



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, February 17, 2016

Brookens Administrative Center

Lyle Shields Room

1776 E. Washington St.

Urbana, IL

4:30 p.m.

1. Call to Order - Dr. Townsend, President
2. Roll Call
3. Citizen Input/Public Participation
4. Additions to the Agenda
5. CCDDB Information (Pages 3-6)
6. Approval of CCMHB Minutes
 - A. 1/20/16 Board meeting* (Pages 7-10)
Minutes are included in the packet. Action is requested.
7. President's Comments
8. Executive Director's Comments
9. Staff Reports
Reports from Mr. Driscoll (Pages 11-12), Ms. Canfield (Pages 13-15), and Ms. Summerville (Pages 16-20) are included in the packet.
10. Consultant Report
None.
11. Board to Board Reports

12. Agency Information

13. Financial Information* (Pages 21-26)

*A copy of the claims report is included in the packet.
Action is requested.*

14. New Business

A. Liaison Assignment Process (Pages 27-28)

Dr. Townsend will review the liaison assignment process for FY2016 at the meeting.

B. Application/Funding Requests

A list of applicants and funding amount requested by program will be distributed at the meeting.

C. Executive Search Committee Report* (Page 29)

Discussion will include an update pertaining to the search committee, position summary description for advertising the position, and allocation of funds to support the process. Decision Memorandum requesting funds to support the search and selection of a new Executive Director is included in the packet. Action is requested.

15. Old Business

A. Revised Intergovernmental Agreement* (Pages 30-34)

A Decision Memorandum and revised copy of the Intergovernmental Agreement between the CCMHB and CCDDB are included in the packet. Action is requested.

16. Board Announcements

17. Adjournment

*Board action

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

Minutes - January 20, 2016

DRAFT

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

Noon

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: Felecia Gooler, Vicki Tolf, Danielle Matthews, Laura Bennett, Patty Walters, Dale Morrissey, Ron Bribrisco, Annette Becherer, Developmental Services Center (DSC); Gary Maxwell, Sam Shore, Champaign County Board; Susan Fowler, Champaign County Mental Health Board (CCMHB); Linda Tortorelli, Community Choices and The Autism Project (TAP); Dylan Boot, Persons Assuming Control of their Environment (PACE); Kathy Kessler, Community Elements (CE); Lisa Benson, Regional Planning Commission (RPC); Cindy Creighton, Barb Jewett, Citizens; Sam Davis, United Cerebral Palsy; Melissa McDaniel, CTF Illinois; Barb Bressner, Consultant; Vicki Niswander, IAMC; Lynn Watson, Head Start; Jennifer Knapp, Community Choices; Darlene Kloeppe, Citizen

CALL TO ORDER:

Dr. Phil Krein called the meeting to order at noon.

ROLL CALL:

Roll call was taken and a quorum was present.

ADDITIONS TO AGENDA:

None.

CITIZEN INPUT:

Barb Jewitt from Mahomet spoke regarding the positive experience her son is having at the CCDDDB/CCMHB CILA.

CCMHB INPUT:

Minutes from the November and December CCMHB meetings were included in the Board packet for information only. The CCMHB will meet later in the day.

APPROVAL OF CCDDDB MINUTES:

Minutes from the November 18, 2015 CCDDDB meeting were included in the Board packet. Dr. Krein asked for an edit to be done under "President's Comments".

MOTION: Mr. Smith moved to approve the amended minutes from the November 18, 2015 CCDDDB meeting. Ms. Dill seconded the motion. A voice vote was taken and the motion passed unanimously.

PRESIDENT'S COMMENTS:

Dr. Krein announced Mr. Tracy has announced his retirement effective June 30, 2016. Dr. Krein will be working with the Mental Health Board on the search process for a new executive director.

Oregon has settled the class action suit in Employment First. Oregon has committed to more community based employment for citizens. An Employment First presentation is being planned for the Champaign County Board.

EXECUTIVE DIRECTOR'S REPORT:

Mr. Tracy spoke regarding Employment First. He also reviewed the application process and integrated planning for the CCDDDB and the CCMHB.

STAFF REPORT:

Ms. Canfield's written report was included in the Board packet. Ms. Canfield shared the Ed McManus newsletter and details regarding the Ligas court findings report.

Ms. Summerville's staff report was included in the Board packet. Cultural and Linguistic Competence Plan instructions and template was distributed. Ms. Summerville will be available for technical assistance for all of the agencies.

CONSULTANT'S REPORT:

None.

AGENCY INFORMATION:

Dale Morrissey from Developmental Services Center commented on Ligas and the Oregon class action suit in Employment First.

Linda Tortorelli announced a public meeting will be held at the Illinois Terminal Building on Thursday, January 21 regarding the dire state of the State of Illinois budget.

Jennifer Knapp from Community Choices announced they received a grant for their Open Champaign program.

Jennifer Knapp from Community Choices and Annette Becherer from Developmental Services Center (DSC) provided an update on Employment First. As of today, 3 businesses are certified with Leaders in Employing All People (LEAP). The first of 6 family meetings will take place next week. A written copy of the Champaign County Employment First Plan was distributed to Board members.

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. Ruesch seconded the motion. A voice vote was taken and the motion passed unanimously.

NEW BUSINESS:

Integration Transition Successes:

Jennifer Knapp and Annette Becherer shared transition stories. One person obtained a job at Home Depot after looking for a year. Another person has started a job at Old Navy. Another person has found a passion for volunteering in the community.

Dylan Boot from PACE shared that a young woman with PACE is volunteering at the Virginia Theatre.

5

National Association (NACBHDD) Position on ID/DD:

A draft copy of a position paper from NACBHDD's ID/DD committee, for presentation at the February legislative and policy conference in Washington D.C. was included in the Board packet for information only.

Cultural and Linguistic Competence Update:

The document "Linguistic and Cultural Competence Guidelines for State of Illinois Subcontractors and Vendors" used as reference for agencies contracting with the state was included in the Board packet for information only.

Notice of Funding Availability (NOFA):

A copy of the NOFA which appeared in the News Gazette on December 13, 2015 was included in the Board packet for information only.

OLD BUSINESS:

Lane v Brown Settlement:

An article from Pacific Northwest News regarding approval of Oregon's proposed settlement with the Department of Justice, along with a fact sheet on the agreement, was included in the Board packet for information only.

Ms. Dill provided comments regarding the consent decree and the lack of funding in the State of Illinois.

Meeting Schedules and Timelines:

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

BOARD ANNOUNCEMENTS:

None.

ADJOURNMENT:

The meeting adjourned at 1:04 p.m.

Respectfully Submitted by: Stephanie Howard-Gallo

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



CoA

**CHAMPAIGN COUNTY MENTAL HEALTH BOARD
BOARD MEETING**

Minutes—January 20, 2016

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

DRAFT

4:30 p.m.

MEMBERS PRESENT: Astrid Berkson, Susan Fowler, Thom Moore, Judi O'Connor, Elaine Palencia, Julian Rappaport, Anne Robin, Deborah Townsend

STAFF EXCUSED: Margaret White

STAFF PRESENT: Peter Tracy, Executive Director; Lynn Canfield, Nancy Crawford, Mark Driscoll, Shandra Summerville

STAFF EXCUSED: Stephanie Howard-Gallo

OTHERS PRESENT: Allen Jones, Champaign County Sheriff's Dept.; Bruce Barnard, Linda Culton, Community Elements (CE); Patsi Petrie, Champaign County Board; Gail Roney, Bruce Suardini, Prairie Center Health Systems (PCHS); Lisa Benson, Regional Planning Commission (RPC); Darlene Kloepfel, Citizen; Nancy Greenwalt, Promise Healthcare; Beth Chato, League of Women Voters (LWV); Andy Kulczycki, Community Service Center of Northern Champaign County (CSCNCC); Phil Krein, Joyce Dill, CCDDB; James Kilgore, Marlin Mitchell, First Followers

CALL TO ORDER:

Dr. Townsend, President, called the meeting to order at 4:30 p.m.

