



## CHAMPAIGN COUNTY MENTAL HEALTH BOARD

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### 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 22, 2017**

Brookens Administrative Center, Lyle Shields Room

1776 E. Washington St. Urbana, IL

**5:30 p.m.**

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1. Call to Order - Dr. Fowler, President
2. Roll Call
3. Citizen Input/Public Participation  
*The CCMHB reserves the authority to limit individual public participation to five minutes and limit total time to 20 minutes.*
4. Additions to the Agenda
5. CCDDDB Information
6. Approval of CCMHB Minutes\* (Pages 4-9)
  - A. 1/18/17
  - B. 1/25/17*Minutes are included. Action is requested.*
7. President's Comments
8. Executive Director's Comments
9. Staff Reports  
*Staff reports from Mr. Driscoll (Pages 10-11), Ms. Summerville (Pages 12-13), and Ms. Howard-Gallo (Page 14) are included in the packet.*
10. Consultant Report (Page 15)  
*A report on the 11<sup>th</sup> disability Resource Expo is included in the packet.*

11. Board to Board Reports

12. Agency Information

*The CCMHB reserves the authority to limit individual agency participation to five minutes and limit total time to 20 minutes.*

13. Financial Information\* (Pages 16-21)

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

14. New Business

A. CUAP TRUCE and CU Neighborhood Champions program presentations

*Ms. Patricia Avery and Ms. Karen Simms will give a presentation on the status of Champaign Urbana Area Project's two contracts. These contracts included a special provision requiring a mid-year performance report presentation to the Board.*

B. Liaison Assignment Process (Dr. Fowler)

*Dr. Fowler will brief members on liaison assignments for FY2017 at the meeting.*

C. CCMHB Revised Bylaws\* (Pages 22-30) (Lynn Canfield/Stephanie Howard-Gallo)

*A Decision Memo with revised bylaws for the CCMHB is included in the Board packet. Action is requested.*

D. Application/Funding Requests (Pages 31-32)(Lynn Canfield/Mark Driscoll)

*A list of applicants and funding amount requested by program is included in the Board packet.*

E. DoJ JMHCP Application Matching Funds\*(Pages 33-37) (Lynn Canfield & Mark Driscoll)

*A Decision Memo requesting approval of matching funds for a federal Justice and Mental Health Collaboration Program application is included in the Board packet. Action is requested.*

## 15. Old Business

### A. Meeting Schedule & Allocation Process Timeline (Lynn Canfield) (Pages 38-39)

*An updated copy of the meeting schedule and allocation timeline is included in the Board packet.*

### B. Agency Acronym List and Glossary (Mark Driscoll) (Pages 40-48)

*List of agency and program name acronyms and glossary of terms is included in the Board packet.*

## 16. Board Announcements (pages 49-59)

*Recent news articles of interest are included in the packet.*

## 17. Adjournment

*\*Board action*

L.A.

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**CHAMPAIGN COUNTY MENTAL HEALTH BOARD  
BOARD MEETING**

*Minutes—January 18, 2017*

**DRAFT COPY**

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

*5:30 p.m.*

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**MEMBERS PRESENT:** Susan Fowler, Judi O'Connor, Joe Omo-Osagie, Elaine Palencia, Kyle Patterson, Anne Robin, Julian Rappaport, Margaret White

**MEMBERS EXCUSED:** Thom Moore

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

**OTHERS PRESENT:** Juli Kartel, Rosecrance; Rebecca Woodard, Regional Planning Commission (RPC); Ron Bribriesco, Dale Morrissey, Developmental Services Center (DSC); Becca Obuchowski, Community Choices (CC); Gail Raney, Carol Bradford, Donte Lotts, Prairie Center Health Systems (PCHS); Andy Kulczycki, Community Service Center of Northern Champaign County (CSCNCC); Janice Mitchell, Urbana Neighborhood Connections (UNCC); Nancy Greenwalt, Promise Healthcare; Matt Hiser, Champaign County Board

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**CALL TO ORDER:**

Dr. Fowler called the meeting to order at 5:37 p.m.

