



CHAMPAIGN COUNTY MENTAL HEALTH BOARD

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

*PLEASE REMEMBER this meeting is being audio recorded.
Speak clearly into the microphone during the meeting.*

Champaign County Developmental Disabilities Board (CCDDDB) AGENDA

Wednesday, May 18, 2016

Brookens Administrative Building, Lyle Shields Room
1776 E. Washington St., Urbana, IL 61802

8:00 AM

(Members of the Champaign County Mental Health Board are invited to sit in as special guests)

1. Call to Order – Dr. Phil Krein, President
2. Roll Call – Stephanie Howard-Gallo
3. Additions to Agenda
4. Citizen Input/Public Participation

The CCDDDB reserves the authority to limit individual public participants to five minutes and limit the total time to 30 minutes.

5. CCMHB Input
6. Approval of CCDDDB 4/27/16 Board Meeting Minutes* **(pages 3-6)**
Minutes are included in the packet. Board action is requested.
7. President's Comments – Dr. Phil Krein
8. Executive Director's Report – Peter Tracy
9. Staff Reports – *deferred.*

10. Consultant Report

An oral report on planning for the 10th Annual disAbility Resource Expo will be provided during the meeting.

11. Agency Information

12. Financial Report

No claims report this month.

13. New Business

A. Integration Transition Successes

Representatives of funded programs will provide oral reports on transitions to community settings for home, work, and connection.

A. **FY2017 Allocation Decisions* (pages 7-23)**

A Decision Memorandum is included in the packet. Board action is requested. Agency responses to Program Summaries are included as Addenda and a Tier Sheet accompanies the D-Memo for reference.

B. **CCDDB FY2017 Budget* (pages 24-25)**

A Decision Memorandum on the CCDDB Fiscal Year 2016 Budget is included in the packet. Board action is requested.

C. **Executive Director Interim Contract* (page 26)**

A Decision Memorandum to establish an interim contract with the Executive Director is included in the packet. Board action is requested.

14. **Old Business**

A. **Executive Director Search**

An update on the search process will be provided at the meeting.

B. **Third Quarter FY2016 ID/DD Program Activity Reports (pages 27-44)**

Copies of Service Activity Reports submitted by funded agencies are included in the packet for information.

C. **Employment First Update**

Representatives of the Champaign County partnership will provide an oral report on progress.

D. **CILA Update**

An oral report will be provided at the meeting.

E. **PUNS Update (pages 45-46)**

A copy of the Ligas PUNS Selection report, dated March 16, 2016, is included in the packet for information only.

F. **Meeting Schedules (pages 47-48)**

Copies of CCDDB and CCMHB meeting schedules are included in the packet for information only.

15. **Board Announcements**

16. **Adjournment**

**Board action requested*

6

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

Minutes –April 27, 2016

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

DRAFT COPY

8 a.m.

-
- MEMBERS PRESENT:** Joyce Dill, Phil Krein, Deb Ruesch, Mike Smith, Sue Suter
 - STAFF PRESENT:** Peter Tracy, Lynn Canfield, Nancy Crawford, Mark Driscoll, Shandra Summerville
 - STAFF EXCUSED:** Stephanie Howard-Gallo
 - OTHERS PRESENT:** Felicia Gooler, Janice McAteer, Danielle Matthews, Laura Bennett, Ron Bribiesco, Patty Walters, Annette Becherer, Developmental Services Center (DSC); Gary Maxwell, Pattsi Petrie, Sam Shore, Champaign County Board; Susan Fowler, Deborah Townsend, Champaign County Mental Health Board (CCMHB); Jennifer Knapp, Community Choices; Dylan Boot, Persons Assuming Control of their Environment (PACE); Kathy Kessler, Community Elements (CE); Melissa McDaniel, CTF Illinois; Sally Mustered, Parent; Lynn Watson, Head Start; Dennis Carpenter, Tracy Waverling, CTF Illinois; Vicki Niswander, IAMC; Teresa O'Connor, C-U Autism Network (CUAN); Brenda Yarnell, Pat Gerth, United Cerebral Palsy (UCP)
-

CALL TO ORDER:

Dr. Phil Krein called the meeting to order at 8:02 a.m.

ROLL CALL:

Roll call was taken and a quorum was present.

3

ADDITIONS TO AGENDA:

None. The agenda was approved as presented.

CITIZEN INPUT:

None.

CCMHB INPUT:

CCMHB members, Dr. Fowler and Dr. Townsend reported on the CCMHB April 20, 2016 meeting.

APPROVAL OF CCDDDB MINUTES:

Minutes from the March 23, 2016 CCDDDB meeting were included in the Board packet.

MOTION: Ms. Ruesch moved to approve the minutes from the March 23, 2016 CCDDDB meeting. Ms. Dill seconded the motion. A voice vote was taken and the motion passed unanimously.

PRESIDENT'S COMMENTS:

None.

EXECUTIVE DIRECTOR'S REPORT:

Mr. Tracy briefly described the process for reviewing the program summaries contained in the Board packet.

Mr. Tracy was a panelist at a UIUC conference on aging and mental health care and reminded the Board senior issues are a concern.

STAFF REPORTS:

None. The work of staff members has focused on application reviews and writing program summaries.

CONSULTANT'S REPORT:

None.

AGENCY INFORMATION:

Ms. Jennifer Knapp from Community Choices announced that last week they received a notice from DRS they are not making payments until there is a budget in the State of Illinois.

Patti Walters from Developmental Services Center (DSC) reported she has attended two leadership conferences.

Linda Tortorelli announced The Autism Project will stay open until June 30.

Dale Morrissey reported an update on House Bill 5931. 3500 witness slips were submitted to the senate and 3000 witness slips were submitted to the House of Representative.

FINANCIAL REPORT:

A copy of the claims report was included in the Board packet.

MOTION: Mr. Smith moved to accept the claims report as presented. Ms. Dill seconded the motion. A voice vote was taken and the motion passed unanimously.

NEW BUSINESS:

Integration Transition Successes:

Jennifer Knapp from Community Choices announced three clients had been placed in jobs in the community (Original Pancake house, Lowes and Schnucks). Annette Becherer reported LEAP certification has been moving forward. One presentation led to a new job for a client (County Market).

Requests for FY2017 Funding:

A Briefing Memorandum, a table of contents, copies of the draft program summaries, a glossary of terms, and reviews of the agencies Cultural Competency Plans was included in the Board packet for review. The summaries glean information and provide opinions concerning alignment with our stated priorities and defined decision support criteria. All applicants received an email with instructions on where to access copies of their program summary and were asked to notify the staff in writing if there are factual errors prior to completion of the FY17 award process. Twelve agencies have applied for funding with over twenty programs. A Decision Memorandum regarding recommended allocation decisions will be presented to the CCMHB at the May Board meeting for action.

Each program requesting funding was reviewed, beginning with the new applications. Agency representatives that were in attendance were invited to review their programs with the Board members and Board members were given an opportunity to ask questions.

OLD BUSINESS:

Summary of FY2016 ID/DD Contracts:

A brief summary of each FY2016 funded program was included in the Board packet for information only.

Executive Director Search:

A planning schedule and criteria for the search process was included in the Board packet. The search committee will consist of the following people: Susan Fowler, Deb Ruesch, Mike Smith, Thom Moore, Aillinn Dannave, Jennifer Knapp, Claudia Lenhoff and Brian Lucine. The job description/ad for the executive director will be finalized next week.

Employment First Update:

None.

CILA Update:

None.

Alliance/Ebertfest Update:

Ms. Canfield provided a verbal update on Ebertfest activities.

Meeting Schedules:

Copies of CCDDDB and CCMHB meeting schedules and allocation timelines were included in the packet for information only.

BOARD ANNOUNCEMENTS:

The CCDDDB will cancel their regularly scheduled June Board meeting.

Ms. Dill provided the Board information on the Achieving a Better Living Experience (ABLE) Act.

ADJOURNMENT:

The meeting adjourned at 10:30 a.m.
Respectfully Submitted by: Stephanie Howard-Gallo

**Minutes are in draft form and subject to CCDDDB approval.*

DRAFT COPY





B.A.

