



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, October 19, 2016
Brookens Administrative Center, Lyle Shields Room
1776 E. Washington St. Urbana, IL
5:30 p.m.

1. Call to Order - Dr. Townsend, President
2. Roll Call
3. Citizen Input/Public Participation
4. Additions to the Agenda
5. CCDDDB Information
6. Approval of CCMHB Minutes* (**Pages 3-7**)
 - A. 9/21/16
Minutes are included. Action is requested.
7. President's Comments
8. Acting Executive Director's Comments
9. Staff Reports
Staff reports from Mr. Driscoll (Pages 8-18) and Ms. Summerville (Page 19) are included in the packet.
10. Consultant Report
11. Board to Board Reports
12. Agency Information
13. Financial Information* (**Pages 20-27**)

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

14. New Business

- A. Anti-Stigma Strategies Presentation (UIUC Students)
The UIUC Community Learning Lab students will give an oral report on initial findings of the research into effective anti-stigma strategies.
- B. Amendment Policy (Lynn Canfield/Mark Driscoll)
(Page 28)
Briefing memorandum detailing the Amendment policy and authority it grants to the Executive Director is included in the Board packet.
- C. Multi-Year Contracts (Lynn Canfield/Mark Driscoll)
(Pages 29-30)
Briefing Memorandum on proposed extension of the term of select contracts is included in the Board packet.
- D. Draft FY18 Allocation Criteria (Lynn Canfield)
(Pages 31-37)
Briefing Memorandum on the FY18 Allocation Criteria is included in the Board packet.

15. Old Business

- A. CILA Update (Lynn Canfield) **(Pages 38-44)**
A financial report is included in the packet for information only.

16. Board Announcements

17. Adjournment

**Board action*

**CHAMPAIGN COUNTY MENTAL HEALTH BOARD
BOARD MEETING**

Minutes—September 21, 2016

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

5:30 p.m.

DRAFT COPY

MEMBERS PRESENT: Thom Moore, Judi O'Connor, Elaine Palencia, Anne Robin, Julian Rappaport, Deborah Townsend, Margaret White

MEMBERS EXCUSED: Susan Fowler, Astrid Berkson

STAFF PRESENT: Lynn Canfield, Nancy Crawford, Mark Driscoll, Shandra Summerville

STAFF EXCUSED: Stephanie Howard-Gallo

OTHERS PRESENT: Juli Kartel, Sheila Ferguson, Becky Griffith, Rosecrance; Patti Petrie, Champaign County Board; Lisa Benson, Rebecca Woodard, Regional Planning Commission (RPC); Deb Ruesch, Champaign County Developmental Disabilities Board (CCDDB); Vicki Tolf., Developmental Services Center (DSC); Becca Obuchowski, Community Choices (CC); Angela Adams Martin, Cunningham Children's Home, Elise Belknap, Head Start; Gail Raney, Prairie Center Health Systems (PCHS); Chris Stohr, Charlene Guldbrandsen, GROW

CALL TO ORDER:

Dr. Townsend, President, called the meeting to order at 5:30 p.m.

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ROLL CALL:

Roll call was taken and a quorum was present.

CITIZEN INPUT / PUBLIC PARTICIPATION:

None.

ADDITIONS TO AGENDA:

None.

CCDDB INFORMATION:

Ms. Canfield provided a summary of this morning's meeting of the CCDDB.

APPROVAL OF MINUTES:

Minutes from the 6/12/16, 7/12/16, 8/15/16, 8/17/16 and 8/18/16 Board meetings were included in the Board packet for approval.

MOTION: Dr. Moore made a motion to approve the minutes from 6/12/16, 7/12/16, 8/15/16, 8/17/16 and 8/18/16 Board meetings. Ms. Palencia seconded the motion. A voice vote was taken and the motion passed.

PRESIDENT'S COMMENTS:

Dr. Townsend welcomed Lynn Canfield as the new Executive Director to the CCMHB and CCDDB.

ACTING EXECUTIVE DIRECTOR'S COMMENTS:

Ms. Canfield provided an update on HB 1115 waiver.

STAFF REPORTS:

Reports from Mr. Driscoll and Ms. Summerville were included in the packet. Mr. Driscoll added he had the opportunity to visit the Rosecrance facility in Rockford last week and provided a verbal summary of the visit.

Performance Outcome Measures will be sent to Board members electronically.

The Times Center contract amendment referenced in Mr. Driscoll's report was discussed. The amendment is to redirect funds in order to support the 20 bed level II transitional housing program and support services that continue to be available at that site. The City of Urbana and

United Way have been asked to repurpose funds awarded to Times Center. The CCMHB contract would be converted from fee for service to grant and provide screening/assessment, care plans, and case management. Board members discussed the process in which staff draft amendments without Board input. After much discussion, it was decided the subject will be an agenda item at a future CCMHB meeting to discuss further.

Board members requested the 4th Quarter Cultural Competency Reports be sent to them electronically.

CONSULTANT’S REPORT:

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

BOARD TO BOARD:

Ms. Elaine Palencia attended the Developmental Services Center (DSC) Board meeting.

Mr. Rappaport attended the Crisis Intervention Training (CIT) Steering Committee meeting.

Dr. Moore attended a First Followers presentation.

Ms. O’Connor attended the Community Choices Board meeting.

AGENCY INFORMATION:

None.

FINANCIAL INFORMATION:

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

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

NEW BUSINESS:

Criminal Justice Mental Health Update:

Included in the Board packet was A Briefing Memorandum with supporting documentation reviewing criminal justice related activity over the past year and provided additional detail on allocations. Mr. Driscoll provided an overview.

Draft Three-Year Plan with FY17 Objectives:

A Briefing Memorandum and a Draft Three-Year Plan with FY17 Objectives was included in the Board packet. The document will be sent to community stakeholders and other interested parties for review and comment.



Draft Meeting Schedule:

A draft schedule of CCMHB meeting dates, topics and a timeline for the 2018 allocation process was included in the packet.

CILA Update:

Ms. Canfield provided a verbal update.

OTHER BUSINESS:

Closed Session pursuant to 5 ILCS 120/2 (c) 1 to consider the employment, compensation, discipline, performance, or dismissal of an employee:

MOTION: Dr. Moore moved to go into a Closed Session pursuant to 5 ILCS 120/2 (c) 1 to consider the employment, compensation, discipline, performance, or dismissal of an employee of the CCMHB and CCDDDB to specifically review the draft job description and contract of the executive director. The closed session shall include members of the CCMHB. Ms. Deb Ruesch of the CCDDDB, and will not include any staff members. Dr. Rappaport seconded the motion. A roll call vote was taken and all member voted aye. The motion passed and the Board went into a Closed Session at 6:32 p.m.

The Board came out of closed session at 7:10 p.m.

MOTION: Dr. Robin moved to come out of closed session. Ms. O'Connor seconded. A roll call vote was taken and the vote was unanimous.

Executive Director Contract Approval:

MOTION: Dr. Robin moved to accept the Employment Agreement with the CCMHB/CCDDDB Executive Director with a correction in Section 6 and to backdate the pay salary to September 6, 2016 by whatever legal means necessary. Ms. O'Connor seconded the motion. A roll call vote was taken and all members voted aye. The motion passed unanimously.

BOARD ANNOUNCEMENTS:

None.



ADJOURNMENT:

The meeting adjourned at 7:25 p.m.

Respectfully

Submitted by: Stephanie Howard-Gallo
CCMHB/CCDDB Staff

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

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Mark Driscoll

Associate Director for Mental Health & Substance Abuse Services

Staff Report – October 19, 2016 Board Meeting

Summary of Activity

Rosecrance-Rockford Site Visit: On September 14th, at the invitation of Sheila Ferguson, I along with Chief Deputy Allen Jones and County Administrator Rick Snider had the opportunity to visit three of the Rosecrance treatment facilities located in Rockford. The three sites were the Ware Center, the Mulberry Center, and the Harrison Campus. During the visit we had the opportunity to meet with a number of staff at each facility and Mr. Philip Eaton, Rosecrance President/CEO, spent the entire day with us.

The Ware Center houses outpatient substance use disorder and mental health treatment and case management services. The building was originally a grocery store that has been converted to the treatment facility. It is divided into three sections: lobby/waiting area, outpatient offices including group meeting rooms, and staff offices with access restricted between each section. The main entrance leads into a large open area providing a very welcoming environment with large windows and high ceilings. At one end is recovery resource center for families and peer support. Throughout the building the walls are decorated with art by consumers. Services available on-site include walk-in assessments, individual and group treatment for substance use disorders, mental illness and co-occurring disorders. The local federally qualified health center provides services on-site two to three times per week, the facility has a pharmacy, and chapel open to all faiths. Law enforcement has access to a separate entrance to the outpatient section for people being transported from jail. Rosecrance has a presence in the jail and at probation office offering assessments and group services. The third section is an open space with cubicles for staff. This space is for case managers and others whose time is spent primarily in the field.

The Mulberry Center houses the triage and crisis stabilization/detoxification services. The center of the building is all open space with offices and patient bedrooms on the perimeter. A nurse's station divides the triage space from the crisis stabilization space. The Triage program uses a living room model providing 23 hour outpatient care. The program accepts patients 24/7 from law enforcement while others can enter the program from noon until 11 PM. Staff indicated about 30% of triage center patients are drop-offs from police. About 60% of the patients return to the community within the 23 hours and upon discharge have a case manager and therapist assigned to them and appointment scheduled. Patients admitted to the crisis stabilization/detoxification services can stay for up to 14 days. Of the sixteen beds four are dedicated to detox and 12 are for crisis stabilization including dual diagnosis cases. Average stay is three to five days for crisis stabilization. Patients completing detoxification can move to the residential program. The residential program is the Harrison Campus. It is a 97 bed facility divided into separate pods of sixteen beds or less. Each pod is secured and has staff assigned to work with that specific group of patients. Pods include one for young men, age 20 to 30, one for men over age thirty, one for women, one specializing in opiate addiction, one for veterans, and one for fire fighters/EMTs.

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FY16 Zip Code and Demographic Data: Attached to my staff report are two sets of tables. The first set of tables presents zip code data by agency. These tables provide total served and then percentage of total served by zip code by agency reported for FY16. The second set presents demographic data by agency. As with the zip code tables, the demographic data details total served by age group, race, origin, and gender by agency and then by percentage for the same data sets.

For several agencies, data from multiple programs were combined. These agencies include Community Choices, Community Elements, Family Service, Prairie Center and Promise Healthcare. Data reported for all other agencies reflect what was reported for the single program funded by the Board. In addition, several agencies have programs where data may be provided by event or is not collected due to the nature of the service provided and is not included here.

On a related matter, the Performance Outcome Reports for FY16 have been posted to the Agency Welcome page (log-in page) of the online system. Reports submitted to the CCMHB and the CCDDDB have been posted in separate files.

Criminal Justice - Mental Health: The day after the September CCMHB meeting, Chief Deputy Allen Jones and I gave a presentation at the ACMHAI fall membership meeting on local efforts to divert adults with mental illness from the criminal justice system. Included in the presentation was the material I shared with the Board the night before as well as relating some of the history leading up to current collaborations and investments.

