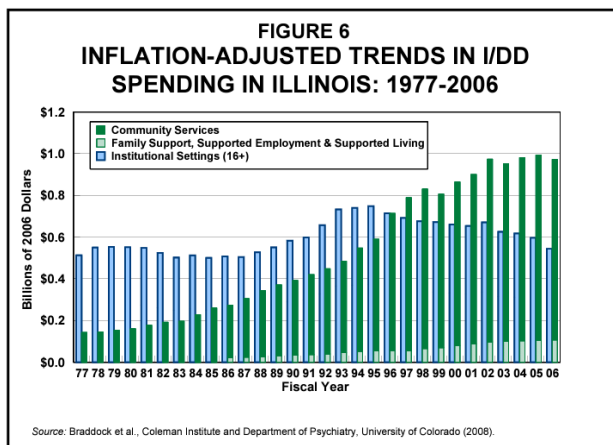
The thorough 3 part document highlighted a comprehensive system analysis, complete with environmental scan, gap analysis, recommended actions likely to provide the best return on investment and *projections* regarding the full impact of

recommended changes over a seven (7) year period. Had the Blueprint been initiated, the impact of these recommendations would have happened by 2015 jumpstarting direct evidence based leadership in our state and lifting Illinois out of its current position of 49th out of 50 states in delivering services to support the disabled. What happened to the Blueprint for System Redesign in Illinois? Who was responsible for burying this?



There is a chill in my bones as I review this statement in the Gap Analysis section of the Blueprint, 2008:

*“Whatever the factors, Illinois today operates a service system that is at odds fundamentally with the Olmstead decision benchmark that people with disabilities be served in the most integrated setting. The Illinois Disability Services Act signed by Governor Blagojevich in 2003 and other pending legislation (HB 1715, HB 2041, SB 581) illustrate Illinois’ system reform efforts. However, significant effort is needed to transform the system from one that resembles the*



*configuration of developmental disabilities services during the 1980s, to one in line with the way services are commonly configured today.”*

Today was 2008. Yet, **today’s** today in 2024 is astonishingly similar to this.

Seven (7) SODC’s, are dealing with repeated reports of neglect and abuse. Failing to move forward, Illinois continues to shuffle people between these institutions. It is heartbreaking and we ask, “must legal filings remain the most effective manner of producing compliance with the civil rights of this population in Illinois?”

Seventeen (17) years have now passed since the Blueprint, Environmental Scan & Gap Analysis of service delivery for the developmentally disabled population in Illinois. Why has the IDHS DDD held back from systems reform in Illinois? The projections were made 17

years ago. The projections from lack of action are now a huge reality. The question remains, WHY?

In the *"Services and Funding for People with DD in Illinois: A Multi-State Comparative Analysis"* also done for the Illinois Council on Developmental Disabilities in 2008, the following statistics were highlighted:

*Although some increase in Community Services are indicated, the spending on SODCs continued at about the same rate over this period from 1977-2006.*

### ***Fiscal Effort in Illinois, the U.S. and the Comparison States***

*"Fiscal effort", represents the ratio utilized to compare states according to the proportion of their total statewide personal income devoted to I/DD services (Braddock & Fujiura, 1991). Combined fiscal effort in Illinois for institutional and community services grew substantially between 1984-96, a 46% increase from \$2.23 to \$3.26. However, Illinois' total fiscal effort declined between 1996-2006, from \$3.26 to \$3.17. Illinois has diverged from the U.S. fiscal effort trend, with a growing gap evident during 2002-06 (Figure 10). During 2004-06 Illinois total fiscal effort declined three percent. In 2006, Illinois ranked 40th in total fiscal effort nationally, a one position change in ranking from 41st in 2004.*

*The comparison states' total fiscal effort rankings in 2006 were: Minnesota (6th), Ohio (9th), Wisconsin (17th), Indiana (24th), and Michigan (36th). Fiscal effort in Illinois in 2006, \$3.17 per \$1,000 of aggregate statewide personal income, was 23% below the U.S. fiscal effort level of \$4.12. Moreover, Illinois' fiscal effort was 39% below the comparison states' average of \$5.18. Community services fiscal effort in Illinois advanced one percent from 2004 to 2006, from \$2.01 to \$2.04. In 2006, Illinois community fiscal effort was 39% below the U.S. community fiscal effort level of \$3.35. Illinois ranked 43rd in community fiscal effort in 2006. There was no change from its ranking in 2004. Comparison state community fiscal effort rankings in 2006 were: Minnesota (4th), Ohio (10th), Wisconsin (12th), Indiana (22nd), Michigan (28th). All comparison states were well above Illinois' ranking of 43rd.*

Flash forward, 17 years...It is now March, 2024 and here are the stats in Illinois:

1. *Illinois must provide more funding for people with disabilities, Published in the Sun Times*  
*By State Rep. Lindsey LaPointe, State Rep. Lakesia Collins, State Rep. Nabeela Syed and State Sen. Celina Villanueva May 24, 2023*
  - “Our state ranks 49th out of 50 states for funding and support of the estimated 300,000 Illinoisans with intellectual and developmental disabilities and their families.”
  - “Illinois is six years out of compliance with the Ligas Consent Decree, which mandates that persons with disabilities living at home or in state-run institutions have the right to live in their communities. Community agencies want to provide at least a living wage to workers so they can respond to the profound need, but inadequate state funding means community homes are closing, consolidating, and unable to take new clients.
  - “PUNS waitlist for services is 14,933, with 5,548 people eligible for community-based services today with no place to go.”
2. *Key points from Illinois Services for People with Intellectual and Developmental Disabilities by the Numbers, 2023, Published by The Institute on Public Policy for People with Disabilities*
  - 7 = number of state institutions
  - 1645 = number of people living in state institutions
  - 49 = number of states with fewer people living in state institutions than IL
  - 50th = Illinois ranking on percentage of people with IDD in out of home settings who reside in a setting of 1-6 people. Illinois has a higher percentage of people in 7+ settings than any other state.
  - 6 = number of years Illinois is out of compliance with the Ligas CD

So what is the reality check Illinois faces now, after IDEA, after Olmstead, after LIGAS? We are now facing Illinois' delayed compliance with the HCBS Settings Rule since March of 2017. Of course, there was the Pandemic, but here we are in March of 2024, 7 more years out of compliance and We, the parents, are raising our voices **LOUDLY** this time.

- We are old but **We are Ready**, as we have been throughout our children's lives to fight for what they deserve as human beings. The right to live a full life with CHOICE, just like you and me.
- **We are Ready** to Start the march of self advocates to Springfield.
- These six women, incredible examples, want to meet you both and talk. They want to tell you not only their stories but THEIR fear for others and their friends with disabilities NOT able to live a fully included life in the community. They want to know, Why?
- Bridget Brown , Rachel Costabile, Erika Kissel , Ashley Mcleod , Ruth Pligge and Erin Compton are all following their dreams due to the hard work of their families in a system that is difficult to navigate, understand and access services for families and the individuals with disabilities.
- These women have done an amazing job speaking up for others with disabilities, facing life changing obstacles, obtaining competitive employment and using entrepreneurship to pursue their goals despite disproportionate statistics of unemployment after leaving transition programs.
- Three of the ladies have moved into their own apartment using creative housing strategies developed by their parents to form a 'hybrid' of the options currently in the Illinois waiver system despite the barriers to CHOICE, and flexibility.
- Five of these women have self published their own 'Just a Dollop Cookbook' (justadollop.org) highlighting their personal journey to healthy living, and bringing dreams to life.

- Three of these women are extremely active self advocates with local, national and international representation as keynote speakers. One has her own website for advancing inclusion and inspiring others to do the same. ([butterfliesforchange.org](http://butterfliesforchange.org))
- There are hundreds more.... Individuals with disabilities are saying, **"We are Ready"** to go to Springfield too. **WE NEED CHANGE NOW.** They have been waiting far too long. **They** deserve better.

It is with the utmost faith that we call on you both to help turn the SPOTLIGHT on this issue by ["Dwelling in the POSSIBILITIES,"](#) *Bridget Brown*. There are literally thousands of families in Illinois struggling to figure out HOW to stitch together a sustainable 'Place to call Home' for their adult children with developmental disabilities. Between staff shortages, struggles to increase DSP wages & maintain hours, agencies at capacity, money needing to be reallocated from SODCs and ultimately a huge need for a NEW **Consumer Directed Community Support waiver plan**. We need a **REAL person centered waiver** based on the individual needs of the consumer, not just based on an 'open spot' in a CILA group home or 'stipends' for periodic 1:1 respite without the autonomy to craft their own choices with funding.

1. The 'elephant in the room' here is that 70% of the individuals with disabilities in the state of Illinois are still living with their parents and 25% of those parents are OVER 65. Tell us, what has to happen before this crisis explodes?
2. Please join us in turning the Illinois system on its heels without spending another dime on 'studies'! We the parents can tell you, the time is NOW.
3. Here's a thought, use that Blueprint we paid for: [2008 Illinois Blueprint for System Redesign](#).
4. Reach out to literally ANY of the other 48 other state programs doing better than Illinois for their models like Minnesota and Indiana, with midwest demographics.
5. Employ the federal resources AND technical assistance now available to help ALL states respond to the HCBS Rule:



- National Center on Advancing PersonCentered Practices and Systems (NCAPPS) [NCAPPS Resources](#) ,
- National Association of State Directors (NASDDS) [NASDDS](#) ,
- UIC:Department of Disability and Human Development [UIC Dept of Disability-Human Dev.](#)

**You both have the power to make this the right time in Illinois.** Our state is rich in resources. Thanks to you Governor Pritzker, Illinois is also more fiscally responsible and well positioned to 'shift funding', use some of the rainy day \$2Billion for a pending crisis (here now) and the funds remaining from the federal covid allocated money. Governor Pritzker, you are brilliant. YOU know how to do this! Secretary Quintero, you are passionate about human services, YOU know how to do this!

Governor Pritzker's belief that "Illinois is strongest when we look out for each other" is that foundation we need. We challenge you both. BE the agents for CHANGE so desperately needed in our state. Together, let's begin the work to make Illinois not only "***The best state in the nation to live, work, and raise a family***", but the ***BEST place in the nation for individuals with disabilities to live, work and make a place to call home.***

***We are Ready!***

Sincerely,

Sharon Costabile, *Founder of The Creative Housing Network*

And [Jim Costabile](#) , Advocates & Parents of [Rachel Costabile](#)

*Illinois parents of wonderful gifted differently abled sons and daughters dreaming and waiting for a Place to call Home.*

## Appendix

*Please take a moment and pause to follow the lead of Gary Smith, one of the authors of the Blueprint for Illinois who died while drafting this 'spot on' document in 2007 that is still unfortunately 'spot-on' in 2024.*

### In Memoriam Gary Smith

*"It is with great sadness that we must inform you that Gary Smith passed away on November 4, 2007. Gary joined the Human Services Research Institute in 2001 and served as a Senior Policy Fellow. He was the **lead author in compiling this Blueprint** and other products related to this project. In fact, this work was among his very last and was special to him. One of his first jobs in public service after leaving the Navy all those years ago was as staff to Governor Jim Thompson. In the mid 1970s he provided budget analysis and oversight for several major state agencies and programs, including developmental disabilities, mental health, public health, Medicaid, and corrections. Because of that experience we understood his strong connection and dedication to this project. And so, from that beginning to this end, the circle is completed.*

*Overall, Gary was a towering figure in the developmental disabilities field. His prodigious knowledge of Medicaid financing to help fund human services programs and his understanding of the rich history of our field were unmatched. He was a resource to hundreds of people around the country in so many different ways. He was always generous with his time and his expertise and never let an email request for help go unanswered. More than that, he was committed to what we do and to the well being of people with disabilities. He was constantly trying to exhort us all to do better. He was a dear friend, one of the funniest and most decent people any have ever met. We will miss him terribly as will all who worked with him."*



***"No decision about me without me." ~ Andrew Lansley***

## Illinois Facts



Kathy Carmody, CEO  
kathy@instituteonline.org  
The Institute Online

### Illinois Services for People with Intellectual and Developmental Disabilities by the Numbers 2023

- 7 = Number of Illinois state institutions
- 17 = Number of states with no state institutions
- 1,645 = Number of people living in Illinois state institutions
- 16 = Number of states with fewer than 200 people living in state institutions (1)
- 49 = Number of states with fewer people living in state institutions than Illinois (1)
- \$347,375/Yr. = FY22 Interim average annual Medicaid claiming rate for all Illinois state institutions (2)
- \$405,150/Yr. = FY22 Interim average annual Medicaid claiming rate for most expensive Illinois IDD state institution (2)
- \$90,728/Yr. = 2022 average topline CILA reimbursement for people receiving 24-hour care (3)
- 26% = Average topline CILA reimbursement compared to FY22 interim average annual Medicaid claiming rate for state institutions (2) (3)
- 2.5x = Number of people in CILA settings with total/extensive support needs compared to the entire population of Illinois state institutions (3)
- 36% = % of CILA residents age 60+
- 44% = Turnover rate for Illinois community Direct Support Professionals (DSP) (4)
- 58% = Illinois minimum wage increase since 2019
- 37% = Statewide CILA DSP reimbursement increase since 2019
- 31% = Difference between statewide CILA DSP reimbursement and statewide minimum wage
- 50% = Guidehouse recommended difference between CILA DSP reimbursement and statewide minimum wage
- 50<sup>th</sup> = Illinois ranking on percentage of people with I/DD in out-of-home settings who reside in a setting of 1 – 6 people (Illinois has a higher percentage of people in 7+ settings than any other state) (5)
- 46% = Illinois fiscal effort on IDD spending (\$2.87) compared to the national average of \$4.60 of statewide personal income. In other words, how much a state spends on ID/DD services considering state wealth. The Fiscal Effort comparison lets us compare how much money different states spend on services and supports for people with ID/DD, even though states have different policies and state wealth. (5)
- 9% = Institutional services percent of national fiscal effort spending on IDD services (5)
- 35% = Institutional services percent of Illinois fiscal effort spending on IDD services (5)
- 6 = Number of years Illinois has been out of compliance with the Ligas Consent Decree (6)

1 2022 UCP Case for Inclusion  
 2 9/1/22 IDH Medicaid Rates for DHS State-Operated Facilities Memorandum  
 3 IDHS CILA Rates Annual Update 6/30/22  
 4 2020 NCI IDD Staff Stability Survey Report  
 5 University of Kansas State of the States in Intellectual Disabilities Report  
 6 Ligas Court Monitor 8<sup>th</sup> Annual Report to the Court

# Engage Illinois: Uniting for progressive community support solutions resulted in the collaborative **Northstar Plan '24.**

May 16 2024



## Summary of the Day & Focus Committees Identified

Engage Illinois included a broad group of stakeholders gathered by families of citizens with disabilities. Self advocates were asked to dream about their own futures and several shared their personal stories and struggles living in the community. By including families, providers, advocate groups, allies and administrators from the state of Illinois, there was diverse participation by those committed to refocusing Illinois systems in support of its citizens with disabilities.

The group discussed strategies to promote inclusive supported living for individuals with disabilities in Illinois. Some of the items emphasized included the need for sustainable structures and adequate funding, the importance of involving self-advocates and families in policy-making processes, and the potential for public comment and feedback on waiver amendments. The group discussed the critical need for a shared vision and agreed upon goals for the Illinois IDD system, as well as the importance of transparency, positive change, and education on a variety of subjects including how to navigate and prepare for the adult service system and to understand how the state budget supports the DD system. Finally, they discussed ways to enhance education and support services for individuals with disabilities by creating a universal integrated system, addressing core issues through unified vision, improving the Illinois infrastructure for ease of use, accessibility, efficiency and cross division collaboration.