ROLL CALL:

Roll call was taken and a quorum was present.

7

CITIZEN INPUT / PUBLIC PARTICIPATION:

None.

ADDITIONS TO AGENDA:

None.

CCDDB INFORMATION:

The CCDDB has changed their monthly meeting times. The new schedule has been posted on the County website. Minutes from the November 18, 2015 Board meeting were included in the packet for information only.

APPROVAL OF MINUTES:

Revised minutes from the 12/16/15 Board meeting were distributed for approval.

MOTION: Dr. Moore moved to approve the revised minutes from 12/16/15. Ms. Berlison seconded the motion. A voice vote was taken and the motion passed.

PRESIDENT'S COMMENTS:

Elaine Palencia was introduced to the Board. Dr. Townsend and Dr. Krein will be meeting this week in order to discuss a strategy in the search for Mr. Tracy's successor.

EXECUTIVE DIRECTOR'S COMMENTS:

Mr. Tracy reviewed the application process and stated ID/DD applications will be considered by both the CCMHB and the CCDDB.

STAFF REPORTS:

Written staff reports from Mr. Driscoll, Ms. Canfield, and Ms. Summerville were included in the Board packet. Dr. Fowler requested Ms. Canfield obtain data regarding Swan residents, if possible.

CONSULTANT REPORT:

None.

BOARD TO BOARD:

Dr. Rappaport attended a Crisis Intervention Team Steering Committee meeting.

AGENCY INFORMATION:

Mr. James Kilgore and Mr. Marlin Mitchell from First Followers made a presentation regarding their organization. First Followers is an incarceration re-entry program. Board members were given the opportunity to ask questions following the presentation.

Jennifer Knapp from Community Choices announced they received a grant for their Open Champaign program.

FINANCIAL INFORMATION:

A copy of the claims report was included in the Board packet. Pages 36, 38, and 39 should be eliminated from the report.

MOTION: Dr. Berkson moved to accept the amended claims as presented. Dr. Robin seconded the motion. A voice vote was taken and the motion passed unanimously.

NEW BUSINESS:

Election of Officers:

MOTION: Dr. Moore nominated Dr. Townsend for CCMHB President. Dr. Rappaport seconded the motion. A voice vote was taken and the motion passed.

MOTION: Dr. Rappaport nominated Dr. Fowler as Vice-President/Secretary. Dr. Berkson seconded the motion. A voice vote was taken and the motion passed.

Justice and Mental Health Collaboration Program (JMHCP) Presentation:

An overview of the Justice and Mental Health Collaboration Program planning grant was provided by Bruce Barnard from Community elements (CE) and Chief Deputy Allen Jones from the Champaign County Sheriff's Office. The Powerpoint presentation, an overview of grant requirements, and a summary of the JMHCP Orientation Conference was included in the Board packet. Five counties were funded nation-wide. Board members were given an opportunity to ask questions following the presentation.

Cultural and Linguistic Competence Update:

"Linguistic and Cultural Competence Guidelines for the State of Illinois Subcontractors and Vendors" used as reference for agencies contracting with the state was included in the Board packet. Ms. Summerville reviewed the document and provided updates.

CCMHB/CCDDB NOFA:

A copy of the Notice of Funding Availability (NOFA) that was published in the News Gazette on December 13, 2015 was included in the packet for information only.

OLD BUSINESS:

Meeting Schedules:

Copies of updated meeting schedules for the CCMHB and CCDDB were included in the packet.

BOARD ANNOUNCEMENTS:

None.

ADJOURNMENT:

The meeting adjourned at 6:01 p.m.

Respectfully

Submitted by: Stephanie Howard-Gallo
CCMHB/CCDDB Staff

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

9

Mark Driscoll

Associate Director for Mental Health & Substance Abuse Services

Staff Report – January 20, 2016 Board Meeting

Summary of Activity

CCMHB Program Monitoring: The next round of site visits has been completed. Four of five Community Elements contracts were monitored leaving only their TIMES Center contract for later in the year. Community Elements has made some staffing changes in response to retirements and resignations requiring interaction with some staff new to several programs under review. Similar situation was true for Prairie Center where four of five contracts were monitored and involved some new staff in the process. Promise Healthcare's Mental Health Services contract was also monitored during this report period. In the end, while dealing with some new staff did pose some challenges, it did not change the outcome of the monitoring visits – all programs were found to have met expectations for documentation of reported activity. Site visit reports are in process.

With the application review process starting, the program monitoring activity will take a short hiatus. The remaining Community Elements program and Prairie Center program to be monitored along with a number system of care contracts among others will be scheduled for reviews in late spring as time becomes available in the allocation process.

FY 2017 Application Cycle: The deadline to submit an application for the FY2017 allocation cycle was close of business February 12, 2016. Technical assistance was available on request to any potential applicant throughout the application process. Several new agencies were assisted with the registration process as well as the application forms as were a few agencies currently under contract. A list of applicants and requested funding by program will be distributed at the meeting.

At the Mental Health Agencies Council (MHAC) and in communications with some agencies, all were reminded of the deadline and that late applications would not be considered. Agencies were encouraged not to wait until the last minute to submit applications to the respective Boards. Also attending the MHAC meeting was Alex Campbell, the consultant for the online system, to answer questions and get feedback on the system. Suggested enhancements to the system were to allow personnel data to be directly uploaded into the application personnel form and add a confirmation when documents are successfully uploaded to the system. Lynn Canfield and I met with Mr. Campbell following the meeting to discuss the system in general as well as a few other possible changes to the system. Ms. Shandra Summerville also spoke at length at the MHAC meeting about the Cultural and Linguistic Competence Plan requirements.

CCMHB Second Quarter Reports: Program reports for second quarter FY16 contracts were due by the last Friday in January. Since the close of the report period, I have completed desk reviews on all reports. Based on the reviews, clarification or minor changes were requested on a small number of reports. Questions posed or requested revisions have been promptly addressed by agency staff.

11

The Prairie Center Youth Services program uses "The Seven Challenges," an evidence based program. Under the license agreement The Seven Challenges holds quarterly technical assistance calls plus an annual on-site review. In January, I had the opportunity to sit in on one of the technical assistance calls. Staff presented questions about the model and engagement with youth with the Seven Challenges Support Specialist providing clarification and direction. I plan to participate in future calls.

One last item - RACES has held a series of press conferences on the impact of the state budget crisis on the agency. The latest announcement was about a reduction of services and hours of operation directly impacting access to counseling and other services for victims of sexual assault.

Criminal Justice-Mental Health: The Reentry Council meeting focused on plans to resubmit an application to the Department of Justice under the Second Chance Act. The proposed project would provide housing and support services to adults with mental illness and substance use disorders returning to the community from prison. Feedback on the previous application indicated the primary weakness was including housing costs in the request for funding rather than just focusing on the cost of mental health and substance abuse treatment services. In order to be competitive other resources would need to be identified to address the need for housing. To address this deficiency, representatives of the Council including yours truly had previously agreed to meet with Mr. Ed Bland, Executive Director of the Housing Authority of Champaign County about the Authority being a partner in the Second Chance demonstration project. The result of that meeting was the Housing Authority would not be a partner in any demonstration project associated with the Second Chance Act application. Other alternatives for addressing the housing component are being investigated.

The Crisis Response Planning Committee did not meet in February. The Department of Justice informed the county that costs could not be incurred against the grant until the final budget had been approved, the one exception being costs associated with the December conference, so members were informed no more meetings would be held until further notice. The budget has since been approved and the Committee will resume meeting in March.

Sometime ago through Lynn Canfield's work with the state association, she was contacted by two area Mental Health Board directors about meeting to discuss CCMHB initiatives with the criminal justice system. In early February, Lynn, Peter, and I met with the Vermilion County Board Chair and Mental Health Board Executive Director and Coles County Mental Health Board Executive Director on the topic.

