



CHAMPAIGN COUNTY MENTAL HEALTH BOARD

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

REMEMBER this meeting is being audio recorded. Please speak clearly into the microphone during the meeting.

Champaign County Mental Health Board (CCMHB)

WEDNESDAY, June 11, 2014

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

4:30 p.m.

1. Call to Order - Dr. Deloris Henry, President
2. Roll Call
3. Citizen Input/Public Participation
4. CCDDDB Information
5. Approval of CCMHB Minutes
 - A. 5/21/14 Board meeting*
Minutes are included in the packet. Action is requested.
6. President's Comments
7. Executive Director's Comments
8. Staff Reports
Staff reports are deferred.
9. Board to Board Reports
10. Agency Information

11. New Business

12. Old Business

A. FY 2015 Allocation Decisions*

A Decision Memo is included in the packet specific to the allocation of funds for services to persons with an intellectual disability/developmental disability. Action is requested.

14. Board Announcements

15. Adjournment

**Board action*

A Study Session will be held 10 minutes after the CCMHB Regular Meeting adjourns.

**CHAMPAIGN COUNTY MENTAL HEALTH BOARD
BOARD MEETING**

Minutes—May 21, 2014

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

4:30 p.m.

DRAFT

MEMBERS PRESENT: Astrid Berkson, Aillinn Dannave, Susan Fowler, Bill Gleason, Deloris Henry, Mike McClellan, Julian Rappaport, Thom Moore, Deborah Townsend

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

OTHERS PRESENT: Juli Kartel, Community Elements (CE); Bruce Suardini, Gail Rainey, Prairie Center Health Systems (PCHS); Dale Morrissey, Patty Walters, Danielle Mathews, Developmental Services Center (DSC); Micah Heumann, Maggie Thomas, UP Center; Nancy Greenwalt, Promise Healthcare; Sheryl Bautch, Family Service (FS); Stephanie Record, Crisis Nursery (CN); Jennifer Knapp, Barbara Buoy, Community Choices; Andy Kulczycki, Community Service Center of Northern Champaign County (CSCNCC); Sue Suter, Joyce Dill, Champaign County Developmental Disabilities Board (CCDDDB); Lynn Watson, Head Start; Adelaide Aime, Children's Advocacy Center (CAC); Beth Chato, League of Women Voters (LWV)

CALL TO ORDER:

Dr. Henry, President, 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.

DRAFT

CITIZEN INPUT:

None.

CCDDB INFORMATION:

Champaign County Developmental Disability Board members, Sue Suter and Joyce Dill were present. Mr. Tracy announced the CCDDB deferred acting on the Request for Proposals (RFP) for Community Integrated Living Arrangement (CILA) Expansion Decision Memorandum and deferred on two Developmental Services Center (DSC) staff recommendations for FY15 funding.

APPROVAL OF MINUTES:

Minutes from the April 30, 2014 Board meeting were included in the packet for review.

MOTION: Dr. Moore moved to approve the minutes from the April 30, 2014 Board meeting. Dr. Fowler seconded the motion. A vote was taken and the motion passed unanimously.

PRESIDENT'S COMMENTS:

Dr. Henry thanked CCMHB staff members for their hard work during the allocation recommendation process.

EXECUTIVE DIRECTOR'S COMMENTS:

Mr. Tracy distributed a document titled "Why a Request for Proposals for CILA Expansion?" and reviewed the document.

STAFF REPORTS:

No Reports.

BOARD TO BOARD:

Dr. Townsend announced the Children's Advocacy Center (CAC) Open House on Tuesday, May 27, 2014.

AGENCY INFORMATION:

Micah Heumann from the UP Center spoke regarding his support for the UP Center, his personal experiences with the agency, and his concerns over the Center's potential funding cut.

Ms. Patty Walters spoke regarding the negative impact of the proposed funding amounts to Developmental Services Center (DSC).

FINANCIAL INFORMATION:

DRAFT

Approval of Claims:

The claims report was included in the Board packet for acceptance.

MOTION: Dr. Townsend moved to accept the claims report as presented in the Board packet. Ms. Dannave seconded the motion. A voice vote was taken and the motion passed unanimously.

NEW BUSINESS:

Community Integrated Living Arrangement (CILA) Request for Proposals (RFP):

A Decision Memorandum was included in the Board packet. The purpose of the Request for Proposals (RFP) is to increase the availability in Champaign County of CILA homes with a capacity of four people, three people, two people, or one person with intellectual and developmental disabilities (ID/DD). For all practical purposes, a CILA is essentially a house in almost any neighborhood which meets state CILA licensing requirements. For a variety of reasons, local CILA service providers have not been able or willing to assume the capital risk associated with the development of additional CILA capacity in Champaign County.