The system used for strategic planning, a hybrid of the PATH/MAP process (developed by Marsha Forest and Jack Pierpoint of Inclusion Press in Toronto, CA) adapted for organizations using the [Appreciative Inquiry](#) & [Future Search](#) Models. The process was successful on a number of levels most importantly, by establishing common ground with a unified goal amongst a broad range of participants with differing perspectives. Celebrations and successes within the state were focused on first, reinforcing the efficacy of the participants to achieve current and future success together. Self advocates and their families were a key to centering solutions on the recipients of the services. Current issues labeled 'the NOW' during the process illuminated gaps and inconsistencies in services. The well known but sometimes contentious concerns were requested ahead of the meeting, summarized, and grouped ahead of time into potential workflow areas. This strategy allowed for acknowledgement of the challenges without eliciting conflict. The common parent fear for the future sustainability of services for their adult children once they are gone was also voiced.

Dreaming of the future together as a group was truly amazing with the discovery that all participants in fact shared a common goal: their hope for a bright and full life with appropriate support and a menu of choices for these citizens. With solid agreement in the ability of this incredible group to achieve the 'North Star' vision for people with disabilities, the second half of the meeting was very productive. Using

a one year future search for May, 2025, the group easily identified clear attainable goals that were positive and possible within the one year future search period.

Although the time frame of 4 hours was slightly short to identify action steps together, many participants were able to network and discuss the opportunities for workgroups around the goals after the meeting ended. The input of virtual and in person attendees resulted in the identification of potential committees around key goals. At the end of the day, participants were asked to sign up for future participation within areas of expertise and interest. Several participants offered to follow up on developing these future workgroups.

An incredible amount of information was gathered, and compiled based on subject area. Following is a summary of that input from both individuals in person, and virtually participating. Virtual participants did not have the opportunity to sign up for committees so a followup virtual meeting will be scheduled to allow for equal opportunities to contribute to solutions developed through workgroups identified.

In order to maintain the momentum toward the positive and possible goals identified, the following dates for post meeting follow up have been tentatively determined. These dates would be implemented virtually with the exception of the annual Engage Illinois meeting to track our successes together in person. If we have benefited at all from the recent isolation during the pandemic, the need for periodic in person networking and connections proves itself to be extremely valuable.

Dates at a Glance:

Date	Purpose	Location
5/24/24	Engage IL Summary	Email & Video links
5/29/24 Wed 10:00 am	Virtual Participant Summary & Volunteering for committees	Zoom hosted by Creative Housing Network
6/5/24 Wed & Wed 6/12/24 10:00 am	Engage IL - Power point presentation of the completed plan to all participants	Zoom hosted by Creative Housing Network
6/26/24 Wed 10:00 am	Engage IL - Followup Group Meeting for committee LEADS reports on leadership, schedules and goals	All meetings Zoom hosted by Creative Housing Network
7/9/24 Tues 10:00 am	Engage IL - 1st Qtr meeting	
11/12/24 Tues 10:00 am	Engage IL - 2nd Qtr meeting	
2/11/25 Tues 10:00 am	Engage IL - 3rd Qtr meeting	
5/13/25 or TBA 9:30 am - 3:30 pm	Engage IL - Annual Meeting	ICDD Office to be confirmed Springfield, IL

North Star Plan '24 developed by the  
Engage IL Dream Team



In person participants					Virtual
Self Advocates	Family Advocates	Advocate Groups	Allies	Government	
Ruth Pligge	Wendy Pligge	Kim Mercer-Schleider, ICDD	Kathy Carmody , The Institute	Ryan Croke, First Assist Deputy Governor for Health & Human Services	Rahnee Patrick, DRS
Rachel Costabile	Sharon Costabile	Shirley Perez, The Arc	Josh Evans, IARF	Grace Hou, Deputy Governor for Health and Human Services	Greg Walkington, The Arc
Bridget Brown	Nancy Brown	Mariel Hamer -Sinclair, ICDD	Greg Petersen , IARF System Redesign Workgroup	Tonya Piephoff, IDHS: DDD Director	Amie Lulinski, Consultant
Erika Kissel	Anna Kissel Franz Kissel	Carole Rosen Going Home Coalition	Doug McDonald , Sparc	Meg Cooch, IDHS: DDD Chief of Staff	Barb Pritchard, Self Advocate
Haley Morris	Chris Morris	Paul Blobaum, IPADDU	Mark McHugh , Envision		Caitlin Crabb , UIC Research
Erin Compton	Greg Compton	Diane Compton, IPADDU	Kim Zoeller, Ray Graham		John Agosta, HSRI
Ashley Mcleod	Vicki Niswander		Laura Fine, Stevenson HS		Jade Presnell, HSRI
James Wood, RGA	Brian Stretch RGA Assistant				Kate Brady, HSRI
Kescha Myrick, RGA	Casi Mertes RGA Assistant	Julie Evans Glen Ellyn Disability Advocates	Susan Mack, Totallink 2 Community		Andrea Rizor , Attorney Equip for Equality

In person participants					Virtual
Self Advocates	Family Advocates	Advocate Groups	Allies	Government	
	Dennis Azuma		Lynn Canfield, Champaign CMH and DD Board		Jami Petner-Arrey, HSRI
Krescene Beck, The Alliance	Shirley Sains, PIP		Teresa Parks, Illinois Guardianship and Advocacy Commission		Abbi Mars, Parent Advocate
Asher Heidt	Sandra Heidt, IL Lend		Danielle Welliever, ICDD		Adam Wiser The Alliance
					Julie Evans Glen Ellyn Disability Advocates
					Lea Whitney, SIBS
					Tara Conley SIBS
					Jane Gallery, Our Place
					Leanne Mull, Blue Tower

People who signed up for their area of interest and expertise.

- 1) Vicki Niswander ..... Parent education and Person-Centered Planning
- 2) Mark McHugh..... Universal Vision
- 3) Angela Isit.....Waiver Amendment
- 4) Kim Zoller .....Vision creation and Provide creativity and innovations
- 5) Kathy Carmody.....system vision/redesign
- 6) Susan Mack.....Coalition Research and Waiver Amendment
- 7) Krescene Beck.....advocacy committee and The Alliance could help anywhere plain language conversion is needed
- 8) Teresa Parks .....supported living
- 9) Mariel Hamer Sinclair.....Open to anything
- 10) Chris Morris.....whatever is needed
- 11) Laura Fine.....Education – school and parents
- 12) Carole Rosen.....Going Home Coalition – whatever is needed
- 13) Shirley Sains.....Supported living
- 14) Diane Compton.....Communication
- 15) Doug McDonald.....Anywhere you need me to help
- 16) Paul Blaubam.....Supported Living
- 17) Dennis Azuma.....medical barriers to independent living
- 18) Danielle Wellings.....IGAC supported living
- 19) Brian Stretch.....Education for families in school transition
- 20) Anna Kissel.....Open to coalition building
- 21) Josh Evans.....current waiver program Complex needs Funding Capacity
- 22) Beth Owens.....VP fir U/DD policy [Bowens@IARF.org](mailto:Bowens@IARF.org)
- 23) Julie Evans .....strength in research and connecting with stakeholders. drawn to the waiver amendment but open to where I fit best.
- 24) Amie Lulinski .....Gather IL specific reports so as not to recreate any wheels from discussion over the past decades. Also would help with the advocacy and the waiver.
- 25) Greg Walkington.....any of the committees, plug me in where you want me: vision, structure/waiver/whatever. I know the least about education
- 26) Caitlin Crabb .....would be interested in the waiver committee. I am working on the grassroots project as well, and part of the project is supporting people in making comments on their state waivers when they come up for renewal, are amended or are new. people could be better supported in putting together their comments and retrieving the proposed waiver amendment application which are difficult to understand.
- 27) Laurie Williams.....possibly the Waiver Amendment







## Celebrations

Honor the efficacy of all the work that has been done!  
Bring the best forward!

- Unprecedented investment in the DD system – 5 years ago to now 2-3 billion dollars - increase in funding
- Successful advocacy of many groups; ie: Going Home Coalition, IPADDU, They Deserve More
- Increase number of people able to access services
- Public policy reform
- Significant increase in People with disabilities sitting at the table and advocating for themselves and others
- Housing navigator Program Now permanent [IDHS Housing Navigator](#)
- Systems change is happening – peer empowerment
- County and municipal hearings - proving successful for local change
- Nothing about us without us - critical recognition of this need
- Reimbursement for DSPs has gone up – increase in wages
- Self-advocates wanting to meet with legislators – Going Home Coalition – educating and providing support and opportunities. Revup - voting push for I/DD
- Providers learning about mixed-use building supported housing capacity increasing
- Building community, inclusion and respect
- Legislators engaged in I/DD issues - learning about value of civic engagement
- Support from the DDD, proving willingness to collaborate with respect, DDD commitment to listening and vision to support new initiatives
- Sense of community
- Supported decision making for self-advocates [Supported Decision Making Illinois](#)
- Attitude shift @ SODCs - educating individuals (self-advocates) while they are residents of the SODCs – voting sessions – transition events .
- Cancer survivors experience the support of HBS Support that was provided to the family experiencing a medical crisis
- Family leadership and Collaboration
- Greater access to training growing through The Arc of IL, Going Home Coalition, Family Matters, Etc
- Significant increase in parent and self-advocate participation through IPADD UNITE (7,000), [Going Home Coalition](#)/REVup (235), [Family Matters](#)(5245), [The Arc of IL](#)(22,235), [The Illinois Self-Advocacy Alliance](#) [McManus Consulting](#)(3000) and other organizations providing outreach and education to families.



## Dreams

For Illinois Citizens with Disabilities

Pretend you have a magic wand and anything can happen

- Equity in funding
- people with disabilities living where they want and having the supports they need
- smoother transition from school to post-school
- data-informed trauma therapy
- Home and community – inclusive supports
- Funding that follows the person lifelong
- Sustainable life
- Roommate matching
- No waiting list for supports and services
- Community employment
- Mobile nursing
- More people pulled from PUNS and NO MORE PUNS LISTS
- Transportation – on demand and on time
- People in SODCs living where they want and money follows them into the community
- 10 billion \$\$\$ invested in to community-based services
- Adequate health care accessibility
- Civic kindness
- Better employment pool
- Staff retention and recruitment
- CILA system that is person -Driven
- Funding and resources for medically and behaviorally complex individuals
- A menu of choices – Robust and accessible for people with I/DD
- A system designed to provide Lifelong person- centered supports that are culturally sensitive so everyone can receive services
- Unbundled housing and services
- Illinois ranks in the top half of the nation in providing community living, supports and services
- Better coordination between state and federal government
- No marriage penalty
- Decreased reliance on congregate settings



## THE Now Where is Illinois Now?

### No person-centered Focus /principles

- Overserved and underserved
- Medical model vs Social Model
- I/DD regulations refocused on PCP
- Replace state discovery process
- No Opportunities for individual choice
- Waiver choices don't meet person centered goals
- No alignment between what Illinois policy says and actual application

### Complex Needs

- No CILA or community living options
- No Provider incentives to serve
- No Specialized care staff
- No Justification of rejection
- Reliance on extensive family support

### Current waiver program

- No flexibility
- No innovation
- No creativity
- EVV
- Regulation barriers
- Inequality of services HBS/CILA

### Support Services

- Not adequate Natural supports
- Staff shortage
- Limited Community building options
- Lack of Family and I/DD connections
- Not enough ISC or Parent Education
- No Supported Living
- No interim Bridge services while waiting
- Services and housing are not separated
- No spectrum of options or choice
- Slow or lack of response to crisis
- No hope

### Lack of capacity in the community

- Long waiting list for PUNS
- A result of inaction
- Lack of stable workforce development
- Lack of investment over time
- Second layer of waiting for PUNS

### Funding

- Inequality of Resources: HBS, CILA, SODC (State Operated Developmental Centers)
- Overly complex funding benefits
- Stagnant for too long leaving long term shortage to build capacity
- Need more money for case management Not enough money \$ in Home Based Supports
- Not using money follows the person

### Infrastructure efficiency

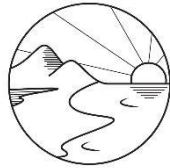
- Integrated software systems
- Non-accessible and antiquated web interface
- In-accessibility
- Complicated navigation
- Distressed system

### Resources and Planning

- Not taking advantage of national resources and federal grants
- Not utilizing best practices from other states
- Unused IL research studies and action plans previously invested in

### Illinois Non – Slow Compliance with the law

- HBCS Settings Rule Non-Compliance
- Ligas non-compliance
- Website I/DD No Accessibility
- Olmstead violations
- Lawsuits - high cost
- Leaving Federal matching funds on the table due to non compliance



Future Search ~

Step year into the future and pretend it is May 2025. We are gathered together and everyone starts by saying ... This was the best year for Illinois citizens with disabilities. What would you say that was Positive & Possible?

FOCUS COMMITTEES IDENTIFIED

Future Search – May 2025	Action Plan -	Who?	When ?
<p><b>1. SUSTAINABLE STRUCTURE</b>  <u>Advocacy Coalition</u>            An Advocacy Coalition is created as a sustainable overarching structure with “arms” to advocate in the areas identified in the NOW section. By combining members from other related organizations with 37,800 plus strong we have a critical mass to push for changes as necessary.</p>	<ul style="list-style-type: none"> <li>Map out advocacy groups in Illinois</li> <li>Schedule quarterly meetings or TBA with this group</li> <li>Form, committees around interest &amp; need</li> <li>Research funding group</li> <li>Identify function defined</li> <li>Look at ACL/SHRI Grassroots Grant participation</li> </ul>	Kim Mercer -Schleider LEAD Mariel Hamer Sinclair <a href="#">Diane Compton</a> Sharon Costabile Shirley Perez Carole Rosen <a href="#">Meg Cooch</a> Barb Pritchard Greg Walkington Julie Evans DD Advisory Council Member Designate Self Advocate participant	Schedule first Committee meeting in June: Verify committee focus, leader, schedule and first goal.  Updates Quarterly or TBA  June 26, 2024 Engage IL NSP: Sync Progress
<p><b>2. VISION</b>            There is a universal vision about the I/DD system and services amongst stakeholders from all areas: Self advocates, families, allies, the Illinois department of human services and the governors administration.</p>	<ul style="list-style-type: none"> <li>Vision Template creation</li> <li>Vision building within all participating groups</li> <li>Review the <a href="#">Blueprint Environmental scan System Redesign</a> for strategy &amp; possible updating - Greg Peterson</li> <li>Host webinar on Blueprint - Greg</li> </ul>	Kathy Carmody LEAD Mark McHugh Kim Zoeller Sharon Costabile Greg Peterson Anna Kissel Grace Hou & Ryan Croke Tonya Piephoff & Meg Cooch Doug McDonald Samantha Alloway (Arc) Designate Self Advocate participant	Schedule first Committee meeting in June: Verify committee focus, leader, schedule and first goal.  Updates Quarterly or TBA  June 26, 2024 Engage IL NSP: Sync Progress