DECISION MEMORANDUM

DATE: May 18, 2016
TO: Members, Champaign County Developmental Disabilities Board
FROM: Peter Tracy, Executive Director
SUBJECT: STAFF RECOMMENDATIONS FOR FY17 FUNDING

Purpose

This memorandum is to delineate staff recommendations for FY17 (July 1, 2016 through June 30, 2017) funding allocations for consideration by the Champaign County Developmental Disabilities Board (CCDDB). These recommendations are predicated on a thorough evaluation of applications using decision support criteria approved by the CCDDB in November 2015. The final funding decisions rest solely with the CCDDB and their judgment concerning the most appropriate and efficacious use of available dollars based on assessment of community needs and decision-support match up. The CCDDB allocation of funding is a complex task predicated on multiple variables. It is important to remember that our allocation process is not a request for proposals (RFP). Applicants for funding are not responding to a common set of specifications, but rather are applying for funding to address a wide variety of intellectual and developmental disabilities service needs in our community. In many respects our job is significantly more difficult than simply conducting a RFP. Based on past experience we can anticipate the nature and scope of applications will vary significantly. For these reasons, a numerical rating/selection methodology is not entirely relevant to our particular circumstances. Our focus is on what constitutes a best value to our community based on a combination of cost and non-cost factors, and will reflect an integrated assessment of the relative merits of applications using criteria and priorities approved by the CCDDB.

Statutory Authority

The Champaign County Developmental Disabilities Board (CCDDB) policies on funding are predicated on the requirements of the County Care for Persons with Developmental Disabilities Act (55 ILCS 105 / Section 0.01 et. seq.). All funds shall be allocated within the intent of the controlling act as codified in the laws of the State of Illinois. The recommendations included in this memorandum, opinions, and comments are based on our assessment of how closely applications align with statutory mandates, CCDDB funding policies, approved decision support criteria, and priorities. Best and Final Offers may be sought as part of the negotiation process for authorized FY16 contracts. The CCDDB reserves the right to refrain from making an award when it is deemed to be in the best interest of the county. Upon approval by the Board, this memorandum shall become an addendum to the CCDDB funding guidelines incorporated in standard operating procedures.

7

Federal and State Considerations

When the CCDDDB was created and began funding services and supports in 2005, the ID/DD world was a different place. At that time, General Revenue Funding (GRF) from the Illinois Department of Human Services (IDHS) represented a significant portion of state funding for ID/DD. From our perspective as a local public funder, we were free to provide contracts which we knew to be “revenue enhancements” to GRF funding. At that time, Medicaid funding was a much smaller share of DHS-DDD business, so that the risk of supplementation was easily avoided.

Since 2005 we have seen state funding shift from GRF to Medicaid. This shift to Medicaid changed everything and, to a great degree, defines what we as local public funders can purchase. We are limited because the Medicaid rate paid for a service or support is, by law, all-inclusive and must be taken as payment in full by the provider. Because the Medicaid rate is all-inclusive and considered payment in full, the provider is prohibited from charging any amount over and above what Medicaid pays for a covered service to an eligible client. The provider is not allowed to accept additional payment for service by billing any third party, whether or not the third party is willing to help (i.e., supplement).

The Waiver Program Provider Agreement for Participation in the Illinois Medical Assistance Program specifically states in Item #6 of the agreement, **“Payments to the Provider under this agreement shall constitute payment in full. Any payments received by the Provider from other sources shall be shown as a credit and deducted from the Provider’s charges.”**

The agreements (i.e., Contracts) between HFS and/or DHS and individual agencies/providers also include requirements which unintentionally limit local public funders. Some of these requirements are associated with Medicaid, while some are not. For example, the 1,100-hour annual cap (along with the corresponding 115-hour per month cap) on the Supported Employment and Developmental Training Programs requires that the provider serve people over the course of the entire year even if the program is open more hours than covered by the rate policy. This means the provider can’t bill out the entire 1,100 hours in the first nine-months of the year and then discontinue services for the remaining three-months of the contract. DHS has further stated the provider must accept the DHS payment as payment in full and cannot bill another funding source for the same clients during the same year. In short, these requirements have the effect of preventing a service provider from using third party payments to cover Supported Employment or Developmental Training services in excess of 1,100 hours per person per year.

There have been significant changes in law, rules, and regulations that have altered the nature of ID/DD services and supports, and these changes also define, to a great extent, the parameters for allocation of funds. The changes have been extended by court orders and recent legislation. These include (a) Olmstead, (b) Ligas Consent Decree (c) Williams Consent Decree, (d) the Illinois Employment First Act, (e) the final CMS Home and Community Based Rule, (f) the Early and Periodic Screening, Diagnosis and Treatment (EPSDT) class action lawsuit in Illinois, (g) executive orders in three states which phase out the use of segregated centers and/or sheltered workshops, (h) the Oregon lawsuit to eliminate segregated centers and sheltered workshops, (i) the



Affordable Care Act, (j) the proposed Illinois 1115 Waiver, and (k) the implementation of ID/DD managed care in Illinois.

All of these changes will drive the characteristics of services and supports for people with ID/DD. For us as a local public funder, the changes must be taken into account as we define our priorities for future funding and to some extent limit what we actually can fund.

The overarching philosophy of services and supports for people with ID/DD, including the contributions of self-advocates, have underpinned many of the changes we are seeing nationally and in Illinois. At our national county ID/DD meeting, one presenter said the “service” we should be purchasing is “inclusion and integration.” Using the Person Centered Planning process as a guide, the emerging changes are focused on integration, quality of life, self-determination, human and civil rights, advocacy, and protection.

The Lens of Inclusion and Integration

All applications for CCDDDB have been assessed to determine the extent to which there is evidence of movement toward community integration and away from segregated services and settings. The emphasis on inclusion and integration is recognition of serious changes in law, rule, and regulations which prohibit segregated programs and services. Community integration of people with intellectual and developmental disabilities is a civil rights issue driven by law and court decisions.

The CCDDDB strongly believes in and will support programs, services and supports which manifest the following:

- Support and focus on the person’s control of his/her day and how they live.
- Support the person’s skills and abilities to build connections to the broader community.
- Support the person’s presence and participation in community settings.
- Support the person’s development and personal support networks which include friends, family, and people from the broader community.
- Systematically identify and mobilize the person’s capabilities and create access to community associations, workplaces, and learning spaces.
- Provide a detailed explanation of the Person Centered Planning process with measurable desired outcomes that strike a balance between what is “important to” and what is “important for” the person.
- Explains how the person has the opportunity to make informed choices based on access to complete information about services and financial supports available in integrated settings, as well as concerns they may have about integrated settings.
- Incorporation of Employment First principles.
- Acknowledge support and encouragement of self-advocacy.
- Address cultural competence and reach out to underserved populations.

All applications are expected to explain how services/programs will systematically transition to fully integrated models consistent with statute and Center for Medicare and Medicaid Services (CMS) rule changes. In addition, the applications will be required to include measurable objectives, goals, and timelines.

Underserved Populations

Programs and services that promote access for underserved populations identified in the Surgeon General's Report on Mental Health: Culture, Race, and Ethnicity and the consultation with Carl Bell, M.D. In addition, actions should align with the Culturally and Linguistic Appropriate Services (CLAS) standards outlined in "A Blueprint for Advancing and Sustaining CLAS Policy and Practice."

Countywide Access

Programs and services that promote county-wide access for all people in Champaign County. Zip code data is mandated.

Person Centered Planning (PCP)

Applications were to provide detailed information about the PCP process used by the applicant to develop a cogent service and support plan predicated on and specific to CCDDDB funding and which identifies and mobilizes community partnerships and resources that exist beyond the service system. To the extent possible, CCDDDB dollars will follow individuals rather than programs and will focus on PCP-driven services and supports associated with the individual. In addition, the PCP process shall promote self-directed and culturally appropriate individualized service plans which include measurable desired outcomes that strike a balance between what is "important to" and what is "important for" the individual.

PCP processes should be outcome-based, directed by and continually focused on the individual (rather than on available services and supports), and building on their gifts and strengths. In addition, the planning process should address an individual's health and welfare needs and their need for information and guidance, and should rely on the participation of allies chosen by the individual. PCP documentation should be meaningful to the individual and useful to those involved with its implementation.

PCP processes must include the presence and participation of the person with a disability, including whatever supports the person needs to express his or her intentions and wishes. These supports may include participation and representation by one or more family members, friends, or community partners in whom the person with a disability has indicated trust, especially in cases where the individual may have significant difficulty expressing their intentions and wishes.

Individuals should have the opportunity to make informed choices, based on access to complete information about services and financial supports available in integrated settings, exposure to integrated settings and individuals who work and live in them, and exploration of any concerns they may have about integrated settings.

FY17 CCDDDB Priorities

The following items were approved (November 2015) as the CCDDDB priorities for the FY17 allocation and funding process:

Priority: Planning for People with Challenging and Complex Service Needs

The CCDDDB shall set aside dollars to assure adequate planning and development of a Person Centered Plan (PCP) for people who cannot be appropriately served by community based service providers.