Other activity: Attended mandatory Americans with Disabilities Act training for Champaign County employees. Also attended the Continuum of Care meeting where The Salvation Army presented on ending veteran homelessness including an overview of associated federal benchmarks, criteria and best practices. The Continuum also heard reports on the point in time survey completed January 28th and approved a letter of support for The Salvation Army's Supportive Services for Veteran Families.

Lynn Canfield, Associate Director for Intellectual and Developmental Disabilities
Staff Report – February 17, 2016

FY2016 Contracts: Second quarter reports for the funded ID/DD programs, along with Financial Variance Reports, Persons Served reports, and all but two Cultural and Linguistic Competence Progress Reports, have been submitted and are being processed. Monthly billings for two fee for service ID/DD contracts are submitted via the Proviso RTS and are up to date.

FY2017 Funding Applications: Provided technical support to users of the online application system and to agencies registering for the first time. All forms associated with requests for FY2017 funding were due by close of business on Friday, February 12, and a list of applicants for funding for ID/DD programs will be distributed at the meeting. Mark Driscoll and I met with the developer of the system regarding enhancements for FY2017 and FY2018, comments from agency users, and compliance with the county's ADA settlement agreement.

Alliance for the Promotion of Acceptance, Inclusion, and Respect: A second planning meeting of steering committee members is set for early March, although much has been accomplished through small meetings and email. The 2016 Roger Ebert's Film Festival runs from April 13 through April 17, and once again we'll sponsor an 'anti-stigma' film within the festival. A full-page ad about our mission, members, and upcoming events will appear in the program book, coordinated with other print and social media promotions and a 60-second video in the works. Community Elements is selling parking passes for spots in the lot across the street from the Virginia. We will host an art show in front of the theater, contribute to a panel discussion on stigma and the arts, and explore UIUC student support for artists' activities and for spreading the Alliance's message more broadly. My first meeting with students is February 16.

Association Committee Calls and Miscellaneous Webinars:

I participated in meetings of the Association of Community Mental Health Authorities of Illinois (ACMHAI) Executive Committee, ID/DD Committee, and Medicaid/Managed Care Committee. (The next Legislative Committee call is February 11.) Executive Committee continued working on bylaws, prioritizing tasks for the coordinator, membership requests, training events, and transition of financial oversight, which led to a presentation by our Edward Jones account manager. We also discussed the future of committees which primarily track state developments and therefore have little news from one meeting to the next. The Medicaid/Managed Care could be considered one of these but had a useful conversation on how each community is coping with cuts, impasse, and changes in coverage. During the ID/DD call on January 13, the group agreed to support other state trade associations' push for increased DSP wages and discussed other challenges facing the field. We also had a call about possible participation in an Accountable Health Communities application; the call followed a CMS webinar on "Accountable Health Communities Model

13

Overview and Application Requirements," which I also listened to; this project would support care coordination, social services, and supports believed to help lower health care costs and improve health outcomes. Mark Driscoll and Peter Tracy and I met with colleagues from Coles County and Vermilion County to discuss local criminal justice/mental health initiatives and collaborations.

I participated in the January 26th call of the **National Association of County Behavioral and Developmental Disabilities Directors (NACBHDD)** ID/DD committee, preparing for our visit to Capitol Hill and talking with the director of NASDDDS about top issues confronting the DD field. #1 on the list is state compliance with new CMS requirements; 100% of sites in a state need to be confirmed as in compliance. The #2 priority was DOJ findings regarding integrated employment; all of us are now in search of an affordable, scalable model for appropriate supports. #3 is the critical role of families; 50% of those receiving services live at home (not to mention all of those receiving no services) so that funding directed to agencies-only misses an opportunity. Members shared concern about the high cost of integrated supports, the need to fund diverse non-work activities, how to honor families' desires not to provide supports indefinitely, and whom to approach for collaboration and legislation.

The January **Office of Disability Employment Policy (ODEP)** Community of Practice webinar continued this quarter's theme of Capacity Building, with a presentation on "Rethinking Benefits Planning as a Key to Successful Competitive Integrated Employment." Speakers addressed how to frame benefits planning across a continuum of work-readiness, work incentives for getting people with significant disabilities employed, and how states could use innovation and expansion funding to accomplish these. Washington State used SSA reimbursement dollars to fund six benefits planners in 2004, which led to benefits planning becoming an integrated part of counseling and guidance, expanding the conversation to financial stability; some states have used waivers for similar good results. Great points: people are more afraid of losing what they have than not gaining what they could have; when and how we provide information matters; people can achieve greater financial stability through earned income and work incentives; and the existing benefits system is based on our low expectations of people with disabilities.

I was able to view the first few hours of the **Annual Report on Disability and the Annual Compendium on Disability Statistics**, archived at <http://www.disabilitycompendium.org>. Due to consistent questions, national prevalence appears relatively stable with a slight increase to 12.6% of the total population in 2014 and 2015; in Illinois, between 9.9% and 11.4% of total are persons with disabilities; relative to other states, Illinois has fewer persons between the ages of 5 and 64 with disabilities. There are state by state comparisons on poverty and many other factors.

Highlights from **The College for Behavioral Health Leadership** webinar on the "Social Determinants of Mental Health:" personal circumstances, health disparities and inequities are shaped by the distribution of money, power, and resources globally and locally, themselves

influenced by policy choices; MI is linked with 25 year reduction in lifespan; culture counts; social determinants of health contribute to premature death; risk factors such as reduced options, poor choices, high risk behaviors, and stress are driven by underemployment, food insecurity, poor built environment, housing insecurity, ACEs, social exclusion, poor education, poor access to care, and poverty; negative mental health outcomes are associated with poverty and income inequality (supported with state by state prevalence data); good results are found in nurse-family partnerships, preschool and Head Start, the Good Behavior game, and Health Leads and medical-legal partnerships (two programs for hospital settings); policy makers can focus on inclusive workplaces, collaboration across systems to improve education and employment, decrease food insecurity, and end discrimination, and influence the way we think about mental health and culture.

Other Activity: I attended the February meeting of the **Coalition Executive Committee**, for substantial discussion of the "Fresh Start Initiative: A Focused Approach to Deter Gun Violence," framing the message, what to include for impact, composition of the steering committee, and efforts to gain public input. Mike Royse gave an overview of Rantoul Tomorrow. The Coalition's next "Racial Taboo" event will be a youth screening in April, coordinated with cultural clubs and social justice groups from high schools; the January event drew between 140 and 150 people. Representatives from the park districts reported 100% positive feedback regarding their CLC training at the Virginia, attended by approximately 200 staff and guests. Walk as One starts at 3:30PM at the ARC on February 24 with other Safety Week events throughout campus from 2/22 to 2/26. Unit 116 and Unit 4 are preparing for summer employment programs. CU Neighborhood Champions are doing trauma trainings and building neighborhood capacity this month.

All CCMHB/CCDDDB staff attended **Mandatory ADA Training** in January, led by Robin Jones, who is also the co-chair of the state's 'employment first' task force. After the meeting, we discussed my prior application to the task force; there is a possibility of greater involvement in their work.

I attended the January **Mental Health Agencies Council** meeting. The consultant for our online system gave an overview of this work and Streamline Healthcare's electronic health records software. Shandra Summerville reviewed CLC Plan Guidelines and Requirements and distributed the updated CLCP instructions for FY17 applications for funding. Agencies discussed state budget and local and statewide impact. Announcements: trauma-informed Cognitive Behavioral Therapy for youth 8-17 at PSC; Courage Connection looking for Client Advocates; Prairie Center has two full-time openings; Frances Nelson can take new patients, has multi-lingual staff (Mandarin, French, Lingala, Spanish, Portuguese, etc.), and accepts Molina coverage; and upcoming WorkNet orientation.

Andy Mendoza, Assistant Director of Swann Special Care, provided some census data, but I requested more detail to combine with what we learned last month from the CCRPC Independent Service Coordination unit.