<p><b>3. WAIVER AMENDMENT</b>  Research and draft a proposal for a Supported Living waiver amendment with a menu of options based on consumer need. Allow for flexible creative solutions with a person centered focus which includes support for medical, mental health, and behavioral needs added to the waiver amendment.</p>	<ul style="list-style-type: none"> <li>• Create a supported living waiver amendment</li> <li>• Pilot and or a commitment for waiver amendment JULY 1<sup>st</sup> Proposal to DHS</li> <li>• Add the needs from the NOW for complex needs, creativity and create a waiver to address current crisis needs</li> <li>• Gather IL specific reports so we don't duplicate efforts</li> <li>• Research supported living waivers in other states</li> </ul>	Susan Mack- LEAD Janice Weinstein Shirley Sains Angela Isit Josh Evans Beth Owens Paul Blaubam Sharon Costabile Dennis Azuma Ryan Croke & Grace Hou Tonya Piephoff & Meg Cooch Amie Lulinski Greg Walkington Julie Evans Caitlin Crabb Designate Self Advocate participant Supported Housing Providers Assoc.(SHPA) participant	Schedule first Committee meeting in June: Verify committee focus, leader, schedule and first goal.  Updates Quarterly or TBA  June 26, 2024 Engage IL NSP: Sync Progress
<p><b>4. EDUCATION</b>  Develop comprehensive easily accessible avenues for education and understanding of the state services, across the lifespan of people with disabilities and their family support network beginning as a part of the academic years.</p>	<ul style="list-style-type: none"> <li>• Distribute <a href="#">School to Work Transition Guide</a> published at IL Transition Conference</li> <li>• Establish <a href="#">No Wrong Door system</a> for parent/ I/DD educ.</li> <li>• Look at <a href="#">MN Disability Hub</a> for accessibility</li> <li>• State Budget webinar - Ryan Croke</li> <li>• Parent support network I/DD network -roommates</li> <li>• Earlier parent education</li> <li>• Entrepreneurship</li> <li>• SEP/Cust Employment</li> </ul>	Laura Fine - LEAD The Arc, GH Coalition, Family Matters Ryan Croke - Admin Ed budget <a href="#">Vicki Niswander</a> Brian Stretch Abbi Mars <a href="#">Diane Compton</a> Designate Self Advocate participant Younger parent participant	Schedule first Committee meeting in June: Verify committee focus, leader, schedule and first goal.  Updates Quarterly or TBA  June 26, 2024 Engage IL NSP: Sync Progress

<p><b>ENGAGE IL: North Star Plan '24 Committee</b></p> <p>North Star Plan '24 has regular ongoing interactions with the team and tracking progress of focus committees established.</p>	<ul style="list-style-type: none"> <li>• send Summary &amp; Committee list "Your Story matters" videos</li> <li>• Zoom with virtual attendees input &amp; interest</li> <li>• Zoom 6/5 final Engage IL North Star Plan '24.</li> <li>• Zoom 6/12 OPEN enrollment meeting for Focus Committees</li> <li>• Zoom 6/26 with Focus Committee/Leads to review Group Meetings reports on focus, leadership, schedules and goals</li> <li>• ENGAGE IL Qtr zoom meetings for all (quarterly starting July)</li> <li>• ENGAGE IL Annual Springfield meeting in person (TBA-Kim)</li> <li>• Nancy Brown available for mini planning meetings with committees.</li> </ul>	<p>Sharon &amp; Nancy LEAD</p> <p>Kim Mercer-Schleider</p> <p>Meg Cooch</p> <p>Ryan Croke</p> <p>Anna Kissel</p> <p>Chris Morris</p> <p>Wendy Pligge</p> <p>Self Advocates:</p> <p>Bridget Brown</p> <p>Ashley Mcleod</p> <p>Rachel Costabile</p> <p>Ruth Pligge</p> <p>Haley Morris</p> <p>Erika Kissel</p>	<p>May 24, 2024</p> <p>May 29, 2024 10:00 am</p> <p>June 5, 2024 10:00 am</p> <p>June 26, 2024 10:00 am</p> <p>Jul 9, 2024 10:00 am</p> <p>Nov12, 2024 10:00 am</p> <p>Feb 11, 2025 10:00 am</p> <p>Springfield, IL</p>
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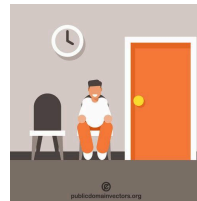
What opened your heart to joining us today ?

We found and shared our Common Ground.....

- Should be a greater connection between families and providers
- Son with a disability concerned about his future
- Hopes for people to get needs and wants met
- Future for my children is daunting
- Listen and learn
- School aged families
- Brother with a disability. People today have the same fears his parents did and needed for parents of children with disabilities
- Lack of options for people with complex needs
- No options for daughter with complex needs once parents are gone
- See system stabilized and opportunities expanded
- Alignment and gathering of people here today
- Speak up speak out for things I need
- Empower self-advocates to live their best life
- Homebased so important and should be self-directed
- To create sustainability
- I have Seen too many doors slammed in their faces and wat to see doors open
- Make dreams happen for others
- People with disabilities to take the lead
- Support efforts to improve options
- Peoples dreams to come true
- Enhancing options for people with complex needs
- Son wants to stay in community
- Sister with a disability

## Concerns still in the WAITING ROOM

### Knowing we can't do everything at once.....



- State and service incentives appropriate supports in community high needs
- all the alliances – join forces
- Parent rep payee, funding and support needed in high need individuals
- Waiver AM
- Pilot and or a commitment for waiver amendment JULY 1<sup>st</sup> Proposal to DHS
- IDD system universal vision stakeholders and general assembly
- Understand state budget our team can report transparency from ICDD
- Material on this
- Everyone in SODC in community with choice among providers if wanted
- Efforts healthcare training for DD
- ISC in more training ~ no wait to see
- Self-determination not on a \$ cap
- Everyone who wants to live in community served with
- Options for families for dd in community
- PUN able laws in transition
- leg@ARC info distribution education/family K-12 Phil Milkes – legislation sponsor
- arc reach out to Bradly
- zero data state back up what we need
- True need looks like
- 1 year – 2 SODC's close
- Education – IEP arc
- Puns data outcomes
- What is being tracked
- New coalition over arching including parents and self-advocates
- Add employment to transition info
- Post secondary college options
- Entrepreneurial options
- School age parent groups and parent network
- ISBE 95K in IEP services
- Waiver amendment for DRS services
- Agencies and families out there need a guide
- Caregiver portal
- Build off thing we3 have
- Dd advisory council families and staff topic need to improve office hours
- Waiver more accessible grassroots ACL
- Quarterly meet this group
- Engagement of people in committees cautions optimistic
- Vision statement Illinois
- Transparency of funding
- Data system Rebalance
- Research alliances and join forces



One word that describes the process

- Encouraged optimistic
- Collaborative
- Encouraged,
- focus
- optimistic
- collaborative
- bravo
- potential
- hopeful
- celebrate
- import
- proud
- energized
- cautiously
- optimistic
- Confident
- radically optimistic
- Potential
- Hopeful
- Measured

**Champaign County**  
**Board for Care and Treatment of Persons with a Developmental Disability**

**dba CHAMPAIGN COUNTY DEVELOPMENTAL DISABILITIES BOARD**

**BY-LAWS**

*Adopted by the CCDDDB 1/4/05. Amended 12/5/06 and 7/23/14 and 6/23/2021.*

**I. PURPOSE AND FUNCTIONS:**

- A. The Champaign County Developmental Disabilities Board (CCDDDB) is established under the Illinois Community Care for Persons With Developmental Disabilities Act (IL Compiled Statutes, Chapter 50, Sections 835/0.01 to 835/14 inclusive) in order to “provide facilities or services for the benefit of its residents who are intellectually disabled or under a developmental disability and who are not eligible to participate in any such program conducted under Article 14 of the School Code, or may contract therefore with any privately or publicly operated entity which provides facilities or services either in or out of such county.”
- B. In order to accomplish these purposes, the CCDDDB performs the following functions:
  - 1. Planning for the intellectual and developmental disabilities services system to assure accomplishment of the CCDDDB goals.
  - 2. Allocation of local funds to assure the provision of a comprehensive system of community based intellectual and developmental disabilities services.
  - 3. Coordination of affiliated providers of services for individuals with intellectual and/or developmental disabilities to assure an inter-related accessible system of care.
  - 4. Evaluation of the system of care to assure that services are provided as planned and that services are effective in meeting the needs and values of the community.
- C. The CCDDDB shall perform those duties and responsibilities as specified in Sections 835/0.01 to 835/14 inclusive of The Community Care for Persons with Developmental Disabilities Act.
- D. Nothing in these By-laws alters the authorities and obligations codified in state or federal law.

**II. MEMBERSHIP:**

- A. The membership of the CCDDDB shall include the maximum allowed by statute.

- B. The members of the CCDDDB shall be appointed by the Chairperson of the Champaign County Board, with the advice and consent of the Champaign County Board. The CCDDDB shall recommend nominees for membership to the Chairperson of the Champaign County Board. *(Note: this language is per statute. For Champaign County, the Chairperson, and therefore the appointing officer, is the Champaign County Executive.)*
- C. Members of the CCDDDB shall be residents of Champaign County and, as nearly as possible, be representative of interested groups of the community concerned with developmental disabilities as well as the general public. To the extent possible, members of the CCDDDB shall represent the geographic areas of the County. Members may be representative of local health departments, medical societies, local comprehensive health planning agencies, hospital boards and lay associations. No member of the CCDDDB may be a full-time or part-time employee of the Illinois Department of Human Services - Division of Developmental Disabilities (DHS/DDD) or a Board member or employee of any facility or service operating under contract to the CCDDDB. The term of office for each member shall be three (3) years. All terms shall be measured from the first day of July within the calendar year of appointment. Vacancies shall be filled for an expired term in the same manner as original appointments.
- D. Any member of the CCDDDB may be removed by the appointing officer for absenteeism, neglect of duty, misconduct or malfeasance in office, after being given a written statement of the charges and an opportunity to be heard thereon.

### **III. MEETINGS:**

- A. The CCDDDB shall meet at a minimum, annually in July. The CCDDDB may meet each month as necessary at such time and location as the CCDDDB shall designate. Per the Open Meetings Act (5 ILCS 120/1 et seq.), a change in the regular meeting dates is to be properly posted for the public a minimum of 10 days prior to the meeting.
- B. The CCDDDB may meet in Study Session during the intervals between monthly meetings to receive reports, discuss issues, and develop recommendations on matters brought to it by the Executive Director and the President.
- C. Special meetings may be called by the President or upon the written request by any member to conduct such business that cannot be delayed until a regular meeting date. The purpose of the meeting may be to address matters brought by the Executive Director or any member of the CCDDDB.
- D. The Executive Director shall prepare an agenda for all meetings of the CCDDDB and shall cause the notice of the meeting and the agenda to be sent to all members at

least five (5) days in advance of the meeting - except in the case of special/emergency meetings wherein forty-eight (48) hours notice shall suffice.

- E. Public notices and the conduct of all meetings shall be in conformance with the Illinois Open Meetings Act. Notice/agenda for each meeting shall be posted on the Champaign County website and in the physical location of the meeting and shall be continuously available for public review during the 48-hour period preceding the meeting.
- F. The presence of a majority of members shall constitute a quorum for any meeting of the CCDDDB. For a member to attend a meeting by other means than physical presence (e.g. by video or audio conference), a majority of members must be physically present at the properly-noticed meeting, and a majority of physically present members must agree to allow the electronic attendance. Such attendance may only be due to: personal illness or disability; employment purposes or CCDDDB business; or a family or other emergency. A member wishing to attend a meeting by other means must notify the Board before the meeting unless advance notice is impractical. Provisions for a quorum of members to attend the meeting by other means, due to a declared disaster, are set forth in the Illinois Open Meetings Act. These By-laws affirm the Developmental Disabilities Board's intent to exercise flexibilities as the law allows.

#### **IV. OFFICERS:**

- A. The officers of the CCDDDB shall be a President and a Secretary.
- B. Election of the officers shall take place at the July meeting of the CCDDDB.
- C. Officers shall be elected for one year, with term beginning upon election and ending no later than August 1 of the following year. No member shall hold the same office for more than three (3) consecutive years, except that officers may remain in their then current positions until their successors can be chosen.
- D. Duties of Officers:
  - 1. President:

Subject to the control and direction of the CCDDDB, the President shall maintain a current general overview of the affairs and business of the CCDDDB. The President shall have the privilege of voting in all actions by the CCDDDB.
  - 2. Secretary:

The Secretary shall act in place of the President in the latter's absence. The Secretary shall attest to the accuracy of the minutes of the CCDDDB meetings.

3. The President, Secretary, or a member as designated by the President shall have the authority to sign all legal documents approved by the CCDDDB.
4. The President may make, with the advice and consent of the CCDDDB, temporary appointments of interested citizens to assist the Board in fulfilling designated responsibilities or to perform certain functions or tasks.

**V. STAFF:**

The CCDDDB shall engage the services of an Executive Director who, subject to the control and direction of the Board, shall have general charge, oversight, and directions of the affairs and business of the CCDDDB and shall be its responsible managing head. The Executive Director shall have the responsibility for the employment and discharge of staff pursuant to the provisions of applicable personnel policies. The Executive Director shall have the authority to sign on behalf of the CCDDDB all necessary papers pursuant to CCDDDB action and shall have the authority with the endorsement of the President to make contracts and expenditures within the approved program and budget. The Executive Director or delegate shall attend all meetings of CCDDDB. The Executive Director shall also be liaison between the CCDDDB, staff, and affiliated agencies and implement policies regarding communications between them.

**VI. FISCAL AND GRANT YEARS:**

- A. The fiscal year of the CCDDDB shall be the same as that of the County of Champaign, i.e., January 1 through December 31.
- B. CCDDDB contracts for Intellectual and Developmental Disability programs and facilities shall be for the same fiscal year as the State of Illinois, i.e., July 1 through June 30.

**VII. RULES OF ORDER:**

Roberts' Rules of Order shall be followed in deliberations of the Board unless otherwise precluded by these By-laws.

**VIII. CHANGE OF BY-LAWS:**

Any or all of these By-laws may be altered, amended or repealed by a majority vote of the Board at any regular or special meeting, provided that written notice of the proposed action is given in the call to the meeting and that a quorum is present.



## DECISION MEMORANDUM

**DATE:** July 17, 2024  
**TO:** Members, Champaign County Developmental Disabilities Board (CCDDDB)  
**FROM:** Lynn Canfield, Executive Director  
**SUBJECT:** FY2025 Champaign County CCDDDB and I/DD Special Initiatives Fund Budgets

### Overview:

This memorandum presents DRAFT budgets for the Champaign County Mental Health Board (CCMHB), Champaign County Developmental Disabilities Board (CCDDDB), and I/DD Special Initiatives Funds for County Fiscal Year 2025 (January 1 - December 31, 2025). Board approval is requested for the CCDDDB and I/DD Special Initiatives Fund budgets. The CCMHB budget is for information only, to clarify how CCDDDB administrative costs will be determined.

These drafts form the basis for staff planning and may be revised later in the year based on updates from the County Executive, Administrator, and Budget Director, as revenue and expense estimates change. Initial drafts are submitted to the County's online systems (Munis and PADS) for the Champaign County Board's August budget hearings. Final budgets will be presented during their appropriations process in November. Because the CCDDDB and CCMHB each have authority over their budgets, subsequent approvals will be requested prior to submission of any revised budgets to the County Board.

Attached are proposed 2025 CCMHB, CCDDDB, and I/DD Special Initiative Fund Budgets, with background details including comparisons of proposed 2025, projected 2024, and actual revenues and expenditures for fiscal years 2014 through 2023. The Intergovernmental Agreement between the CCMHB and CCDDDB defines cost sharing and other arrangements. The I/DD Special Initiatives Fund Budget is under joint authority of the Boards.