Currently, there are twelve (12) people with CILA funding who are stymied by the absence of appropriate placements in their home community (aka, the Champaign Eleven). Because there are no appropriate options in Champaign County, many of these people will be forced to accept a CILA placement in a location far from their families in Champaign County. To further complicate matters, a recent Prioritization for Urgency of Need for Services (PUNS) draw has the potential to result in CILA awards for an additional 18 people for whom no CILA vacancies exist in Champaign County. This situation does not provide people with CILA awards adequate choice concerning where, how, and with whom they live.

In addition to the current identified need, a variety of factors including the Prioritization for Urgency of Need for Services (PUNS) and the Ligas Consent Decree make it crystal clear that the need for additional CILA homes (with a capacity of four people, three people, two people, or one person) will continue to increase, and more CILA services in Champaign County will be needed. Without this RFP, it is highly unlikely that adequate CILA capacity located in Champaign County will be developed to meet the service needs of Champaign County residents.

For these reasons it is important to develop more CILA homes in our community as soon as possible. Another component of this RFP is to look at the short and long term CILA needs for Champaign County and propose solutions to address the CILA need as well as a plan for implementation.

The CCMHB and CCDDDB will be seeking proposals from licensed CILA service providers willing to provide CILA services consistent with the specifications detailed in this RFP in community integrated houses owned by the CCMHB/CCDDDB and leased to the most appropriate CILA service provider in accordance with the terms and conditions specified by contract.

MOTION: Mr. McClellan moved to authorize issuance of the Request for Proposals (RFP) for Community Integrated Living Arrangements (CILA) in Champaign County, to be issued on May 22, 2014, and authorize borrowing up to \$800,000 over a ten-year term, subject to the terms and conditions of the loan agreement. The cost of the loan for the first year shall not exceed \$100,000. At such time as the Champaign County Developmental Disabilities Board (CCDDDB) takes action to participate in the RFP, the following shall take place: (1) an addendum to the Intergovernmental Agreement will be completed to reflect CCDDDB status as partners in the RFP process, and (2) the RFP will also be amended to reflect the CCDDDB participation. Dr. Townsend seconded the motion.

CCMHB discussed the RFP at length. Concerns were voiced and Mr. Tracy fielded all questions. Ms. Suter and Ms. Dill provided the CCMHB with information regarding the CCDDDB morning meeting and why the majority of CCDDDB members voted to defer on the agenda item until a June 3, 2014 Special CCDDDB Meeting.

A roll call vote was taken. Berkson, Dannave, Henry, McClellan, and Townsend vote aye. Gleason, Fowler, Moore and Rappaport voted nay. The motion was passed.

FY 2015 Allocation Decisions:

A Decision Memorandum was included in the Board packet. The memorandum is to delineate staff recommendations for FY15 (July 1, 2014 through June 30, 2015) funding allocations for consideration by the Champaign County Mental Health Board (CCMHB). These recommendations are predicated on a thorough evaluation of applications using decision support criteria approved by the CCMHB in November 2013. Decision authority rests with the CCMHB and their sole discretion and judgment concerning the most appropriate and efficacious use of available dollars based on assessment of community needs, best value, alignment with decision support criteria, pricing and affordability and reasonable distribution of funds across disability areas.

The Champaign County Mental Health Board (CCMHB) policies on funding are predicated on the requirements of the Illinois Community Mental Health Act (405 ILCS 20 / Section 0.1 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, CCMHB funding policies, approved decision support criteria and priorities. Best and Final Offers may be sought as part of the negotiation process for authorized FY15 contracts. The

CCMHB 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 CCMHB funding guidelines incorporated in standard operating procedures.

Decision Process Considerations

The approved criteria delineated in this memorandum are to be used as guidance by the Board in assessing applications for CCMHB; however, they are not the sole considerations taken into account in finalizing funding decisions. Other factors included in the decision process are:

1. Opinions about the applicant's ability to implement the program and services proposed.
2. Opinions about the soundness of the proposed methodology(ies).
3. The administrative and fiscal capacity of the agency.
4. Alignment with the CCMHB Three Year Plan, operating principles and public policy positions taken by the Board.
5. Alignment with ACCESS Initiative funding priorities and Logic Model.
6. Reasonableness of pricing and affordability of applications within the context of available dollars.
7. Best value for the community based on cost and non-cost factors.