Priority: Advocacy for People with Intellectual and Developmental Disabilities (I/DD)

To the extent possible, the CCDDDB shall support advocacy efforts to assure appropriate state funding for people with I/DD.

Priority: Cultural and Linguistic Competence

All applications should focus on improved, earlier identification of intellectual and developmental disabilities in underrepresented populations and on reduction of racial and other service disparities in I/DD service/support participation. Cultural and Linguistic Competence plans shall be required of all service providers.

Priority: Employment Services and Supports

Applications which focus on vocational services and supports including long term job coaching and employment support. In addition, the CCDDDB shall support services and programs which incorporate Employment First principles, with an emphasis on full or part time work in integrated, community settings, consistent with industry standards, based on a person's interests and abilities.

The CCDDDB also seeks to support the development and identification of employers who understand the benefits of employing people with disabilities and are willing to partner with service providers to maximize the possibility of mutually beneficial outcomes.

Priority: Expansion of Community Integrated Living Arrangements (CILA)

Applications which offer creative approaches to increasing the availability of smaller CILA (4-person, 3-person, 2-person or 1 person) homes in Champaign County shall be prioritized.

Priority: Workforce Development and Stability

Applications which propose creative solutions concerning recruitment and retention of front-line, direct service staff shall be prioritized. This workforce problem is especially critical for direct care staff in CILAs, which experience high levels of turnover and difficulty in recruitment due to the low salary levels as well as challenging work (e.g., use of bonuses paid to direct care staff as a way of supplementing low salaries). The following is a partial listing of systemic problems associated with this issue:

- High turnover rates of direct care staff in CILAs and developmental training settings
- An increasing need for more direct care staff to address the CILA capacity problems – likely to be more than double the current workforce based on Ligas and PUNS data.
- Significant vacancy rates in existing funded direct care positions.
- Increased costs associated with turnover including recruitment costs, overtime pay, and required training necessary for new staff.
- Significant negative effects on the quality of services and supports manifested by gaps in coverage, discontinuity of care, and interference with the development of positive relationships between workers and those they support.
- There is an increase in competition for direct care staff as the need for people increases in other areas (e.g., long term support for people with age related issues).



Priority: Comprehensive Services and Supports for Young Children

Applications with a focus on services and supports for young children with developmental delays not covered by the State's Early Intervention program(s) or under the School Code shall be prioritized. Examples of services and supports include:

- an array of Early Intervention services addressing all areas of development;
- coordinated, home-based, and taking into consideration the needs of the entire family;
- early identification of developmental delays through consultation with child care providers, pre-school educators, and medical professionals;
- supports (including education, coaching, and facilitation) that focus on developing and strengthening personal and family support networks that include friends, family members, and community partners;
- supports that systematically identify and mobilize individual gifts and capacities and create access to community associations, workplaces, and learning spaces in which network members have influence and standing.

Priority: Flexible Family Support

Applications which focus on flexible, PCP-driven, family support for people with I/DD and their families, which are designed to enhance stability and their ability to live together, shall be prioritized. Examples of flexible family support include:

- family respite, recreational activities, mutual support options, transportation assistance;
- assistive technology, home modification/accessibility supports, information, and education;
- other diverse supports which allow individuals and their families to determine care and treatment;
- assistance to the family to develop and maintain active, engaged personal support networks for themselves and their son or daughter.

Priority: Adult Day Programming that Emphasizes Social and Community Integration

Applications for PCP-driven adult day programming for people with I/DD who may also have behavioral support needs and/or significant physical limitations shall be prioritized, provided they seek effective methods leading to community integration. Examples of services include:

- speech therapy, occupational therapy, fitness training, personal care support;
- support for the development of independent living skills, social skills, communication skills, and functional academics skills;
- community integration and vocational training, per consumer preferences
- facilitation of social, friendship, and volunteering opportunities;
- access to community education programs, fitness and health promotion activities, mentoring opportunities, and by other creative means.

Priority: Self Advocacy and Family Support Organizations

Applications highlighting an improved understanding of I/DD through support of sustainable self-advocacy and family support organizations, especially those comprising persons who have I/DD, their parents, and others in their networks of support, shall be prioritized.

Priority: Inclusion and Anti-Stigma Programs and Supports

Applications that support efforts to reduce stigma associated with I/DD by focusing on activities which promote acceptance, inclusion and respect for people with disabilities. The CCDDDB is looking for creative approaches toward the goals of increasing community awareness, promoting inclusion, and challenging negative attitudes and discriminatory practices.

Secondary Decision Support and Priority Criteria

The process items included in this section will be used as important discriminating factors which influence final allocation decision recommendations.

1. **Approach/Methods/Innovation**: Applications proposing evidence-based or research-based approaches and addressing fidelity to the model cited. Applications demonstrating creative and/or innovative approaches to meet defined community need.
2. **Evidence of Collaboration**: Applications identifying collaborative efforts with other organizations serving or directed by individuals with I/DD and members of their support networks, toward a more efficient, effective, inclusive system of care.
3. **Staff Credentials**: Applications highlighting staff credentials and specialized training.
4. **Records Systems Reflecting CCDDDB Values and Priorities**: Applications proposing to develop and utilize records systems for individual supports, programs, and projects that clearly reflect CCDDDB values and priorities. Such records systems can be used to provide rapid feedback to CCDDDB on the impact and efficacy of innovative projects and provide project managers and direct support staff with direction and feedback that can be utilized in day-to-day management, supervision, and mentoring / coaching.
5. **Resource Leveraging**: Applications that involve additional grant funding, community support, “natural supports” in employment and community settings, volunteer initiatives, and other creative approaches that amplify resources.

Caveats and Application Process Requirements:

The following items shall be used as guidance for review of all applications and the negotiation and development processes necessary to complete the final FY17 service and support contracts authorized by the CCDDDB:

- Submission of an application does not commit the CCDDDB to award a contract or to pay any costs incurred in the preparation of an application or to pay for any other costs incurred prior to the execution of a formal contract.
- Technical assistance available to applicants will be limited to process questions concerning the use of the online registration and application system, application forms, budget forms, application instructions, and CCDDDB Funding Guidelines.
- Applications which include excessive information beyond the scope of the application format will not be reviewed and, at the discretion of staff, may be disqualified from consideration. Letters of support for applications are discouraged and, if submitted, will not be considered as part of the allocation and selection process.
- The CCDDDB retains the right to accept or reject any or all applications and reserves the right to refrain from making an award when that is deemed to be in the best interest of the county.

- The CCDDDB reserves the right to vary the provisions set forth herein at any time prior to the execution of a contract where the CCDDDB deems such variances to be in the best interest of Champaign County.

- Applications and submissions become the property of the CCDDDB and, as such, are public documents that may be copied and made available upon request after allocation decisions have been made. Materials submitted will not be returned or deleted from the online system.

- The CCDDDB reserves the right, but is under no obligation, to negotiate an extension of any contract funded under this allocation process for up to a period not to exceed two years with or without additional procurement.

- If selected for contract negotiations, the applicant may be required to prepare and submit additional information prior to final contract execution, in order to reach terms for the provision of services that are agreeable to both parties. Failure to submit required information may result in cancellation of the award of a contract.

- The execution of financial contracts resultant of this application process is dependent upon the availability of adequate funds and the needs of Champaign County.

- The CCDDDB reserves the right to further define and add application components as needed. Applicants selected as responsive to the intent of this online application process will be given equal opportunity to update proposals for the newly identified components.

- All proposals considered must be received on time and must be responsive to the application instructions. The CCDDDB is not responsible for lateness or non-delivery of mail or messenger. Late applications shall be rejected.

- The contents of a successful application will be developed into a formal contract, if selected for funding. Failure of the applicant to accept these obligations can result in cancellation of the award for contract. The CCDDDB reserves the right to withdraw or reduce the amount of an award if there is misrepresentation of the applicant's ability to perform as stated in the application.

- The CCDDDB reserves the right to negotiate the final terms (i.e., best and final offer) of any or all contracts with the applicant selected, and any such terms negotiated as a result of this application process may be renegotiated and/or amended in order to meet the needs of Champaign County. The CCDDDB also reserves the right to require the submission of any revision to the application which results from negotiations conducted.

- The CCDDDB reserves the right to contact any individual, agency, or employee listed in the application or to contact others who may have experience and/or knowledge of the applicant's relevant performance and/or qualifications.