At the Reentry Council meeting, Allen Jones and I gave a quick overview of the ACMHAI presentation to the Council. The Council also had reports from Champaign County Health Care Consumers on efforts to enroll people in benefit plans prior to release from prison or on return to the community, on Council member's comments to the Champaign Human Relations Commission on the city's housing ordinance, and plans to conduct a Sequential Intercept Model (SIM) mapping exercise for Intercept #4 – Reentry. The Crisis Response Planning Committee (CRPC) also discussed SIM mapping exercises for Intercepts #2 – Initial Detention/Court Hearings, #3 – Jails/Courts, and #5 – Community Corrections (Parole/Probation). A summary of the focus group held in the jail was also discussed. Results of all the public input from the CRPC community events, focus groups, and online survey are being compiled into a report.

Champaign County has been one of ten local jurisdictions around the country selected by the Institute for State and Local Governance to participate in a project to facilitate data driven decision-making in addressing Frequent Utilizers/Super Users/Familiar Faces of the criminal justice system, medical/behavioral health care systems, and housing/homelessness service system. Chief Deputy Allen Jones, Lisa Benson, Human Services Director at Champaign County Regional Planning Commission, and I participated in an initial call with the Institute to learn more about the project and share our perspective of the issues surrounding data sharing and tracking utilization of across systems of adults that have multiple bookings into to the jail (5 times or more within a calendar year). The goal of the project is to develop a national profile of individuals who cycle through the criminal justice and other systems and to identify promising practices for serving this population. An all-sites consortium will be held November 3, 2016 in Chicago. Technical assistance will continue through April 2017.

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Other Activity: Attended meetings of the United Way Community Impact Committee, the Continuum of Care, and the Council of Service Providers to the Homeless. The Continuum discussed some potential criteria to be used next year for ranking projects and reallocation of funds. Potential criteria include outcome of program monitoring, annual progress reports comparing program performance against projected level of service, and alignment with community needs. It was also reported the Department of Housing and Community Development (HUD) is considering revising its allocation formula. I have volunteered to again serve on the Continuum's monitoring committee. Plans are in the works to streamline the monitoring tool and rely more on desk reviews. The Council of Service Providers to the Homeless, after lengthy discussion, formally established an emergency shelter committee to continue efforts started over the summer. A very rough draft of the requirements for a shelter and associated costs was distributed at the meeting. At the United Way meeting, the committee received an update on year-end reports, efforts to improve agencies use of logic models and evaluation.

Also attended the Illinois Behavioral Health Transformation: Integrated Health Homes – The Keys to Success Forum held at Chestnut Health Systems in Normal, Illinois. The forum was sponsored by the Illinois Association for Behavioral Health, IARF (Illinois Association of Rehabilitation Facilities), and Community Behavioral Healthcare Association (CHBA). The Forum included presenters from surrounding states discussing their experience with implementing health homes targeting integrated care to persons with mental illness. Speakers addressed use of Medicaid and other funding streams to expand access to care as well as collaboration with primary care, particularly federally qualified health centers. Strategies for system integration of services through health homes were also identified. The forum also included a panel of state legislators who shared their perspectives on the behavioral health system including criminal justice reform and the 1115 waiver as well as what they viewed as effective advocacy, and then fielded a few questions from the audience.

CCMHB ZIP Code Data Report												
Agency Data - FY 2016												
	CCRPC	CAC	Community Choices	Community Elements	CSCNCC	Courage Connection	Crisis Nursery	DMBGC	DSC	ECIRMAC		
60949 Ludlow	0	4	0	0	38	1	0	0	0	1		
61801 Urbana	15	17	18	112	10	66	3	5	7	269		
61802 Urbana	19	24	26	114	38	76	3	16	5	522		
61815 Bondville (PO Box)	0	0	0	0	2	1	0	0	1	0		
61816 Broadlands	0	0	0	0	1	1	0	0	0	0		
61820 Champaign	19	22	37	410	13	66	8	15	7	575		
61821 Champaign	34	18	41	165	16	84	2	11	7	411		
61822 Champaign	3	6	38	42	3	24	3	0	5	136		
61840 Dewey	0	0	0	0	2	2	0	0	0	0		
61843 Fisher	0	4	10	5	22	1	1	0	1	0		
61845 Foosland	0	0	0	0	1	0	0	0	0	0		
61847 Gifford	0	3	1	0	6	1	0	0	0	0		
61849 Homer	0	2	0	2	1	4	0	0	0	1		
61851 Ivesdale	0	0	4	4	1	0	0	0	0	0		
61852 Longview	0	0	0	0	0	0	0	0	0	0		
61853 Mahomet	6	8	25	31	3	23	3	3	7	2		
61859 Ogden	0	0	3	0	0	7	0	0	0	0		
61862 Penfield	0	0	0	3	7	2	0	0	0	0		
61863 Pesotum	0	0	0	1	0	1	0	0	0	0		
61864 Philo	0	0	4	2	1	6	1	0	0	0		
61866 Rantoul	5	27	10	64	1216	46	10	16	1	248		
61871 Royal (PO Box)	0	0	0	0	0	0	0	0	0	0		
61872 Sadorus	0	2	0	5	0	0	0	1	1	0		
61873 St Joseph	1	3	3	7	1	13	1	0	1	0		
61874 Savoy	0	2	5	12	0	7	3	1	0	41		
61875 Seymour	0	2	4	1	0	0	0	0	1	0		
61877 Sidney	0	4	0	2	3	3	0	0	1	0		
61878 Thomasboro	0	3	0	5	24	1	0	0	0	0		
61880 Tolono	0	5	9	9	2	13	2	0	1	0		
Other	0	0	0	7	12	0	0	1	0	28		
Total	102	156	238	1003	1423	449	40	69	46	2234		



CCMHB Demographic Data Report										
Agency Data - FY 2016										
	CCRPC	CAC	Community Choices	Community Elements	CSCNCC	Courage Connection	Crisis Nursery	DMBGC	DSC	ECIRMAC
Age										
Ages 0-6	0	42	0	0	0	57	0	0	4	363
Ages 7-12	14	46	0	5	0	22	0	4	14	260
Ages 13-18	88	68	0	60	9	24	0	27	10	165
Ages 19-59	0	0	228	882	1185	331	40	38	14	1363
Ages 60-75+	0	0	10	56	227	15	0	0	4	73
Data Not Available					2					10
Total	102	156	238	1003	1423	449	40	69	46	2234
Race / Origin										
White	22	115	202	513	689	283	21	18	35	1231
Black / AA	68	21	22	423	402	131	13	22	4	264
Asian / PI	2	1	10	10	10	15	2	0	3	704
Other*	10	19	4	48	321	20	4	4	4	0
Data Not Available				9	1			25		35
Total	102	156	238	1003	1423	449	40	69	46	2234
Origin										
Of Hispanic / Latino Origin	4	12	5	68	300	30	5	2	1	1143
Not Hispanic/Latino Origin	98	144	233	928	1123	419	35	46	45	88
Data Not Available				7				21		1003
Total	102	156	238	1003	1423	449	40	69	46	2234
Gender										
Male	65	33	133	698	484	56	0	11	36	1062
Female	37	123	105	305	939	392	40	58	10	1162
Data Not Available						1				10
Total	102	156	238	1003	1423	449	40	69	46	2234
* includes Native American, Bi-racial, and Multi-racial										

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Family Service	CCMHB ZIP Code Data Report									
	MAYC	Promise Healthcare	PCHS	RACES	UP Center	UNCC	Total	Agency Data - FY 2016		
6	0	10	1	0	0	0	61	60949 Ludlow		
310	0	360	27	1	11	128	1359	61801 Urbana		
295	0	381	38	3	2	145	1707	61802 Urbana		
1	0	0	0	0	0	0	5	61815 Bondville (PO Box)		
6	0	1	0	0	0	0	9	61816 Broadlands		
326	0	625	41	6	13	11	2194	61820 Champaign		
422	0	572	63	2	16	17	1881	61821 Champaign		
113	0	140	8	2	5	13	541	61822 Champaign		
0	0	3	0	0	0	0	7	61840 Dewey		
23	0	21	2	0	0	0	90	61843 Fisher		
1	0	2	0	0	0	0	4	61845 Foosland		
7	0	8	1	0	0	0	27	61847 Gifford		
5	0	15	0	0	0	0	30	61849 Horner		
3	0	0	0	0	0	0	12	61851 Ivesdale		
8	0	0	0	0	0	0	8	61852 Longview		
101	585	105	13	1	0	0	916	61853 Mahomet		
0	0	8	0	0	0	0	18	61859 Ogden		
7	0	0	1	0	0	0	20	61862 Penfield		
4	0	14	1	0	0	0	21	61863 Pesotum		
7	0	10	0	0	0	0	31	61864 Philo		
182	0	285	32	1	1	2	2146	61866 Rantoul		
0	0	1	0	0	0	0	1	61871 Royal (PO Box)		
6	0	5	0	0	0	0	20	61872 Sadorus		
55	0	26	2	0	0	0	113	61873 St Joseph		
115	0	61	3	1	0	0	251	61874 Savoy		
1	0	2	2	0	0	0	13	61875 Seymour		
8	0	6	1	0	0	0	28	61877 Sidney		
20	0	25	1	0	0	0	79	61878 Thomasboro		
61	0	46	8	0	0	0	156	61880 Tolono		
4	0	45	5	0	11	2	115	Other		
2097	585	2777	250	17	59	318	11863	Total		

CCMHB Demographic Data Report										
Agency Data - FY 2016										
Family Service	MAYC	Promise Healthcare	PCHS	RACES	UP Center	UNCC	Total			
								Age		
1	109	14	0	1	0	57	648	Ages 0-6		
5	418	41	4	2	0	174	1009	Ages 7-12		
6	58	46	131	4	59	84	839	Ages 13-18		
238	0	2247	114	9	0	3	6692	Ages 19-59		
1819	0	429	1	1	0	0	2635	Ages 60-75+		
28	0		0				40	Data Not Available		
2097	585	2777	250	17	59	318	11863	Total		
								Race / Origin		
1384	473	1769	108	7	43	14	6927	White		
561	41	824	119	4	4	281	3204	Black / AA		
26	19	38	2	0	1	0	843	Asian / PI		
39	29	86	19	0	3	19	629	Other*		
87	23	60	2	6	8	4	260	Data Not Available		
2097	585	2777	250	17	59	318	11863	Total		
								Origin		
36	25	112	14	0	3	4	1764	Of Hispanic / Latino Origin		
1925	560	2599	236	11	51	154	8695	Not Hispanic/Latino Origin		
136	0	66	0	6	5	160	1404	Data Not Available		
2097	585	2777	250	17	59	318	11863	Total		
								Gender		
641	274	1147	154	0	13	145	4952	Male		
1456	311	1622	96	17	9	173	6855	Female		
		8			37		19	Data Not Available		
2097	585	2777	250	17	59	318	11863	Total		
								* includes Native American, Bi-racial, and Multi-racial		