### Highlights of All Draft Versions:

- Projected 2025 property tax revenue assumes 3.5% growth over 2024 for the CCDDDB and CCMHB, with no adjustment for collection rate below 100%.
- Miscellaneous Revenue includes revenue returned by agencies in a different fiscal year than paid (CCDDDB and CCMHB budgets).
- Miscellaneous Revenue also includes Expo revenue and any refunds or honoraria. These are paid to the CCMHB and then split between the Boards (CCMHB budget).
- Contributions & Grants are the largest expense in each budget, as they include contracts with organizations providing services to the populations of focus (all three budgets).
- Neither Board will transfer an amount to the I/DD Special Initiatives Fund but will be asked to approve use of fund balance to cover 2025 expenses.
- The I/DD Special Initiatives budget is based on joint decisions by the Boards regarding allocations to providers for special projects.



- Some CCMHB expenses are not shared by the CCDDDB (anti-stigma film sponsorship, MHB Contributions & Grants, and MHB-specific insurance, for example).
- Some expenditure categories have changed as the County Auditor’s Chart of Accounts is adjusted to conform with government accounting standards (CCMHB budget).
- Expo consultant charges and other costs are now included with other Professional Services, Rental, Printing, Advertising, Operational Supplies, and Uniforms. Between 2020 and 2022, these had been separated for easier tracking (CCMHB budget).

**Anticipated Revisions for Later Approval:**

- If subsequent Board action changes allocations or any other expense category, later versions of 2025 budgets will incorporate these.
- County staff will provide information about the costs of staff benefits and may also offer suggestions for improvement. Revenue projections may also be updated later in the year.
- The County Board will discuss all 2025 budgets at hearings in late August.
- With each set of revisions, projections will be updated.

**Decision Section:**

Motion to approve the attached DRAFT 2025 CCDDDB Budget, with anticipated revenues and expenditures of \$5,465,394.

- \_\_\_\_\_ Approved
- \_\_\_\_\_ Denied
- \_\_\_\_\_ Modified
- \_\_\_\_\_ Additional Information Needed

Motion to approve the attached DRAFT 2025 I/DD Special Initiatives Fund 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 contingent on CCMHB action.

- \_\_\_\_\_ Approved
- \_\_\_\_\_ Denied
- \_\_\_\_\_ Modified
- \_\_\_\_\_ Additional Information Needed

# Draft 2025 CCMHB Budget

LINE ITEM	BUDGETED REVENUE	
400101	Property Taxes, Current	\$6,526,915
400103	Back Property Taxes	\$2,000
400106	Mobile Home Tax	\$4,200
400104	Payment in Lieu of Taxes	\$2,000
400476	CCDDB Revenue	\$443,904
400801	Investment Interest	\$82,000
400901	Gifts & Donations	\$1,000
400902	Misc & Expo Revenue	\$23,000
	<b>TOTAL REVENUE</b>	<b>\$7,085,019</b>

LINE ITEM	BUDGETED EXPENDITURES	
500102	Appointed Official	\$116,282
500103	Regular FTE	\$409,062
500105	Temporary Salaries & Wages	\$1,000
500108	Overtime Wages	\$500
500301	Social Security/FICA	\$40,189
500302	IMRF Employer Cost	\$14,237
500304	Workers' Comp Insurance	\$2,101
500305	Unemployment Insurance	\$1,739
500306	Health/Life Insurance	\$106,877
	<b>Personnel Total</b>	<b>\$691,987</b>
501001	Stationery & Printing (Printing & Copier Suppl)	\$4,000
501002	Office Supplies	\$4,000
501003	Books, Periodicals, and Manuals	\$300
501004	Postage, UPS, Fed Ex	\$2,000
501005	Food, Non-Travel	\$1,000
501012	Uniforms (Expo T-shirts)	\$1,000
501013	Non-Food Supplies	\$250
501017	Equipment Less Than \$5000	\$7,000
501019	Operational Supplies	\$2,500
501021	Employee Development/Recognition	\$285
	<b>Commodities Total</b>	<b>\$22,335</b>
502001	Professional Svcs (adds Expo consultants, removes legal)	\$191,285
502002	Outside Services (Computer and Photocopier Services)	\$10,000
502003	Travel Costs	\$9,000
502004	Conferences and Training (Employee only)	\$4,000
502005	Training Programs (Non-Employee)	\$10,000
502007	Insurance (Non-Payroll)	\$18,000
502012	Repairs and Maintenance (short term)	\$200
502013	Rent (Office, Expo Storage/Booths/Venue)	\$37,500
502014	Finance Charges/Bank Fees	\$30
502019	Advertising, Legal Notices (adds Expo Marketing & Promotion)	\$12,000
502021	Dues, License, & Membership	\$20,000
502022	Operational Services (Zoom, domain names, web hosting, surveys)	\$5,000
502024	Public Relations (Anti-Stigma)	\$20,000
502025	Contributions & Grants	\$6,001,582
502037	Repairs and Maintenance (Bldg, Alarm)	\$100
502045	Attorney/Legal Services	\$2,500
502046	Equipment Lease/Rental (Copier)	\$2,500
502047	Software License & SAAS (user license, software cloud & installed)	\$14,000
502048	Phone/Internet	\$3,000
	<b>Services Total</b>	<b>\$6,360,697</b>
700101	Interfund Transfer, CCDDB (Share of Expo and some of Other Misc Rev)	\$10,000
	<b>Interfund Transfers TOTAL</b>	<b>\$10,000</b>
	<b>TOTAL EXPENSES*</b>	<b>\$7,085,019</b>

## Draft 2025 CCDDB Budget

LINE ITEM	BUDGETED REVENUE	
400101	Property Taxes, Current	\$5,361,394
400103	Back Property Taxes	\$2,000
400106	Mobile Home Tax	\$3,000
400104	Payment in Lieu of Taxes	\$4,000
400801	Investment Interest	\$80,000
600101	Interfund Transfer (Expo and some Other Misc Rev) from MHB	\$10,000
400902	Other Miscellaneous Revenue	\$5,000
	<b>TOTAL REVENUE</b>	<b>\$5,465,394</b>

LINE ITEM	BUDGETED EXPENDITURES	
5002001	Professional Services (42.15% of an adjusted set of CCMHB Admin Expenses)	\$443,904
502007	Insurance	\$4,333
502025	Contributions & Grants	\$5,017,157
	<b>TOTAL EXPENSES</b>	<b>\$5,465,394</b>

# Draft 2025 I/DD Special Initiatives

## Fund Budget

LINE ITEM	BUDGETED REVENUE	
400801	<b>Investment Interest</b>	\$16,000
-	<b>From Fund Balance</b>	\$223,063
	<b>TOTAL REVENUE</b>	\$239,063

LINE ITEM	BUDGETED EXPENDITURES	
501017	<b>Equipment Less than \$5,000</b> <i>(includes a designated gift for the benefit of one individual, accessed at family request, with balance \$5063 as of June 11, 2024)</i>	\$5,063
502001	<b>Professional Services</b> <i>(legal, accounting, if needed)</i>	\$1,000
502025	<b>Contributions and Grants</b>	\$233,000
	<b>TOTAL EXPENSES</b>	\$239,063

## Background for 2025 CCMHB Budget, with 2024 Projections and Earlier Actuals

2025 BUDGETED REVENUE	2024 PROJECTED	2023 ACTUAL	2022 ACTUAL	2021 ACTUAL	2020 ACTUAL	2019 ACTUAL	2018 ACTUAL	2017 ACTUAL	2016 ACTUAL	2015 ACTUAL	2014 ACTUAL
Property Taxes, Current	\$6,526,915	\$5,937,146	\$5,492,390	\$5,278,325	\$4,880,491	\$4,813,598	\$4,611,577	\$4,415,651	\$4,246,055	\$4,161,439	\$4,037,720
Back Property Taxes	\$2,000	\$0	\$8,824	\$0	\$3,382	\$6,489	\$494	\$2,731	\$2,486	\$2,861	\$1,612
Mobile Home Tax	\$4,200	\$3,920	\$3,700	\$0	\$3,736	\$4,062	\$3,909	\$3,766	\$3,903	\$3,995	\$3,861
Payment in Lieu of Taxes	\$2,000	\$2,916	\$1,474	\$3,679	\$1,088	\$2,604	\$3,406	\$3,201	\$2,970	\$2,869	\$2,859
CCDDB Revenue	\$443,904	\$389,194	\$358,450	\$366,344	\$346,706	\$409,175	\$310,783	\$287,697	\$377,695	\$330,637	\$337,536
Investment Interest	\$82,000	\$99,693	\$47,855	\$1,343	\$7,627	\$45,950	\$41,818	\$18,473	\$3,493	\$1,385	\$1,015
Gift & Donations	\$1,000	\$450	\$0	\$100	\$2,900	\$4,706					
Expo Revenue (now combined with Other Misc Rev)	\$0	\$0	\$0	\$100	\$13,805	\$14,275	\$21,613	\$5,225	\$18,822	\$26,221	\$28,192
Other Miscellaneous Revenue	\$23,000	\$22,057	\$55,161	\$2,205	\$80	\$129,028	\$29,955	\$117,195	\$21,340	\$67,599	\$85,719
*ARPA Fiscal Recovery Funding		\$0	\$0	\$770,436							
<b>TOTAL REVENUE</b>	<b>\$7,085,019</b>	<b>\$6,455,376</b>	<b>\$5,967,854</b>	<b>\$6,422,532</b>	<b>\$5,259,815</b>	<b>\$5,429,887</b>	<b>\$5,023,555</b>	<b>\$4,853,939</b>	<b>\$4,676,764</b>	<b>\$4,597,006</b>	<b>\$4,498,514</b>

\* Per the County Board, the full amount of ARP request was deposited during 2021, with half spent in 2021 and the other half in 2022. This results in the appearance of a surplus in 2021 and deficit in 2022, though the fund balance covered it.

2025 BUDGETED EXPENDITURES (SEE PAGE 5 FOR DETAILS)	2024 PROJECTED	2023 ACTUAL	2022 ACTUAL	2021 ACTUAL	2020 ACTUAL	2019 ACTUAL	2018 ACTUAL	2017 ACTUAL	2016 ACTUAL	2015 ACTUAL	2014 ACTUAL
Personnel	\$691,987	\$581,916	\$564,444	\$564,542	\$544,001	\$517,053	\$522,073	\$449,220	\$577,548	\$502,890	\$532,909
Commodities	\$22,335	\$19,411	\$10,930	\$8,632	\$12,362	\$11,147	\$10,049	\$6,263	\$7,998	\$11,237	\$9,282
Services (not Contrib & Grants)	\$359,115	\$342,829	\$283,066	\$268,512	\$286,912	\$286,376	\$404,059	\$432,828	\$410,157	\$382,870	\$375,735
*Contributions & Grants	\$6,001,582	\$5,227,318	\$5,288,028	\$5,063,438	\$4,495,820	\$3,993,283	\$3,648,188	\$3,593,418	\$3,428,015	\$3,335,718	\$3,673,966
Interfund Expenditures	\$10,000	\$132,599	\$6,908	\$28,430	\$5,819	\$406,505	\$56,779	\$57,288	\$60,673	\$0	\$0
Interest on Tax Case	\$0	\$0	\$0	\$0	\$1,648						
<b>TOTAL EXPENSES</b>	<b>\$7,085,019</b>	<b>\$6,304,073</b>	<b>\$6,153,376</b>	<b>\$5,933,554</b>	<b>\$5,346,562</b>	<b>\$5,214,364</b>	<b>\$4,641,148</b>	<b>\$4,559,017</b>	<b>\$4,484,391</b>	<b>\$4,232,715</b>	<b>\$4,591,892</b>

# Additional Information about Expenses (Proposed 2025 versus Projected 2024)

## Personnel 2025 v 2024

PERSONNEL	2025	2024
Appointed Official	\$116,282	\$110,745
Regular FTE	\$409,062	\$389,583
Temporary Wage/Sal	\$1,000	\$100
Overtime Wages	\$500	\$0
FICA	\$40,189	\$38,275
IMRF	\$14,237	\$13,559
W-Comp	\$2,101	\$2,001
Unemployment	\$1,739	\$1,900
Health/Life Insurance	\$106,877	\$62,000
	<b>\$691,987</b>	<b>\$618,163</b>

## Commodities 2025 v 2024

COMMODITIES	2025	2024
Printing	\$4,000	\$1,000
Office Supplies	\$4,000	\$4,200
Books/Periodicals	\$300	\$300
Postage/UPS/Fed Ex	\$2,000	\$1,500
Food Non-Travel	\$1,000	\$1,000
Uniforms (Expo shirts)	\$1,000	\$1,000
Non Food Supplies	\$250	\$200
Equipment Under \$5000	\$7,000	\$7,000
Operational Sup (Expo)	\$2,500	\$2,500
Employee Dev/Rec	\$285	\$0
	<b>\$22,335</b>	<b>\$18,700</b>

## Services (not Contributions and Grants)

SERVICES	2025	2024
Professional Services*	\$191,285	\$210,100
Attorney/Legal Services*	\$2,500	\$2,000
Outside Services (e.g., Computer)	\$10,000	\$9,000
Travel Costs	\$9,000	\$7,000
Conferences and Training (employee only)**	\$4,000	\$4,000
Training Programs (Non-Employee)	\$10,000	\$5,000
Insurance (Non-Payroll)	\$18,000	\$18,000
Equipment Maintenance	\$200	\$0
Repairs (Brookens)	\$100	\$0
Rental (Office and Expo)***	\$37,500	\$40,000
Rental (Equipment)	\$2,500	\$3,000
Finance Charges/Bank Fees	\$30	\$0
Advertising, Legal Notices (adds Expo marketing)***	\$12,000	\$12,000
Public Relations***	\$20,000	\$20,000
Dues/Licenses	\$20,000	\$20,000
Operational Svs (Zoom, etc)	\$5,000	\$7,000
Software License	\$14,000	\$14,000
Phone/Internet	\$3,000	\$2,470
	<b>\$359,115</b>	<b>\$373,570</b>

## Interfund Expenditures

INTERFUND TRANSFERS	2025	2024
CCDDB Share of Expo and some of MHB Misc Revenue	\$10,000	\$7,000
	<b>\$10,000</b>	<b>\$7,000</b>

### \*Professional Services:

Includes Expo coordinators, Audit and Accounting Services, website development and maintenance, HR, shredding, language access, accessibility review, CPA consultation, application review, 211, Health Plan Coordinator, Evaluation Capacity Building project. Computer Services are in Outside Services; Attorney/Legal is a unique line.

### \*\*Conferences and Training:

May include registration and conference fees, while food and travel are tracked separately. Non-Employee trainings are also separated and may include costs of presenters and supplies for trainings we host, such as Mental Health First Aid and monthly provider-focused learning opportunities. Board member costs for conferences and trainings are also charged to Non-Employee Training.

### \*\*\*Public Relations and disAbility Resource Expo:

Public Relations now includes Eberfest (not shared with CCDDB) and other community education/awareness. Expo expenses are distributed across several appropriate categories.