Contract Negotiation Considerations For All FY17 Awards:

All recommendations for funding approved by the CCDDDB in the decision section of this memorandum are provisional with funding contingent on the completion of successful contract negotiation. This can include significant modification of the budget, program plan, and personnel matrix in order to align with CCDDDB planning, budget and policy specifications. The applicant may be required to prepare and submit additional information prior to final contract execution, in

order to reach terms for the provision of services that are agreeable to both parties. Failure to submit required information shall result in cancellation of the award of a contract. As a component of the contract development process, all applications approved for funding may be subject to reductions for the conferences/conventions/meetings and associated travel budget lines.

Special Notification Concerning All FY17 Awards

The recommendations in this decision memorandum are based on revenue estimates which will not be finalized until the CCDDDB budget is approved by the Champaign County Board in November or December 2016. For this reason, all FY17 CCDDDB contracts shall be subject to possible reductions in contract maximums necessary to compensate for any CCDDDB revenue shortfall. These reductions shall be documented by contract amendment at the discretion of the CCDDDB executive director with every effort made to maintain the viability and integrity of prioritized contracts. The contract boilerplate shall also include the following provision:

Obligations of the Board will cease immediately without penalty or further payment being required if in any fiscal year the tax that is levied, collected and paid into the Developmental Disabilities Fund is judged by the CCDDDB executive director not to be sufficient for payment as delineated in the terms and conditions under this Contract.

Decision Section

The staff recommendations are based on decision support criteria match up and a variety of other factors outlined in this memorandum. For additional information, please refer to the application Program Summaries presented at the April 2016 CCDDDB Meeting.

The Champaign County Mental Health Board (CCMHB) will allocate \$633,073 for ID/DD services as delineated in the Intergovernmental Agreement. CCMHB decisions have been coordinated with the CCDDDB decisions and shall be finalized at the May 18, 2016 CCMHB meeting.

Staff Recommendations: Individual Applications

Emergency Services Set-Aside

While no application was submitted addressing this important issue, money will be set-aside to purchase services on behalf of persons deemed by the CCPRC Independent Service Coordination Unit to be eligible per DHS-DD criteria and in need of emergency respite and/or other stabilization services, for up to 14 days, with the possibility for extension by written justification. Motion to **approve** setting aside \$50,000 to be used for **emergency respite/services** as presented in this memorandum:

_____ Approved
_____ Denied
_____ Modified
_____ Additional Information Needed

United Cerebral Palsy Land of Lincoln – Vocational Services

Request is for \$91,895. Aligns with priority for Employment Services and Supports. Special provisions will be added to the contract to ensure collaboration with other employment and case management service providers. Motion to **approve** funding of \$86,475 for **United Cerebral Palsy Land of Lincoln – Vocational Services** as presented in this memorandum:

- Approved
- Denied
- Modified
- Additional Information Needed

Persons Assuming Control of Their Environment (PACE) – Opportunities for Independence

Request is for \$54,546. Aligns with priorities for Employment Services and Supports, Self-Advocacy. Special provisions will be added to the contract to ensure collaboration with CCRPC and other CCDDDB funded programs to minimize the possibility of overlap, move toward Conflict-Free Case Management, and strengthen the system of care. Although the CCDDDB will not fund the proposed IEP/transition specialist, a system-wide solution will be developed. Motion to **approve** funding of \$40,546 for **Persons Assuming Control of Their Environment (PACE) – Opportunities for Independence** as presented in this memorandum:

- Approved
- Denied
- Modified
- Additional Information Needed

Illinois Association of Microboards and Cooperatives – IAMC Building Inclusive Communities

Request (new program) is for \$64,278. Supports Planning for People with Challenging and Complex Service Needs. Special provisions will be added to the contract to ensure consultation with the Cultural Competence Coordinator and an effort to connect with and include families who are isolated, underrepresented, and underserved. Motion to **approve** funding of \$64,287 as a Special Initiative for **Illinois Association of Microboards and Cooperatives – IAMC Building Inclusive Communities** as presented in this memorandum:

- Approved
- Denied
- Modified
- Additional Information Needed

Illinois Association of Microboards and Cooperatives – Champaign County Advocacy Training

Request (new program) is for \$83,000. Aligns with priority for Advocacy for People with I/DD but exceeds CCDDDB spending/allocation parameters. Motion to **DENY** funding for **Illinois Association of Microboards and Cooperatives – Champaign County Advocacy Training** as presented in this memorandum:

- Approved
- Denied
- Modified
- Additional Information Needed

Developmental Services Center – Service Coordination

Request is for \$410,838. Supports Person Centered Planning and Flexible Family Support. Special provisions will be added to the contract to ensure collaboration with other CCDDDB funded programs to minimize the possibility of overlap, move toward Conflict-Free Case Management, and strengthen the system of care. Motion to **approve** funding for **Developmental Services Center – Service Coordination** as presented in this memorandum:

- Approved
- Denied
- Modified
- Additional Information Needed

Developmental Services Center – Integrated/Site Based Services – Community 1st

This is a multi-year contract, with FY2107 as the second year. No approval is needed for continued funding.

Developmental Services Center – Individual and Family Support

Request is for \$387,428. Aligns with priority for Flexible Family Support. Special provisions to the contract will require identification of dollars which will be made available to provide respite and crisis stabilization, and coordinate with the Emergency Services Set- Aside. Motion to **DENY** funding for **Developmental Services Center – Individual and Family Support** as presented in this memorandum. **By agreement, the Champaign County Mental Health Board will provide funding support for this program (\$387,428):**

- Approved
- Denied
- Modified
- Additional Information Needed

Developmental Services Center – Family Development Center

Request is for \$562,280. Supports Comprehensive Services and Supports for Young Children and collaborates with other funded programs toward system of care approach. Special provisions to this contract will require increased collaboration with other early childhood programs to avoid duplication and maximize positive outcomes. No service covered by the School Code should be charged to this contract. Motion to **approve** funding for **Developmental Services Center – Family Development Center** as presented in this memorandum:

- Approved
- Denied
- Modified
- Additional Information Needed

Developmental Services Center/Community Choices – Employment First

This is a multi-year contract, with FY2107 as the second year. No approval is needed for continued funding.

Developmental Services Center – Connections

Request is for \$87,550. Supports Self-Advocacy, Inclusion and Anti-Stigma through integrated non-work activities. Revise plan narrative to include benchmarks for extending these opportunities

to persons with no other funding/services. Motion to **approve** funding of \$87,550 for **Developmental Services Center – Connections** as presented in this memorandum:

- Approved
- Denied
- Modified
- Additional Information Needed

Developmental Services Center – Community Employment

Request is for \$229,484. Aligns with priority for Employment Supports and Services. Contract special provisions will require collaboration with other similar programs in order to reduce the possibility of duplication. Motion to **approve** funding for **Developmental Services Center – Community Employment** as presented in this memorandum:

- Approved
- Denied
- Modified
- Additional Information Needed

Developmental Services Center – Clinical Services

Request is for \$178,986. Aligns with priority for Flexible Family Supports, improves access to behavioral health services and benefits, and collaborates with other providers toward a system of care approach. Motion to **approve** funding for **Developmental Services Center – Clinical Services** as presented in this memorandum:

- Approved
- Denied
- Modified
- Additional Information Needed

Developmental Services Center – Apartment Services

Request is for \$417,341. Supports independent living in integrated residential settings. Special contract provisions will require collaboration other agencies which provide similar services. Motion to **approve** funding for **Developmental Services Center – Apartment Services** as presented in this memorandum:

- Approved
- Denied
- Modified
- Additional Information Needed

Community Elements, Inc. – Coordination of Services: DD/MI

Request is for \$32,903. Aligns with priority for Planning for People with Challenging and Complex Service Needs, improves access to behavioral health services and benefits, and collaborates with other providers toward a system of care. Motion to **approve** funding for



Community Elements, Inc. – Coordination of Services: DD/MI as presented in this memorandum:

- Approved
- Denied
- Modified
- Additional Information Needed

Community Choices, Inc. – Self-Determination Support

Request is for \$70,000. Aligns with priority for Self-Advocacy and Family Support Organizations, improves community awareness, connection, and system advocacy. Special provisions will be added to the contract to ensure collaboration with other funded programs to minimize the possibility of overlap, move toward Conflict-Free Case Management, and strengthen the system of care. Motion to **DENY** funding for **Community Choices, Inc. – Community Living** as presented in this memorandum. **By agreement, the Champaign County Mental Health Board will provide funding support for this program (\$70,000):**

