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

Minutes – July 15, 2020

This meeting was held remotely.

3:30 p.m.

MEMBERS PRESENT: Gail Kennedy, Anne Robin, Georgiana Schuster, Sue Suter

STAFF PRESENT: Kim Bowdry, Lynn Canfield, Mark Driscoll, Stephanie Howard-Gallo, Shandra Summerville

OTHERS PRESENT: Danielle Matthews, Scott Burner, Sarah Perry, Heather Levingston, Patty Walters, Annette Becherer, DSC; Becca Obuchowski, Hannah Sheets, Community Choices; Katie Harmon, Thomas Bates, Regional Planning Commission (RPC); Imelda Liong, PACE; Mary Rasher, CCRPC

CALL TO ORDER:

Dr. Kennedy called the meeting to order at 3:33 p.m.

ROLL CALL:

Roll call was taken and a quorum was present.

APPROVAL OF AGENDA:

The agenda was in the packet for review. There was a request from Sue Suter to add a discussion regarding the Expo to the agenda. The agenda, with the addition of an Expo discussion, was approved.

CITIZEN INPUT:

None.

PRESIDENT’S COMMENTS:

None.

EXECUTIVE DIRECTOR’S COMMENTS:

Director Lynn Canfield reviewed the agenda and recent staff activities. She provided a brief update on the in-person Expo being canceled for 2020 due to COVID-19.

APPROVAL OF CCDDDB MINUTES:

Minutes from June 17, 2020 were included in the Board packet.

MOTION: Ms. Suter moved to approve the CCDDDB minutes from June 17, 2020. Dr. Robin seconded the motion. A roll call vote was taken and the motion was passed unanimously.

EXPENDITURE LIST:

The May “Expenditure Approval List” was included in the packet. Staff members were able to provide clarifications regarding the document.

MOTION: Dr. Robin moved to accept the Expenditure Approval List as presented in the packet. Ms. Suter seconded the motion. A roll call vote was taken and the motion passed unanimously.

NEW BUSINESS:

Election of Officers:

A copy of the CCDDDB By-Laws were included for reference.

MOTION: Ms. Suter moved Dr. Anne Robin be elected President of the CCDDDB for the current year. Dr. Kennedy seconded the motion. A roll call vote was taken and all members voted aye. The motion passed.

MOTION: Dr. Robin moved Dr. Gail Kennedy be elected Secretary of the CCDDDB for the current year. Ms. Schuster seconded the motion. A roll call vote was taken and all members voted aye. The motion passed.

Illinois Department of Human Services-Division of Developmental Disabilities Community Day Services:

A slide from DHS-DDD Director Allison Stark’s Powerpoint presentation from the Community Day Services webinar and the Illinois Risk Benefit Discussion Tool were included for information only.

Board Direction:

No discussion.

Successes and Other Agency Information:

Becca Obuchowski from Community Choices and Annette Becherer from DSC provided updates.

OLD BUSINESS:

disABILITY Expo Update:

Ms. Suter provided an update on the Expo Steering Committee meeting held yesterday. The in-person Expo has been canceled this year. A virtual Expo has been explored and discussed. However, there are many concerns. Ms. Suter reviewed the concerns with Board members. The Expo Steering Committee will continue to meet.

Mini Grant Update:

A Decision Memorandum offers updates and a request for modification of award, on behalf of two recipients.

MOTION: Ms. Suter moved to approve the request from Applicants #33 and #34 as described in the memorandum. Dr. Kennedy seconded the motion. A roll call vote was taken and the motion passed unanimously.

CCDDB Draft Budget:

A Decision Memorandum and FY2021 CCDDB and CILA Draft Budgets were included in the Board packet. Ms. Schuster wanted to comment for the record that 91% of the CCDDB budget go to direct services for Champaign County.

MOTION: Ms. Suter moved to approve the presented 2021 CCDDB Budget, with anticipated revenues and expenditures of \$4,341,331. Ms. Schuster seconded. A roll call vote was taken and the motion was unanimously approved.

MOTION: Ms. Suter moved to approve the presented 2021 CILA Fund Budget, with anticipated revenues and

expenditures of \$72,000. Payment to this fund is consistent with the terms of the Intergovernmental Agreement between the CCDDDB and CCMHB. Full approval is contingent on CCMHB action. Ms. Schuster seconded the motion. A roll call vote was taken and the motion passed unanimously.

UIUC Evaluation Capacity Proposal:

A Decision Memorandum with UIUC Evaluation Capacity Proposal was included in the Board packet. Dr. Robin spoke regarding the CCMHB's positive experience with the program. Mark Aber from the UIUC Evaluation Team provided background information on the program.

MOTION: Ms. Suter moved to approve participation in the University of Illinois Capacity Building Evaluation: Year 6 Proposal, at a cost of \$33,803 to the CCDDDB, contingent upon approval of the proposal and contract amount of \$80,198 by the CCMHB. Dr. Kennedy seconded the motion. A roll call vote was taken and the motion passed unanimously.

2-1-1 Information and Referral:

A Decision Memorandum was included in the Board packet. The memo requests renewal of the CCDDDB and CCMHB involvement with the United Way of Champaign County in support of 211 information and referral call service. A copy of the new contract was included in the Board packet. Mr. Driscoll was available to answer Board questions.

MOTION: Ms. Schuster moved to authorize the Executive Director to enter into an updated Memorandum of Understanding with the United Way of Champaign County for 211 service. Dr. Kennedy seconded the motion. A roll call vote was taken and the motion passed unanimously.

MOTION: Ms. Suter moved to approve the annual total cost of \$21,330 to be shared with the CCMHB as described and subject to future adjustment per the terms of the new Memorandum of Understanding. A roll call vote was taken and the motion passed unanimously.

Meeting Schedules:

CCDDDB and CCMHB meeting schedules were included in the packet for information only. The schedule of meetings was briefly discussed. There was Board consensus to cancel the August Board meeting. Changing the meeting times to 9 a.m. (instead of 8 a.m.) will be considered.

Acronyms:

A list of commonly used acronyms was included in the packet.

CCMHB Input:

The CCMHB will meet shortly after this meeting. They will have many of the same agenda items as the CCDDDB..

STAFF REPORTS:

Reports from Kim Bowdry and Stephanie Howard-Gallo were included in the Board packet.

BOARD ANNOUNCEMENTS:

None.

ADJOURNMENT:

The meeting adjourned at 5:07 p.m.

Respectfully Submitted by: Stephanie Howard-Gallo

**Minutes were approved at the 9/23/20 CCDDDB meeting.*