The final funding decisions rest solely with the CCMHB 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 CCMHB 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. Applicants for funding are not responding to a common set of specifications, but rather are applying for funding to address a wide variety of mental health, substance use disorder, and intellectual and developmental disabilities service needs in our community. In many respects our job is significantly more difficult than simply conducting a request for proposals process. Based on past experience we can anticipate the nature and scope of applications will vary significantly and will include treatment intervention, early intervention and prevention proposals. 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 CCMHB.

The staff recommendations for allocation of CCMHB funds are organized into five "Tiers" in order to delineate the connection between our recommendations and decision support criteria. The tiers are also used to organize applications in order of priority based on decision support criteria match up and a variety of other factors outlined in this memorandum. Following the CCMHB recommendations are funding recommendations for the allocation of federal funds from ACCESS Initiative SAMHSA Cooperative Agreement and for the allocation of Quarter Cent for Public Safety funding. For additional information concerning specific applications, please refer to the Application Summaries presented at the April 2014 CCMHB Meeting.

Tier One – High Priority and Criteria Alignment

CCRPC – Youth Assessment Center (MHB companion proposal)	\$26,000
Community Elements – Criminal Justice Integrated Behavioral Health	\$124,802
Community Elements – Criminal Justice Problem Solving Courts	\$159,502

Community Elements – Crisis, Access, Benefits, & Engagement	\$229,665
Community Elements – Parenting with Love and Limits (PLL)	\$291,903
Community Elements – TIMES Center (Screening MI/SA)	\$48,000
Family Service of Champaign County – Counseling	\$50,000
Prairie Center Health Systems – Criminal Justice Substance Use Treatment	\$10,000
Prairie Center Health Systems – Drug Court	\$187,425
Prairie Center Health Systems – Parenting with Love and Limits (PLL)	\$291,903
Promise Healthcare – FNHC Wellness and Justice	\$10,000
Promise Healthcare – Mental Health Services at FNHC	\$175,000

Tier Two – ACCESS Initiative – Local Matching Funds

Don Moyer Boys & Girls Club – Community Home	\$135,000
Don Moyer Boys & Girls Club – Engagement & Social Marketing	\$65,000
Don Moyer Boys & Girls Club – Trauma Training	\$30,000
Mahomet Area Youth Club – Bulldogs Learn & Succeed Together (BLAST)	\$15,000
Mahomet Area Youth Club – Universal Screening-MAYC Members Matter!	\$15,000
SOAR – Family Engagement	\$135,000
SOAR – Universal Screening -Youth Programs Rantoul	\$27,800
SOAR – Youth Move	\$66,924
UI Psychological Services Center – Girls Advocacy Program	\$25,000
UI Psychological Services Center – Restorative Circles Program	\$10,000
Urbana Neighborhood Connections Center- Universal Screening	\$10,000

Tier Three – Moderate Priority and Criteria Alignment

Center for Women in Transition – A Woman’s Place	\$66,948
Champaign County Children’s Advocacy Center (CAC)	\$37,080
Community Elements – Psychiatric/Primary Care Services	\$40,000
Community Elements – Early Childhood MH and Development	\$100,000
Community Service Center Northern Champaign County – Resource Connection	\$65,290
Crisis Nursery – Beyond Blue Champaign County	\$70,000
East Central Illinois Refugee Mutual Assistance Center – Family Support	\$13,000
Family Service of Champaign County – Self Help Center	\$28,928
Family Service of Champaign County – Senior Counseling & Advocacy	\$142,337
Prairie Center Health Systems – Prevention	\$56,550
Prairie Center Health Systems – Youth Services	\$105,000
Rape Advocacy, Counseling & Education Services – Counseling & Crisis Serv.	\$18,600
United Way 211 Information and Referral Services (MOU)	\$14,130

Tier Four – CCDDDB Intergovernmental Agreement (One of the two following options will be presented for action):

OPTION 1: CCDDDB does approve CILA RFP Decision Memo	
CCRPC Head Start – Social-Emotional Disabilities Services	\$41,029
Community Choices - Community Living	\$55,000
Community Choices – Customized Employment	\$50,000
Community Choices – Self Determination Support	\$45,000
Developmental Services Center – Integrated/Site Based Services	\$326,313

Developmental Services Center – Respite \$30,000

OPTION 2: CCDDDB does not approve CILA RFP Decision Memo

CCRPC Head Start – Social-Emotional Disabilities Services \$41,029
Community Choices - Community Living \$55,000
Community Choices – Customized Employment \$50,000
Community Choices – Self Determination Support \$45,000
Developmental Services Center – Integrated/Site Based Services \$276,313
Developmental Services Center – Respite \$30,000

Tier Five – Exceeds Allocation Parameters

These applications were judged to be of value to the community, however, are not affordable due to the limitations of anticipated CCMHB and Quarter Cent revenue parameters and not recommended for funding.