## Additional Information about Services

SERVICES	2025	2024
<b>Professional Services*</b>	\$191,285	\$210,100
	Includes some costs determined and charged by the County, for Accounting Services, Payroll and IT, and External Audit. Also includes the cost of independent contractors: coordinating the Expo and social media, assisting with MHFA trainings, providing support to agencies for Evaluation Capacity Building, maintaining Expo and AIR websites, maintaining the online application system, sharing state DD info and advocacy, language access, accessibility testing, shredding services, and reviews of audits. Also supports the 211 information services, human resources services through AAIM, and coordination of community health plan.	Includes some costs determined and charged by the County, for Accounting Services, Payroll and IT, and External Audit. Also includes the cost of independent contractors: coordinating the Expo and social media, assisting with MHFA trainings, providing support to agencies for Evaluation Capacity Building, maintaining Expo and AIR websites, maintaining the online application system, sharing state DD info and advocacy, language access, accessibility testing, shredding services, and reviews of audits. Also supports the 211 information services, human resources services through AAIM, and coordination of community health plan.
<b>Public Relations***</b>	\$20,000	\$20,000
	\$15,000 Ebertfest film sponsorship, offset by Alliance contributions. \$3,000 estimated for other community events and anti-stigma art show(s) and promotion, including Market in the Square and possible Farmers Market. \$2,000 sponsorships of other events, in which Expo, AIR, or the Boards are promoted.	\$15,000 Ebertfest film sponsorship, offset by Alliance contributions. \$3,000 estimated for other community events and anti-stigma art show(s) and promotion, including Market in the Square and possible Farmers Market. \$2,000 sponsorships of other events, in which Expo, AIR, or the Boards are promoted.
<b>disability Resource Expo***</b>	\$0	\$0
	Charged to Professional Services, Rental, Advertising, and PR when Expo-related. Support for Expo events, including venue, supplies, food, interpreters, advertising, t-shirts, storage space, etc. Expo Coordinators, interpreters, and PAs charged to Professional Services. Costs offset by exhibitor fees and sponsorships.	Now charged to Professional Services, Rental, Advertising, and PR with Expo-related. Support for Expo events, including venue, supplies, food, interpreters, advertising, t-shirts, storage space, etc. Expo Coordinators, interpreters, and PAs charged to Professional Services. Costs offset by exhibitor fees and sponsorships.
<b>CCMHB Contributions &amp; Grants</b>	\$6,001,582	\$5,817,047
	Estimated CCMHB payments to agencies from January 1 to June 30, 2025, as authorized in May 2024, plus 1/2 of estimated PY26 annual allocation amount, with agency contract maximums to be authorized by July 1, 2025.	CCMHB payments to agencies from January 1 to June 30, 2024, as authorized in May 2023, plus payments authorized in May 2024 to be made from June through December 2024.
<b>CCDDB Contributions &amp; Grants</b>	\$5,017,157	\$4,839,825
	Estimated CCDDB payments to agencies from January 1 to June 30, 2025, as authorized in May 2024, plus 1/2 of estimated PY26 annual allocation amount, with agency contract maximums to be authorized by July 1, 2025.	Actual CCDDB payments to agencies from January 1 to June 30, 2024, as authorized in May 2023, plus payments authorized in May 2024, to be made from June through December 2024.
<b>Dues/Licenses</b>	\$20,000	\$20,000
	\$1,000 national trade association (NACBHDD), \$16,000 state trade association (ACMHAI), and smaller amounts Human Services Council, Arc of Illinois, any new membership, e.g., CBHA, NCBH, NADD, possible NADSP membership.	\$1000 national trade association (NACBHDD), \$3,000 AAIM (paid every three years), \$16,000 state trade association (ACMHAI), small amounts Human Services Council, Arc of Illinois, possible NADSP membership.
<b>Conferences/Training</b>	\$4,000	\$4,000
	\$1000 registration for NACo and NACBHDD Legislative and Policy Conferences (likely offset by ACMHAI). \$400 for NACo Annual Meeting. Registration fees for other conference/training for staff members might include Mental Health America, Federation of Families, Arc of IL, NADD, or similar. Mental Health First Aid training and certification. Costs of travel and meal per diems for staff for any of these conferences are included in different lines.	\$500 registration for NACo and NACBHDD Legislative and Policy Conferences (offset by ACMHAI). Registration fees for other conference/training for staff members might include Mental Health America, Federation of Families, Arc of IL, NADD, or similar. Mental Health First Aid training and certification. Costs of travel and meal per diems for staff for any of these conferences are included in different lines.
<b>Non-Employee Conferences / Trainings**</b>	\$10,000	\$5,000
	Registration, costs of travel, lodging, and food for board members to attend National or State Association meetings and other conferences or trainings of interest. Also charged here are the costs associated with Mental Health First Aid trainings and monthly learning opportunities/trainings for non-employees (e.g., case managers, other service providers, stakeholders), which can include presenters, rental, refreshments, materials, promotion. Some virtual trainings.	Registration, costs of travel, lodging, and food for board members to attend National or State Association meetings and other conferences or trainings of interest. Also charged here are the costs associated with Mental Health First Aid trainings and monthly learning opportunities/trainings for non-employees (e.g., case managers, other service providers, stakeholders), which can include presenters, rental, refreshments, materials, promotion. Some virtual trainings.
<b>Unexpected</b>		
	Changes in professional fees for support to agencies, non-employee trainings, Public Relations, or Expo costs. Cost of moving offices to a different location. Increased need for legal counsel. Budget amendment to cover benefits payout upon employee resignation or change in staffing. Possible tax liabilities, interest. Fund balances are lowest in May, at which point there should be enough for 6 months operating + any tax liability + share (57.85%/42.15%) of accrued staff benefits. If first tax distribution does not occur by mid-June, fund balance may be used.	Changes in supports to agencies, non-employee trainings, Public Relations, Expo costs. Public health barrier to large gatherings. Cost of moving offices to a different location or renovating, greater need for legal counsel. Budget amendment if employee resignation (with benefits payout) or change in staffing. Fund balances are lowest in May, at which point there should be enough for 6 months operating + any tax liability + share (57.85%/42.15%) of accrued staff benefits. If first tax distribution does not occur by mid-June, fund balance may be used.

## Calculation of the CCDDDB Administrative Share (“Professional Services”)

Adjustments:	2025	2024
CCMHB Contributions & Grants	\$6,001,582	\$5,817,047
Eberfest AIR anti-stigma film	\$15,000	\$15,000
MHB-specific insurance cost	\$5285	5285
CCDDDB Share of Donations & Misc Rev	\$10,000	\$7,000
		-
<b>Adjustments Total:</b>	\$6,031,867	\$5,844,332
CCMHB Total Expenditures:	\$7,085,019	\$6,834,480
Total Expenditures less Adjustments:	\$1,053,152	\$990,148

	2025	2024*
Total Expenditures less Adjustments	CCDDDB Share	CCDDDB Share
<b>Adjusted Expenditures x 42.15%</b>	\$1053152	\$990,148
Monthly Total for CCDDDB Admin	\$443,904	\$417,348
	\$36,992	\$34,779

\*At the end of the Fiscal Year, actual expenses are updated, some revenues (e.g., Expo) are shared, and adjustments are made to the CCDDDB current year share.

## Background for 2025 CCDDDB Budget, with 2024 Projections and Earlier Actuals

2025 BUDGETED REVENUES	2024 PROJECTED	2023 ACTUAL	2022 ACTUAL	2021 ACTUAL	2020 ACTUAL	2019 ACTUAL	2018 ACTUAL	2017 ACTUAL	2016 ACTUAL	2015 ACTUAL	2014 ACTUAL
Property Taxes, Current	\$5,180,091	\$4,879,251	\$4,511,249	\$4,334,187	\$4,001,872	\$3,982,668	\$3,846,413	\$3,684,009	\$3,595,174	\$3,545,446	\$3,501,362
Back Property Taxes	\$2,415	\$0	\$7,246	\$0	\$2,773	\$5,369	\$412	\$2,278	\$2,105	\$2,437	\$1,398
Mobile Home Tax	\$3,000	\$3,222	\$3,039	\$0	\$3,066	\$3,361	\$3,261	\$3,142	\$3,305	\$3,404	\$3,348
Payment in Lieu of Taxes	\$4,000	\$2,396	\$1,210	\$3,021	\$0	\$2,154	\$2,841	\$2,671	\$2,515	\$2,445	\$2,479
Investment Interest	\$80,000	\$84,072	\$35,285	\$791	\$4,054	\$23,508	\$24,062	\$10,883	\$2,318	\$1,488	\$812
Gifts & Donations (MHB transfer)	\$10,000	\$5,064	\$6,908	\$0	\$5,819	\$106,505	\$6,779	\$7,288	\$10,673	\$0	\$0
Other Miscellaneous Revenue	\$5,000	\$50,550	\$0	\$971	\$9,524	\$8,955	\$6,408	\$14,432	\$0	\$0	\$11,825
<b>TOTAL REVENUE</b>	<b>\$5,465,394</b>	<b>\$5,024,555</b>	<b>\$4,564,937</b>	<b>\$4,338,970</b>	<b>\$4,027,108</b>	<b>\$4,132,520</b>	<b>\$3,890,176</b>	<b>\$3,724,703</b>	<b>\$3,616,091</b>	<b>\$3,555,220</b>	<b>\$3,521,224</b>

2025 BUDGETED EXPENDITURES	2024 PROJECTED	2023 ACTUAL	2022 ACTUAL	2021 ACTUAL	2020 ACTUAL	2019 ACTUAL	2018 ACTUAL	2017 ACTUAL	2016 ACTUAL	2015 ACTUAL	2014 ACTUAL
Professional Services (42.15% of some CCMHB expenses, as above)	\$443,904	\$389,194	\$358,450	\$366,344	\$330,445	\$309,175	\$310,783	\$287,697	\$379,405	\$330,637	\$337,536
Contributions & Grants	\$5,017,157	\$4,090,901	\$3,777,207	\$3,514,153	\$3,659,691	\$3,435,748	\$3,250,768	\$3,262,938	\$3,206,389	\$3,069,122	\$3,224,172
Insurance specific to DDB	\$4,333	\$4,333									
Interfund Transfer, CILA Fund	\$0	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$0
Interfund Transfer to MH (loan repay)	\$0					\$100,000					
Interest on Tax Case	\$0	\$0	\$0	\$0	\$1,363						
<b>TOTAL EXPENSES</b>	<b>\$5,465,394</b>	<b>\$4,530,095</b>	<b>\$4,185,657</b>	<b>\$3,930,497</b>	<b>\$4,041,499</b>	<b>\$3,894,923</b>	<b>\$3,611,551</b>	<b>\$3,600,635</b>	<b>\$3,635,794</b>	<b>\$3,449,759</b>	<b>\$3,561,708</b>



## INTERGOVERNMENTAL AGREEMENT

THIS INTERGOVERNMENTAL AGREEMENT is entered into this 16<sup>th</sup> day of March, 2016 by and between the **Champaign County Mental Health Board** (hereinafter the "Mental Health Board") and the **Champaign County Board for the Care and Treatment of Persons with a Developmental Disability** (hereinafter the "Developmental Disabilities Board"). The parties hereby enter into this INTERGOVERNMENTAL AGREEMENT to delineate respective roles, responsibilities, and financial obligations associated with the shared administrative structure that shall be responsible for the staffing and operation of the Mental Health Board and the Developmental Disabilities Board. Both parties understand and agree as follows:

### WITNESSETH

WHEREAS, the Mental Health Board has a statutory responsibility (Illinois Community Mental Health Act, 405 ILCS 20 / Section 0.1 et.seq.) to plan, fund, monitor, and evaluate mental health, substance abuse, and developmental disability services in Champaign County;

WHEREAS, the Developmental Disabilities Board has a statutory authority (County Care for Persons with Developmental Disabilities Act, 55 ILCS 105 / Section 0.01 et. seq.) to fund services and facilities for the care and treatment of persons with a developmental disability;

WHEREAS, the Mental Health Board and Developmental Disabilities Board have overlapping responsibilities pertaining to planning, funding, monitoring, and evaluating developmental disability programs and services in Champaign County;

WHEREAS, the members of the Mental Health Board and the Developmental Disabilities Board are appointed by the Chair of the Champaign County Board with consent of the Champaign County Board and as such have committed to share the same administrative structure to maximize the funding available for direct mental health and developmental disabilities programs and services;

WHEREAS, the Parties agree sharing an administrative structure will reduce administrative costs, maximize available funding for direct services, and assure an integrated planning process for developmental disabilities and behavioral health programs and services;

NOW, THEREFORE, it is the agreement of the parties that this INTERGOVERNMENTAL AGREEMENT is entered into in order to assure an efficient, ongoing, cooperative effort that will benefit people with disabilities in Champaign County.

**The Parties Agree to the Following Arrangements for a Shared Executive Director and Joint Programs:**

1. The chief administrative employee shall serve in a dual (i.e., shared) capacity as Executive Director of the Mental Health Board as well as Executive Director of the Developmental Disabilities Board.
2. The terms and conditions of the Executive Director's employment shall be delineated in an employment contract with both the Developmental Disabilities Board and the Mental Health Board as Parties to the agreement.
3. Each Board shall complete a separate annual performance evaluation of the Executive Director. If either Board rates the Executive Director as "less than satisfactory," a Joint Personnel Committee comprising two (2) officers of the Mental Health Board and two (2) officers of the Developmental Disabilities Board shall be convened to assess the situation and formulate recommendations. A recommendation of termination by the Joint Personnel Committee, or any other action proposed, shall require ratification by each Board by majority vote. The Joint Personnel Committee shall have no other function.

An annual performance review conference with the Executive Director shall be convened by the Presidents of the two Boards. This conference shall be used to provide feedback about performance and discuss goals and objectives for the coming year.

4. Process for selection of a new shared Executive Director: At such time as it becomes necessary to fill the shared position of Executive Director for the Mental Health Board and the Developmental Disabilities Board, the search and decision process shall include the following steps and processes.
  - a. The Mental Health Board and the Developmental Disabilities Board shall develop and agree upon selection criteria and job description for the shared Executive Director position. If necessary, a separate document delineating the search process shall be developed and agreed upon by each Board.
  - b. The Presidents of the two Boards, with the advice and consent of the two Boards, shall appoint a Search Committee to manage the search and selection process for the shared Executive Director using the job description and selection criteria.
  - c. The Search Committee shall report, in advance, a general schedule for the search process, any advertising content to be used, shall request budget support for the search process, and shall keep the two Boards informed about activities and progress associated with the search with regular reports at each Board meeting during the search schedule.
  - d. Ultimately, finalists for the shared Executive Director position will be determined by majority vote of the Search Committee and forwarded to the two Boards.

- e. If within 45 days of the planned time of completion of the search, from the schedule in part (c) above, the Search Committee is unable to come to a decision about finalists, then the two Boards may elect to extend the search time to a specific later date or to start the search again from the beginning. If the two Boards do not so elect, this shall be considered to imply that a shared Executive Director is no longer viable and the process of termination or amendment of this agreement shall commence.
- f. The Executive Director shall be chosen from among the final candidates by majority vote of each Board. If the two Boards do not reach mutual agreement, then the two Boards may elect to start the search again from the beginning. If the two Boards do not so elect, this shall be considered to imply that a shared Executive Director is no longer viable and the process of termination or amendment of this agreement shall commence.

**The Parties Agree to the Following Financial Commitments:**

5. There shall be ongoing communication between the Mental Health Board and the Developmental Disabilities Board. On at least a quarterly basis, the shared Executive Director shall meet with the Presidents of the Mental Health Board and the Developmental Disabilities Board to review the status of the provision of administrative services, to discuss coordination of funding for developmental disabilities services, to coordinate regarding joint projects and activities, and to address any other items pertinent to the operations of either Board. The Presidents shall report on the discussion and any actions taken at regular meetings of each Board.
6. The Mental Health Board shall provide funding for developmental disabilities services using the FY12 amount of \$529,852 as a base with annual increases or decreases predicated on the percentage of increase or decrease in the levy fund in subsequent years.
7. The organization of Champaign County Government makes it cumbersome for administrative costs to be paid by both the Mental Health Board and the Developmental Disabilities Board. To simplify matters, all administrative costs shall be paid through the Mental Health Board fund/account. The Developmental Disabilities Board will transfer their share of administrative costs to the Mental Health Board for this purpose.
8. The split for administrative costs on the date of execution of this agreement is 42.15% for the Developmental Disabilities Board share with the remainder paid by the Mental Health Board. This percentage is based on a time study of staff effort to determine the salary cost split between the Boards. Subsequent appropriate cost sharing adjustments, based on time studies, pro rata allocation, or other mutually agreed approach shall be determined through the regular meetings between the Presidents of the Mental Health Board and the

Developmental Disabilities Board with the advice and consent of the two Boards.