- Approved
- Denied
- Modified
- Additional Information Needed

Community Choices, Inc. – Customized Employment

Request is for \$70,000. Aligns with priority for Employment Supports and Services. Special contract provisions will require collaboration and coordination with other employment service providers. Motion to **DENY** funding for **Community Choices, Inc. – Customized Employment** as presented in this memorandum. **By agreement, the Champaign County Mental Health Board will provide funding support for this program (\$70,000):**

- Approved
- Denied
- Modified
- Additional Information Needed

Community Choices, Inc. – Community Living

Request is for \$63,000. Supports independent living in integrated residential settings. Special contract provisions will require collaboration and coordination with agencies providing similar services. Motion to **approve** funding for **Community Choices, Inc. – Community Living** as presented in this memorandum:

- Approved
- Denied
- Modified
- Additional Information Needed

Champaign County Head Start/Early Head Start – Social Emotional Disabilities Services

Request is for \$55,645. Aligns with priority for Comprehensive Services and Supports for Young Children and collaborates with other funded programs toward system of care approach. Special provisions to this contract will require increased collaboration with other early childhood programs to avoid duplication and maximize positive outcomes. No service covered by the School Code



should be charged to this contract. Motion to **DENY** funding for **Champaign County Head Start/Early Head Start – Social Emotional Disabilities Services** as presented in this memorandum. By agreement, the Champaign County Mental Health Board will provide funding support for this program (\$55,645):

- Approved
- Denied
- Modified
- Additional Information Needed

Champaign County Down Syndrome Network – CC Down Syndrome Network

Request is for \$15,000. Aligns with priority for Self-Advocacy and Family Support Organizations, collaborates with other support networks. Motion to **approve** funding for **Champaign County Down Syndrome Network – CC Down Syndrome Network** as presented in this memorandum:

- Approved
- Denied
- Modified
- Additional Information Needed

CTF Illinois – Nursing

Request is for \$6,000. Supports independent living in an integrated residential setting. Motion to **approve** funding for **CTF Illinois – Nursing** as presented in this memorandum:

- Approved
- Denied
- Modified
- Additional Information Needed

CTF Illinois – Advocacy Center

Request (NEW program) is for \$87,000. Aligns with priorities for Self-Advocacy and Adult Day Programming that Emphasizes Social and Community Integration. Motion to **approve** partial funding, at \$75,000, as a Special Initiative for **CTF Illinois – Advocacy Center** as presented in this memorandum:

- Approved
- Denied
- Modified
- Additional Information Needed

CCRPC-Community Services – Decision Support Person for CCDDDB

Request is for \$48,622. Aligns with priority for Planning for People with Challenging and Complex Service Needs, supports conflict-free case management and person-centered planning. Special provisions will be added to the contract to ensure collaboration with other CCDDDB funded programs to minimize the possibility of overlap, move toward Conflict-Free Case Management, and strengthen the system of care. Motion to **approve** funding for **CCRPC-Community Services – Decision Support Person for CCDDDB** as presented in this memorandum:

- Approved
- Denied
- Modified

_____ Additional Information Needed

Autism Society of Illinois - C-U Autism Network

Request is for \$12,000. Aligns with priority for Self-Advocacy and Family Support Organizations, collaborates with other support networks. Motion to **approve** funding for **The Autism Society of Illinois – Champaign-Urbana Autism Network** as presented in this memorandum:

_____ Approved
_____ Denied
_____ Modified
_____ Additional Information Needed

Motion to authorize the executive director to implement contract maximum reductions as described in the “Special Notification Concerning FY17 Awards” section of this memorandum (see below):

_____ Approved
_____ Denied
_____ Modified
_____ Additional Information needed

DRAFT - ID/DD Program Funding Requests for FY2017

July 1, 2016 thru June 30, 2017

Agency	Program Name	FY16		FY17 Request		FY17	
		DDB Award	MHB Award	PY17 Request	DDB	MHB	
Autism Society of Illinois	CU Autism Network	\$10,000		\$12,000	\$12,000		
CCRPC - Community Services	Decision Support Person for CCDDDB	\$48,000		\$48,622	\$48,622		
CTF Illinois	N CTF Illinois Advocacy Center	\$0		\$87,000	\$75,000		
	CTF Illinois Nursing	\$8,580		\$6,000	\$6,000		
Champaign County Down Syndrome Network	CC Down Syndrome Network	\$15,000		\$15,000	\$15,000		
Champaign County Head Start/Early Head Start	Social Emotional Disabilities Svcs	\$54,823		\$55,645		\$55,645	
Community Choices, Inc.	Community Living		\$60,000	\$63,000	\$63,000		
	Customized Employment		\$55,000	\$70,000		\$70,000	
	Self-Determination Support		\$55,000	\$70,000		\$70,000	
Community Elements, Inc.	Coordination of Services: DD/MI	\$31,945		\$32,903	\$32,903		
Developmental Services Center	Apartment Services	\$405,185		\$417,341	\$417,341		
	Clinical Services	\$173,773		\$178,986	\$178,986		
	Community Employment	\$222,800		\$229,484	\$229,484		
	Connections	\$85,000		\$87,550	\$87,550		
M	Employment First	\$80,000		\$80,000	\$80,000		
	Family Development Center	\$545,903		\$562,280	\$562,280		
	Individual & Fam Support		\$376,144	\$387,428	\$387,428		\$387,428
M	Integrated/Site Based Services - Community 1st	\$905,441		\$905,441	\$905,441		
	Service Coordination	\$398,872		\$410,838	\$410,838		
Illinois Association of Microboards and Cooperativ	Champaign County Advocacy Training			\$83,000			
N	IAMC Building Inclusive Communities			\$64,278	\$64,278		
PACE	Opportunities for Independence	\$30,000		\$54,546	\$40,546		
United Cerebral Palsy Land of Lincoln	Vocational Services	\$86,475		\$91,895	\$86,475		
CILA		\$50,000	\$50,000	\$100,000	\$50,000	\$50,000	\$50,000
	<i>emergency respite/services set-aside</i>				\$50,000		
	TOTAL	\$3,151,797	\$596,144	\$4,113,237	\$3,415,744	\$633,073	
	Total ID/DD investments by both boards:	\$3,747,941		\$4,113,237	\$4,048,817		
			FY16		FY17 request		

N= New, M = Multi-year

Stephanie Howard-Gallo

From: Mark Driscoll <mark@ccmhb.org>
Sent: Monday, May 02, 2016 4:54 PM
To: Stephanie Howard-Gallo
Subject: FW: CCRPC Program Summary Feedback- additional information

Program summary comment from RPC. Mark

From: Lisa M. Benson [mailto:lbenson@ccrpc.org]
Sent: Monday, May 02, 2016 4:21 PM
To: Peter Tracy <peter@ccmhb.org>
Cc: Mark Driscoll <mark@ccmhb.org>; Lynn Canfield <lynn@ccmhb.org>; Kim Bowdry <kbowdry@ccrpc.org>; Rebecca Woodard <rwoodard@ccrpc.org>
Subject: CCRPC Program Summary Feedback- additional information

Dear Peter,

Thank you for providing organizations the opportunity to respond to the CCMHB/CCDDB staff program summaries. We acknowledge the great deal of work involved in the review of the applications and appreciate the thoroughness with which staff reviewed the applications.

Below is the response regarding the feedback on the applications from Champaign County Regional Planning Commission.

Decision Support Person for CCDDB

Under "Alignment with ID/DD Priorities... Support a person developing and strengthening personal support networks which include friends, family, and people from the broader community?" Staff noted "NO." We wish to highlight that in our application we pose to connect "with local organizations such as YMCA, Park District, community centers, Parkland College, etc." during person centered planning. The purpose of these connections is to support community integration and provide opportunities for friendships and broader community involvement.

Youth Assessment Center

No response.

Warmest Regards,

Lisa Benson, MSW, LCSW
Community Services Director

Champaign County Regional Planning Commission
1776 E. Washington Street
Urbana, IL 61802
217-819-4062

23



13.B

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

DECISION MEMORANDUM

DATE: May 18, 2016
TO: Members, Champaign County Developmental Disabilities Board (CCDDB)
FROM: Peter Tracy, Executive Director
SUBJECT: FY17 CCDDB Champaign County Budget Submission

Overview:

The Champaign County Developmental Disabilities Board (CCDDB) budget process for the County Fiscal Year 2017 (i.e., January 1, 2017 through December 31, 2017) is included as a component (department) of the overall Champaign County Government Budget.