CCRPC – Decision Support for Persons with DD \$48,000
Center for Youth and Family Solutions – Family Counseling \$8,000
Developmental Services Center – Family Development Center \$500,000
Urbana Adult Education – Student Wellness Resource \$100,151
Urbana Adult Education – Youth Positive – Y+ (Quarter Cent) \$89,747
UP Center of Champaign County – Clinical Crisis Counseling \$29,394
UP Center of Champaign County – Youth and Volunteers \$29,124

ACCESS Initiative – SAMHSA Cooperative Agreement (Federal Funds)
Don Moyer Boys & Girls Club – ACCESS Services & Administration Team \$160,000
Don Moyer Boys & Girls Club – ACCESS Services & Support Staff \$217,052
Don Moyer Boys & Girls Club – Coordinating Council Support \$15,000
Prairie Center Health Systems – Cultural & Linguistic Competence \$82,948
SOAR – Youth Move Leadership \$25,000
Quarter Cent for Public Safety Fund
CCRPC – Youth Assessment Center (Quarter Cent) \$240,612

MOTION: Dr. Moore moved to approve CCMHB funding as recommended for Tier One and presented in the memorandum. Mr. McClellan seconded the motion. A roll call vote was taken with all members voting aye. The motion passed unanimously.

MOTION: Dr. Townsend moved to approve CCMHB funding as recommended in Tier Two and presented in the memorandum. Dr. Henry seconded the motion. A roll call vote was taken with all members voting aye. The motion passed unanimously.

MOTION: Dr. Rappaport moved to approve CCMHB funding as recommended in Tier Three and presented in the memorandum. Dr. Moore seconded the motion. A roll call vote was taken with all members voting aye. The motion passed unanimously.

MOTION: Ms. Dannave moved to approve CCMHB funding as recommended in Tier Four OPTION 2 and presented in the memorandum. Ms. Berkson seconded the motion.

Mr. Tracy announced Developmental Services Center (DSC) requested the Respite Program in the amount of \$30,000 be removed from Tier 4 for consideration.

Ms. Dannave amended her motion to reflect the elimination of the Respite Program from Tier 4. Ms. Berkson seconded the motion. A roll call vote was taken. Berkson, Dannave, Fowler, Henry, McClellan, Moore, and Townsend voted aye. Gleason votde nay. Rappaport abstained. The motion was passed.

Dr. Fowler requested future allocation decision information include information regarding Champaign County Developmental Disability Board (CCDDB) funding decisions.

MOTION: Dr. Moore moved to deny CCMHB and Quarter Cent funding for all items delineated in Tier Five and presented in the memorandum. Dr. Townsend seconded the motion. A roll call vote was taken and all members voted aye. The motion was passed.

MOTION: Dr. Rappaport moved to approve ACCESS Initiative SAMHSA Cooperative Agreement (federal funds) as recommended and presented in the memorandum. Dr. Fowler seconded the motion. A roll call vote was taken and the motion passed unanimously.

MOTION: Dr. Fowler moved to approve Quarter Cent for Public Safety Fund monies as recommended and presented in the memorandum. Ms. Dannave seconded the motion. A roll call vote was taken and the motion passed unanimously.

MOTION: Dr. Townsend moved to authorize the executive director to conduct and complete contract negotiation as specified in the memorandum. Ms. Dannave seconded the motion. A voice vote was taken and the motion passed unanimously.

MOTION: Dr. Moore moved to authorize the executive director to implement contract maximum reductions as described in the "Special Notification Concerning FY15 Awards" section of the memorandum. Ms. Dannave seconded the motion. A voice vote was taken and the motion passed unanimously.

OLD BUSINESS:

disAbility Resource Expo:

A report from Ms. Bressner was included in the Board packet.

BOARD ANNOUNCEMENTS:

None.

ADJOURNMENT:

The meeting adjourned at 6:45 p.m.

Respectfully

Submitted by: Stephanie Howard-Gallo
CCMHB/CCDDB Staff

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



CHAMPAIGN COUNTY MENTAL HEALTH BOARD

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

DECISION MEMORANDUM

DATE: June 11, 2014
TO: Members, Champaign County Mental Health Board
FROM: Peter Tracy
SUBJECT: STAFF RECOMMENDATIONS FOR DEFERRED APPLICATIONS -
FY15 FUNDING

Status Update

On May 21, 2014, the Champaign County Mental Health Board (CCMHB) approved FY15 recommended funding for all applications except for the Developmental Services Center Respite application that was deferred. In other action, the CCMHB through the adoption of Tier Four - Option 2 reduced funding for the Developmental Services Center (DSC) Integrated/Site Based Services application as recommended.