15

Shandra Summerville

Cultural and Linguistic Competence Coordinator-CCDDDB/CCMHB

Staff Report- February 17, 2016

CCMHB FY17 Application Process:

5 (3 CCMHB Funded 1 DDB 1 Funded CCMHB/DDB Funded) organizations have received technical assistance for the FY17 Application. The technical assistance was provided both in person and via phone conference. In the MHAC Meeting I provided an overview of the guidelines for the CLCP that are required to report for the FY17 Application process.

National Updates:

I serve as a member of the National Federation of Families Board of Directors. This organization works to ensure that family voice/consumer voice is at the front of all conversations regarding children's' mental health. There was a Board of Directors meeting held on January 25 via conference call. The agenda items began to address some of the changes in legislation that will have a negative impact in Idaho. Below is the language in the correspondence that the National Federation of Families was invited to speak in support of the local Idaho Federation of Families Affiliation.

"We urge you to oppose the passage of House Bill 413 which seeks to amend Idaho Code Section 49-402 by adding a new section authorizing special vehicle license plates for the Idaho Friends of the Orofino Maniacs. That's right, it will put the word MANIAC into Idaho Code and a license plate depicting the Orofino maniac mascot will be officially sanctioned and issued by the State of Idaho.

Orofino is home to State Hospital North, a state-sponsored and supported institution for the care and treatment of individuals who have a serious mental illness, and a high school using the name 'Maniacs' and image of a wild-haired, shouting, out-of-control cartoon character as its mascot. Proceeds from the sale of these special license plates would be applied to furthering academic enrichment in this school district."

I was featured in the Monthly Newsletter that was distributed to over 3,000 people on the National Federation of Families List serve. The Newsletter was forwarded to all Board members. www.ffcmh.org

State Updates

There was a call to action to contact legislators about the lack of state budget. I sent 3 emails to the address calling for action on behalf of all social service agencies and state universities.

Local Updates

Consultation, Technical Assistance and Training are available for all agencies funded by the CCDDDB/CCMHB. If you have a request for consultation, please feel free to contact me at shandra@ccmhb.org or 217-367-5703 ext 2428.



I attended the Champaign Community Coalition Meeting and there is a community training for individuals that are natural helpers in neighborhoods that have been impacted by violence on February 20, 2016 at Douglass Branch Library.

I met with one CCMHB Board Member about the role and position of the CLC Coordinator. There was clarity and recommendations about offering CLC Training to the members of the Champaign County Board,

I will be attending Disparities Solutions Center Web Seminar Series in Partnership with the Hospitals in Pursuit of Excellence (HPOE) of the American Hospital Association: "Going Beyond REal Data Collection: Collecting Social Determinants of Health" This webinar will begin looking at the disparities that often go unreported when disparities are being measured.

Ebert Festival: I met with Don Francisco that will be doing a film project to promote diversity and inclusion. We are still in the planning phase and implementation will begin soon. Additional information will be provided in the March report.

Organization Training/Presentation:

Tuesday, February 23, 2016 6:00pm- Promise Healthcare Board Meeting "Introduction to Cultural Competence" (For Promise Healthcare Board Members Only)

February 11, 2015 4:30pm- Culturally Responsive Evaluation Class- University of Illinois Urbana-Champaign-

June 2016- Community Services of Northern Champaign County

NAACP Candidates Forum- February 17, 2016 7:00pm City of Champaign- I will serve as a moderator at 7:45pm

Resource information- Please see the attached article about the importance of infusing equity in an Urban Planning Process.

Infusing Equity into the Urban Planning Process

By Sara Booth | Posted: Wednesday, November 25, 2015 10:28 am

If you want to include equity concerns in your long-range planning, your process might be as important as your results.

That's what the Rhode Island Office of Statewide Planning discovered when it incorporated equity goals into its two-year plan for the first time.

Rhode Island is one of many states whose laws require comprehensive plans for areas such as housing and economic development. Detailed planning also is required to win grants, such as the U.S. Department of Housing and Urban Development grant that funded the plan. But equity was a new requirement, and one that didn't readily fit in with the usual way of doing things.

At the 2015 Growing Sustainable Communities Conference held recently in Dubuque, Nathan Kelly, a consultant with Horsley Witten Group, and Cynthia Silva Parker with the Interaction Institute for Social Change, described some of the successes, insights and unexpected pitfalls of the planning process, which began in 2013 and is still in development.

"To apply for a grant, to create a request for proposals, to hire consultants, to set timelines, to put all of your ducks in a row and then say, 'Oh, by the way, we're going to try to address social equity,' it's like trying to put a sweater on an octopus," Kelly said.

What is equity? In the simplest terms, it means fairness, which is not necessarily the same thing as equality.

"It's not about everybody getting the same thing," Parker said. "It's about everybody getting what they need in order to improve the quality of their situation."

One difficulty in including equity goals in planning is that the people who need them most can be hard to involve. Traditionally, planners involve stakeholders by inviting them to public meetings and asking them to read and comment on plans. This can be a time-consuming process, and people who work multiple jobs and lack transportation and child-care options are unlikely to show up at the library for a three-hour meeting.

And even if they're able to offer their time, they may not be willing.



Social Equity and Social Change

18

"Trust is the No. 1 thing, 'Why are you asking, and will it make a difference,'" Parker said. "When we got started, there was a bit of interesting community jargon: 'Planning Fatigue.' People were tired of being asked to come to meetings, asked to share their vision, asked to draw another picture of a beautiful community, and then nothing is going to happen, or it's going to take 15 years and they're going to say, 'We don't even remember that we were part of that.'"

Once these unheard voices are brought into the process, there can be one more difficulty: getting the more privileged participants to hear them.

"If you bring these people together and you say, 'Oh, come be different, just like us! Look different, but don't think differently, don't act differently, don't frame issues differently, don't have different solutions,' that's the un-inclusive version of diversity," Parker said. "You want to make space for people to show up and be who they are."

The Rhode Island group put together a Social Equity Advisory Committee (SEAC) to guide the process and critique the suggestions from an equity point of view. To make sure discussions were open and useful, they began with 11 guidelines for discussion:

- 1. Safe place:** Disagreement is fine, but harsh criticism can shut down conversation.
- 2. Anonymity:** A meeting is a safe place to explore without worrying about what happens outside the meeting.
- 3. General interruption about oppression/teachable moments:** It may be necessary to stop conversation briefly to explain to someone who has inadvertently said something offensive.
- 4. Listen.**
- 5. One microphone:** No side conversations.
- 6. Everybody has a voice.**
- 7. Step up, have your say, step aside.**
- 8. Use technology respectfully:** Take cell phone conversations out of the room.
- 9. Clarify definitions:** Explain your terms.
- 10. Common language:** Avoid jargon.
- 11. Land the plane:** Be brief and don't ramble.

Racism in particular is a difficult topic to talk about, but it's impossible to discuss equity without addressing it too.

"It's important to think and talk about racism not principally on that micro level where we're often tempted to think about it... but on the macro level," Parker said. "How do we engage our institutional practices? Who is eligible for programs? What are the requirements for jobs? What are ways in which we inform contractors that contracts are available?"

Barriers can exist without anyone having bad intentions, and those barriers are often invisible to those in more privileged positions.

19

The committee had to work to bring the residents most affected into the process, to locate them and gain their trust, to educate them on the decisions that had to be made and the limits that surrounded them, and to give them time and space to talk.

But there was another level of education happening at the same time: making sure that members of the planning community understood what equity was and why it was important.

"Some of this is completely foreign to major decision-makers at the state, county and city level," Kelly said. Committee members had to "develop that understanding that this is important, that it's the right thing to do. I found myself saying, 'When we're writing plans, we're supposed to be writing them for everybody, right?'"