CCMHB ZIP Code Data Report		Community Choices		Community Elements		CSCNCC		Courage Connection		Crisis Nursery		DMBGC		DSC		ECIRMAC	
Percent Served - FY2016	CCRPC	CAC	Community Choices	Community Elements	CSCNCC	Courage Connection	Crisis Nursery	DMBGC	DSC	ECIRMAC							
60949 Ludlow	0%	3%	0%	0%	3%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
61801 Urbana	15%	11%	8%	11%	1%	15%	8%	7%	15%	12%	8%	7%	15%	12%	15%	12%	12%
61802 Urbana	19%	15%	11%	11%	3%	17%	8%	23%	11%	23%	8%	23%	11%	23%	11%	23%	23%
61815 Bondville (PO Box)	0%	0%	0%	0%	0%	0%	0%	0%	2%	0%	0%	0%	0%	0%	2%	0%	0%
61816 Broadlands	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
61820 Champaign	19%	14%	16%	41%	1%	15%	20%	22%	15%	26%	20%	22%	15%	26%	15%	26%	26%
61821 Champaign	33%	12%	17%	16%	1%	19%	5%	16%	15%	18%	5%	16%	15%	18%	15%	18%	18%
61822 Champaign	3%	4%	16%	4%	0%	5%	8%	0%	11%	6%	8%	0%	11%	6%	11%	6%	6%
61840 Dewey	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
61843 Fisher	0%	3%	4%	0%	2%	0%	3%	0%	2%	0%	3%	0%	2%	0%	2%	0%	0%
61845 Foosland	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
61847 Gifford	0%	2%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
61849 Homer	0%	1%	0%	0%	0%	1%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
61851 Ivesdale	0%	0%	2%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
61852 Longview	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
61853 Mahomet	6%	5%	11%	3%	0%	5%	8%	4%	15%	0%	8%	4%	15%	0%	15%	0%	0%
61859 Ogden	0%	0%	1%	0%	0%	2%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
61862 Penfield	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
61863 Pesotum	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
61864 Philo	0%	0%	2%	0%	0%	1%	3%	0%	0%	0%	3%	0%	0%	0%	0%	0%	0%
61866 Rantoul	5%	17%	4%	6%	85%	10%	25%	23%	2%	11%	25%	23%	2%	11%	2%	11%	11%
61871 Royal (PO Box)	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
61872 Sadorus	0%	1%	0%	0%	0%	0%	0%	1%	0%	0%	0%	1%	0%	0%	0%	0%	0%
61873 St Joseph	1%	2%	1%	1%	0%	3%	3%	0%	2%	0%	3%	0%	2%	0%	2%	0%	0%
61874 Savoy	0%	1%	2%	1%	0%	2%	8%	1%	0%	2%	8%	1%	0%	2%	0%	2%	2%
61875 Seymour	0%	1%	2%	0%	0%	0%	0%	0%	2%	0%	0%	0%	2%	0%	2%	0%	0%
61877 Sidney	0%	3%	0%	0%	0%	1%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
61878 Thomasboro	0%	2%	0%	0%	2%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
61880 Tolono	0%	3%	4%	1%	0%	3%	5%	0%	2%	0%	5%	0%	2%	0%	2%	0%	0%
Other	0%	0%	0%	1%	1%	0%	0%	1%	0%	1%	0%	1%	0%	1%	0%	1%	1%
Total	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%

CCMHB Demographic Data Report										
Percent Served - FY2016										
	CCRPC	CAC	Community Choices	Community Elements	CSCNCC	Courage Connection	Crisis Nursery	DMBGC	DSC	ECIRMAC
Age										
Ages 0-6	0%	27%	0%	0%	0%	13%	0%	0%	9%	16%
Ages 7-12	14%	29%	0%	0%	0%	5%	0%	6%	30%	12%
Ages 13-18	86%	44%	0%	6%	1%	5%	0%	39%	22%	7%
Ages 19-59	0%	0%	96%	88%	83%	74%	100%	55%	30%	61%
Ages 60-75+	0%	0%	4%	6%	16%	3%	0%	0%	9%	3%
Data Not Available	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Total	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%
Race / Origin										
White	22%	74%	85%	51%	48%	63%	53%	26%	76%	55%
Black / AA	67%	13%	9%	42%	28%	29%	33%	32%	9%	12%
Asian / PI	2%	1%	4%	1%	1%	3%	5%	0%	7%	32%
Other*	10%	12%	2%	5%	23%	4%	10%	6%	9%	0%
Data Not Available	0%	0%	0%	1%	0%	0%	0%	36%	0%	2%
Total	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%
Origin										
Of Hispanic / Latino Origin	4%	8%	2%	7%	21%	7%	13%	3%	2%	51%
Not Hispanic/Latino Origin	96%	92%	98%	93%	79%	93%	88%	67%	98%	4%
Data Not Available	0%	0%	0%	1%	0%	0%	0%	30%	0%	45%
Total	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%
Gender										
Male	64%	21%	56%	70%	34%	12%	0%	16%	78%	48%
Female	36%	79%	44%	30%	66%	87%	100%	84%	22%	52%
Data Not Available	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Total	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%
* includes Native American, Bi-racial, and Multi-racial										

Family Service	CCMHB ZIP Code Data Report									
	MAYC	Promise Healthcare	PCHS	RACES	UP Center	UNCC	Total %	Percent Served - FY2016		
0%	0%	0%	0%	0%	0%	0%	1%	60949 Ludlow	0%	1%
15%	0%	13%	11%	6%	19%	40%	11%	61801 Urbana	0%	11%
14%	0%	14%	15%	18%	3%	46%	14%	61802 Urbana	0%	14%
0%	0%	0%	0%	0%	0%	0%	0%	61815 Bondville (PO Box)	0%	0%
0%	0%	0%	0%	0%	0%	0%	0%	61816 Broadlands	0%	0%
16%	0%	23%	16%	35%	22%	3%	18%	61820 Champaign	0%	18%
20%	0%	21%	25%	12%	27%	5%	16%	61821 Champaign	0%	16%
5%	0%	5%	3%	12%	8%	4%	5%	61822 Champaign	0%	5%
0%	0%	0%	0%	0%	0%	0%	0%	61840 Dewey	0%	0%
1%	0%	1%	1%	0%	0%	0%	1%	61843 Fisher	0%	1%
0%	0%	0%	0%	0%	0%	0%	0%	61845 Foosland	0%	0%
0%	0%	0%	0%	0%	0%	0%	0%	61847 Gifford	0%	0%
0%	0%	1%	0%	0%	0%	0%	0%	61849 Homer	0%	0%
0%	0%	0%	0%	0%	0%	0%	0%	61851 Ivesdale	0%	0%
0%	0%	0%	0%	0%	0%	0%	0%	61852 Longview	0%	0%
5%	100%	4%	5%	6%	0%	0%	8%	61853 Mahomet	0%	8%
0%	0%	0%	0%	0%	0%	0%	0%	61859 Ogden	0%	0%
0%	0%	0%	0%	0%	0%	0%	0%	61862 Penfield	0%	0%
0%	0%	1%	0%	0%	0%	0%	0%	61863 Pesotum	0%	0%
0%	0%	0%	0%	0%	0%	0%	0%	61864 Philo	0%	0%
9%	0%	10%	13%	6%	2%	1%	18%	61866 Rantoul	0%	18%
0%	0%	0%	0%	0%	0%	0%	0%	61871 Royal (PO Box)	0%	0%
0%	0%	0%	0%	0%	0%	0%	0%	61872 Sadorus	0%	0%
3%	0%	1%	1%	0%	0%	0%	1%	61873 St Joseph	0%	1%
5%	0%	2%	1%	6%	0%	0%	2%	61874 Savoy	0%	2%
0%	0%	0%	1%	0%	0%	0%	0%	61875 Seymour	0%	0%
0%	0%	0%	0%	0%	0%	0%	0%	61877 Sidney	0%	0%
1%	0%	1%	0%	0%	0%	0%	1%	61878 Thomasboro	0%	1%
3%	0%	2%	3%	0%	0%	0%	1%	61880 Tolono	0%	1%
0%	0%	2%	2%	0%	19%	1%	1%	Other	0%	1%
100%	100%	100%	100%	100%	100%	100%	100%	Total	0%	100%

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October Monthly Staff Report- Shandra Summerville Cultural and Linguistic Competence Coordinator

In September, I moderated a Forum at the Regional Networking Neighborhood Conference that talked with the sister of Sandra Bland and the Director of Training for the Police Institute at the University of Illinois. This conference is held every 2 years to promote best practices and ways to engage the community through neighborhood advisory groups.

I have attended the CU Collaborative Conversations about Race in CU. This is an opportunity to begin to build relationships and solutions about how to address discussion about race and how to move the conversation more intentional. The collaboration has expanded and it was recommended that additional stakeholders become involved that would like to build the bridge of CU Race Relations.

Cradle to Career- I will participate in Kindergarten Readiness activities to spread awareness about the event.

I have collaborated with Becca Obuchowski of Community Choices to provide volunteer coordination Disability Resource Expo. We have over 80 Volunteers that have signed up for the event

I met with Windsor Road Church about their family conference in November. I will present a workshop about how to begin talking about Race and Culture with children.

I presented to the Racial Justice Task Force a 20 Minute Presentation about the National CLAS (Culturally and Linguistic Appropriate Services). Follow up was made about possible upcoming training and conversations will continue with CLC Training.

I completed one training on Youth Mental Health First Aid training for teachers, social workers and U of I support staff. This is a partnership with Illinois Project Aware a partnership with Champaign Unit 4 Schools.

I have begun reviewing 4 quarter CLC Reports and will provide feedback for organizations.

The School of Social Work students will present their information in November about the resource project. There will be 2 trainings on Ethical Communication and Effective Collaboration.

I am working with the Champaign County NAACP to plan their Freedom Fund Celebration and citizens review board community forums.