9. In preparation for the annual budget process, the Executive Committee shall review the proposed administrative costs of the Mental Health Board budget to assure the share in paragraph (8) above is applied only to expenditures which are common for both boards. Administrative costs which are specific to the Mental Health Board or to the Developmental Disabilities Board shall be excluded from (i.e., backed out of) the shared cost pool.
10. All current and future "jointly sponsored programs and activities" shall be shared equally between the Boards unless each Board agrees to some other allocation. These include, but are not limited to, various Acceptance, Inclusion, and Respect programs intended to address discrimination, violations of civil rights, and other stigma directed to people with disabilities.

**Miscellaneous Provisions:**

11. Nothing contained herein serves to limit, alter, or amend either party's duties, rights, or responsibilities as set out in applicable State statutes, laws, or regulations.
12. This agreement can be amended at any time based on needs identified at the quarterly Presidents Meeting or by either of the two Boards.
13. This agreement may be terminated by first providing notification of intent to terminate the agreement at the President's Meeting, followed by majority vote of either Board, or in the event of disagreement about candidates for the Executive Director position as described in Paragraph 4 above. In the event of a decision to terminate the Intergovernmental Agreement, full implementation of the termination and separation shall be coordinated and concurrent with the Champaign County Budget and fiscal year (January 1).

**Governing Law:**

14. This Agreement shall be interpreted, construed, and governed by the laws of the State of Illinois.

**Entirety of Agreement:**

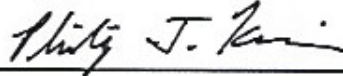
15. This Agreement embodies all representations, obligations, agreements, and conditions in relation to the subject matters hereof, and no representations, obligations, understandings, or agreements, oral or otherwise, in relation thereto exist between the parties except as expressly set forth herein and incorporated herein by reference. This Agreement constitutes the entire agreement between the Mental Health Board and the Developmental Disabilities Board on the subject matters hereof and supersedes and replaces any and all other understandings, obligations, representations, and agreements, whether written or oral, express or implied, between or by the Mental Health Board and the Developmental Disabilities Board. This

Agreement may be amended or terminated only by an instrument in writing duly executed by the parties hereto.

IN WITNESS WHEREOF, the Parties have caused this INTERGOVERNMENTAL AGREEMENT to be executed by their authorized representatives on the 16th day of March, 2016.

**For the Champaign County Board for the Care and Treatment of Persons with a Developmental Disability:**

Philip T. Krein, President



March 16, 2016

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**For the Champaign County Mental Health Board**

Deborah Townsend, President



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**ADDENDUM TO INTERGOVERNMENTAL AGREEMENT**

This Addendum to Intergovernmental Agreement is entered into this 27<sup>th</sup> day of November, 2020, by and between the Champaign County Mental Health Board ("MHB") and the Champaign County Board for the Care and Treatment of Persons with a Developmental Disability ("DDB").

Whereas, MHB and DDB entered into an Intergovernmental Agreement dated June 30, 2012 ("Agreement"), revised March 16, 2016 ("Agreement"), and amended September 17, 2014 and February 20, 2019,

Whereas, MHB and DDB desire to amend the Agreement by providing for the sharing of costs related to the acquisition, maintenance, and disposition of residences to be used to provide Community Integrated Living Arrangement ("CILA") Services,

Whereas, with financing provided by one or more local banks, MHB acquired residences in Champaign County to be leased to a CILA provider to provide housing to residents in Champaign County who qualify for CILA services,

Whereas, MHB paid the remaining mortgage balance (interest and principal) which has allowed for acquisition of two residences and provision of services to eligible persons, so that as of May 2019, the MHB had contributed a total of \$500,000, and the DDB \$300,000 to the project,

Whereas, per October 2020 resolution, the titles for each property were transferred from the MHB to the DDB,

Now, therefore, MHB and DDB hereby agree as follows:

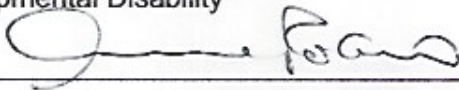
1. MHB and DDB have agreed that for so long as a residence is owned by DDB and used to provide CILA services to residents of Champaign County, each party shall be responsible for one-half of all costs associated with the acquisition of such residences, the debt payments associated with such residences, the maintenance costs of such residences and the costs associated with any disposition of a residence.
2. Prior to the contributions of the DDB becoming equal to those of the MHB, if expenses related to the CILA fund exceed the amount available in the annual budget, the DDB will transfer the additional amount to the CILA fund, reducing the remaining DDB obligation.
3. After the contributions of each Board have become equal, the CILA fund will continue to receive equal contributions from each board, by annual interfund transfers, for ongoing expenses associated with the properties. This annual amount will be based on most recently completed fiscal year actual expenses plus 10%.

4. If expenses related to the properties exceed the amount available in annual CILA fund budget, a request to transfer from CILA fund balance may be made. If fund balance is insufficient or transfer not possible, the Boards may agree to contribute equally to the fund as needed.
5. MHB and DDB agree that once a residence is no longer to be used to provide CILA services, DDB shall enter into a listing agreement with a realtor in an attempt to sell such residence.
  - A. If the homes are sold prior to such time as the total DDB contribution has become equal to that of the MHB, net proceeds from sale of the homes shall first be paid to MHB in an amount equal to the MHB's contribution that is greater than the then DDB's contribution. Any fund balance or net proceeds remaining will be split equally between the two Boards, as interfund transfers from the CILA fund to each of the MHB fund and DDB fund.
  - B. If the homes are sold after the contributions have become equal, the current balance of the CILA fund and proceeds from the sale of the homes will be split equally between the two boards, per the original agreement.

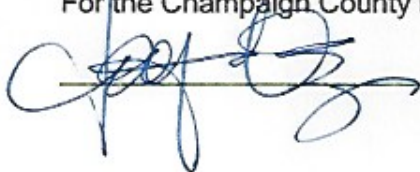
In witness whereof, the parties have executed this Addendum as of the date first written above.

As this Addendum contains the entire agreement between the Champaign County Mental Health Board ("MHB") and the Champaign County Board for the Care and Treatment of Persons with a Developmental Disability ("DDB") concerning the operations, finances and disposition of any matter related to the CILA (formal) homes, by mutual agreement, the Addendums of Feb 20, 2019 and Sept. 17, 2014 are null and void.

For the Champaign County Board for the Care and Treatment of Persons with a Developmental Disability



For the Champaign County Mental Health Board





# DECISION MEMORANDUM

**DATE:** July 17, 2024  
**TO:** Champaign County Developmental Disabilities Board (CCDDB)  
**FROM:** Lynn Canfield, Executive Director  
**SUBJECT:** Renewal of 2-1-1 MOU with United Way

## **Background:**

The purpose of this memorandum is to seek approval for renewal of the cost-sharing agreement with United Way of Champaign County (UWCC) for 2-1-1 information and referral services contracted between UWCC and PATH, Inc. A draft updated version of the agreement is attached. The CCDDB and Champaign County Mental Health Board (CCMHB) have supported this service since its launch in Champaign County. 2-1-1 is a project of [United Way Worldwide](#).

## **Budget Impact:**

The cost of the Champaign County contract has been shared equally by United Way of Champaign County and the CCMHB/CCDDB, which in turn split the total cost at 57.85% and 42.15% respectively. \$11,250 is the current and proposed annual amount to be contributed to UWCC by the CCMHB and CCDDB. This would be paid in quarterly installments from CCMHB Professional Services and included with costs the CCDDB covers by transfer to the CCMHB. If all agree, the annual amount to the CCMHB would be \$6,508 and to the CCDDB \$4,742.

## **Decision Section:**

Motion to approve the attached 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.

- \_\_\_\_\_ Approved
- \_\_\_\_\_ Denied
- \_\_\_\_\_ Modified
- \_\_\_\_\_ Additional Information Needed



**MEMORANDUM OF UNDERSTANDING**  
**United Way of Champaign County (UWCC)**  
**and**  
**Champaign County Mental Health Board (CCMHB)**  
**and**  
**Champaign County Developmental Disabilities Board (CCDDB)**

**2-1-1 Information and Referral Services**

The United Way of Champaign County (UWCC) and the Champaign County Mental Health Board (CCMHB)/Champaign County Developmental Disabilities Board (CCDDB) are the primary community-based local funders of human services in Champaign County and as such have collaborated to assure information and referral services are available and accessible to the citizens of Champaign County (i.e., First Call For Help). The advent and availability of 2-1-1 Information and Referral Services will improve access and efficiency and maximize community impact in terms of efficacy.

The Parties hereby enter into this Memorandum of Understanding to delineate respective roles, responsibilities, and financial obligations associated with the implementation of 2-1-1 Information and Referral Services which are to be provided by PATH, Inc.

The Parties agree to the following terms and conditions to implement this Memorandum of Understanding:

1. UWCC will enter into a contract with PATH, Inc. for the provision of 2-1-1 Information and Referral Services for the people of Champaign County. The CCMHB/CCDDB shall not be a party to the contract between UWCC and PATH, Inc.
2. The CCMHB/CCDDB shall provide funding to UWCC for 2-1-1 Information and Referral Services. The annual amount to be paid shall be \$11,250.00 and shall be paid in quarterly installments. If revenue from other funders becomes available to support 2-1-1 Information and Referral Services, the share paid by the CCMHB/CCDDB shall be equal to but shall not exceed the share paid by UWCC. The Parties agree that the contract maximum between UWCC and PATH, Inc. will not exceed \$45,000. If UWCC determines that the contract amount will be in excess of said amount, CCMHB/CCDDB will be contacted immediately and advised of the contract maximum. At that point, CCMHB/CCDDB has the option to terminate this Memorandum of Understanding immediately.
3. All relevant documents pertaining to the contract for 2-1-1 Information and Referral Services between UWCC and PATH, Inc. shall be provided to the CCMHB/CCDDB in a timely manner. If the CCMHB and/or CCDDB determine additional documents are needed, UWCC will provide them upon request if such documents exist and if UWCC has access to them.
4. UWCC shall identify the CCMHB and CCDDB as partners in the provision of 2-1-1 Information and Referral Services in news releases, press conferences, and any written material made available to the public.
5. UWCC hereby expressly agrees and covenants to hold harmless and indemnify the CCMHB/CCDDB, their Boards, employees, representatives, agents, assigns and

successors from any and all liability, claims of liability or legal action or threat thereof by other parties arising out of this contract, the contract with PATH, Inc., or the provision of the information for or services identified, derived from or initiated as a result of the 2-1-1 Information and Referral Services. CCMHB and CCDDDB are solely funding sources as outlined herein and are undertaking to provide no services and assume no liability.

Either Party may terminate this Memorandum of Understanding with 90 days' written notice to the other. Upon the mutual written consent of the Parties, this Memorandum of Understanding may be terminated sooner. UWCC may terminate this Memorandum of Understanding immediately on written notice to CCMHB/CCDDDB if UWCC terminates its contract with PATH, Inc., for cause under Section 1.3 thereof. UWCC may also terminate this Memorandum of Understanding on 60 days' written notice to CCMHB/CCDDDB if its contract with PATH, Inc., is terminated by either party for convenience under Section 1.4 thereof.

Nothing contained herein serves to limit, alter, or amend either Party's duties, rights or responsibilities as set out in Federal and State statutes, laws, or regulations.

In witness where of, the Parties have caused this Memorandum of Understanding to be executed by their authorized representatives on this \_\_\_\_ day of \_\_\_\_\_, 2024.

CHAMPAIGN COUNTY MENTAL HEALTH BOARD

By

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Board Chair

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Executive Director

CHAMPAIGN COUNTY DEVELOPMENTAL DISABILITIES BOARD

By

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Board Chair

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Executive Director

UNITED WAY OF CHAMPAIGN COUNTY

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Board Chair

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CEO



## BRIEFING MEMORANDUM

DATE: July 17, 2024  
TO: Members, Champaign County Developmental Disabilities Board (CCDDB)  
FROM: Lynn Canfield, Executive Director  
SUBJECT: Review of Strategic Plan, Funding Priorities, and Application Process

### Background

The purpose of this memorandum is to set the stage for evaluating and planning Champaign County’s system of supports and services for its residents who have Intellectual and Developmental Disabilities (I/DD). Strategic plans and objectives and annual funding priorities are typically reviewed during the fall, as the Board establishes priorities and decision support criteria for Program Year 2026 (July 1, 2025 to June 30, 2026) and updates objectives for 2025 for the Three-Year Plan (January 1 to December 31, 2025).

In 2021, we completed a [community needs assessment and report](#), as is done to develop the Three-Year Plan which remains in place and will be extended an additional year, per Board action May 22, 2024. We partner with the Regional Vermilion-Champaign Executive Committee on shared health needs assessments, priorities-setting, and community health plans. The collaborative has launched a needs survey which is open through the summer, with results available later in the year, and priorities setting in early 2025 which might be useful to our own work next year. This fall we will update objectives for 2025, recognizing that this document primarily guides the work of CCDDB staff and board members.

In August of 2023, the CCDDB and Champaign County Mental Health Board (CCMHB) held a joint study session to learn from self-advocates about our community’s relevant resources and areas for improvement, especially regarding inclusion of residents who have I/DD. Many comments from that session are featured in the PY2025 funding priorities documents for the CCDDB, the CCMHB, and their shared I/DD Special Initiatives fund.

**The Allocation Priorities and Decision Support Criteria** will be reviewed and updated in advance of open application process for PY2026 funding. In recent years, primarily due to the global pandemic’s upending of systems, these priorities and criteria were adapted more than usual, and further reorganization and revision may support the Board’s mission.

Many technical modifications and content revisions of our **application and reporting system** and forms have been made to improve clarity and to align with what the Board is seeking from the funded supports as well as the outcomes sought by participants.

## CCDDB Three Year Plan Goals, 2022-2024

The full [three-year plan with current year objectives is posted online](#).