Naturally there were disappointments along the way. Some communities were difficult to hear from and some suggestions were widely supported but not practical within the political reality of the state. One indication of success, though, was that parts of the finished plan were substantially different from what they would have been without the committee's efforts. For instance, the final plan included a goal to "foster an inclusive economy that targets opportunity to typically underserved populations," including not only marginalized races and classes but the homeless, the disabled and the formerly imprisoned. These guidelines, Kelly said, would probably not have existed if the plan had been developed through a more traditional process.

Another indication of success? Ironically, the ongoing tension of the process.

"There was a very interesting moment where the planners were getting pushed from this side by the equity committee and from the other side by the more traditional business concerns," Parker said. "I thought, we must be doing something right if nobody's happy with us."

20

CHAMPAIGN COUNTY
EXPENDITURE APPROVAL LIST

2/05/16

PAGE 1

VENDOR NO	VENDOR NAME	TRN DTE	TR CD	TRANS NO	PO NO	CHECK NUMBER	CHECK DATE	ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ITEM DESCRIPTION	EXPENDITURE AMOUNT
*** FUND NO. 090 MENTAL HEALTH											
+++ DEPT NO. 053 MENTAL HEALTH BOARD											
16	CHAMPAIGN COUNTY TREASURER	2/04/16	80	VR 53-	449	536754	2/05/16	090-053-533.29-00	GENERAL CORP FND 080 COMPUTER/INVTCH SERVICESFY15	IT COMPUTER SV VENDOR TOTAL	1,292.80 1,292.80 *
25	CHAMPAIGN COUNTY TREASURER	2/02/16	01	VR 53-	57	536755	2/05/16	090-053-533.50-00	RENT-GENERAL CORP FACILITY/OFFICE RENTALS	FEE OFFICE RENT VENDOR TOTAL	2,952.68 2,952.68 *
41	CHAMPAIGN COUNTY TREASURER	1/25/16	02	VR 620-	12	536401	1/29/16	090-053-513.06-00	HEALTH INSUR FND 620 EMPLOYEE HEALTH/LIFE INS	JAN HI, LI, & MRA VENDOR TOTAL	1,383.59 1,383.59 *
88	CHAMPAIGN COUNTY TREASURER	1/21/16	01	VR 88-	2	536098	1/23/16	090-053-513.02-00	I.M.R.F. FUND 088 IMRF - EMPLOYER COST	IMRF 1/8 P/R FY16	131.41
		1/19/16	80	VR 88-	73	536098	1/22/16	090-053-513.02-00	IMRF - EMPLOYER COST	IMRF 1/8 P/R FY15	2,117.83
		2/01/16	04	VR 88-	5	536759	2/05/16	090-053-513.02-00	IMRF - EMPLOYER COST	IMRF 1/22 P/R VENDOR TOTAL	1,267.07 3,516.31 *
111	CHAMPAIGN COUNTY TREASURER	2/03/16	01	VR 63-	47	536765	2/05/16	090-053-533.92-00	REG PLAN COMM FND075 CONTRIBUTIONS & GRANTS	FEE YOUTH ASSMNT CT VENDOR TOTAL	2,167.00 2,167.00 *
176	CHAMPAIGN COUNTY TREASURER	1/12/16	80	VR 119-	87	535778	1/14/16	090-053-513.04-00	SELF-FUND INS FND476 WORKERS' COMPENSATION	INSWRK COMP 12/11,23P FY15 PROP INS MRA	165.46 349.98
		1/26/16	80	VR 118-	129	536412	1/29/16	090-053-533.20-00	INSURANCE	FY15 LIAB INS MRA	5,543.89
		1/26/16	80	VR 118-	129	536412	1/29/16	090-053-533.20-00	INSURANCE	FY15 LIAB INS MRA	74.46
		2/03/16	80	VR 119-	89	536768	2/05/16	090-053-513.04-00	WORKERS' COMPENSATION	INSWRK COMP 1/8 PR FY1 VENDOR TOTAL	74.46 6,033.79 *
179	CHAMPAIGN COUNTY TREASURER	2/02/16	01	VR 53-	46	536770	2/05/16	090-053-533.92-00	CHLD ADVC CTR FND679 CONTRIBUTIONS & GRANTS	FEE CAC VENDOR TOTAL	1,090.00 1,090.00 *

(12)

(13)

CHAMPAIGN COUNTY

EXPENDITURE APPROVAL LIST

3/05/16

PAGE 2

VENDOR NO	VENDOR NAME	TRN B DTE	TR CD	TRANS NO	PO NO	CHECK NUMBER	CHECK DATE	ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ITEM DESCRIPTION	EXPENDITURE AMOUNT
*** FUND NO. 090 MENTAL HEALTH											
180	CHAMPAIGN COUNTY TREASURER							SOCIAL SECUR FUND180			
		1/21/16	01 VR 180	8		536104	1/22/16	090-053-513-01-00	SOCIAL SECURITY-EMPLOYER FICA 1/8 P/R FY15		116.62
		1/19/16	80 VR 180	118		536104	1/22/16	090-053-513-01-00	SOCIAL SECURITY-EMPLOYER FICA 1/8 P/R FY15		992.04
		2/01/16	04 VR 180	8		536771	2/05/16	090-053-513-01-00	SOCIAL SECURITY-EMPLOYER FICA 1/22 P/R		1,124.48
									VENDOR TOTAL		2,233.14 *
18852	COMCAST CABLE - MENTAL HEALTH ACCT							AC#8771403010088314			
		1/15/16	02 VR 53	30		536136	1/22/16	090-053-533-29-00	COMPUTER/INF TCB SERVICES8771403010088314 1/		84.90
									VENDOR TOTAL		84.90 *
18203	COMMUNITY CHOICE, INC							SUITE 419			
		2/02/16	01 VR 53	38		536794	2/05/16	090-053-533-92-00	CONTRIBUTIONS & GRANTS	FEB CUSTOM EMPLOY	4,583.00
		2/02/16	01 VR 53	38		536794	2/05/16	090-053-533-92-00	CONTRIBUTIONS & GRANTS	FEB SELF DETERMINAT	4,583.00
									VENDOR TOTAL		9,166.00 *
18209	COMMUNITY ELEMENTS										
		2/02/16	01 VR 53	39		536795	2/05/16	090-053-533-92-00	CONTRIBUTIONS & GRANTS	FEB CRIMINAL JUSTIC	25,568.00
		2/02/16	01 VR 53	39		536795	2/05/16	090-053-533-92-00	CONTRIBUTIONS & GRANTS	FEB CRISIS/ACCESS	16,667.00
		2/02/16	01 VR 53	39		536795	2/05/16	090-053-533-92-00	CONTRIBUTIONS & GRANTS	FEB PSYCH/PRIM CARE	9,294.00
		2/02/16	01 VR 53	39		536795	2/05/16	090-053-533-92-00	CONTRIBUTIONS & GRANTS	FEB EARLY C HOOD	7,500.00
		2/01/16	01 VR 53	39		536795	2/05/16	090-053-533-92-00	CONTRIBUTIONS & GRANTS	FEB PLL FRONT END	22,629.00
									VENDOR TOTAL		81,658.00 *
18230	COMMUNITY SERVICE CENTER OF NORTHERN							CHAMPAIGN COUNTY			
		2/02/16	01 VR 53	40		536797	2/05/16	090-053-533-92-00	CONTRIBUTIONS & GRANTS	FEB RESOURCE CONNEC	5,441.00
									VENDOR TOTAL		5,441.00 *
19260	COURAGE CONNECTION										
		2/02/16	01 VR 53	51		536799	2/05/16	090-053-533-92-00	CONTRIBUTIONS & GRANTS	FEB AWP	5,579.00
									VENDOR TOTAL		5,579.00 *
19346	CRISIS NURSERY										
		2/02/16	01 VR 53	48		536802	2/05/16	090-053-533-92-00	CONTRIBUTIONS & GRANTS	FEB BEYOND BLUE	5,833.00
									VENDOR TOTAL		5,833.00 *