**ROLL CALL:**

Roll call was taken and a quorum was present.

**CITIZEN INPUT / PUBLIC PARTICIPATION:**

None.

**ADDITIONS TO AGENDA:**

None.

**CCDDB INFORMATION:**

Ms. Canfield reported on the CCDDB meeting held earlier in the day.

**APPROVAL OF MINUTES:**

Minutes from the December 14, 2016 Board meeting was included in the Board packet for approval. Ms. White asked for a small change of wording to the anti-stigma section of the minutes.

**MOTION: Dr. Robin made a motion to approve the minutes as amended from the December 14, 2016 Board meeting. Mr. Patterson seconded the motion. A voice vote was taken and the motion passed.**

**VICE-PRESIDENT'S COMMENTS:**

Dr. Fowler welcomed new Board members, Joe Omo-Osagie and Kyle Patterson. She also commented on staff changes and upcoming issues the Board will need to address.

**EXECUTIVE DIRECTOR'S COMMENTS:**

Ms. Canfield provided a verbal report on study sessions, system enhancements, and the organizational assessment. She announced the disability Expo may be moved from October 2017 to April 2018. More information will be available at a later date.

**STAFF REPORTS:**

Reports from Mr. Driscoll and Ms. Summerville were included in the packet. A copy of the Rural Resource Guide developed by Ashley Swallow, Brian Summers, and Ms. Summerville was included with her report. Dr. Robin stated she appreciated the written reports submitted by staff.

**CONSULTANT'S REPORT:**

No Report.

**BOARD TO BOARD:**

Dr. Rappaport attended a Crisis Intervention Team Steering Committee meeting. Dr. Fowler announced Board members are encouraged to review liaison assignments. New assignments will be given in February.

## **AGENCY INFORMATION:**

Andy Kulczycki from Community Service Center of Northern Champaign County (CSCNCC) reported that Courage Connection is at the agency 5 days a week. Choices and Crosspoint are providing services at the agency as well. A resource fair is being planned for the Spring.

Janice Mitchell from Urbana Neighborhood Connections Center (UNCC) provided an update on activities at the agency. UNCC is celebrating their 7<sup>th</sup> anniversary.

Patty Walters from Developmental Services Center (DSC) commented on the transition services presentation last month. She also announced several trainings that are taking place at DSC and in the community.

Becca Obuchowski from Community Choices spoke regarding the impact of eligibility requirements for CCDDDB funding.

## **FINANCIAL INFORMATION:**

A list of financial claims was included in the packet.

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

## **NEW BUSINESS:**

### **Election of Officers:**

**MOTION: Ms. White moved to elect Dr. Susan Fowler for President and Ms. Elaine Palencia for Vice-President of the CCMHB. Dr. Robin seconded the motion. A voice vote was taken and the motion passed unanimously.**

### **Fresh Start Presentation:**

Ms. Carol Bradford and Mr. Donte Lotts gave a presentation on the status of Prairie Center Health System's (PCHS) Fresh Start program. C-U Fresh Start is a new approach designed to focus on offenders with a history of violent, gun-related behaviors. Board members were given an opportunity to ask questions following the presentation.

### **Code of Ethics:**

A copy of the CCMHB Code of Ethics was included in the Board packet. The document was discussed at length. It was generally agreed the document is in need of review and updating. Dr. Robin and Dr. Rappaport will take the lead on rewriting the document and bringing a draft back to the CCMHB for review and comment at a future meeting.

**OLD BUSINESS:**

**Meeting Schedule and Allocation Process Timeline:**

An updated copy of the meeting schedule and allocation timeline was included in the Board packet for information only.

**Agency Acronym List:**

A list of agency name acronyms was included in the Board packet for information only.

**BOARD ANNOUNCEMENTS:**

None.