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25	CHAMPAIGN COUNTY TREASURER	10/04/16	03 VR	53- 354		548577	10/07/16	090-053-533.50-00	FACILITY/OFFICE RENTALS	OCT OFFICE RENT	1,703.45
										VENDOR TOTAL	1,703.45 *
41	CHAMPAIGN COUNTY TREASURER	9/23/16	02 VR	620- 147		548054	9/30/16	090-053-513.06-00	EMPLOYEE HEALTH/LIFE INS	SEP HI, LI, & HRA	3,456.19
										VENDOR TOTAL	3,456.19 *
88	CHAMPAIGN COUNTY TREASURER	9/20/16	04 VR	88- 51		547688	9/23/16	090-053-513.02-00	IMRF - EMPLOYER COST	IMRF 9/2 P/R	1,428.94
										VENDOR TOTAL	3,111.62
										VENDOR TOTAL	4,540.56 *
104	CHAMPAIGN COUNTY TREASURER	10/04/16	03 VR	53- 329		548582	10/07/16	090-053-533.92-00	CONTRIBUTIONS & GRANTS	OCT SOC/EMOT SVCS	4,637.00
										VENDOR TOTAL	4,637.00 *
161	CHAMPAIGN COUNTY TREASURER	10/04/16	03 VR	53- 330		548583	10/07/16	090-053-533.92-00	CONTRIBUTIONS & GRANTS	OCT YOUTH ASSMNT CT	2,167.00
										VENDOR TOTAL	2,167.00 *
176	CHAMPAIGN COUNTY TREASURER	9/20/16	04 VR	119- 55		547694	9/23/16	090-053-513.04-00	WORKERS' COMPENSATION	INSWK COMP 8/5,19,26 P	189.62
										VENDOR TOTAL	189.62 *
179	CHAMPAIGN COUNTY TREASURER	10/04/16	03 VR	53- 328		548585	10/07/16	090-053-533.92-00	CONTRIBUTIONS & GRANTS	OCT CAC	3,090.00
										VENDOR TOTAL	3,090.00 *
188	CHAMPAIGN COUNTY TREASURER	9/20/16	04 VR	188- 78		547696	9/23/16	090-053-513.01-00	SOCIAL SECURITY-EMPLOYER	FICA 9/2 P/R	1,268.12

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***	FUND NO. 090	MENTAL HEALTH									
4554	ARC OF ILLINOIS	9/22/16	01 VR 188-	82	547696	9/23/16	9/23/16	090-053-513.01-00	SOCIAL SECURITY-EMPLOYER FICA 9/16 P/R		2,761.47
									VENDOR TOTAL		4,029.59 *
4554	ARC OF ILLINOIS	9/27/16	02 VR 53-	326	548069	9/30/16	9/30/16	090-053-533.95-00	SUITE 209 CONFERENCES & TRAINING	HOWARD-GALLO 10/31 VENDOR TOTAL	50.00 50.00 *
5780	BP COMPUTER SERVICES	10/04/16	03 VR 53-	348	548600	10/07/16	10/07/16	090-053-533.07-00	PROFESSIONAL SERVICES	4TH QTR CONSULT FEE VENDOR TOTAL	750.00 750.00 *
15460	CHAMPAIGN TELEPHONE COMPANY	9/20/16	02 VR 28-	173	892	9/23/16	9/23/16	090-053-533.33-00	TELEPHONE SERVICE	INV 1122716 9/12	33.72
		9/20/16	02 VR 28-	173	892	9/23/16	9/23/16	090-053-533.33-00	TELEPHONE SERVICE	INV 1121837 7/12 IT	26.90-
		9/20/16	02 VR 28-	173	892	9/23/16	9/23/16	090-053-533.33-00	TELEPHONE SERVICE	INV 1122256 8/10 IT VENDOR TOTAL	24.36- 17.54-*
15495	CHAMPAIGN URBANA AREA PROJECT	10/04/16	03 VR 53-	331	548609	10/07/16	10/07/16	090-053-533.92-00	SUITE #702 CONTRIBUTIONS & GRANTS	OCT NGHBRHD CHAMPIO	1,599.00
		10/04/16	03 VR 53-	331	548609	10/07/16	10/07/16	090-053-533.92-00	CONTRIBUTIONS & GRANTS	OCT TRUCE VENDOR TOTAL	6,250.00 7,849.00 *
15531	CHAMPAIGN-URBANA MASS TRANSIT DISTRICT	9/26/16	02 VR 53-	323	548083	9/30/16	9/30/16	090-053-533.89-00	PUBLIC RELATIONS	INV 20263 9/15 VENDOR TOTAL	1,200.00 1,200.00 *
17128	CLASSIC EVENTS	9/15/16	01 VR 53-	314	547729	9/23/16	9/23/16	090-053-533.84-00	BUSINESS MEALS/EXPENSES	INV 2016124 8/15 VENDOR TOTAL	57.75 57.75 *
18052	COMCAST CABLE - MENTAL HEALTH ACCT	9/26/16	02 VR 53-	322	548090	9/30/16	9/30/16	090-053-533.29-00	COMPUTER/INF TCH SERVICES	8771403010773527 SE	126.78

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***	FUND NO. 090	MENTAL HEALTH								
9/26/16	02 VR	53- 322	548090	9/30/16	090-053-533.29-00	COMPUTER/INF TCH SERVICES	8771403010773527 AU		24,75-	
								VENDOR TOTAL	102.03 *	
18203	COMMUNITY CHOICE, INC					SUITE 419				
10/04/16	03 VR	53- 332	548616	10/07/16	090-053-533.92-00	CONTRIBUTIONS & GRANTS		OCT CUSTOM EMPLOY	5,833.00	
10/04/16	03 VR	53- 332	548616	10/07/16	090-053-533.92-00	CONTRIBUTIONS & GRANTS		OCT SELF DETERMINAT	5,833.00	
								VENDOR TOTAL	11,666.00 *	
18230	COMMUNITY SERVICE CENTER OF NORTHERN CHAMPAIGN COUNTY									
10/04/16	03 VR	53- 334	548618	10/07/16	090-053-533.92-00	CONTRIBUTIONS & GRANTS		OCT RESOURCE CONNEC	5,441.00	
								VENDOR TOTAL	5,441.00 *	
19260	COURAGE CONNECTION									
10/04/16	03 VR	53- 335	548623	10/07/16	090-053-533.92-00	CONTRIBUTIONS & GRANTS		OCT AWP	5,579.00	
								VENDOR TOTAL	5,579.00 *	
19346	CRISIS NURSERY									
10/04/16	03 VR	53- 336	548624	10/07/16	090-053-533.92-00	CONTRIBUTIONS & GRANTS		OCT BEYOND BLUE	5,833.00	
								VENDOR TOTAL	5,833.00 *	
22300	DEVELOPMENTAL SERVICES CENTER OF CHAMPAIGN COUNTY INC									
10/04/16	03 VR	53- 337	548629	10/07/16	090-053-533.92-00	CONTRIBUTIONS & GRANTS		OCT INDIV/FAMILY SU	32,286.00	
								VENDOR TOTAL	32,286.00 *	
22730	DON MOYER BOYS & GIRLS CLUB									
10/04/16	03 VR	53- 338	548632	10/07/16	090-053-533.92-00	CONTRIBUTIONS & GRANTS		OCT CU CHANGE	8,333.00	
10/04/16	03 VR	53- 338	548632	10/07/16	090-053-533.92-00	CONTRIBUTIONS & GRANTS		OCT YOUTH/FAMILY OR	13,333.00	
								VENDOR TOTAL	21,666.00 *	
24215	EAST CNTRL IL REFUGEE MUTUAL ASSIST CTR									
10/04/16	03 VR	53- 339	548636	10/07/16	090-053-533.92-00	CONTRIBUTIONS & GRANTS		OCT FAM SUPPORT	1,583.00	
								VENDOR TOTAL	1,583.00 *	

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VENDOR NO	VENDOR NAME	TRN B	TR	TRANS NO	PO NO	CHECK NUMBER	CHECK DATE	ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ITEM DESCRIPTION	EXPENDITURE AMOUNT
25930	FALLING LEAF PRODUCTIONS	9/27/16	01	VR 53-327	548107	9/30/16	9/30/16	090-053-533.07-00	PROFESSIONAL SERVICES	INV 1300 9/23	675.00
										VENDOR TOTAL	675.00 *
26000	FAMILY SERVICE OF CHAMPAIGN COUNTY	10/04/16	03	VR 53-340	548640	10/07/16	10/07/16	090-053-533.92-00	CONTRIBUTIONS & GRANTS	OCT SENIOR COUNSEL	11,861.00
		10/04/16	03	VR 53-340	548640	10/07/16	10/07/16	090-053-533.92-00	CONTRIBUTIONS & GRANTS	OCT SELF HELP	2,411.00
		10/04/16	03	VR 53-340	548640	10/07/16	10/07/16	090-053-533.92-00	CONTRIBUTIONS & GRANTS	OCT FAMILY COUNSEL	1,667.00
										VENDOR TOTAL	15,939.00 *
26760	FIRST FOLLOWERS	10/04/16	03	VR 53-341	548644	10/07/16	10/07/16	090-053-533.92-00	CONTRIBUTIONS & GRANTS	OCT PEER MENTORING	2,480.00
										VENDOR TOTAL	2,480.00 *
44570	MAHOMET AREA YOUTH CLUB	10/04/16	03	VR 53-342	548665	10/07/16	10/07/16	090-053-533.92-00	CONTRIBUTIONS & GRANTS	OCT BLAST	1,250.00
		10/04/16	03	VR 53-342	548665	10/07/16	10/07/16	090-053-533.92-00	CONTRIBUTIONS & GRANTS	OCT MEMBERS MATTER	1,000.00
										VENDOR TOTAL	2,250.00 *
45445	MARTIN ONE SOURCE	9/20/16	02	VR 53-319	547777	9/23/16	9/23/16	090-053-533.89-00	PUBLIC RELATIONS	CR 124858 9/20	268.00-
		9/20/16	02	VR 53-319	547777	9/23/16	9/23/16	090-053-533.89-00	PUBLIC RELATIONS	INV 124207 8/30	100.00
		9/20/16	02	VR 53-319	547777	9/23/16	9/23/16	090-053-533.89-00	PUBLIC RELATIONS	INV 124415 9/6	300.00
		9/20/16	02	VR 53-319	547777	9/23/16	9/23/16	090-053-533.89-00	PUBLIC RELATIONS	INV 124414 9/6	275.00
		9/20/16	02	VR 53-319	547777	9/23/16	9/23/16	090-053-533.89-00	PUBLIC RELATIONS	INV 124383 9/6	350.00
		9/27/16	01	VR 53-325	548136	9/30/16	9/30/16	090-053-533.89-00	PUBLIC RELATIONS	INV 124685 9/14	375.00
		9/27/16	01	VR 53-325	548136	9/30/16	9/30/16	090-053-533.89-00	PUBLIC RELATIONS	INV 124816 9/19	875.00
		10/04/16	03	VR 53-355	548666	10/07/16	10/07/16	090-053-533.89-00	PUBLIC RELATIONS	INV 125035 9/26	650.00
										VENDOR TOTAL	2,657.00 *
47428	MEYER CAPEL LAW OFFICE, P.C.	9/15/16	01	VR 53-313	547780	9/23/16	9/23/16	090-053-533.07-00	PROFESSIONAL SERVICES	INV 225950 9/7	274.50
										VENDOR TOTAL	274.50 *