2

CHAMPAIGN COUNTY

EXPENDITURE APPROVAL LIST

2/05/16

PAGE 5

VENDOR NO	VENDOR NAME	TRN DTE	TR N CD	TRANS NO	PG NO	CHECK NUMBER	CHECK DATE	ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ITEM DESCRIPTION	EXPENDITURE AMOUNT
*** FUND NO. 090 MENTAL HEALTH											
22300	DEVELOPMENTAL SERVICES CENTER OF CHAMPAIGN COUNTY INC	2/02/16	01 VR	53- 49		536810	2/05/16	090-053-533.92-00	CONTRIBUTIONS & GRANTS	FEB INDIV/FAM SUP	31,345.00
										VENDOR TOTAL	31,345.00 *
22730	DON MOYER BOYS & GIRLS CLUB	2/02/16	01 VR	53- 50		536812	2/05/16	090-053-533.92-00	CONTRIBUTIONS & GRANTS	FEB ENGAGE/SOC MKRT	6,500.00
		2/02/16	03 VR	53- 50		536812	2/05/16	090-053-533.92-00	CONTRIBUTIONS & GRANTS	FEB YOUTH ENGAGE	14,167.00
										VENDOR TOTAL	20,667.00 *
24215	EAST CNTRL IL REFUGEE MUTUAL ASSIST CTR	2/02/16	01 VR	53- 51		536817	2/05/16	090-053-533.92-00	CONTRIBUTIONS & GRANTS	FEB FAMILY SUPPORT	1,083.00
										VENDOR TOTAL	1,083.00 *
24278	EASTERN ILLINOIS FOODBANK	1/26/16	01 VR	53- 33		536470	1/29/16	090-053-533.92-00	CONTRIBUTIONS & GRANTS	DONATN FROM D HENRY	100.00
										VENDOR TOTAL	100.00 *
26000	FAMILY SERVICE OF CHAMPAIGN COUNTY	2/02/16	01 VR	53- 42		536821	2/05/16	090-053-533.92-00	CONTRIBUTIONS & GRANTS	FEB SELF HELP	2,369.00
		2/02/16	01 VR	53- 42		536821	2/05/16	090-053-533.92-00	CONTRIBUTIONS & GRANTS	FEB SENIOR COUNSEL	11,861.00
										VENDOR TOTAL	14,230.00 *
44530	MAHOMET AREA YOUTH CLUB	2/02/16	01 VR	53- 53		536845	2/05/16	090-053-533.92-00	CONTRIBUTIONS & GRANTS	FEB UNIV SCREENING	833.00
		2/02/16	01 VR	53- 52		536845	2/05/16	090-053-533.92-00	CONTRIBUTIONS & GRANTS	FEB ELAST	1,250.00
										VENDOR TOTAL	2,083.00 *
51600	NEWS GAZETTE	1/11/16	93 VR	53- 447		257	1/14/16	090-053-533.70-00	LEGAL NOTICES,ADVERTISING	7084 1298364 12/13	55.13
										VENDOR TOTAL	55.13 *
54660	PEPSI COLA CHAMPAIGN-URBANA BOTTLING	1/11/16	04 VR	53- 28		535899	1/14/16	090-053-533.51-00	EQUIPMENT RENTALS	AC 5734 JAN RENT	6.95

25

CHAMPAIGN COUNTY
EXPENDITURE APPROVAL LIST

2/05/16

PAGE 4

VENDOR NO	VENDOR NAME	TRM DTE	B N CD	TR TRANS NO	PO NO	CHECK NUMBER	CHECK DATE	ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ITEM DESCRIPTION	EXPENDITURE AMOUNT
*** FUND NO. 090 MENTAL HEALTH											
		1/11/16	93 VR	53- 446		535894	1/14/16	090-053-522.02-00	OFFICE SUPPLIES	INV 522410 12/31 VENDOR TOTAL	5.73 12.68 *
56750	PRAIRIE CENTER HEALTH SYSTEMS	GRANTS									
		2/02/16	01 VR	53- 43		536857	2/05/16	090-053-533.92-00	CONTRIBUTIONS & GRANTS	FEB CJ SUB TREATMEN	833.00
		2/02/16	01 VR	53- 43		536857	2/05/16	090-053-533.92-00	CONTRIBUTIONS & GRANTS	FEB VIVITROL PILOT	849.00
		2/02/16	01 VR	53- 43		536857	2/05/16	090-053-533.92-00	CONTRIBUTIONS & GRANTS	FEB PREVENTION	4,742.00
		2/02/16	01 VR	53- 43		536857	2/05/16	090-053-533.92-00	CONTRIBUTIONS & GRANTS	FEB SPECIALTY COURT	15,619.00
		2/02/16	01 VR	53- 43		536857	2/03/16	090-053-533.92-00	CONTRIBUTIONS & GRANTS	FEB PLL EXTEND CARE VENDOR TOTAL	24,325.00 46,338.00 *
57196	PROMISE HEALTHCARE										
		2/02/16	01 VR	53- 44		536860	2/05/16	090-053-533.92-00	CONTRIBUTIONS & GRANTS	FEB WELLNESS/JHSICE	3,133.00
		2/02/16	01 VR	53- 44		536860	2/05/16	090-053-533.92-00	CONTRIBUTIONS & GRANTS	FEB MH SVCS VENDOR TOTAL	13,750.00 17,083.00 *
59438	RAPE, ADVOCACY, COUNSELING & EDUC SRVCS										
		2/02/16	01 VR	53- 48		536863	2/05/16	090-053-533.92-00	CONTRIBUTIONS & GRANTS	FEB RAPE/ADVC/COUNS VENDOR TOTAL	1,550.00 1,550.00 *
61500	ROGARDS										
		1/26/16	01 VR	53- 32		536540	1/29/16	090-053-522.02-00	OFFICE SUPPLIES	INV 13865850 1/7	57.51
		1/26/16	01 VR	53- 32		536540	1/29/16	090-053-522.02-00	OFFICE SUPPLIES	INV 13868000 1/8	16.62
		1/26/16	01 VR	53- 32		536540	1/29/16	090-053-522.02-00	OFFICE SUPPLIES	CR C13865850 1/20 VENDOR TOTAL	16.51 57.51 *
67867	SPOC LLC	D/B/A CHAMPAIGN TEL									
		1/25/16	03 VR	28- 12		303	1/29/16	090-053-533.33-00	TELEPHONE SERVICE	INV 1117757 1/12	30.91
		1/25/16	03 VR	28- 12		303	1/29/16	090-053-533.33-00	TELEPHONE SERVICE	INV 1117757 1/12 VENDOR TOTAL	27.03 57.94 *
69869	STREAMLINE HEALTHCARE SOLUTIONS, LLC										
		2/02/16	01 VR	53- 34		536880	2/05/16	090-053-533.07-00	PROFESSIONAL SERVICES	INV 20161034 2/1	980.00