**ADJOURNMENT:**

The meeting adjourned at 7:28 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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**CHAMPAIGN COUNTY MENTAL HEALTH BOARD  
and  
CHAMPAIGN COUNTY DEVELOPMENTAL DISABILITIES  
BOARD STUDY SESSION**

*Minutes—January 25, 2017*

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

*5:30 p.m.*

DRAFT COPY

- MEMBERS PRESENT:** Susan Fowler, Judi O'Connor, Joe Omo-Osagie, Elaine Palencia, Anne Robin, Julian Rappaport, Joyce Dill
- MEMBERS EXCUSED:** Thom Moore, Kyle Patterson, Margaret White, David Happ, Cheryl Hanley-Maxwell, Mike Smith, Deb Ruesch
- STAFF PRESENT:** Lynn Canfield, Mark Driscoll, Stephanie Howard-Gallo, Shandra Summerville
- OTHERS PRESENT:** Juli Kartel, Rosecrance; Becca Obuchowski, Community Choices (CC); Isak Griffith, Courage Connection; Alex Campbell, Consultant

**CALL TO ORDER:**

Dr. Fowler called the meeting to order at 5:35 p.m.

**ROLL CALL:**

Roll call was taken.

**CITIZEN INPUT / PUBLIC PARTICIPATION:**

None.

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### **ALLOCATION PROCESS TIMELINE:**

Ms. Lynn Canfield reviewed the allocation process timeline. Additional meetings may be added as needed.

### **STRATEGIES FOR BOARD MEMBERS' REVIEW OF APPLICATIONS:**

Board members discussed taking a more involved approach to the funding applications this year. Board members may be assigned applications to review as a primary reviewer and a secondary reviewer. Board members could be responsible for reviewing three to four funding applications.

### **GETTING THE MOST FROM YOUR ONLINE SYSTEM:**

Mr. Mark Driscoll and Mr. Alex Campbell provided a visual walk-through of the online system for Board members. Board members will be able to log-in and review application from the agencies after February 10, 2017.

### **ADJOURNMENT:**

The meeting adjourned at 7:04 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 – February 22, 2017 Board Meeting**

**Summary of Activity**

FY18 Application Cycle: The deadline to submit an application for the FY2018 allocation cycle was close of business February 10, 2017. Technical assistance was available on request to any potential applicant throughout the application process. Most of the time was spent assisting new agencies or new staff within an agency with the system including fielding questions about the registration process, application forms or the online system. In the Board packet is a list of program applications by agency that were submitted to either the CCMHB or the CCDDDB.

Contracts: Tap In Leadership Academy has chosen not to execute the contract amendment reducing the award amount by 50%. That amendment was approved by the Board in response to the provider not implementing the program for the first six months of the contract. Several weeks after the amendment was issued, the agency requested the contract be terminated and returned all prior payments made to the Board. Staff has issued documents necessary for the Auditor's office to process the payment and to Tap In Leadership Academy acknowledging receipt of the funds and terminating the contract per their request.

The RACES contract approved as part of the 2017 contract awards process last May has been issued. The amount has been pro-rated to reflect the adjusted term of February 1, 2017 to June 30, 2017. The agency has hired a new executive director with whom I met in late January. Correspondence updating the board on the agency's progress preceded the contract. RACES has been able to move forward with rebuilding itself with plans to return to a full service rape crisis center including hiring of a counselor in the near future.

Criminal Justice - Mental Health: Recent meetings of the Crisis Response Planning Committee have focused on completing the intercept mapping and gaps analysis in advance of an anticipated Department of Justice "Justice and Mental Health Collaboration Program (JMHCP)" Request for Proposals (RFP). The Committee itself is the result of a previous JMHCP planning grant award that expires next fall. The anticipated RFP has now been released. The CCMHB provided the required match for the planning grant and has been approached about contributing matching funds required for the implementation grant. A Decision Memo on the matching funds is included in the Board packet under New Business.

The Reentry Council considered pursuing another federal grant opportunity but after discussion decided that an application from Champaign County would likely be too narrow in scope and not competitive. Instead, increasing case management targeted to adults with mental illness or co-occurring disorders reentering the community will be included in the proposed scope of work for the JMHCP application. Other potential elements of the scope of work discussed at the February meeting of the Crisis Response Committee include implementing screening at various contact points in the criminal justice system, piloting a co-responder model where a law enforcement officer and crisis clinician are paired and respond to crisis calls in the community and/or conduct wellness checks, and completing mental health assessments as part of a jail diversion program.