### A COORDINATED AND ACCESSIBLE CONTINUUM OF SERVICES AND SUPPORTS

1. Support a **continuum of services** to meet the needs of people with intellectual and/or developmental disabilities (I/DD), along with their families, residing in Champaign County.  
*Eight objectives for 2024:*  
*Solicit proposals through competitive process; encourage use of models connected to input from people served; promote wellness through access to health/behavioral health care; identify outcomes of value to people served; expand residential and employment support to those without other funding; fund services not otherwise covered (including DSP incentive payments); in other collaborations, advocate for and with people with I/DD; support flexible service options.*
2. Sustain the commitment to improving outcomes for members of **underrepresented and underserved populations**.  
*Six objectives for 2024:*  
*Culturally responsive family support groups; technical assistance for CLC; training and professional development toward CLC; trauma-informed practice; assess public health threats to people with I/DD; update demographic data categories.*
3. Improve **access to and engagement in services** through increased coordination among providers, community stakeholders, people with I/DD, their families, and other key supporters.  
*Five objectives for 2024:*  
*Host learning opportunities; collaborate with local funders and various councils; in justice related collaborations, advocate for and with people with I/DD; use public input to advocate for systems change; track unmet needs by PUNS and local assessments.*
4. Encourage high-quality **person-centered planning** and follow-through for people served by funding from the CCDDB and, through the Intergovernmental Agreement, from the CCMHB.  
*Five objectives for 2024:*  
*Support PCP implementation and conflict free case management; focus on personal outcomes in PCPs; identify measures consistent with people's valued outcomes; track service utilization through online system; assess use of PCPs to learn preferences of those not using public forums.*
5. Continue the collaborative working relationship with the Champaign County Mental Health Board (CCMHB).  
*Four objectives for 2024:*  
*Maximize resources; with people with I/DD, improve access to integrated settings; promote inclusion; coauthorize use of I/DD Special Initiatives fund.*

### CHILDREN AND FAMILY FOCUSED PROGRAMS

6. Identify children at-risk of developmental delay or disability and support **early intervention services and family supports**.  
*Two objectives for 2024:*  
*Support evidence-based/informed treatment for young children; promote culturally responsive supports and reduce disparities in care for young children.*

7. Support **access to services and programs** for youth and adults with I/DD, with a preference for evidence-based practices to increase positive outcomes.  
*Two objectives for 2024:*  
*Improve transition from school to adult services; fund and advocate for flexible support for those in transition.*

#### COMMUNITY ENGAGEMENT AND ADVOCACY

8. Promote **inclusion and respect** of people with I/DD, through broad based community education efforts.  
*Seven objectives for 2024:*  
*AIR and Expo and student projects; promote other community awareness initiatives; family support networks; seek and share self-advocate input; support meaningful work and non-work community experiences; develop web-based resources; promote resources.*
9. Stay abreast of **emerging issues** affecting service and support systems and access to services and be proactive through concerted **advocacy efforts**.  
*Seven objectives for 2024:*  
*Workforce stabilization; track class action cases/consent decrees; track other Olmstead cases and federal rules; monitor changes in Medicaid waivers; advocate for increased state funding and improved system; encourage highest quality personal outcomes; monitor local transition to new ISC.*

### Program Year 2025 CCDDDB Priorities

The full [PY25 approved funding priorities document is posted online](#). During an [August 16, 2023 study session](#), self-advocates offered input for planning and possible collaborative advocacy. Their comments and [prior assessment data](#) informed many priorities. Self-advocates, family members, and their networks are critical to CCDDDB efforts.

#### ***PRIORITY: Self-Advocacy*** ***no PY25 applications***

From Kentrell, a study session presenter:

I would like to be a part of more events out of town that give me the chance to be an advocate, like the Speak Up Speak Out Summit. I don't usually have the money to do this on my own, and I would prefer to have another advocate or staff member attend with me.

Human Rights & Advocacy (HRA) Group members also wrote about the need for more funding for advocacy opportunities.

Nationally, about 90% of care is provided by family, friends, and community rather than through the formal service system. People with I/DD and their families lead improvements of that system and raise awareness of disabilities and of how the system works or fails. People who have I/DD can inform and lead self-advocacy and peer support groups. Families and other supporters can as well. These groups are uniquely effective at:

- improving others' understanding of I/DD and of the rights of people with I/DD,
- peer mentoring and networking,
- developing and sharing information on resources, and
- advocating and directing advocacy at the local, state, and federal levels.

***PRIORITY: Linkage and Coordination***

***Two PY25 contracts, with two agencies, totalling \$939,345***

When asked what would make daily life easier or better, self-advocates spoke of more information about available resources, services, and eligibility and noted that some public benefits are not adequate and are impacted by other income.

People who are eligible for but not receiving state Medicaid “DD waiver” funding should have access to benefits and resources, including those benefits and resources which are available to people who do not have I/DD. Of interest are:

- Conflict-free Case Management and Person-Centered Planning aligned with federal standards for Home and Community Based Services, to help identify, understand, and secure benefits, resources, and services a person chooses, and
- Intensive case management or coordination, guided by a self-directed plan, for people with complex support needs, e.g., related to aging, physical or behavioral health issue, loss of family member or caregiver, or other traumatic experience.

***PRIORITY: Home Life***

***Two PY25 contracts, with two agencies, totalling \$828,000***

For this and the next four priorities, we consider self-advocates’ input about existing supports they would like to secure, keep, or increase. They frequently mentioned transportation and support staff, along with “people to talk to when I have questions.”

People who have I/DD should have housing and home life matched to their needs and preferences. Individualized supports may include:

- assistance for finding, securing, and maintaining a home,
- preparing to live more independently or with different people, and
- given the limitations of community residential options through state waivers, creative approaches for those who qualify for but do not receive these services.

***PRIORITY: Personal Life***

***Four PY25 contracts, with three agencies, totalling \$784,972***

People who have I/DD can choose supports which lead them to personal success and resilience, in the least segregated environment. These might include:

- as with an I/DD Special Initiatives priority, assistive equipment or other accessibility supports and training in how to use technology such as electronic devices, apps, virtual meeting platforms, social media, Internet access, and online privacy/security,
- speech or occupational therapy,
- respite or personal support in the individual’s home or other setting of their choice,
- training toward increased self-sufficiency in personal care, and
- strategies to improve physical and mental wellness.

***PRIORITY: Work Life***

***Three PY25 contracts, with two agencies, totalling \$838,000***

People with I/DD who have an interest in working or volunteering in the community may find well-matched opportunities through individualized support. People should expect to be less isolated socially, safer due to relationships formed at work, and better able to contribute their talents. Focus on these aspirations and abilities, in the most integrated settings possible, to help people achieve their desired outcomes through:

- job development, job matching, and job coaching, preferably in the actual community work setting,
- technology to enhance a person's work performance and reduce on-site coaching,
- community employment internships, paid by the program rather than the employer, especially for people who have relied on traditional day program,
- support for a path to self-employment or business ownership,
- transportation assistance, and
- education of employers about the benefits of working with people who have I/DD which then results in work for people with I/DD.

***PRIORITY: Community Life***

***Three PY25 contracts, with two agencies, totalling \$1,278,500***

Per self-advocate input and earlier survey and assessment results, people with I/DD seek a fuller social and community life. Support which is person-centered, family-driven, and culturally appropriate, might offer:

- development of social or mentoring opportunities,
- transportation assistance,
- support for building social and communication skills, including through technology,
- connection to opportunities which are available to community members who do not have I/DD, both in-person and in digital spaces, and
- access to recreation, hobbies, leisure, or worship activities, both in-person and in digital spaces.

Darrin identified county-wide physical infrastructure changes which would improve access, but some activities with staff also improve his access. Members of the HRA wrote, "The mindset of the community isn't very welcoming. It seems like people judge folks with disabilities and we aren't respected." While changing the whole community's mindset is a tall order, paid staff can help people be seen and respected in the most integrated settings.

***PRIORITY: Strengthening the I/DD Workforce***

***Two PY25 contracts, with two agencies, totalling \$278,000***

Self-advocates who presented to the CCDDDB and CCMHB had positive comments about their current staff but said more staff are needed, in several roles. Agencies may propose strategies to strengthen the workforce, maintain the current service capacity, improve staff knowledge of technology 'access and use' for the benefit of the people they serve, and expand service capacity to meet the needs of all eligible residents of Champaign County.

Agencies may collaborate on a joint application proposing system-wide solutions:

- periodic retention payments with a performance standard,
- intermittent payments for exceptional performance,
- group and individual staff membership in professional associations which respect the I/DD workforce roles and offer networking and advocacy opportunities, and
- high quality trainings or certifications specific to the staff roles, combined with recognition and payment upon completion.

***PRIORITY: Collaboration with the CCMHB: Young Children and their Families***

***Three PY25 contracts, with three agencies, totalling \$889,119***

As a result of the pandemic, 20-30% of children are being identified as having Social-Emotional needs. This is a significant increase in children with SE needs. Dr. Belknap and

Ms. McGhee also share that there is a significant increase in speech referrals. They reported seeing diminished capacity with staff. Early identification and treatment can lead to great gains later in life.

Services and supports not covered by Early Intervention or under the School Code, for young children with developmental and social-emotional concerns, might include:

- coordinated, home-based services addressing all areas of development and taking into consideration the qualities and preferences of the family,
- early identification of delays through consultation with childcare providers, pre-school educators, medical professionals, and other service providers,
- coaching and facilitation to strengthen personal and family support networks, and
- identification and mobilization of individual and family gifts and capacities, to access community associations and learning spaces.

Through the Boards' intergovernmental agreement, the Champaign County Mental Health Board (CCMHB) has funded programs which complement those addressing the behavioral health of very young children and their families, and for which service providers collaborate as a System of Care for children and families.

Another collaboration of the Boards is the I/DD Special Initiatives Fund, supporting short-term special projects to improve the system of services. Short term projects piloting a unique solution or purchasing non-service supports will fit with the I/DD Special Initiatives Fund.

*Through this fund, one PY25 contract for \$232,033 aligns with the IDDSI priority of Community Life.*

## **Application Process**

A timeline is posted online as “Important Dates” and is included in all board packets, offering details on the process of setting priorities, inviting applications for funding, reviewing submitted applications, and considering recommendations for awards. This timeline has been developed and revised to allow for adequate public notice, opportunity for agencies to register and apply, time for staff review and board consideration, and development of subsequent contracts for services. Each year adjustments are made to the application forms and instructions.

For PY2025 applications, the system was opened earlier than usual, giving agencies two additional weeks to review and complete all requirements. The timeline for PY2026 anticipates a similar earlier opening, but this is dependent on the board and staff completion of funding priorities and any related adjustments to the system. We do not anticipate major changes to the system other than those related to the funding priorities.

Given that the CCDDDB and CCMHB will hear from self-advocates in late September and the chance their input would substantially change the first draft of PY2026 funding priorities, we will concentrate on revisions as quickly as possible, in the hope of again launching the application cycle in late December.



## **Suggested Actions**

The September board meeting packet will include a DRAFT Three Year Plan for 2022-2024 with a one-year extension and objectives for 2025. This document will be distributed to providers and stakeholders for input, and a final draft presented in November for board consideration. No change is suggested to this process.

A draft document of priorities for funding for Program Year 2026 is scheduled for presentation to the board in September or October. Feedback from self-advocates and board members in late September should be incorporated and a final draft presented in November or December. If additional discussion is needed, the Board may call a special meeting or study session. In addition, CCDDDB and CCMHB members are welcome to join each other's meetings and may be especially interested in discussions of priorities.

Changes to the application system require assistance from the system's developer. Staff will update instructions. Staff, Board, and public input will continue.

Changes to the Board's process for reviewing applications could include the addition of 'hearings' as early as the regular February meeting, during which agencies would briefly inform the Board about each funding request. Board members could use the early information to develop questions to be addressed later in the spring, including during the more formal reviews which typically take place in April. This suggestion is based on our discovery of different approaches used by similar boards in Illinois.

**DATE:** July 18, 2024  
**TO:** Members, Champaign County Board; County Executive Summers  
**FROM:** Lynn Canfield, Executive Director,  
Champaign County Mental Health Board (CCMHB) and  
Champaign County Developmental Disabilities Board (CCDDB)

**SUBJECT: ARPA Funding to Expand Paratransit**

During the County Board's June 11, 2024 Committee of the Whole meeting, your Champaign County Older Adults' Needs Assessment offered data on transportation needs of the growing population of older residents. We are aware of similar needs among other groups, including people with intellectual/developmental disabilities (I/DD) or complex medical needs. If ARPA funds become available for reallocation, expansion of current paratransit services may be an appropriate response to these findings.

- At the late May launch of our collaborative community health needs assessment, we received public input regarding transportation needs of people with disabilities and complex medical conditions. *Attached* are letters from agency directors regarding how the current public transportation options might be expanded or improved to better meet the needs of the most isolated, excluded residents.
- On page 2 of the [CCDDB Funding Priorities for PY2025](#), data from July 2023 showed Transportation as the second highest unmet need among Illinoisans with I/DD. It was also frequently noted in state data from August 2022, as seen on page 2 of the [PY2024 CCDDB Funding Priorities](#).
- The [2022 Champaign County Community Health Needs Assessment](#) shows lack of transportation as a barrier to medical, dental, and counseling services (pages 27 – 29) and explains: “Transportation network is a measure of the adequacy of the transportation network to facilitate access to care. Key risk influencers include access and proximity to resources. While survey data indicate transportation was not a leading cause of inaccessibility, for Champaign County, 9% of the population is at elevated risk for transportation network. This is higher than the State of Illinois average of 6%.”
- The [CCDDB/CCMHB 2021 Needs Assessment Report](#) points to transportation needs on pages 15, 18, and 20. Secondary data reference it on pages 33 (state) and 35 (county). Individual survey results include numerous mentions (Appendix 1.)
- None of these recent findings have surprised us, since transportation has risen to the top of assessments of unmet needs for many years. [Page 6 of a DDB packet from 2011](#) shows that, per the state's database, Champaign County residents with I/DD sought help in this area more than any other listed support type.

Dear Champaign-Urbana Mass Transit District Director,

I am writing to you today as the Director of Greater Community AIDS Project of East Central Illinois (GCAP), a non-profit agency that serves clients living with HIV/AIDS in our community. Many of our clients rely on your paratransit services for essential transportation needs, such as medical appointments, care coordination services, and social activities.

Unfortunately, we have experienced a concerning decline in the accessibility and reliability of service provided by your paratransit program. Our clients, some of whom use wheelchairs and have other disabilities, are routinely left stranded due to a lack of available rides or unreliable scheduling. This not only impacts their ability to access essential services but also leads to feelings of isolation, stress, and depression.

Our clients have notified us that the text notification system used to inform them of their approaching ride is frequently faulty, leaving them waiting for extended periods without any updates. Additionally, there have been documented instances where our clients have been treated with disrespect by CUMTD call center staff after calling to report that their ride no-showed. This has resulted in our agency being forced to intervene by either arranging alternative transportation through Uber, or even personally picking up clients who have been abandoned.

We firmly believe that all members of our community deserve access to reliable and dignified transportation options. To address these concerns, we propose the following solutions:

- **Increased availability of paratransit rides:** Ensure there are enough vehicles and drivers to meet the growing demand for accessible transportation. This includes not limiting clients to one round trip ride per day.
- **Improved staff training:** Emphasize the importance of treating all clients with respect and dignity.
- **Reliable notification system:** Implement a dependable system for informing clients of their ride's arrival time.

GCAP stands ready to collaborate with your team to find solutions that will ensure all members of our community have access to reliable and respectful public transportation.

Thank you for your time and attention to this urgent matter.

Sincerely,

Darya Shahgheibi  
Executive Director  
Greater Community AIDS Project of East Central Illinois  
[executivedirector@gcapnow.com](mailto:executivedirector@gcapnow.com)  
PO Box 713 Champaign, IL 61824

**From:** [Becca Obuchowski](#)  
**To:** [Lynn Canfield](#)  
**Cc:** [hannah@communitychoicesinc.org](mailto:hannah@communitychoicesinc.org)  
**Subject:** Re: on the topic of transportation  
**Date:** Friday, June 14, 2024 2:18:10 PM

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Sure! Here are some thoughts... feel free to use all, part, or none. Or if I'm missing the mark on what you're talking about, just let me know!

Prior to starting our own transportation program, we spent a great deal of time talking with our members and their families about their needs around transportation in our community. While many people had great things to say about the MTD fixed routes and Paratransit services, it was clear that they did not fully meet the needs of people with I/DD. Common themes from our members' experiences and our observation was that the paratransit was difficult for some people to access, even though they had definite need for door to door service, the hours and availability to the paratransit service was too limited for the needs of some people, and the generally the convenience of the rides were lacking. This was especially an issue for people who used it for appointments or work when they may need to arrive very early or late because of the window of time for drop off with the service. Others reported that the service was too expensive for them to use it as much as they may need, given that so many are living on extremely low, fixed incomes.