24

CHAMPAIGN COUNTY

EXPENDITURE APPROVAL LIST

2/05/16

PAGE 5

VENDOR NO	VENDOR NAME	TRN DTE	TR CD	TRANS NO	PO NO	CHECK NUMBER	CHECK DATE	ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ITEM DESCRIPTION	EXPENDITURE AMOUNT
*** FUND NO. 090 MENTAL HEALTH											
		2/03/16	02 VR	53-	61	536880	2/05/16	090-053-533.29-00	COMPUTER/INF TCH SERVICES	INV 20151011 1/7	507.56
										VENDOR TOTAL	1,407.56 *
76867	UNIV OF IL SPONSORED PROG & RESEARCH ADM	2/02/16	01 VR	53-	56	536891	2/05/16	090-053-533.07-00	PROFESSIONAL SERVICES	FEB MHB16-039 CONSL	4,454.00
										VENDOR TOTAL	4,454.00 *
77280	UP CENTER OF CHAMPAIGN COUNTY	2/02/16	01 VR	53-	54	536893	2/05/16	090-053-533.92-00	CONTRIBUTIONS & GRANTS	FEB UP CENTER	1,000.00
										VENDOR TOTAL	1,000.00 *
78120	URBANA NEIGHBORHOOD CONNECTION CENTER	2/02/16	01 VR	53-	53	536896	2/05/16	090-053-533.92-00	CONTRIBUTIONS & GRANTS	FEB UNIV SCREENING	1,000.00
										VENDOR TOTAL	1,000.00 *
78550	VERIZON WIRELESS-MENTAL HEALTH BOARD	2/03/16	02 VR	53-	50	536899	2/05/16	090-053-533.33-00	TELEPHONE SERVICE	38635688700001 1/20	148.99
										VENDOR TOTAL	148.99 *
78888	VISA CARDMEMBER SERVICE - MENTAL HEALTH	1/20/16	04 VR	53-	31	536232	1/22/16	090-053-533.95-00	CONFERENCES & TRAINING	3930 AM AIR 1/5	495.20
		1/20/16	04 VR	53-	31	536232	1/22/16	090-053-522.01-00	STATIONERY & PRINTING	3930 STAPLES 1/8	27.94
		1/20/16	04 VR	53-	31	536232	1/22/16	090-053-522.44-00	EQUIPMENT LESS THAN \$5000	1930 ADOBE 12/25	10.61
		1/20/16	04 VR	53-	31	536232	1/22/16	090-053-533.95-00	CONFERENCES & TRAINING	3930 NACHDD 12/16	500.00
		1/21/16	90 VR	53-	448	536232	1/22/16	090-053-522.02-00	OFFICE SUPPLIES	1930 STAPLES 12/10	52.02
		1/21/16	90 VR	53-	448	536232	1/22/16	090-053-522.02-00	OFFICE SUPPLIES	1930 STAPLES 12/17	179.40
		1/21/16	90 VR	53-	448	536232	1/22/16	090-053-522.02-00	OFFICE SUPPLIES	1930 STAPLES 12/22	975.92
		1/21/16	90 VR	53-	448	536232	1/22/16	090-053-522.02-00	OFFICE SUPPLIES	1930 STAPLES 12/22	32.99
		1/21/16	90 VR	53-	448	536232	1/22/16	090-053-533.95-00	CONFERENCES & TRAINING	1930 PAYPAL 12/22	75.98
										VENDOR TOTAL	2,236.00 *
78950	WALT LABEL & MAILING SYSTEMS	1/11/16	04 VR	51-	29	535937	1/14/16	090-053-533.02-00	OFFICE SUPPLIES	INV 68548 1/5	182.31

25

CHAMPAIGN COUNTY

EXPENDITURE APPROVAL LIST

2/05/16

PAGE 6

VENDOR NO	VENDOR NAME	TRN DTE	B M CD	TR TRANS NO	PO NO	CHECK NUMBER	CHECK DATE	ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ITEM DESCRIPTION	EXPENDITURE AMOUNT
*** FUND NO. 090 MENTAL HEALTH											
		1/11/16	04 VR	53-	33	535937	1/14/16	090-053-522.02-00	OFFICE SUPPLIES	LESS TAX 6854A VENDOR TOTAL	12.56 169.75 *
603000	BRESSNER, BARBARA J	2/02/16	01 VR	53-	55	536923	2/05/16	090-053-533.07-00	PROFESSIONAL SERVICES	FEB PROFESSIONAL FE VENDOR TOTAL	1,968.75 1,968.75 *
688010	TRACY, PETER	1/28/16	01 VR	53-	59	536828	1/29/16	090-053-533.72-00	DEPARTMENT OPERAT EXP	REIM GLASS FX 1/21 VENDOR TOTAL	114.90 114.90 *
									MENTAL HEALTH BOARD	DEPARTMENT TOTAL	278,593.92 *
*** DEPT NO 054 CILA PROJECT											
53262	BNC BANK, N.A.	1/26/16	01 VR	54	1	536523	1/29/16	090-054-501.07-00	MORTGAGE PRINCIPAL PWTS	INV 4382014101 1/31	27,562.50
		1/26/16	01 VR	54	1	536523	1/29/16	090-054-502.07-00	INTEREST ON MORTGAGE	INV 4382014101 1/31	17,734.06
										VENDOR TOTAL	45,296.56 *
									CILA PROJECT	DEPARTMENT TOTAL	45,296.56 *
									MENTAL HEALTH	FUND TOTAL	323,889.98 *

CCMHB Liaison Choices 2016

27

Anne Robin
 Julian Rappaport
 Judi O'Connor
 Elaine Palencia
 Margaret White
 Thom Moore
 Deborah Townsend
 Susan Fowler
 Astrid Berkson

Courage Connection (3rd Wed., 5:30pm)									
Community Choices (4th Tues., 4 pm)									
**Children's Advocacy Ctr (4th Thurs., 9 am)									
Community Elements (4th Tues., 11:45 am)									
Community Service Ctr (3rd Thurs., 4:30 pm)									
Crisis Nursery (2nd Wed., 5:30 pm)									
Developmental Services (4th Thurs, 5:30 pm)									
Family Service (2nd Mon., noon)									
Promise Healthcare (4th Wed., 5:45 pm)									
Prairie Center (3rd Mon., 6:00pm)									
RACES (3rd Thurs., 6pm)									
Refugee Center (2nd Tues., 4 pm)									
UP Center (3rd Thurs., 6 pm)									

Please indicate your first, second, and third choice.

** The liaison to the CAC will be a voting member of their board.

(H)

CHAMPAIGN COUNTY MENTAL HEALTH BOARD GUIDELINES FOR BOARD TO BOARD PARTICIPATION

CCMHB members provide liaison to agencies we contract with to help further educate the Board of agency goals, accomplishments and problems. Continuing contact through liaisons is one way of fostering positive relationships with these agencies. The following guidelines are intended to clarify the CCMHB member's responsibility and expectations while acting as a liaison to contracting agencies:

1. Each agency liaison should attend an orientation session at the agency. The session should include the agency's mission, goals, programs as well as the ways in which CCMHB funds are used by the agency. Attendance at board meetings is encouraged as your schedule permits. Participation by the County Board representative is optional.
2. CCMHB members are not members of the provider board. We neither vote nor perform functions typically associated with members of the provider's board (with the exception of the Children's Advocacy Board).
3. You may expect to be notified of all meetings, to receive board packets and any appropriate written information given to the provider's board members in preparation for board meetings.
4. Questions may be answered about CCMHB processes as appropriate, but no commitments about CCMHB policy or action should be made. Opinions on issues may be given, but be clear that it is only your individual opinion and is not the official position of the CCMHB.
5. It is not appropriate to attempt to influence another CCMHB member to take action pertaining to the agency to which you are assigned.
6. Information received during the course of the provider board meeting that is of special interest or concern may be reported back to the CCMHB.
7. It is appropriate to ask questions and seek additional information while attending an agency's board meeting.
8. Honor any confidentiality requirements associated with board assignments.
9. Avoid any possible conflict of interest situations related to your board to board assignment. Questions about potential conflict of interest situations should be directed to the CCMHB executive director. Legal opinions will be sought through Champaign County State's Attorney's office.



14.C.

DECISION MEMORANDUM

DATE: February 17, 2016
TO: Members, Champaign County Mental Health Board (CCMHB)
FROM: Dr. Deborah Townsend, CCMHB President
SUBJECT: Approval of Funding to Support Executive Director Search

The Executive Committee of the CCDDDB and CCMHB has determined the need to allocate funding to cover costs associated with the search and selection of a new Executive Director. The preliminary estimate is a total of \$7,500 (Seven Thousand and Five Hundred Dollars) split equally between the CCDDDB and CCMHB. This money shall be identified and earmarked for this purpose.

Motion to authorize and set aside \$3,750 as the CCMHB share of the Executive Director search and selection process.