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54650	PEPSI COLA	CHAMPAIGN-URBANA	BOTTLING								
	9/09/16	01	VR	53-307		547574	9/15/16	090-053-522.02-00	OFFICE SUPPLIES	INV 940813 8/1	5.96
	9/09/16	01	VR	53-307		547574	9/15/16	090-053-522.02-00	OFFICE SUPPLIES	INV 979414 8/29	5.96
	9/09/16	01	VR	53-307		547574	9/15/16	090-053-533.51-00	EQUIPMENT RENTALS	AC 5734 AUG RENT	6.95
	9/09/16	01	VR	53-307		547574	9/15/16	090-053-533.51-00	EQUIPMENT RENTALS	AC 5734 SEP RENT	6.95
										VENDOR TOTAL	25.82 *
56750	PRAIRIE CENTER	HEALTH SYSTEMS									
	10/04/16	03	VR	53-343		548683	10/07/16	090-053-533.92-00	CONTRIBUTIONS & GRANTS	OCT CJ SUB TREATMEN	858.00
	10/04/16	03	VR	53-343		548683	10/07/16	090-053-533.92-00	CONTRIBUTIONS & GRANTS	OCT FRESH START	6,250.00
	10/04/16	03	VR	53-343		548683	10/07/16	090-053-533.92-00	CONTRIBUTIONS & GRANTS	OCT PLL EXTENDED	25,055.00
	10/04/16	03	VR	53-343		548683	10/07/16	090-053-533.92-00	CONTRIBUTIONS & GRANTS	OCT PREVENTION	4,854.00
	10/04/16	03	VR	53-343		548683	10/07/16	090-053-533.92-00	CONTRIBUTIONS & GRANTS	OCT SPECIALTY COURT	16,588.00
	10/04/16	03	VR	53-343		548683	10/07/16	090-053-533.92-00	CONTRIBUTIONS & GRANTS	OCT YOUTH SVCS	9,013.00
										VENDOR TOTAL	62,618.00 *
57190	PROJECT TE										
	9/09/16	01	VR	53-309		547579	9/15/16	090-053-533.89-00	PUBLIC RELATIONS	INV 10433 8/29	392.25
										VENDOR TOTAL	392.25 *
57196	PROMISE HEALTHCARE										
	10/04/16	03	VR	53-344		548686	10/07/16	090-053-533.92-00	CONTRIBUTIONS & GRANTS	OCT WELLNESS/JUSTIC	4,833.00
	10/04/16	03	VR	53-344		548686	10/07/16	090-053-533.92-00	CONTRIBUTIONS & GRANTS	OCT MH SVCS	18,500.00
										VENDOR TOTAL	23,333.00 *
61500	ROGARDS										
	9/19/16	02	VR	53-311		547802	9/23/16	090-053-522.02-00	OFFICE SUPPLIES	INV 14048350 9/12	82.82
										VENDOR TOTAL	82.82 *
61780	ROSECRANCE, INC.										
	10/04/16	03	VR	53-333		548693	10/07/16	090-053-533.92-00	CONTRIBUTIONS & GRANTS	OCT CRIMINAL JUSTIC	23,673.00
	10/04/16	03	VR	53-333		548693	10/07/16	090-053-533.92-00	CONTRIBUTIONS & GRANTS	OCT CRISIS/ACCESS	21,287.00

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VENDOR NO	VENDOR NAME	TRN B TR	TRN DTE N CD	TRANS NO	PO NO	CHECK NUMBER	CHECK DATE	ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ITEM DESCRIPTION	EXPENDITURE AMOUNT
***	FUND NO. 090	MENTAL HEALTH									
10/04/16	03 VR	53- 333				548693	10/07/16	090-053-533.92-00	CONTRIBUTIONS & GRANTS	OCT EARLY C'HOOD	6,250.00
10/04/16	03 VR	53- 333				548693	10/07/16	090-053-533.92-00	CONTRIBUTIONS & GRANTS	OCT PLL FRONT END	23,555.00
10/04/16	03 VR	53- 333				548693	10/07/16	090-053-533.92-00	CONTRIBUTIONS & GRANTS	OCT TIMES CENTER	5,833.00
										VENDOR TOTAL	80,598.00 *
62674	SAVANNAH FAMILY INSTITUTE, INC.										
10/04/16	03 VR	53- 351				548696	10/07/16	090-053-533.07-00	PROFESSIONAL SERVICES	2ND QTR CONSULT FEE	37,500.00
										VENDOR TOTAL	37,500.00 *
71635	TAP IN LEADERSHIP										
10/04/16	03 VR	53- 345				548712	10/07/16	090-053-533.92-00	CONTRIBUTIONS & GRANTS	OCT KICKBACK LOUNGE	2,917.00
										VENDOR TOTAL	2,917.00 *
76689	UNITED WAY OF CHAMPAIGN COUNTY										
10/04/16	03 VR	53- 352				548721	10/07/16	090-053-533.07-00	PROFESSIONAL SERVICES	2ND QTR 211 PATH SV	4,516.00
										VENDOR TOTAL	4,516.00 *
76867	UNIV OF IL SPONSORED PROG & RESEARCH ADM										
10/04/16	03 VR	53- 353				548722	10/07/16	090-053-533.07-00	PROFESSIONAL SERVICES	OCT MHB17-039 CONSL	4,545.00
										VENDOR TOTAL	4,545.00 *
77280	UP CENTER OF CHAMPAIGN COUNTY										
10/04/16	03 VR	53- 347				548724	10/07/16	090-053-533.92-00	CONTRIBUTIONS & GRANTS	OCT CHILD/FAM/YOUTH	1,583.00
										VENDOR TOTAL	1,583.00 *
78120	URBANA NEIGHBORHOOD CONNECTION CENTER										
10/04/16	03 VR	53- 346				548726	10/07/16	090-053-533.92-00	CONTRIBUTIONS & GRANTS	OCT COM STUDY CENTE	1,000.00
										VENDOR TOTAL	1,000.00 *
78888	VISA CARDMEMBER SERVICE - MENTAL HEALTH AC#4798510049573930										
9/22/16	02 VR	53- 320				547833	9/23/16	090-053-522.02-00	OFFICE SUPPLIES	3930 STAPLES 8/13	168.78
9/22/16	02 VR	53- 320				547833	9/23/16	090-053-522.02-00	OFFICE SUPPLIES	3930 STAPLES 8/12	78.08

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VENDOR NO	VENDOR NAME	TRN B	TR	TRANS NO	PO NO	CHECK NUMBER	CHECK DATE	ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ITEM DESCRIPTION	EXPENDITURE AMOUNT
***	FUND NO. 090		MENTAL HEALTH								
	9/22/16	02	VR	53-320		547833	9/23/16	090-053-533.89-00	PUBLIC RELATIONS	3930 STAPLES 8/16	62.60
	9/22/16	02	VR	53-320		547833	9/23/16	090-053-533.84-00	BUSINESS MEALS/EXPENSES	3930 EINSTEIN 8/17	35.93
	9/22/16	02	VR	53-320		547833	9/23/16	090-053-533.84-00	BUSINESS MEALS/EXPENSES	3930 EINSTEIN 8/15	40.64
	9/22/16	02	VR	53-320		547833	9/23/16	090-053-533.84-00	BUSINESS MEALS/EXPENSES	3930 SILVERCRK 8/17	97.75
	9/22/16	02	VR	53-320		547833	9/23/16	090-053-533.84-00	BUSINESS MEALS/EXPENSES	3930 WOODNHOG 8/18	92.36
	9/22/16	02	VR	53-320		547833	9/23/16	090-053-533.72-00	DEPARTMENT OPERAT EXP	3930 BJ GRAND 9/9	100.00
	9/22/16	02	VR	53-320		547833	9/23/16	090-053-522.02-00	OFFICE SUPPLIES	3930 STAPLES 9/10	296.80
									VENDOR TOTAL		972.94 *
81610	XEROX CORPORATION										
	9/19/16	02	VR	53-317		547845	9/23/16	090-053-533.85-00	PHOTOCOPIY SERVICES	INV 144033960 9/3	39.60
	9/19/16	02	VR	53-317		547845	9/23/16	090-053-533.85-00	PHOTOCOPIY SERVICES	INV 144033959 9/3	246.29
									VENDOR TOTAL		285.89 *
602880	BRESSNER, BARBARA J.										
	10/04/16	03	VR	53-349		548754	10/07/16	090-053-533.07-00	PROFESSIONAL SERVICES	OCT PROFESSIONAL FE	1,969.00
									VENDOR TOTAL		1,969.00 *
604568	CANFIELD, LYNN										
	9/14/16	03	VR	53-312		547633	9/15/16	090-053-533.12-00	JOB-REQUIRED TRAVEL EXP	46.5 MILE 7/6-8/29	25.11
	9/14/16	03	VR	53-312		547633	9/15/16	090-053-533.95-00	CONFERENCES & TRAINING	AIRFARE 7/24-8/2	313.58
	9/14/16	03	VR	53-312		547633	9/15/16	090-053-533.95-00	CONFERENCES & TRAINING	MEAL 7/24-25	64.00
									VENDOR TOTAL		402.69 *
609500	CRAWFORD, NANCY K										
	9/19/16	02	VR	53-316		547861	9/23/16	090-053-533.12-00	JOB-REQUIRED TRAVEL EXP	71.5 MILE 8/31-9/15	38.61
	9/19/16	02	VR	53-316		547861	9/23/16	090-053-533.12-00	JOB-REQUIRED TRAVEL EXP	PARKING 9/14	.75
	9/19/16	02	VR	53-316		547861	9/23/16	090-053-533.93-00	DUES AND LICENSES	REIM SAMS MEMBER 9/	35.00
	9/19/16	02	VR	53-316		547861	9/23/16	090-053-533.89-00	PUBLIC RELATIONS	REIM EXPO SUP 9/9	42.19
	9/19/16	02	VR	53-316		547861	9/23/16	090-053-533.89-00	PUBLIC RELATIONS	REIM EXPO SUP 9/9	36.00
	9/19/16	02	VR	53-316		547861	9/23/16	090-053-533.89-00	PUBLIC RELATIONS	REIM EXPO SUP 9/14	31.38
	10/04/16	02	VR	53-356		548763	10/07/16	090-053-533.12-00	JOB-REQUIRED TRAVEL EXP	150.50 MILE 9/19-30	81.27

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VENDOR NO	VENDOR NAME	TRN B TR DTE N CD	TRANS NO	PO NO	CHECK NUMBER	CHECK DATE	ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ITEM DESCRIPTION	EXPENDITURE AMOUNT
*** FUND NO. 090 MENTAL HEALTH										
10/04/16	02 VR	53-356	548763	10/07/16	090-053-533.12-00	JOB-REQUIRED TRAVEL EXP	PARKING 9/19-30		6.50	
10/04/16	02 VR	53-356	548763	10/07/16	090-053-522.02-00	OFFICE SUPPLIES	ROGARDS 9/29		2.49	
10/04/16	02 VR	53-356	548763	10/07/16	090-053-533.89-00	PUBLIC RELATIONS	EINSTEIN'S 9/26		11.88	
10/04/16	02 VR	53-356	548763	10/07/16	090-053-533.89-00	PUBLIC RELATIONS	PARKING SINGS 9/30		59.99	
							VENDOR TOTAL		346.06 *	
611802	DRISCOLL, MARK						MENTAL HEALTH			
9/09/16	01 VR	53-308	547638	9/15/16	090-053-533.12-00	JOB-REQUIRED TRAVEL EXP	109 MILE 7/6-8/31		58.86	
							VENDOR TOTAL		58.86 *	
619548	HOWARD-GALLO, STEPHANIE						MENTAL HEALTH BD			
9/09/16	01 VR	53-310	547646	9/15/16	090-053-533.12-00	JOB-REQUIRED TRAVEL EXP	60 MILE 7/1-8/26		32.40	
							VENDOR TOTAL		32.40 *	
627480	LASKOWSKI, JOSH & DUCEY, DIANE									
9/26/16	02 VR	53-321	548236	9/30/16	090-053-533.89-00	PUBLIC RELATIONS	INV #1 9/21		225.00	
							VENDOR TOTAL		225.00 *	
630360	MAYER, JAMES									
10/04/16	03 VR	53-350	548794	10/07/16	090-053-533.07-00	PROFESSIONAL SERVICES	OCT PROFESSIONAL FE		2,625.00	
							VENDOR TOTAL		2,625.00 *	
630600	MCCORMICK, KATHY									
9/09/16	01 VR	53-306	547656	9/15/16	090-053-533.07-00	PROFESSIONAL SERVICES	PROF FEE 4/28-7/20		531.25	
9/09/16	01 VR	53-306	547656	9/15/16	090-053-533.07-00	PROFESSIONAL SERVICES	REIM USPS 4/28		35.00	
9/09/16	01 VR	53-306	547656	9/15/16	090-053-533.07-00	PROFESSIONAL SERVICES	REIM FED EX 5/20		8.28	
							VENDOR TOTAL		574.53 *	
641810	SUMMERVILLE, SHANDRA A						MENTAL HEALTH BOARD			
9/19/16	02 VR	53-315	547930	9/23/16	090-053-533.12-00	JOB-REQUIRED TRAVEL EXP	156 MILE 7/7-8/30		84.24	
							VENDOR TOTAL		84.24 *	
							MENTAL HEALTH BOARD			
							DEPARTMENT TOTAL		368,821.65 *	
							MENTAL HEALTH			
							FUND TOTAL		368,821.65 *	