Allocation of the funds from the deferred recommendation and restoration of the Integrated/Site Based Services between the amount listed in Option 1 and Option 2 is proposed.

Background

Prior to the CCMHB actions on May 21, 2014, the Champaign County Developmental Disabilities Board (CCDDB) voted to defer on the decision memorandum concerning the following motion:

Motion to authorize issuance of the Request for Proposals for Community Integrated Living Arrangement Services in Champaign County, to be issued on May 22, 2014, and amending the Intergovernmental Agreement with the Champaign County Mental Health Board to share equally in all costs associated with borrowing \$800,000 subject to the terms and conditions delineated in the loan agreement authorized by the Champaign County Mental Health Board. The anticipated cost for the first year shall not exceed \$50,000.

Subsequent to this deferral, the Champaign County Mental Health Board (CCMHB) passed the following motion at their May 21, 2014 meeting at 4:30pm:

Motion to authorize issuance of the Request For Proposals for Community Integrated Living Arrangement Services in Champaign County, to be issued on May 22, 2014, and authorize borrowing up to \$800,000 over a ten-year term, subject to the terms and conditions of the loan agreement. The cost of the loan for the first year shall not exceed \$100,000.

At such time as the Champaign County Developmental Disabilities Board (CCDDB) takes action to participate in the Request For Proposals, the following shall take place: (1) an addendum to the Intergovernmental Agreement will be completed to reflect CCDDB status as partners in the RFP process, and (2) the RFP will also be amended to reflect the CCDDB participation.

On June 3, 2014 the CCDDB revisited the question of supporting the CILA Expansion RFP and approved the following motion:

Motion to fully participate with the Request for Proposals for Community Integrated Living Arrangement Services in Champaign County issued on May 22, 2014, and to amend the Intergovernmental Agreement with the Champaign County Mental Health Board to share equally in all costs associated with borrowing up to \$800,000 subject to the terms and conditions delineated in the loan agreement, and to share equally in the equity associated with the real estate purchased. The anticipated cost to the CCDDB for the first year shall not exceed \$50,000.

By this action, the CCDDB becomes a partner in the CILA Expansion RFP and commits up to \$50,000 toward the cost of servicing the first year of the loan. This commitment to fund the cost of the loan up to \$50,000 then offsets by an equal amount the CCMHB original commitment to service cost of the loan up to an amount not to exceed \$100,000. In essence, the two Boards commit to service the cost of the loan in amount not to exceed \$50,000 individually and collectively as equal partners an amount not to exceed \$100,000.

The action by the CCDDB to participate in the CILA Expansion RFP has reduced the maximum amount required to be set-aside by the CCMHB from \$100,000 to \$50,000. At the May 21, 2014 meeting, the CCMHB in order to proceed with the CILA Expansion RFP, set-aside the difference through the adoption of Option 2 adjusting the Developmental Services Center Integrated/Site Based Services by \$50,000 from \$326,313 to \$276,313.

On May 21, 2014 the CCMHB also deferred action on allocating an additional \$30,000 in funding for ID/DD Services. These funds were originally proposed for the Developmental Services Respite Program. With the commitment of up to \$50,000 to the CILA RFP by the CCDDB, the CCMHB has the ability to restore the funds to the DSC Integrated/Site Based Services program. In all, the CCMHB has \$80,000 to allocate to ID/DD services under the standing Intergovernmental Agreement between the CCMHB and the CCDDB.

Decision Section

The staff recommendations is to allocate \$80,000 to the DSC Integrated/Site Based Services application. The result is to increase the CCMHB allocation to the DSC Integrated/Site Based Services application by \$80,000 from the \$276,313 approved on May 21, 2014 to \$356,313. The increased CCMHB allocation combined with the CCDDB allocation bring total investment between the two Boards in the Integrated/Site Based Services program to \$951,701.

All terms and conditions cited in May 21, 2014 memorandum apply to funding decisions made based on this memorandum.

Staff Recommendations: Individual Applications

Developmental Services Center – Integrated/Site Based Services

Motion to approve additional funding of \$80,000 for the Developmental Services Center Integrated/Site Based Services application.

- Approved
- Denied
- Modified
- Additional Information Needed