Decision Section:

Motion to authorize and set aside \$3,750 as the CCMHB share of the Executive Director search and selection process.

- Approved
- Denied
- Modified
- Additional Information Needed

29



15.A

DECISION MEMORANDUM

DATE: February 17, 2016
TO: Members, Champaign County Mental Health Board
FROM: Peter Tracy, Executive Director
SUBJECT: Revised CCDDDB and CCMHB Intergovernmental Agreement

Background

The Champaign County Mental Health Board (CCMHB) and Champaign County Developmental Disabilities Board (CCDDDB) have a longstanding agreement by which the two Boards share administrative costs and work cooperatively on matters pertaining to the allocation of Intellectual and Developmental Disabilities funding.

The agreement was initiated in 2005 and has been modified as necessary over the years. The Executive Committee of the CCDDDB/CCMHB is comprised of the officers of the Boards and has the responsibility of monitoring the partnership and making recommendations for changes in the agreement. The status of the Agreement is a permanent agenda item for Executive Committee meetings.

In October, 2015, the Executive Committee discussed the provisions of the Intergovernmental Agreement (IGA) and made recommendations for changes in the document. The attached document manifests the proposed modifications to the CCDDDB/CCMHB Intergovernmental Agreement.

Analysis

The attached **DRAFT INTERGOVERNMENTAL AGREEMENT** has been approved by the Executive Committee and is being presented tonight for approval by the CCMHB. The same IGA was presented to the CCDDDB for their approval earlier today. The following is a brief summary of the additions and deletions to the IGA currently in force.

1. Under "Witnesseth," clarification about the appointment of Members to the CCDDDB and CCMHB.
2. Under item #3, clarification about the annual performance review conference for the Executive Director.
3. Under item #4e, ~~strikeout of current language and revision~~ pertaining to inability of the Boards to agree on a candidate for Executive Director.
4. Under item #9, a new provision requiring the Executive Director to review the shared administrative costs and the division of these costs as part of the annual budget development process.
5. Under item #10, a new provision requiring the two boards to equally share costs of jointly funded programs and activities.

30

6. Under item #12, ~~strikeout of existing language pertaining to termination of the IGA.~~
7. Under item #13, a new provision pertaining to termination of the IGA.

Decision Section

Motion to approve the Draft Intergovernmental Agreement dated February 17, 2016.

_____ Approved

_____ Denied

_____ Modified

_____ More Information Needed

(31)

DRAFT

INTERGOVERNMENTAL AGREEMENT

THIS INTERGOVERNMENTAL AGREEMENT is entered into this 17th day of February, 2015 by and between the **Champaign County Mental Health Board** (hereinafter the "Mental Health Board") and the **Champaign County Board for the Care and Treatment of Persons with a Developmental Disability** (hereinafter the "Developmental Disabilities Board"). The parties hereby enter into this INTERGOVERNMENTAL AGREEMENT to delineate respective roles, responsibilities, and financial obligations associated with the shared administrative structure that shall be responsible for the staffing and operation of the Mental Health Board and the Developmental Disabilities Board. Both parties understand and agree as follows:

WITNESSETH

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

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

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

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

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

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

The Parties Agree to the Following Procedure for the Retention of an Executive Director:

32

1. The chief administrative employee shall serve in a dual (i.e., shared) capacity as Executive Director of the Mental Health Board as well as Executive Director of the Developmental Disabilities Board.
2. The terms and conditions of the Executive Director's employment shall be delineated in an employment contract with both the Developmental Disabilities Board and the Mental Health Board as Parties to the agreement.
3. Each Board shall complete a separate annual performance evaluation of the Executive Director. If either Board rates the Executive Director as "less than satisfactory," a Joint Personnel Committee comprised of two (2) officers of the Mental Health Board and two (2) members of the Developmental Disabilities Board shall be convened to assess the situation and formulate recommendations. A recommendation of termination by the Joint Personnel Committee shall require ratification by both Boards by majority vote.

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

4. Process for selection of a new shared executive director: At such time as it becomes necessary to fill the shared position of Executive Director for the Mental Health Board and the Developmental Disabilities Board, the search and decision process shall include the following steps and processes.
 - a. The Mental Health Board and the Developmental Disabilities Board shall develop and agree upon selection criteria and job description for the shared Executive Director position.
 - b. The Joint Personnel Committee (JPC) shall be convened and assigned responsibility for managing the search and selection process for the shared Executive Director using the job description and selection criteria.
 - c. The JPC may elect to assume responsibility for direct management of all aspects of the search process including advertising for the position, screening of applications, selections of candidates to be interviewed and recommended to the CCMHB and CCDDDB for final approval.
 - d. Ultimately, the first and second (alternate) choices for the shared Executive Director position will be determined by majority vote of the JPC.
 - e. ~~If within 45 days the JPC is unable to identify the first choice candidate by majority vote, the Champaign County Administrator shall be consulted and briefed on the search and selection process to date. Following this, the JPC and the Champaign County Administrator shall vote to determine the chosen candidate. If within 45 days the JPC is unable to come to a decision about the first choice candidate, the process of termination of this Intergovernmental Agreement shall be initiated.~~

The Parties Agree to the Following Financial Commitments:

5. There shall be ongoing communication between the Mental Health Board and the Developmental Disabilities Board. On at least a quarterly basis, the shared Executive Director shall meet with the Presidents of the Mental Health Board and the Developmental Disabilities Board to review the status of the provision of administrative services, to discuss coordination of funding for developmental disabilities services, to coordinate regarding anti-stigma projects and activities, and to address any other items pertinent to the operations of either Board.
6. The Mental Health Board shall provide funding for developmental disabilities services using the FY12 amount of \$529,852 as a base with annual increases or decreases predicated on the percentage of increase or decrease in the levy fund in subsequent years.
7. The organization of Champaign County Government makes it cumbersome for administrative costs to be paid by both the Mental Health Board and the Developmental Disabilities Board. To simplify matters, all administrative costs shall be paid through the Mental Health Board fund/account. The Developmental Disabilities Board will transfer their share of administrative costs to the Mental Health Board for this purpose.
8. The current split for administrative costs is 42.15% for the Developmental Disabilities Board share with the remainder paid by the Mental Health Board. This percentage is based on a time study of staff effort to determine the salary cost split between the Boards. Subsequent time studies and appropriate cost sharing adjustments shall be determined through the regular meetings between the Presidents of the Mental Health Board and the Developmental Disabilities Board.
9. *In preparation for the annual budget process, the Executive Committee shall review the proposed administrative costs of the Mental Health Board budget to assure the 42.15% share is applied only to expenditures which are common for both boards. Administrative costs which are specific to the Mental Health Board shall be excluded (i.e., backed out of) from the shared cost pool.*
10. *All current and future "jointly sponsored programs and activities" shall be shared equally between the Boards. These include various Acceptance, Inclusion, and Respect programs intended to address discrimination, violations of civil rights, and other stigma directed to people with disabilities. Current examples include the Roger Ebert Film Festival and the Disability Expo.*

Miscellaneous Provisions:

33

11. Nothing contained herein serves to limit, alter, or amend either party's duties, rights, or responsibilities as set out in applicable State statutes, law, or regulations.
12. This agreement can be amended at any time based on needs identified at the quarterly Presidents Meeting, ~~but shall not be terminated without the written approval of the Champaign County Board Chair.~~
13. *This agreement may be terminated by first providing notification of intent to terminate the agreement at the President's Meeting, followed by majority vote of either Board. In the event of a decision to terminate the Intergovernmental Agreement, full implementation of the termination and separation shall be coordinated and concurrent with the Champaign County Budget and fiscal year (January 1).*

Governing Law:

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

Entirety of Agreement:

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

IN WITNESS WHEREOF, the Parties have caused this INTERGOVERNMENTAL AGREEMENT to be executed by their authorized representatives on the ___ day of _____, 2015.

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

For the Champaign County Mental Health Board

DRAFT

34