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

BRIEFING MEMORANDUM

DATE: October 19, 2016
TO: Members, Champaign County Mental Health Board (CCMHB)
FROM: Lynn Canfield, Executive Director
SUBJECT: Contract Amendment Process Expectations and Practice

Background: During the September 21, 2016 meeting of the Champaign County Mental Health Board, questions arose about the process for amending contracts during their term, in particular where the budget, scope of services, or target populations described during the allocation decision period may be impacted.

From the “Champaign County Mental Health Board Requirements and Guidelines for Allocations of Funds,” adopted on 12/15/2009, section on Award Process, Contracts, and Amendments, paragraph 7:

Contract Amendments: The need for a contract amendment is driven by a change in conditions delineated in the original agreement. The provider is required to report changes that modify the administrative structure and/or implementation of the program plan. It is recognized that programs are dynamic and it is prudent to make budget and program adjustments to better meet overall goals and objectives. The provider shall submit a formal request for an amendment to initiate the amendment process. The final decision regarding whether an amendment is necessary rests with the CCMHB Executive Director.

In general, decisions about most amendments fall under the purview of staff and are executed by the Board President and Executive Director without formal action by the Board. At their discretion, the Board President or the Executive Director may ask for a full CCMHB review and approval of a proposed amendment at the next regularly scheduled meeting.

Proposed amendments that increase or decrease an agency’s total allocation shall require the formal approval of the CCMHB. Related redirection amendments specific to supporting said increase or decrease shall be brought to the Board’s attention as well.

Proposed amendments that redirect approved dollars between Agencies shall require the formal approval of the CCMHB.

Requests for amendment may be triggered by an agency request as above. The board may also seek redirection of effort within a contract or across programs within an agency, if changes in state or federal funding or regulation make a mid-term shift necessary.

Examples of requests requiring the contract amendment process include: Community Choices address change; Community Elements and Promise Healthcare – Psychiatric Leadership contract changes, brought to the board due to change in funding level; Rosecrance TIMES Center redirection of effort.



CHAMPAIGN COUNTY MENTAL HEALTH BOARD

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

BRIEFING MEMORANDUM

DATE: October 19, 2016

TO: Members, Champaign County Mental Health Board (CCMHB)

FROM: Lynn Canfield, Executive Director

SUBJECT: Multi-Year Contracts

Background

All current contracts between the Champaign County Mental Health Board (CCMHB) and organizations providing services and supports have terms ending June 30, 2017.

Single year contract terms allow great flexibility for both the board and providers, as funding priorities may change in response to the needs and preferences of individuals seeking or using behavioral health or intellectual/developmental disabilities services in Champaign County. Provider organizations are responding to a variety of changes in state and federal requirements, system redesign, and serious challenges related to workforce shortage, state budget crisis and payment practices, and the implementation of Medicaid Managed Care. Given the need to respond to so many factors and the Board's ongoing desire to fund innovations, multi-year contracting has not been explored.

It has been our experience that some priorities continue from year to year and that some programs perform consistently to expectation, so that offering a second year to the current term may cause little disruption to the priority-setting and allocation processes. In addition, all current contracts contain language allowing for termination or redirection of effort when warranted by circumstances such as change in federal regulation or insufficient levy fund.

As recommended by a report on the first year of an Evaluation Capacity study being conducted by UIUC Department of Psychology researchers on behalf of the Champaign County Mental Health Board, multi-year contracts may be of value to the provider agencies, offering stability in the face of state budget uncertainty and system transformation. Agencies have expressed an interest in multi-year contracts in the past. The CCMHB Three Year Plan includes language acknowledging the interest in an extended term and as reflected in the report from the University of Illinois. The CCMHB Standard Operating Procedures also allow for multi-year contracts with a maximum term of two years.

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Possible Action

Following the August meeting of the Mental Health/Developmental Disabilities Agency Council, providers were given the opportunity to identify any current contracts which would benefit from an extended term. Staff discussion of the many contracts offered for consideration resulted in the elimination of special initiative contracts or those new this year.

Agencies would still be required to update program and financial forms on the online system prior to the start of the second year of the contract. Given that all forms required for the annual application process would still be submitted, allowing for relevant updates and monitoring, and the year-end performance outcomes, financial, and CLC progress reports would capture mid-term results, the following contracts may be well-suited for extension of term to June 30, 2018.

Contracts under consideration include:

Champaign County Regional Planning Commission, Youth Assessment Center
Children's Advocacy Center
Community Choices, Customized Employment (I/DD)*
Community Choices, Self-Determination Support (I/DD)*
Courage Connection
Crisis Nursery, Beyond Blue Champaign County
Developmental Services Center, Individual and Family Support (I/DD)*
Family Service of Champaign County, Senior Counseling & Advocacy
Family Service of Champaign County, Self-Help Center
Promise Healthcare, Mental Health Services with Promise
Promise Healthcare, Wellness and Justice

To preserve the CCMHB's emphasis on FY2018 allocation decision criteria, all new applications should align with one or more of the specific priorities.

Board action at a subsequent meeting would involve approving the extension, by contract amendments, to selected contracts' terms from June 30, 2017 to June 30, 2018, and increasing each contract maximum equal to the original contract amount.

** indicates a contract for Intellectual/Developmental Disabilities supports. To comply with the Intergovernmental Agreement between the CCMHB and the Champaign County Developmental Disabilities Board, an increase equal to the CCMHB fund increase will be applied to the second year contract maximums.*

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CHAMPAIGN COUNTY MENTAL HEALTH BOARD

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

BRIEFING MEMORANDUM

DATE: October 19, 2016
TO: Members, Champaign County Mental Health Board (CCMHB)
FROM: Lynn Canfield, Executive Director
SUBJECT: FY2018 Allocation Priorities and Decision Support Criteria

Overview:

The purpose of this memorandum is to recommend allocation decision support criteria and funding priorities for the Champaign County Mental Health Board (CCMHB) FY2018 allocation period, July 1, 2017 to June 30, 2018. These recommendations emerge from board discussions and input from agency representatives and other stakeholders throughout the year, along with previous public input and our understanding of the transforming service delivery and payment systems. This document will be shared with stakeholders and provider organizations for their input, and a final version will be presented for review and action at the November 16, 2016 meeting of the CCMHB.

State of Illinois funding for community-based mental health, substance use disorder, and developmental disabilities services has steadily declined since 2008, driving the anxiety shared by people who desire services, by advocates and supporters of those people, and by providers of services. General revenue funds have been reduced as Medicaid has expanded to be the primary fund source, even with notoriously low reimbursement rates and siloed systems. Medicaid Managed Care has accompanied efforts to control costs with little regard for the impact on the community behavioral health system in Illinois. That community-based system is changing rapidly in response, with local providers exploring mergers and consortia in order to survive, and some not surviving. Each year we say that citizens of Illinois have endured a year of unprecedented change and challenge. Each year we may be unable to imagine a worse situation, and then one unfolds. With the loss of some traditional core services, the CCMHB will once again face difficult choices, possibly between shoring up core services and preserving successful local responses to local needs. Our obligations to the citizens of Champaign County include protecting the interest of its most vulnerable members and doing so through wise investments.

Statutory Authority:

The CCMHB funding policies 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. CCMHB Funding Guidelines require that there be annual review and revision of the decision support criteria and priorities to be used in the funding allocation process.

Upon approval by the Board, this memorandum shall become an addendum to the CCMHB Funding Guidelines incorporated in standard operating procedures.

Medicaid:

As the State of Illinois prepares an 1115 waiver proposal focused on behavioral health supports and system of care, maximizing federal matching revenue and taking advantage of CMS' current interest in innovative approaches, the limitations of the rules and rates and the changing requirements of Medicaid will continue to impact how local funding can best support the people it is intended to serve.

There is little debate about Illinois' inadequate Medicaid reimbursement rates. Each year we see their negative impact on the people who use Medicaid and Medicaid-waiver services and on the community-based organizations providing them. Yet the rate paid for a service or support is, by law, inclusive and must be taken as payment in full by the provider. Providers are prohibited from charging an amount greater than what Medicaid pays for a covered service to an eligible client or from accepting additional payment for that service from a third payer. Supplementation can result in penalties to the provider or simply cost the taxpayers of Champaign County twice.

In addition, the implementation of Medicaid Managed Care continues to present challenges for community-based providers and insured persons, and the CCMHB intends to be responsive as new problems call for new remedies.

The CCMHB will work with Providers and stakeholders to identify services and supports not covered by Medicaid but which promise to improve behavioral health outcomes for individuals and promote a healthier, safer community.

Expectations for Minimal Responsiveness:

Applications that do not meet these thresholds are "non-responsive" and will not be considered for funding. All agencies must be registered using the online system. The application must be completed using this system, with all required portions completed by the posted deadline. Accessible documents and technical assistance, limited to navigation of the online tools, are available upon request through the CCMHB office.

1. Eligible Applicant, based on completion of the Organization Eligibility Questionnaire.
2. Compliance with application deadline. Late applications will not be accepted.
3. Application must relate directly to mental health, substance use disorder, or intellectual/developmental disabilities programs, services, and supports.
4. Application must be appropriate to this funding source, providing evidence that other funding sources are not available to support this program/service.

FY2018 CCMHB Priorities:

The focus established during a CCMHB retreat in October 2015 remains relevant, with three primary priority areas identified. These were identified for the fiscal year 2017 but remain relevant as State and Federal service delivery and payment systems evolve.