The County Fiscal Year 2017 CCDDB Budget spreadsheet is attached to this memorandum and manifests projected revenue of \$3,687,624 and projected expenditures for the Contributions and Grants line of \$3,283,607. Note: All CCDDB contracts with service providers are aligned with the State of Illinois Fiscal Year (July 1 through June 30) in order to improve our financial monitoring and fiscal accountability for CCDDB funding.

The intergovernmental agreement (IGA) between the CCDDB and the Champaign County Mental Health Board (CCMHB) specifies that the CCDDB shall pay "Professional Fees" totaling 42.15% of the operations costs budgeted to the CCMHB, less those costs which do not directly apply to the CCDDB. In accordance with the provisions of the IGA, the Executive Committee of the Boards met and agreed the Professional Fees" line for County Fiscal Year 2017 should be \$354,017.

Decision Section:

Motion to approve the County Fiscal Year 2017 CCDDB budget with anticipated revenue of \$3,687,624 and Professional and Program Fees of \$354,017 to be paid to the CCMHB as specified in the terms and conditions of the Intergovernmental Agreement between the Boards.

- Approve
Deny
Modify
Request Additional Information

Attachment: County Fiscal Year 2017 CCDDB Budget Spreadsheet

24

13.B.

CCDDB PROPOSED BUDGET FY17			DDB FY16	DDB FY17
Line Item	Description	Budget	Projected	
Revenue				
311.19	Property Taxes, Current	3,630,368	3,684,824	
313.24	Back Property Taxes	500	500	
314.10	Mobile Home Tax	1,000	1,000	
315.10	Payment in Lieu of Taxes	1,000	1,000	
361.10	Investment Interest	300	300	
	TOTAL	3,633,168	3,687,624	
Expenditures				
533.07	Professional Fees	376,208	354,017	
533.92	Contributions/Grants	3,206,960	3,283,607	
571.90	TR to MH Fund = CILA	50,000	50,000	
		3,633,168	3,687,624	
		-	(0)	
The CCDDB pays 42.15% of allowable expenditures as calculated after the CCMHB budget is developed.				
4/11/2016				

25



13.C

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

DECISION MEMORANDUM

DATE: May 18, 2016
TO: Members, Champaign County Developmental Disabilities Board
FROM: Phil Krein, Ph.D., President
SUBJECT: Temporary Employment Agreement – Peter Tracy

Purpose

This memorandum is to approve a Temporary Employment Agreement with Peter Tracy to continue to serve as interim Executive Director until a permanent Executive Director is selected. In addition, following the hiring of the new Executive Director, Mr. Tracy will continue to provide consultation and assistance with the transition of the new Executive Director.

Terms and Conditions

The Temporary Employment Agreement shall be from July 1, 2016 to December 31, 2016 and shall be limited to 600 hours at the current hourly rate of \$68.12.

Decision Section:

Motion to approve and authorize a Temporary Employment Agreement with Peter Tracy as described above.

- _____ Approved
- _____ Denied
- _____ Modified
- _____ Additional Information Needed

26

Instructions

Quarterly Program Activity / Consumer Service Report

[Return to Quarterly Reports](#)

- Agency **The Autism Society of Illinois: C-U Autism Network**
- Board **Developmental Disabilities Board**
- Program **C-U Autism Network (2016)**
- Period **2016 - Third Quarter FY2016**

Status Submitted

[**Change Status**] to [**Submitted**]

Date Submitted 04/26/2016 12:42 PM

Submitted By TOCONNOR

27

	Community Service Events Service / Screening Contacts (CSE)	NON-Treatment Plan Clients (NTPC)	Treatment Plan Clients (TPC)	Other
Annual Target	18	1850	75	
Quarterly Data (NEW Clients)	3	45		12

Comments We had 3 events, January Free family event, February, support group meeting, March, support group meeting. We had a total of 45 NTPC at those three events and a total of 23 TPC, 12 of which are new those three months.

14.B.

Instructions

Quarterly Program Activity / Consumer Service Report

[Return to Quarterly Reports](#)

- Agency CCRPC - Community Services
- Board Developmental Disabilities Board
- Program Decision Support Person for CCDDDB -2016 (2016)
- * Period 2016 - Third Quarter FY2016

[Change Status] to Submitted

Status Submitted

Date Submitted 04/27/2016 01:52 PM

Submitted By KBOWDRY

28

Community Service Events Service / Screening Contacts (CSE)	NON-Treatment Plan Clients (NTPC)	Treatment Plan Clients (TPC)	Other
Annual Target	10	20	32
Quarterly Data (NEW Clients)	3	4	72
			2

During this reporting period the ISC team completed 74 preference assessments (NTPC). Two of these clients were identified as Comments needing extra assistance for PUNS enrollment or non waiver funded services (TPC). Four individuals contacted were not eligible for PUNS enrollment. Staff met with 3 CCDDDB funded agencies regarding connecting with their clients to enroll on PUNS.

Instructions

Quarterly Program Activity / Consumer Service Report

[Return to Quarterly Reports](#)

- Agency **CTF Illinois**
- Board **Developmental Disabilities Board**
- Program **CTF Nursing (2016)**
- Period **2016 - Third Quarter FY2016**

Status Submitted [**Change Status**] to **Submitted** ▼

Date Submitted 04/22/2016 03:52 PM

Submitted By DPITTMAN

29

Community Service Events Service / Screening Contacts NON-Treatment Plan Clients Treatment Plan Clients Other (CSE) (SC) (NTPC) (TPC)

Annual Target

Quarterly Data (NEW Clients)

57

Comments The RN spent 37 hours during the past quarter, making 57 contacts.

Instructions

Quarterly Program Activity / Consumer Service Report

[Return to Quarterly Reports](#)

- Agency Champaign County Down Syndrome Network
- Board Developmental Disabilities Board
- Program Champaign County Down Syndrome Network (2016)
- Period 2016 - Third Quarter FY2016

Status Submitted

Date Submitted 04/21/2016 10:22 PM

Submitted By MSCOTT

[Change Status] to Submitted

30

Community Service Events Service / Screening Contacts NON-Treatment Plan Clients (CSE) (SC) (NTPC) (TPC) Other

Annual Target	15	0	0	120
Quarterly Data (NEW Clients)	8			71

- Comments
- New Year Pizza Party - 1/1
 - Illinois Women's Basketball Game - 1/24
 - Valentine Tot Party - 2/12
 - Paint Like Me Party - 2/21
 - Illinois Women's Gymnastics - 2/26
 - Board Meetings - 1/16, 2/2 & 3/1

Instructions

Quarterly Program Activity / Consumer Service Report

[Return to Quarterly Reports](#)

- Agency **Champaign County Head Start/Early Head Start**
- Board **Developmental Disabilities Board**
- Program **Social-Emotional Disabilities Svs (2016)**
- Period **2016 - Third Quarter FY2016**

Status Submitted

Date Submitted 04/22/2016 02:25 PM

Submitted By LYNN

[**Change Status**] to **Submitted** ▼

31

Community Service Events Service / Screening Contacts NON-Treatment Plan Clients Treatment Plan Clients Other (CSE) (NTPC) (TPC)

Annual Target	1	600	55	60	8
Quarterly Data (NEW Clients)	3	112	91	36	10

Comments Third quarter cumulative numbers are available upon request.

Instructions

Quarterly Program Activity / Consumer Service Report

[Return to Quarterly Reports](#)

- Agency **Community Choices, Inc.**
- Board **Mental Health Board**
- Program **Customized Employment (2016)**
- Period **2016 - Third Quarter FY2016**

Status Submitted [**Change Status**] to Submitted

Date Submitted 04/28/2016 12:18 PM

Submitted By CHOICES

32

	Community Service Events Service / Screening Contacts (CSE)	NON-Treatment Plan Clients (NTPC)	Treatment Plan Clients (TPC)	Other
Annual Target	4	0	37	1405
Quarterly Data (NEW Clients)	2	0	6	380

Comments
 CSE - Two presentations to classes at the U of I (2/23 and 3/14)
 Other - Direct Service Hours

Instructions

Quarterly Program Activity / Consumer Service Report

Return to Quarterly Reports

- Agency **Community Choices, Inc.**
- Board **Mental Health Board**
- Program **Self-Determination Support (2016)**
- Period **2016 - Third Quarter FY2016**

Status Submitted

[Change Status] to Submitted

Date Submitted 04/28/2016 12:16 PM

Submitted By CHOICES

	Community Service Events Service / Screening Contacts (CSE)	NON-Treatment Plan Clients (NTPC)	Treatment Plan Clients (TPC)	Other
Annual Target	4	774	120	410
Quarterly Data (NEW Clients)	0	354	15	303
Comments Other = Direct service hours				

