
**CHAMPAIGN COUNTY MENTAL HEALTH BOARD
MONTHLY BOARD MEETING**

Minutes—December 14, 2010

*Brookens Administrative Building
John Dimit Room
1776 E. Washington St.
Urbana, IL*

4:30 p.m.

MEMBERS PRESENT: Thom Moore, Board President; Jan Anderson, Aillinn Dannave, Bill Gleason, Deloris Henry, Mary Ann Midden, Deborah Townsend

MEMBERS EXCUSED: Ernie Gullerud, Mike McClellan

STAFF PRESENT: Peter Tracy, Executive Director; Lynn Canfield, Nancy Crawford, Mark Driscoll, Stephanie Howard-Gallo, Shawn Lampkins, Tracy Parsons, Jonte Rollins, Karen Simms, Adrienne Spires, Shandra Summerville, Julia Thomas

OTHERS PRESENT: Sonya Lynch, Don Moyer Boys & Girls Club (DMBGC); Darlene Kloepfel, Regional Planning Commission (RPC); Sheila Ferguson, Community Elements, Alan Kurtz, Champaign County Board; Mary Vita Rosmarino, Mahomet Area Youth Club (MAYC); Annette Becherer, Developmental Services Center (DSC); John Sullivan, Center for Women in Transition (CWT); Patricia Avery, C-U Area Project (CUAP)

CALL TO ORDER:

Dr. Moore called the meeting to order at 4:30 p.m.

ROLL CALL:

Roll call was taken and a quorum was present.

ADDITIONS TO AGENDA:

None.

CITIZEN INPUT:

None.

CCDDB INFORMATION:

None.

APPROVAL OF MINUTES:

Minutes from the November 16, 2010 Board meeting were included in the packet for review.

MOTION: Ms. Anderson moved to approve the minutes from the November 16, 2010 Board meeting. Dr. Townsend seconded the motion. A vote was taken and the motion passed unanimously.

PRESIDENT'S COMMENTS:

None.

EXECUTIVE DIRECTOR'S COMMENTS:

Mr. Tracy distributed the Notice of Funding Availability that appeared in the *News Gazette* on December 10, 2010. He also distributed a revised meeting schedule. The CCMHB agreed that they will meet on Wednesdays in 2011.

STAFF REPORTS:

Written reports from Mark Driscoll and Lynn Canfield were included in the Board packet.

BOARD TO BOARD:

Dr. Deborah Townsend attended the monthly meeting for Children's Advocacy Center (CAC).

AGENCY INFORMATION:

None.

NEW BUSINESS:

ACCESS Initiative System of Care Delivery Pilot:

Mr. Tracy Parsons, ACCESS Initiative Project Director, provided Board members with background information on the ACCESS Initiative and introduced his team. ACCESS Initiative staff members, Ms. Shandra Summerville, Ms. Jonte Rollins and Ms. Karen Simms presented a framework for the service delivery model pilot. The presentation included:

- The Phase 1 work group was identified.
- Key priorities were identified.
- The Pilot process was explained.
- The target audience was identified.
- Strategies and activities were discussed.
- Priorities and Objectives were discussed.
- Desired outcomes were identified.

Board members were given an opportunity to ask ACCESS staff members' questions following the presentation.

OLD BUSINESS:

Audit Accountability Policy:

A Decision Memorandum on the financial procedure requirements for agencies under contract with the CCMHB and/or CCDDDB was included in the Board packet. The purpose of the memorandum is to improve and clarify financial accountability requirements. The Memorandum identified accountability requirements, financial management standards, internal control standards, and audit standards.

MOTION: Dr. Henry moved to approve Accountability Requirements for CCMHB contractors as delineated in the Decision Memorandum identified as Agenda Item 13.A. The CCMHB contract boilerplate and Standard Operating Procedures will be revised to incorporate these requirements. Mr. Gleason seconded the motion. The motion passed unanimously.

BOARD ANNOUNCEMENTS:

None.

ADJOURNMENT:

The business meeting adjourned at 6:00 p.m.

Respectfully

Submitted by: _____ Approved by: _____

Stephanie Howard-Gallo
CCMHB/CCDDB Staff

Thom Moore
CCMHB President

Date: _____

Date: _____

**Minutes were approved at the 1/19/11 Board meeting.*