Our participants often rely on paratransit over the fixed route systems. For many, the fixed route systems are too complicated, require the navigation of busy areas which are a significant safety issue, and they feel particularly vulnerable to impact of travel errors like missed stops, dealing with the social interactions that can occur with the other bus clientele, and the fear of being mistreated or taken advantage of because of their disability. Transportation has consistently come up as a major barrier to people living rich, independent lives. The paratransit currently does make a significant positive impact on this barrier but the need for more support is critical.

...On another note, since you seem to also be thinking about this... I've been learning a little more about a partnership that the CTA has in Chicago with Uber, where eligible residents are able to use Uber for rides for the same cost as a Paratransit ride (\$2). <https://www.pacebus.com/rap>

We've done a little initial outreach to MTD about this, but it would be SO cool if we could get something like this started here! Even if the Uber rides weren't all wheelchair accessible, I could see this significantly opening up the availability of the current accessible vehicles to better serve riders with that need.

Anyway, like I said, let me know if you'd like me to wax poetic on this in a different way :)

-Becca

On Wed, Jun 12, 2024 at 11:06 AM Lynn Canfield <[lynn@ccmh.org](mailto:lynn@ccmh.org)> wrote:

Hey, thanks for all you are working on ALREADY. Please consider this a completely extra and optional thing.

I wonder if you have clarity from member and staff experience about the need for more paratransit in Champaign County and could perhaps write a note on the need, a note I might want to share publicly as part of advocating for expansion.

*Lynn Canfield*

Executive Director, CCDD/CCMHB

1776 E. Washington St., Urbana, IL 61802

217.367.5703

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**From:** [Walters, Patty](#)  
**To:** [Lynn Canfield](#)  
**Subject:** RE: In case you have info you could share!  
**Date:** Friday, July 5, 2024 9:23:19 AM

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Lynn,

Thanks for asking about this. I was aware of individuals who utilize the service as well as the early morning, weekend, holiday barriers. If you visit their website, they really do a nice job with efforts to be flexible and with varying times available, but not a cure all for all needs. I am aware that there have been many times when Community Employment staff have had to assist with transportation on holidays when MTD or ADA are not available and attendance is required. Please see brief examples below gathered from several different programs (Case Management, Employment Services and Community Living):

- I know two people that use it regularly and at times it doesn't fit with weekend work schedule.
- One family relies heavily on paratransit and more flexible options would help with plethora of medical appointments and weekend activities.
- Paratransit is needed early in the morning and late in the afternoon/evening/on the weekends.
- We have individuals who work at Carle and at the U of I Transfer Station who find transportation a barrier with these services.
- I have someone that uses this service on a daily basis for work and also when she wants to go do things. She benefits from these services tremendously.
- One individual who uses it daily and loves it. She says all she has to do is call 24 hours in advance and schedule her rides she needs. Her only current obstacle is her new work hours on Sunday are earlier and ADA doesn't start that early so her family has been pitching in and giving her rides to work Sunday mornings.
- Expanded services to rural areas are also needed for the same reasons.

---

**From:** Lynn Canfield <[lynn@ccmhb.org](mailto:lynn@ccmhb.org)>  
**Sent:** Friday, June 14, 2024 2:30 PM  
**To:** Walters, Patty <[PWalters@dsc-illinois.org](mailto:PWalters@dsc-illinois.org)>  
**Subject:** In case you have info you could share!

**CAUTION:** This email originated from outside the organization. Please do not click on any links or attachments in this email unless you recognize the sender and know the content is safe.

Hi Patty!

I know you all are quite busy, including with items related to our contracts. Please consider this a completely extra and optional request.

If you get input from consumers and staff about the need for more paratransit in Champaign County, is that something you could summarize and share with me in a form I could then share publicly as part of advocating for expansion?

Have a great weekend!

*Lynn Canfield*

Executive Director, CCDD/CCMHB

1776 E. Washington St., Urbana, IL 61802

217.367.5703

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# CCDDB and CCMHB I/DD Contract Awards for PY2025

July 1, 2024 thru June 30, 2025

		Award Amounts		
		PY25		
Agency	Program Name	CCDDB	CCMHB	IDDSI
<i>Priority: Self-Advocacy</i>				
<i>Priority: Linkage and Coordination</i>				
CCRPC - Community Services	Decision Support PCP	\$418,845		
DSC	Service Coordination	\$520,500		
<i>Priority: Home Life</i>				
Community Choices, Inc.	Inclusive Community Support (formerly Community Li	\$213,000		
DSC	Community Living (formerly Apartment Services)	\$615,000		
<i>Priority: Personal Life</i>				
Community Choices, Inc.	Transportation Support	\$171,000		
DSC	Clinical Services	\$260,000		
DSC (IDDSI PY24)	Individual & Family Support	\$308,000		
PACE (IDDSI PY24)	Consumer Control in Personal Support	\$45,972		
<i>Priority: Work Life</i>				
Community Choices, Inc.	Customized Employment	\$239,500		
DSC	Community Employment	\$500,000		
DSC/Community Choices	Employment First	\$98,500		
<i>Priority: Community Life</i>				
Community Choices, Inc.	Self-Determination Support	\$213,500		
DSC	Community First	\$950,000		
DSC	Connections	\$115,000		
<i>Priority: Community Life - IDDSI Fund</i>				
CCRPC - IDDSI Fund	Community Life Short Term Assistance - NEW			\$232,033
<i>Priority: Strengthening the I/DD Workforce</i>				
Community Choices	Staff Recruitment and Retention	\$34,000		
DSC	Workforce Development and Retention	\$244,000		
<i>Priority: Young Children and their Families - CCMHB Fund</i>				
DSC	Family Development		\$656,174	
CC Head Start/Early Head Start	Early Childhood Mental Health Svs (MH & DD)		\$216,800	
CU Early	CU Early		\$16,145	
	<i>(amounts listed are for DD portion of MHB contracts)</i>		-	-
	<b>TOTAL</b>	<b>\$4,946,817</b>	<b>\$889,119</b>	<b>\$232,033</b>
		<i>CCDDB</i>	<i>CCMHB</i>	<i>IDDSI</i>





## BRIEFING MEMORANDUM

**DATE:** July 7, 2024  
**TO:** Members, Champaign County Developmental Disabilities Board (CCDDB) and Champaign County Mental Health Board (CCMHB)  
**FROM:** Allison & Dylan Boot, Disability Resource Expo Co-Coordinators  
**SUBJECT:** Update on the 2024 Disability Resource Expo

### **Background:**

Beginning in 2007 and originally conceived as a “DD Expo” by CCDDB Member Joyce Dill, the **DISABILITY** Resource Expo was an annual in-person event until 2020. To accommodate increasing vendors, sponsors, and attendees over the years, the Expo used more and more available space at Lincoln Square, then Fluid Events, and then Vineyard Church. Volunteers and CCDDB/CCMHB staff and consultants plan all aspects through committees over several months. The Expo relies on members of the ‘disability’ community to foster accessible and inclusive planning, events, social media, and a comprehensive resource directory at:

<https://disabilityresourceexpo.org>.

After the cancellation of the 2020 event, the Expo Steering Committee planned and hosted four monthly virtual events during late fall 2020 and early winter 2021. Each encompassed a different resource topic and included short overviews of all featured exhibitors and small exhibitor breakout sessions. A more in-depth presentation from a featured exhibitor was included in each event. Events were held on the Zoom platform with ASL interpreters. Exhibitor videos and featured presentations were captioned.

In 2022, after a two-year hiatus, a scaled back in-person Expo was held at Market Place Mall. 65 disability service providers participated as exhibitors. Approximately 1,200 people attended and were able to access local resources. The majority of feedback received from exhibitors and participants regarding the scaled back event and new location was positive.

The Expo returned to the mall in 2023 with higher expectations. We had a slight increase in the number of exhibitors. Through the hard work of everyone on the steering committee, we increased revenue by 20% while simultaneously reducing costs by 7%. Children's bags, a Halloween costume contest, and a face painter added enjoyment for children who came with their parents or other family members.

## **2024 Expo Updates:**

This year's Expo is being planned for October 26, 2024, at Market Place Mall. We will serve our third year as co-coordinators of the Expo. This year marks the 15<sup>th</sup> annual running of our wonderful event and, to celebrate this, two special attractions are being planned. Additionally, we are proud to announce Thrivent Financial – East Central Illinois Group as the Expo's first "Featured Sponsor".

The two special attractions that are being planned are a) an adaptive clothing fashion show and b) inclusive sports demonstrations. Planning for the fashion show has commenced and we have gotten confirmations or possible confirmations from Old Navy, Forever 21, Kohl's, and JC Penney for outfit donations. Equability, an exhibitor in 2023 and 2024, specializes in adapting clothing and will be adapting all of our clothing for our models. Best Expo will be erecting a stage in front of Macy's.

Planning for the inclusive sports demonstrations is moving forward at a nice pace as well. We are working with Dick's House of Sport on this, so the special attractions will be in front of and just inside Dick's House of Sport. There will likely be four demonstration areas. The University of Illinois's wheelchair track team will be one, wheelchair basketball hosted by a Dick's employee that plays (not connected to UIUC) will be the second. Dick's is also putting us in contact with the regional Special Olympics representative, so we working with Special Olympics to fill the third demonstration slot. Finally, we are working CUSR to fill the final slot.

Sponsorship materials have been out for some time now and sponsors are starting to come in, including our Featured Sponsor. For \$2500, Thrivent Financial is getting increased exposure on many of our ads and special mentions during interviews. There have been several other platinum and diamond sponsors that have already committed, and it is only early July, so things are looking very positive.

Artists with the Alliance for Inclusion and Respect will be joining the Expo again this year. The artists did not experience any security issues last year and a number shared that they made over \$100 in sales. This was wonderful news and we definitely

want this to continue, so the presence of security and Expo staff and volunteers around their tables will remain at last year's level.

Exhibitor registration invitation emails went out two weeks earlier than last year. We are eager to reach, and bring to the Expo's attendees, new exhibitors. If you know of a new organization or business that serves people with disabilities in some way that you think would be a good fit at the Expo, please let us know. Often, an in-person visit is more successful, especially by someone they know. If you would be willing to make an in-person exhibitor invitation for the Expo, we will make sure that you are plenty prepared.

Expo representatives have been tabling at local events, including the Ebertfest Art Show, the CU Autism Network Walk & Resource Fair, and Tolono Days. Expo representatives might also be found at the following upcoming events: Senior Day at Champaign County Fair, Unit 4 Back to School Fair, Brightpoint Makes a Splash Resource Fair, and the Scarecrow Fest.

As the planned 2024 Expo date nears, we will reach out to representatives from Champaign-Urbana Public Health District to review mass health (including COVID-19) safety protocols and guidelines to ensure the safest possible event.

We are looking forward to a fantastic 15<sup>th</sup> annual **DISABILITY** Expo on October 26<sup>th</sup>, 2024 at Market Place Mall. We hope to see you all there!

## Receive a free ad in the 2024 Expo Resource Book



The Resource Book will be available again in 2024! Paper copies will be distributed to Expo visitors and throughout the community during the coming year. An online version, with a searchable, comprehensive directory, can be found at [disabilityresourceexpo.org](http://disabilityresourceexpo.org). Sponsors at the Bronze Level or above may receive a free ad in the Resource Book.

Features and distribution will include:

- All Exhibitor Information
  - Name of Organization
  - Services Provided
  - Contact Information
- Advertisements from businesses supporting the Expo
- Resource Books are handed out to all visitors to the Expo, as well as being distributed throughout the year to community members for ongoing use, and serve as an excellent resource for families.
- An online, cumulative resource directory, based on the Expo Resource Books, can be found at: [disabilityresourceexpo.org](http://disabilityresourceexpo.org)

### Expo Resource Book Ad Sizes:

Diamond Level	6.5" w x 9" h
Platinum Level	6.5" w x 9" h
Gold Level	6.5" w x 4.25" h
Silver Level	3" w x 4.25" h
Bronze Level	3" w x 2" h



The **DISABILITY Resource Expo** is a special project of the Champaign County Mental Health Board and Champaign County Developmental Disabilities Board, with support from many generous community partners, which should include you!

## Join Us by Lending Your Support!

For more information, please contact Dylan Boot at (217) 722-5281 or [wheelzothunder@gmail.com](mailto:wheelzothunder@gmail.com) [www.facebook.com/resourceexpo](http://www.facebook.com/resourceexpo) [www.disabilityresourceexpo.org](http://www.disabilityresourceexpo.org)

Proudly Introducing  
2024 Featured Sponsor  
Thrivent Financial!



# Sponsorship Opportunities

A **DISABILITY Resource Expo** for Champaign County & East Central Illinois

Saturday, October 26, 2024  
11 am – 4 pm

Market Place Mall

2000 N Neil St, Champaign, IL 61820

## An Important Community Resource

**Our Mission:** To provide full access to information and resources from a wide variety of agencies and organizations to promote a better quality of life for people with disabilities in Champaign County and East Central Illinois.

- The Expo offers Champaign County and East Central Illinois residents the opportunity to learn more about available resources.
- The Expo links people with disabilities and their families to the resources that will enable them to live more independently.
- The Expo helps educate all citizens about disabilities and how, together, we can make a difference!
- The Expo offers materials available in alternative formats (electronic, large print, etc.).
- The Expo has become recognized as a critical area resource event.

### Event Details

This exciting, annual, community-wide event will be returning on Saturday, October 26th, 2024, from 11 am – 4 pm at Market Place Mall in Champaign, IL, and will include up to 85 exhibitors, new trends and technologies, and limited entertainment.



Like us on X, Instagram and Facebook. We'll brag about our sponsors on social media.

## How You Can Make A Difference

The Expo is a family friendly event bringing together social service agencies, medical service and equipment providers, advocacy groups, and innovative technologies, that will answer questions for Champaign County and East Central IL residents regarding supports and services for people with disabilities.

Through your sponsorship you have an opportunity to lead the way in creating the most recognized resource expo in East Central Illinois. Together, we are making a difference! Thank YOU!

Six sponsorship levels are offered and can be monetary or in-kind support. Supporters must pledge their sponsorship by the due date to receive full acknowledgement.

**Due date for ALL copy is October 4, 2024.**

### Diamond Level (\$1000+)

- All benefits of Gold Level, plus...
- Logo on front cover or back cover of Expo Resource Book
- Full page ad (premium placement) in the Expo Resource Book
- Logo recognition on Diamond sponsorship signs at central location at Expo
- Company/organization name mentioned in publicity and promotion whenever possible

### Platinum Level (\$500-\$999)

- All benefits of Gold Level, plus...
- Your logo placed on main acknowledgement sign at central location at the Expo
- Full page ad in the Resource Book

### Gold Level (\$300-\$499)

- Listed as sponsor on main acknowledgement sign at central location at Expo
- A 1/2 page ad in the Expo Resource Book
- One commercial booth space if desired. Retail sales are permitted. (Includes a 6' Table — adjoining space is an additional \$200.

### Silver Level (\$150-\$299)

- A 1/4 page ad in the Expo Resource Book

### Bronze Level (\$100-\$149)

- Business Card sized ad in the Expo Resource Book

### Friends Level (under \$100)

- Acknowledgement letter

Thank you to all of our sponsors for contributing to a more inclusive community!

**Booth availability is limited to disability-related service and resource provider**