33

Instructions

Quarterly Program Activity / Consumer Service Report

Return to Quarterly Reports

- Agency **Community Elements, Inc.**
- Board **Developmental Disabilities Board**
- Program **Coordination of Services: DD/MI (2016)**
- Period **2016 - Third Quarter FY2016**

[Change Status] to Submitted

Status Submitted

Date Submitted 04/21/2016 12:54 PM

Submitted By KKESSLER

84

	Community Service Events Service / Screening Contacts (CSE)	NON-Treatment Plan Clients (NTPC)	Treatment Plan Clients (TPC)	Other
Annual Target	12	0	0	0
Quarterly Data (NEW Clients)	0	0	0	0

Comments
 Dan Beagles resigned his position on 1-08-16. It took some time to recruit a qualified candidate with the credentials and the expertise we were looking for to work with this blended population. Miranda Hoffmann has been hired and began on 3-21-16. During her first two weeks she received training to the agency, program and the caseload. Miranda has a Masters in Rehabilitative Counseling. She has 2.5 years of experience having worked for DSC as an Employment Counselor. Miranda also had experience during her internship and practicum at The H Group in Carbondale in working with the mentally ill. As of 4-04-16 Miranda has assumed Dan's caseload and begun seeing all the clients as regularly scheduled. Dan and Manager of the Community Support Program identified clients who required follow-up during the transition. These clients were seen by other Community Support Case Managers (CSCM) as Dan had designated during the transition. Arrangements were made on shared cases with DSC, Community Connections and Residential Developers for their staff/case managers to see the clients until a replacement was hired. During this transition the CSCMs' had contact with all but 2 clients on the caseload for a total of 78.20 hours. One client we were unable to locate and the other client is awaiting a MHA by Miranda for entrance into these services this next quarter.

Instructions

Quarterly Program Activity / Consumer Service Report

Return to Quarterly Reports

- * Agency Developmental Services Center
- * Board Developmental Disabilities Board
- * Program Apartment Services (2016)
- * Period 2016 - Third Quarter FY2016

Status Submitted

[Change Status] to Submitted

Date Submitted 04/15/2016 02:51 PM

Submitted By VICKIE2010

35

Community Service Events Service / Screening Contacts NON-Treatment Plan Clients (NTPC)
 (CSE) (SC) Treatment Plan Clients Other

Annual Target
Quarterly Data (NEW Clients)

0	3	0	2	2395.75
---	---	---	---	---------

Three people completed the residential assessment for C-U Independence and count as the service contacts for this quarter. One of those individuals had the necessary skills and moved in on 3/15/16. Another person moved into C-U Independence on 1-4-2016. Service hours for the quarter equaled 2395.75.

Instructions

Quarterly Program Activity / Consumer Service Report

[Return to Quarterly Reports](#)

- Agency **Developmental Services Center**
- Board **Developmental Disabilities Board**
- Program **Clinical Services (2016)**
- Period **2016 - Third Quarter FY2016**

Status Submitted

[**Change Status**] to **Submitted** ▼

Date Submitted 04/15/2016 02:40 PM

Submitted By VICKIE2010

Community Service Events Service / Screening Contacts NON-Treatment Plan Clients Treatment Plan Clients Other
(CSE) (SC) (NTPC) (TPC)

Annual Target

Quarterly Data (NEW Clients) 0 6 0 1

Services provided to new people receiving services this quarter consisted of one new psychological evaluation for a TPC individual.

The six service/screening contacts were one for counseling, four for psychological evaluations, and one for psychiatry.

226

Instructions

Return to Quarterly Reports

Quarterly Program Activity / Consumer Service Report

- Agency Developmental Services Center
- Board Developmental Disabilities Board
- Program Community Employment (2016)
- Period 2016 - Third Quarter FY2016

[Change Status] to Submitted

Status Submitted

Date Submitted 04/15/2016 03:13 PM

Submitted By VICKIE2010

37

Community Service Events Service / Screening Contacts NON-Treatment Plan Clients (CSE) (SC) (NTPC) Treatment Plan Clients Other

Annual Target

Quarterly Data (NEW Clients)	3	6	0	1	740.5
------------------------------	---	---	---	---	-------

Three people gained employment during what is typically one of the slowest periods of the year. Another factor affecting job development during the quarter was the amount of job coaching provided for the eight people who secured employment during the previous quarter. Eight people are currently in job development status, including two people who also participate in DSC's Vocational Program at Clark Road or McKinley #4.

Comments Staff met with six individuals, school personnel, or family members interested in services provided by DSC's Competitive Employment Program.

Community service events included a guest appearance on the weekly WEFT Disability Beat, consultation with a Goodwill board member, and staff from the Urbana Unitarian-Universalist Church.

Instructions

Quarterly Program Activity / Consumer Service Report

Return to Quarterly Reports

- Agency **Developmental Services Center**
- Board **Developmental Disabilities Board**
- Program **Connections (2016)**

Period **2016 - Third Quarter FY2016**

Status Submitted

[**Change Status**] to [**Submitted**]

Date Submitted 04/17/2016 10:27 AM

Submitted By VICKIE2010

38

Community Service Events Service / Screening Contacts NON-Treatment Plan Clients (CSE) (SC)

Treatment Plan Clients (TPC)

Annual Target

Quarterly Data (NEW Clients)	0	0	8	11	53
------------------------------	---	---	---	----	----

During the third quarter, people participated in 12 events/activities, eight of those being new and different from quarters before. The annual target of attendance at two cultural events was met this quarter with people working on a MLK project and also attending the "Read My Lips, Hear Our Truths" readings at the Urbana Library. Over 53 service hours were dedicated to Connections activities this quarter.

Instructions

Quarterly Program Activity / Consumer Service Report

Return to Quarterly Reports

- Agency **Developmental Services Center**
- Board **Developmental Disabilities Board**
- Program **Employment First (2016)**
- Period **2016 - Third Quarter FY2016**

Status Submitted

[Change Status] to Submitted

Date Submitted 04/15/2016 03:08 PM

Submitted By VICKIE2010

39

Community Service Events Service / Screening Contacts NON-Treatment Plan Clients Treatment Plan Clients Other (TPC)

Annual Target

Quarterly Data (NEW Clients)

0

24

58

0

Three Family Informational meetings were held this quarter on the 4th Tuesday of each month -- topics were Family Support in Job Preparation, ABLE Act with Senator Bennett speaking; and 'How Employment Affects Benefits' with Janice Williams from WIPA speaking. Total attendance to the three sessions (58) count as the NTPCs this quarter.

LEAP certification training has been presented to CCDDDB, as well as the DSC Board. Staff training at DSC has begun with the Program managers at DSC.

Comments Consultants from Northpointe in Zion, IL have been contacted and a meeting was held in early March to gather information and ideas from other organizations pursuing the same path and direction as DSC. It was determined that our organizations are on the right path and need to continue moving forward with Employment First efforts.

Instructions

Quarterly Program Activity / Consumer Service Report

[Return to Quarterly Reports](#)

- Agency **Developmental Services Center**
- Board **Developmental Disabilities Board**
- Program **Family Development Center (2016)**
- Period **2016 - Third Quarter FY2016**

Status Submitted

[**Change Status**] to **Submitted** ▼

Date Submitted 04/15/2016 03:18 PM

Submitted By VICKIE2010

40

Community Service Events Service / Screening Contacts NON-Treatment Plan Clients Treatment Plan Clients Other (CSE) (SC) (NTPC)

Annual Target

Quarterly Data (NEW Clients)	134	58	0	61	2008
------------------------------	-----	----	---	----	------

Community service events include participation in day care settings, as well as community events with children and families. Screening contacts include developmental evaluations for the purpose of screening only. Children may be identified for further evaluation or for re-screening at three to six month intervals. Of the total number of children screened this quarter, 43% were referred to Early Intervention. Service hours of 2008 comprise time spent in activities that are not state funded.

Instructions

Quarterly Program Activity / Consumer Service Report

[Return to Quarterly Reports](#)

- Agency **Developmental Services Center**
- Board **Mental Health Board**
- Program **Individual and Family Support (2016)**
- Period **2016 - Third Quarter FY2016**

Status Submitted

[**Change Status**] to **Submitted**

Date Submitted 04/17/2016 11:51 AM
Submitted By VICKIE2010

Community Service Events Service / Screening Contacts NON-Treatment Plan Clients Treatment Plan Clients Other
(CSE) (SC) (NTPC) (TPC)

Annual Target
Quarterly Data (NEW Clients)

0	6	0	0
---	---	---	---

Comments The Individual and Family Support Program continues to provide supports and services to individuals and families in the following ways:
direct staff support, respite, and recreational activity funds. Service hours for this quarter equals 2156.