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Priority #1: Collaboration with the Champaign County Developmental Disabilities Board

The Intergovernmental Agreement between the CCMHB and the Champaign County Developmental Disabilities Board (CCDDB) defines the FY18 allocation for developmental disabilities programs and an expectation for integrated planning by the Boards. Applications should explain how services are being transformed toward fullest integration, consistent with Center for Medicare and Medicaid Services (CMS) Home and Community Based Services regulations, Workforce Innovation and Opportunity Act provisions, the ambitions of Employment First, and recent Olmstead decisions. Applications should include measurable objectives, goals, and timelines. The CCMHB values programs that result in:

- people controlling what they do with their day, and how, where, and with whom they live and interact
- people building connections to their community as they choose, for work, play, learning, and other, in places other community members use and when they use them
- people creating networks of support for themselves, to include friends, family members, community members with similar interests, and allies they choose
- people advocating for themselves, making informed choices, and controlling their own service/support plans, with measurable outcomes they value

Priority #2 – System of Care for Youth and Families

The CCMHB has focused on youth with serious emotional disturbance (SED) and multi-system involvement since 2001. Continuing the commitment to a sustainable system of care will include these initiatives:

- The Champaign Community Coalition (System of Care) brings together representatives of key systems, including local government, public and private funders, secondary and higher education, child welfare, park districts, juvenile justice, mental health and substance use disorder treatment providers, neighborhood and community leaders, representatives of the faith community, and other stakeholders. CCMHB efforts should align with this manifestation of our system of care.
- Development of optimal Cultural and Linguistic Competence by providers of service and other child- and youth-serving systems.
- Maintaining investment in juvenile justice diversion services for young people with serious emotional disturbance and multiple system involvement, assuring clinical efficacy and the attainment of desired outcomes.
- Coordination with Choices Coordinated Care Solutions behavioral health managed care plan to assure enrollment of all youth who require Wraparound services and supports and are eligible.
- Support of family and youth organizations to assure that all services are “family-driven” and “youth guided,” acknowledging the critical role of peer support
- Reducing the negative impacts of trauma on youth and families, especially those exposed to gun violence.

Priority #3 – Behavioral Health Supports for Adults with Justice System Involvement

The CCMHB continues its commitment to addressing the needs of adults with serious mental illnesses and/or substance use disorder who have involvement with the criminal justice system, at any intercept, and most particularly with the Champaign County Jail. Local government, law enforcement, community-based providers of service, and other stakeholders have invested much time and energy over the last two years to address shared and growing concerns, such as incarceration which could be prevented or shortened by improved access to treatments that work, redirecting those with complex conditions to effective supports and services, and keeping them engaged. Collaborations around these issues include the Crisis Intervention Training Steering Committee, Reentry Council, Champaign Community Coalition, and the Crisis Response Planning Committee. In FY18, the CCMHB will continue to support programs addressing the needs of this population.

- enhanced crisis response, through a co-responder system, intensive case management, or other diversion strategy
- expanded access to psychiatric services
- peer mentoring and support
- detoxification and psychiatric stabilization
- connections or ‘warm handoffs’ between jail and community and detox and community
- wellness programming
- specialty courts and related services
- support services at the jail
- Mental Health First Aid training for law enforcement and first responders

Overarching Priorities:

Underserved Populations and Countywide Access

Programs should promote access for underserved populations identified in the Surgeon General’s Report on Mental Health: Culture, Race, and Ethnicity and the consultation with Carl Bell, MD. A Cultural and Linguistic Competence Plan is required for the agency, and a template is provided which aligns with requirements of Illinois Department of Human Services. The agency’s Cultural and Linguistic Competence Plan may include specific activities consistent with the National Standards for Culturally and Linguistically Appropriate Services in Health and Health Care (CLAS Standards.) Applications should focus on improved, earlier identification of I/DD in underrepresented populations, as well as on the reduction of racial and service disparities. Members of underserved minority populations and people living in rural areas of the county should have access to quality services.

Inclusion and Anti-Stigma Efforts

Applications supporting efforts to reduce the stigma associated with behavioral health disorders and disabilities will be prioritized. The CCMHB is interested in creative approaches toward the goals of increasing community awareness and access, promoting inclusion and respect, and challenging negative attitudes and discriminatory practices.

Budget and Program Connectedness

Applications that clearly explain the relationship between budgeted costs and program components receive additional consideration. “What is the Board buying?” is the salient question that must be answered in the proposal, and clarity is required. For example, programs offering multiple services, such as those that involve services funded by Medicaid, identifying non-Medicaid activities and associated costs and personnel within the program is necessary and should be addressed in the Budget Narrative.

Realignment of Existing FY17 Contracts to Address Priorities

The CCMHB reserves the right to reduce or eliminate incumbent programs and services in order to support the three FY18 priorities listed in this memorandum.

Secondary Decision Support and Priority Criteria

The process items included in this section will be used as important discriminating factors that influence final allocation decision recommendations. The CCMHB uses an online system for agencies interested in applying for funding. An agency must complete the one-time registration process, including an organization eligibility questionnaire before receiving access to the online application forms.

1. Approach/Methods/Innovation: All applications are required to cite evidence-informed, evidence-based, research-based, or promising practices and address fidelity to the model under which services are to be delivered. In the absence of such models/approaches to meet defined community need, applications demonstrating creative, innovative approaches, including method of evaluation, will be considered.
2. Staff Credentials: Applications are required to highlight staff credentials and specialized training.
3. Resource Leveraging: Consideration will be given to applications that involve additional grant funding, community support, volunteer initiatives, and other creative approaches that amplify resources. If Board funds are to be used to meet a match requirement, the funder requiring said match must be referenced and the amount required identified in the Budget Narrative.

Process Considerations

The criteria described in this memorandum are to be used as guidance by the Board in assessing applications for CCMHB funding. However, they are not the sole considerations in finalizing funding decisions. Other considerations include the judgment of the Board and its staff, evidence about the provider’s ability to implement the services proposed, the soundness of the proposed methodology, and the administrative and fiscal capacity of the agency. Further, to be eligible to receive CCMHB funds, applications must reflect the Board’s stated goals and objectives as well as operating principles and public policy positions taken by the Board. The final funding decisions rest with the CCMHB and their judgment concerning the most appropriate and efficacious use of available dollars based on assessment of community needs, equitable distribution across disability areas, and decision-support match up.

The CCMHB allocation of funding is a complex task predicated on many variables. This process is not a request for proposals (RFP.) Applicants are not responding to a common set of specifications but rather are seeking funding to address a wide variety of service and support needs for people who have mental illnesses, substance use disorders, or developmental disabilities. The nature and scope of applications will vary widely and will include treatment and early intervention models, and a numerical rating/selection methodology is not applicable or 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. In the event that applications are not sufficiently responsive to the criteria and priorities described in this memorandum, the CCMHB may choose to set aside funding to support RFPs with prescriptive specifications to address the priorities.

Caveats and Application Process Requirements:

- Submission of an application does not commit the CCMHB to award a contract or to pay any costs incurred in the preparation of an application or to pay for any other costs incurred prior to the execution of a formal contract.
- Technical assistance available to applicants will be limited to process questions concerning the use of the online registration and application system, application forms, budget forms, application instructions, and CCMHB Funding Guidelines.
- Applications which include excessive information beyond the scope of the application format will not be reviewed and, at the discretion of staff, may be disqualified from consideration. Letters of support for applications are discouraged and, if submitted, will not be considered as part of the allocation and selection process.
- The CCMHB retains the right to accept or reject any or all applications and reserves the right to refrain from making an award when that is deemed to be in the best interest of the County.
- The CCMHB reserves the right to vary the provisions set forth herein at any time prior to the execution of a contract where the CCMHB deems such variances to be in the best interest of Champaign County.
- Applications and submissions become the property of the CCMHB and, as such, are public documents that may be copied and made available upon request after allocation decisions have been made. Materials submitted will not be returned or deleted from the online system.
- The CCMHB reserves the right, but is under no obligation, to negotiate an extension of any contract funded under this allocation process for up to a period not to exceed two years with or without additional procurement.
- If selected for contract negotiations, the applicant may be required to prepare and submit additional information prior to final contract execution, in order to reach terms for the provision of services that are agreeable to both parties. Failure to submit required information may result in disallowance or cancellation of the award of a contract.

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- The execution of financial contracts resultant of this application process is dependent upon the availability of adequate funds and the needs of Champaign County.
- The CCMHB reserves the right to further define and add application components as needed. Applicants selected as responsive to the intent of this online application process will be given equal opportunity to update proposals for the newly identified components.
- All proposals considered must be received on time and must be responsive to the application instructions. The CCMHB is not responsible for lateness or non-delivery of mail or messenger. Late applications shall be rejected.
- The contents of a successful application will be developed into a formal contract, if selected for funding. Failure of the applicant to accept these obligations can result in cancellation of the award for contract. The CCMHB reserves the right to withdraw or reduce the amount of an award if there is misrepresentation of the applicant's ability to perform as stated in the application.
- The CCMHB reserves the right to negotiate the final terms (i.e., best and final offer) of any or all contracts with the applicant selected, and any such terms negotiated as a result of this application process may be renegotiated and/or amended in order to meet the needs of Champaign County. The CCMHB reserves the right to require the submission of any revision to the application which results from negotiations conducted.
- The CCMHB reserves the right to contact any individual, agency, or employee listed in the application or to contact others who may have experience and/or knowledge of the applicant's relevant performance and/or qualifications.
- For FY18, multi-year applications will be considered as part of the award process.



CHAMPAIGN COUNTY MENTAL HEALTH BOARD

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

MEMORANDUM

TO: CCMHIB & CCDDDB Members
FROM: Nancy Crawford
RE: CILA Fund
DATE: 10/06/16

Attached you will find documents that outline the financial information for the CILA Fund (101-054). When the CILA was originally created, it was assigned to Fund 090 with 054 as its department number. Because it was included with the Mental Health Board (090-053) Fund, it was difficult to determine what the fund balance in the CILA Fund. Early in 2016, a dialogue took place requesting the Auditor's Office assign the CILA its own fund number and move the existing balances to the newly created fund, which was finalized in May 2016.

The document labeled CILA I, outlines the figures used by the Auditor's Office to determine what the balances were to be transferred to the newly created CILA Fund. A balance of \$124,717.94 was carried forward as of 12/31/15. Through a series of transfers and vendor requisitions completed with the assistance of the Auditor's Office, the new Fund was established.

CILA II is the financial overview of the CILA Fund for FY2016. It outlines expenditures that have been made as well as any revenue received. Payments for the mortgage and interest for the CILA properties were made in January and July. I have included these statements to document these expenditures for 2016.

Please let me know if there are any additional information I can provide for your review.