- Agency **Developmental Services Center**
- Board **Developmental Disabilities Board**
- Program **Integrated/Site-Based Svcs-Community 1st (2016)**
- Period **2016 - Third Quarter FY2016**

Status Submitted [**Change Status**] to Submitted

Date Submitted 04/17/2016 11:04 AM
 Submitted By VICKIE2010

Community Service Events Service / Screening Contacts NON-Treatment Plan Clients Treatment Plan Clients Other (CSE) (NTPC) (TPC)

Quarterly Data (NEW Clients)	Annual Target		
4	4	23	0 8802

Community Service Events included a discussion of DSC services during the Parkland College Occupational Therapy Assistant (OTA) Advisory Board Meeting, a sharing of each agency's programs, funding, and initiatives during a visit to North Pointe Resources in Zion, Illinois, as well as reviews of DSC services with parents of prospective DSC consumers during IEPs

The program conducted four Service Screenings during this quarter.

Of the 23 new non-treatment plan clients, three started vocational experiences in the program and two people who were closed from the agency during the quarter but continue to participate in work and activities. Joining our TPCs and thereby benefitting from the program were a total of 52 Champaign County NTPCs, 18 of whom are considered new this quarter. Since the beginning of this fiscal year, a total of 78 NTPCs have joined our TPCs in their community experiences.

This quarter, seventeen people spent at least 40% of their time in the community. The majority of people (14) spent over 50% of their time in the community. Monday through Friday, there are at least two all day groups. The all-day groups are determined by the people who are in them - they, instead of staff, are making their plans for the day, with minimal staff support. Regular volunteer groups continued throughout the quarter, with weekly volunteer hours at the Champaign County Nursing Home, Orphan's Treasure Box, Salt and Light, and CatSnap. The Health Matters group continues to make progress in their goals, with members seeing the benefits of using a local gym, learning how to use new machines, and making healthier food choices. Another notable experience this quarter included helping Spread the Word to End the Word. Several people visited Centennial High school, and collected over two hundred signatures of students who pledged to stop using the word "retard(ed)" in everyday speech. The Foundations group continues to meet each week learning about community employment expectations. The group uses the James Stanfield curriculum "First Job Survival Skills", and has enjoyed discussing the content of the material. Additionally, the weekly coffee group is now a part of the hiring process. Employment Counselor candidates meet with the coffee group, giving people an opportunity to meet the candidates and ask questions. In turn, applicants are able to meet some of the people we work with and see firsthand what a typical day looks like for an Employment Counselor.

Other Integrated TPCs participated in a wide variety of community activities, ranging from educational excursions to the Spurlock Museum and the Champaign Public Library, volunteering at Swann Special Care Center and the Humane Society, to fitness and recreational pursuits at the YMCA, Old Orchard Lanes, Carmike Cinemas, and the SoDo Theater, as well as numerous area restaurants and stores.

Service hours consisted of 8802 for the quarter.

42

Instructions

Quarterly Program Activity / Consumer Service Report

Return to Quarterly Reports

- Agency **PACE, Inc.**
- Board **Developmental Disabilities Board**
- Program **Opportunities for Independence (2016)**
- Period **2016 - Third Quarter FY2016**

Status Submitted

[Change Status] to Submitted

Date Submitted 04/25/2016 04:59 PM
Submitted By NANCY

43

	Community Service Events Service / Screening Contacts (CSE)	NON-Treatment Plan Clients (NTPC)	Treatment Plan Clients (TPC)	Other
Annual Target	15	10	10	
Quarterly Data (NEW Clients)	6	183.25	6	1
Comments				

Instructions

Quarterly Program Activity / Consumer Service Report

[Return to Quarterly Reports]

- Agency **United Cerebral Palsy Land of Lincoln**
- Board **Developmental Disabilities Board**
- Program **Vocational Services (2016)**
- Period **2016 - Third Quarter FY2016**

Status Submitted

[Change Status] to Submitted [v]

Date Submitted 04/29/2016 10:49 AM

Submitted By BYARNELL

Handwritten initials "BY" circled in blue.

	Community Service Events Service / Screening Contacts (CSE)	NON-Treatment Plan Clients (NTPC)	Treatment Plan Clients (TPC)	Other
Annual Target	70	0	50	11000
Quarterly Data (NEW Clients)	10	0	0	703.5
Comments				



Illinois Department of Human Services
James T. Dimas, Secretary

Ligas PUNS Selection - March 16, 2016

700 individuals were originally selected, but 26 individuals were removed from the selection for various reasons through working with the ISC agencies. These reasons include death, moved out of state, served under crisis criteria, etc.

14.E.

Table 1: By Selection Category

Category	#	%
Adults needing waiver services (including CILA and HBS) and living at home with a caregiver who is age 75 or older	124	18%
Adults needing waiver services (including CILA and HBS) and living at home with a caregiver who is age 60 to 74	105	15%
Adults experiencing an emergency who received CILA placement	226	32%
Adults experiencing an emergency who received HBS services	140	20%
Adults needing waiver services (including CILA and HBS) and living at home with a caregiver who is age 22 to 26	105	15%
TOTAL	700	

Table 2: Selection by Age of Applicant

AGE RANGE	#	%
Applicant is aged 60 or older	24	4%
Applicant is aged 50-59	70	10%
Applicant is aged 40-49	56	8%
Applicant is aged 30-39	86	12%
Applicant is aged 29 or younger	464	66%
TOTAL	700	

Table 3: Selection by Independent Service Coordination (ISC)

NAME OF ISC AGENCY	#	%
Access Services of Northern Illinois	26	4%
Central IL Service Access, Inc.	30	4%
Champaign County Regional Planning	14	2%
Community Alternatives, Unlimited	140	20%
Community Service Options of Rock Island County	3	less than 1%
Community Service Options	75	11%
DayOne Network, Inc.	46	7%
Developmental Disability Services	37	5%
Great River Service Coordination	5	1%
Livingston County Mental Health Board	3	less than 1%
West Central Service Coordination	9	1%
Options & Advocacy of McHenry County	17	2%

45

PACT, Inc.	69	10%
Prairieland Service Coordination	15	2%
Service, Inc. of Will/Grundy/Kankakee Counties	53	8%
Southern Illinois Case Coordination	11	2%
Suburban Access, Inc.	142	20%
Western Illinois Service Coordination	5	1%
Total	700	

Table 4: Selection by Length of Time on PUNS

LENGTH OF TIME	#	%
Six months or less	21	3%
More than six months, less than one year	41	6%
More than one year, less than two years	222	32%
More than two years, less than three years	21	3%
More than three years, less than four years	17	2%
More than four years	378	54%
Total	700	

Table 5: Selection by Race

RACE	#	%
African American	151	22%
Asian/Pacific Islander	25	4%
Indian/Eskimo	0	0%
White	486	69%
Unknown	38	5%
Total	700	

Table 6: Selection by Ethnicity

ETHNIC ORIGIN	#	%
Mexican	41	6%
Puerto Rican	4	1%
Central/South American	2	less than 1%
Other Hispanic	11	2%
Not Hispanic	570	81%
Unknown	72	10%
Total	700	

14.F.

CCDDB 2016 Meeting Schedule

Board Meetings

8:00AM and Noon, variously

Brookens Administrative Building, Lyle Shields Room
1776 East Washington Street, Urbana, IL

May 18, 2016 – 8:00 AM

~~June 22, 2016 – 8:00 AM cancelled~~

July 20, 2016 – Noon

September 21, 2016 – 8:00 AM

October 2016 – TBD

November 16, 2016 – 8:00 AM

December 14, 2016 – 8:00 AM

This schedule is subject to change due to unforeseen circumstances.

Please call the CCMHB/CCDDB office to confirm all meetings.

47

CCMHB 2016 Meeting Schedule

**First Wednesday after the third Monday of each month--5:30 p.m.
Brookens Administrative Center
Lyle Shields Room
1776 E. Washington St., Urbana, IL (unless noted otherwise)**

January 20, 2016

February 17, 2016

March 23, 2016

April 20, 2016

May 18, 2016

June 22, 2016

July 20, 2016

September 21, 2016

October 19, 2016

November 16, 2016

December 14, 2016

**This schedule is subject to change due to unforeseen circumstances. Please call the CCMHB-CCDDB office to confirm all meetings.*

48