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**CHAMPAIGN COUNTY
CILA FACILITIES DETAILED EXPENDITURE - FY2015**

ACCOUNT CODE	DESCRIPTION	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
REVENUE														
090-054-362.15	RENTS	-	-	-	-	-	-	-	-	-	2,700.00	900.00	-	3,600.00
	TOTAL REVENUES	-	-	-	-	-	-	-	-	-	2,700.00	900.00	-	3,600.00
														Doublecheck
														3,600.00
EXPENSE														
090-054-522.44	EQUIPMENT LESS THAN \$5,000	-	-	-	1,427.55	(24.98)	-	-	-	-	-	-	-	1,402.57
090-054-533.07	PROFESSIONAL SERVICES	175.00	175.00	1,225.00	500.00	500.00	500.00	-	1,000.00	500.00	500.00	-	795.00	5,695.00
090-054-533.28	UTILITIES	152.79	152.79	249.89	168.93	254.02	196.54	145.57	134.46	134.46	152.49	133.43	216.21	2,056.64
090-054-534.09	R.E.TAXES / DRAINAGE ASSMT	-	-	-	-	8,923.24	-	-	-	-	-	-	-	8,923.24
090-054-534.36	CILA PROJ BLDG REPAIR-MINT	-	-	-	220.00	945.00	-	-	687.52	-	186.00	343.78	420.00	2,802.30
090-054-534.37	FINANCE CHARGES, BANK FEES	35.81	35.81	-	-	3.00	3.00	3.00	3.00	53.00	3.00	3.00	3.00	109.81
090-054-534.58	LANDSCAPING SERVICE/MAINT	-	-	-	-	400.00	1,010.00	700.00	84.42	263.87	3,075.68	275.44	42.50	5,851.91
090-054-544.04	LAND & BUILDINGS - 3506 ROYAL	179,189.41	-	(2,500.00)	-	-	-	-	-	-	-	-	-	176,689.41
090-054-544.04	LAND & BUILDINGS - 3707 ENGLE	-	-	210,019.22	-	-	-	-	-	-	-	-	-	210,019.22
090-054-544.22	BUILDING IMPROVEMENTS - 3506	587.50	587.50	4,593.25	6,796.96	8,688.00	4,964.76	-	2,646.38	-	-	-	-	28,276.85
090-054-544.22	BUILDING IMPROVEMENTS - 3707	-	-	587.50	620.00	9,479.16	17,653.88	30,401.48	21,529.41	4,447.80	(1,362.95)	-	-	83,356.28
	TOTAL EXPENSES	179,189.41	951.10	214,174.86	9,733.44	29,167.44	24,383.95	31,301.02	26,096.30	5,399.13	2,554.22	755.65	1,476.71	525,183.23
														Doublecheck
														525,183.23
NET REVENUE (EXPENSES)		(179,189.41)	(951.10)	(214,174.86)	(9,733.44)	(29,167.44)	(24,383.95)	(31,301.02)	(26,096.30)	(5,399.13)	145.78	144.35	(1,476.71)	(521,583.23)
														Doublecheck
														(521,583.23)
SOURCES OF FUNDS														
090-054-383.30	PROCEEDS-DEBENTURE LOAN	195,250.00	-	305,000.00	-	-	-	-	50,000.00	-	-	-	-	551,250.00
	NET CASH AVAILABLE	17,060.59	(951.10)	90,825.14	(9,733.44)	(29,167.44)	(24,383.95)	(31,301.02)	23,903.70	(5,399.13)	145.78	144.35	(1,476.71)	29,666.77

CILA I

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CILA FINANCIAL OVERVIEW - FY16

	REVENUE	EXPENDITURES	FUND BALANCE
Fund Balance as of 12/31/15			124,717.94
21-Jan PNC Mortgage-Principal		27,562.50	97,155.44
PNC Mortgage/Interest		17,734.06	79,421.38
14-Jul Funds from CCDDDB	50,000.00		129,421.38
Funds from CCMHB	50,000.00		179,421.38
14-Jul PNC Mortgage-Principal		26,184.38	153,237.00
PNC Mortgage/Interest		10,219.76	143,017.24
28-Jul Interest	2.69		143,019.93
12-Aug Interest	15.81		143,035.74
		81,700.70	

9/28/16 - CILA Financial Overview - nkc

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COUNTY FY2016 REVENUE			ACCUM CR	BALANCE
CC DEVELOPMENTAL DISABILITY BOARD 101-054-371.54				
DATE	DESCRIPTION	CREDIT		
1/1/2016	BUDGETED AMOUNT		\$ 50,000.00	
14-Jul	Funds from DDCCB 108-050	50,000.00		
CHAMPAIGN COUNTY REVENUE 101-054-371.90				
DATE	DESCRIPTION	CREDIT		
1/1/2016	BUDGETED AMOUNT		\$ 50,000.00	
14-Jul	Funds from CCMHB 090-953	50,000.00		
INVESTMENT INTEREST 101-054-361.10				
DATE	DESCRIPTION	CREDIT		
1/1/2016	BUDGETED AMOUNT		\$	
28-Jul	JUN	2.69		(2.69)
8/12/2016	JUL	15.81		(18.50)
	AUG			(18.50)
	SEPT			(18.50)
	OCT			(18.50)
	NOV			(18.50)
	DEC			(18.50)
	DEC II			(18.50)
DONATIONS 101-054-363.10				
DATE	DESCRIPTION	CREDIT		
1/1/2016	BUDGETED AMOUNT		\$	
RESTRICTED DONATIONS 101-054-363.50				
DATE	DESCRIPTION	CREDIT		
1/1/2016	BUDGETED AMOUNT		\$	
				Balance of \$16,681 from prior yr.
OTHER MISCELLANEOUS REVENUE 101-054-369.90				
DATE	DESCRIPTION	CREDIT		
1/1/2016	BUDGETED AMOUNT		\$	

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MHB EXPENDITURE DETAIL -- COUNTY FY2016

SERVICES - FUND 090-054 101-054 CILA - COUNTY FY2016

MHB EQUIPMENT UNDER \$5,000 -- 090-054-522.44

ACCOUNT Changed to 101-054-522.44

DATE	DESCRIPTION	VR#	DEBIT	ACCUM DR	BALANCE
1/1/2016	BUDGET AMOUNT (Creighton Trust)				16,881.00

MHB PROFESSIONAL FEES -- 090-054-533.07

ACCOUNT Changed to 101-054-533.07

DATE	DESCRIPTION	VR#	DEBIT	ACCUM DR	BALANCE
1/1/2016	BUDGET AMOUNT				45,000.00
21-Jan	TR to 581.07 \$15,750		0.00	0.00	29,250.00
			0.00	0.00	29,250.00
			0.00	0.00	29,250.00
			0.00	0.00	29,250.00

CILA PROJECT Acquisition -- 090-054-534.06

ACCOUNT Changed to 101-054-534.06

DATE	DESCRIPTION	VR#	DEBIT	ACCUM DR	BALANCE
1/1/2016	BUDGET AMOUNT				10,000.00
					10,000.00
			0.00	0.00	10,000.00
			0.00	0.00	10,000.00

CILA Project Acquisition - 090-054-571.11

ACCOUNT Changed to 101-054-581.07

DATE	DESCRIPTION	VR#	DEBIT	ACCUM DR	BALANCE
1/1/2016	BUDGET AMOUNT				0.00
22-Jun	TR from 090-053-533.92 \$18,135				18,135.00

CILA PROJECT Mortgage Principal Payments -- 090-054-581.07

ACCOUNT Changed to 101-054-581.07

DATE	DESCRIPTION	VR#	DEBIT	ACCUM DR	BALANCE
1/1/2016	BUDGET AMOUNT				30,000.00
1/21/2016	090-054 PNC Bank	090-054	1	27,562.50	2,437.50
21-Jan	TR from 581.07 \$10,000			27,562.50	12,437.50
21-Jan	TR from 533.07 \$15,750			27,562.50	28,187.50
14-Jul	101-003 PNC Bank	101-054	3	53,746.88	2,003.12

CILA PROJECT Mortgage Interest Payments -- 090-054-582.07

ACCOUNT Changed to 101-054-582.07

DATE	DESCRIPTION	VR#	DEBIT	ACCUM DR	BALANCE
1/1/2016	BUDGET AMOUNT				50,000.00
1/21/2016	090-054 PNC Bank	090-054	1	17,734.06	32,265.94
21-Jan	TR to 581.07 \$10,000			17,734.06	22,265.94
14-Jul	101-003 PNC Bank	101-054	3	10,219.76	12,046.18

CILA II
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Investment Invoice

July 15, 2016

Remit Address

PNC Bank, N.A.
Ref: Investment 4382014101
249 Fifth Avenue
P1-POPP-07-2
Pittsburgh, PA 15222-2707

Wire Instructions

Organization: PNC Bank, NA
Account Name: PNC Community Development Company, LLC
ABA Number: 043 000 096
Account Number: 1030 703 289
Reference: Investment 4382014101 CCMHB

Contact: Debbie Huffner (412)768-8320

<u>Investment Name</u>	<u>Investment Number</u>	<u>Interest Paid Year-to-Date</u>
Champaign County Mental Health Board	4382014101	\$17,734.06

Investment Summary

Balance 07/15/2016	\$523,687.50
Interest Rate	3.903%
Outstanding Balance 1/31/16 – 7/31/16	\$523,687.50
Current Payment (Principal & Interest) Due 07/31/16	\$ 36,404.14
Total Payment Due:	\$36,404.14

Next Payment Due: 01/31/2017

Activity Detail

Date	Transaction	Amount	Principal Balance
01/20/15	Draw #1	\$196,250.00	\$196,250.00
03/30/15	Draw #2	\$280,000.00	\$476,250.00
03/31/15	Draw #3	\$ 25,000.00	\$501,250.00
08/25/15	Draw #4	\$ 50,000.00	\$551,250.00
02/05/16	Principal & Interest	\$ 45,296.56	\$523,687.50

Activity Summary

Total Interest Billed:	582.07	\$10,219.76
Total Principal Billed:	581.01	<u>\$26,184.38</u>
Total Due:		\$36,404.14

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Investment Invoice
January 11, 2016

Remit Address

PNC Bank, N.A.
Ref: Investment 4382014101
249 Fifth Avenue
P1-POPP-07-2
Pittsburgh, PA 15222-2707

Wire Instructions

Organization: PNC Bank, NA
Account Name: PNC Community Development Company, LLC
ABA Number: 043 000 096
Account Number: 1030 703 289
Reference: Investment 4382014101 CCMHB

Contact:

Debbie Huffner (412)768-8320

<u>Investment Name</u>	<u>Investment Number</u>	<u>Interest Paid Year-to-Date</u>
Champaign County Mental Health Board	4382014101	\$0.00

Investment Summary

Balance 01/31/2016	\$551,250.00
Interest Rate	3.903%
Outstanding Balance 1/20/15 – 3/29/15	\$196,250.00
Outstanding Balance 3/30/15 – 3/30/15	\$476,250.00
Outstanding Balance 3/30/15 – 3/31/15	\$501,250.00
Outstanding Balance 3/31/15 – 8/26/15	\$551,250.00
Current Payment (Principal & Interest) Due 01/31/16	\$45,296.56
Total Payment Due:	\$45,296.56

Next Payment Due: 07/31/2016

Activity Detail

<u>Date</u>	<u>Transaction</u>	<u>Amount</u>	<u>Principal Balance</u>
01/20/15	Draw #1	\$196,250.00	\$196,250.00
03/30/15	Draw #2	\$280,000.00	\$476,250.00
03/31/15	Draw #3	\$ 25,000.00	\$501,250.00
08/25/15	Draw #4	\$ 50,000.00	\$551,250.00

*Pete Tracy | Draw
Pete Tracy | Jay*

Activity Summary

Total Interest Billed:	582.07	\$17,734.06
Total Principal Billed:	581.07	<u>\$27,562.50</u>
Total Due:		\$45,296.56