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CCMHB Second Quarter Reports: Program reports for second quarter FY17 contracts were due by the last Friday in January. I have started to review the reports. Where necessary, clarification or minor changes will be requested. In general only a small number of reports require any changes and are typically addressed in a timely fashion, especially now that applications have been completed.

Other Activity: As is typical of each month, I have attended meetings of various groups, committees, and councils. At the United Way Community Impact Committee meeting, the group continued its discussion of outcome measurement requirements for UW funded agencies. The Continuum of Care and Council of Service Providers to the Homeless held a joint strategic planning session. Presence Covenant Medical Center (PCMC) held a roundtable discussion on the subject of building a healthier community through a community health network with an emphasis on how churches, organizations and agencies can work together. This was an initial brainstorming session on how the various groups might work together and what it would take to get organized. At the Child and Adolescent Local Area Network meeting, a recap of the community health network meeting was provided by a representative from PCMC. Separate from these and other related activities, I as well as the rest of the staff have been involved in the CCMHB/DDB organizational assessment.

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**February 22, 2017- Monthly Staff Report- Shandra Summerville**  
**Cultural and Linguistic Competence Coordinator**

I attended small breakout group of the CU **Collaborative Conversations** about Race in CU. This was opportunity to begin to build relationships on a more intentional level outside of the large group. The meeting brought opportunities to build additional partnerships to look at how to continue to build bridges in the community to help address disparities.

**Black History Month-** February Honors Black History Month “Based on the Contribution of African-Americans Black History Month honors the contributions of African Americans to United States history. Did you know that Madam CJ Walker was America’s first self-made woman to become a millionaire or that George Washington Carver was able to derive nearly 300 products from peanuts? Get the story of the creation of the NAACP, famous firsts in African American history and other black history facts.”

**Source:** [www.history.com /topics/black-history/black-history-facts](http://www.history.com/topics/black-history/black-history-facts)

I have been invited to attend various community presentations and read books to children by African-American Authors.

On Thursday, February 23, 2017, I will speak on a Panel at Centennial High School. The announcement is attached to my report.

**The School of Social Work:** I will work with the Community Learning Lab this semester with students to work on Anti-Stigma Activities.

Human Services Council of Champaign County has invited me to do a cultural competence training. The dates will be solidified in March.

**CLC Annual Reviews and Technical Assistance:**

I met with the staff of Urbana Neighborhood Connections about their 2<sup>nd</sup> Quarter CLC Plans

I met with the staff of First Followers about their 2<sup>nd</sup> Quarter Reporting for CLC.

I presented a CLC Training at Rosecrance on February 8<sup>th</sup>, 2017. They are preparing for agency wide cultural competence training. I will be following up with Juli Kartel about the value of CLC is being expanded since the merger has taken place.

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**FY 2018- CLC Plans:**

Applications were due on February 10, 2017. I am currently reviewing all of the CLC Plans that were submitted.

**Transition in Champaign County:**

There was a meeting held on February 7, 2017 hosted by the Autism Network about looking at Transition for students that have severe to profound IDD/DD.

**NAACP Champaign County Branch-**

I attended the NAACP meeting on February 1, 2017. This was an opportunity for the installation of officers and other community business. On March 1, 2017 at 7:30pm the Chancellor of the University of Illinois will be speaking.

The Centennial African-American Culture Club Presents:

**YOU MAD, OR MAD, NAH?**  
*Dismantling the stereotype of the 'Angry Black Girl'*

*Panelist include:*  
Mental Health Professionals  
Educators and  
Students

Thursday, February 23, 2017  
Centennial High School  
Room 119  
4pm-6pm

Light refreshments will be served!

Open to the public  
RSVP appreciated, but not required  
Cessly Thomas [thomasce@u4sd.org](mailto:thomasce@u4sd.org)

Champaign  
UNIT SCHOOL DISTRICT

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**Stephanie Howard-Gallo**

**Staff Report – February 22, 2017 Board Meeting**

**SUMMARY OF ACTIVITY:**

**Site Visit at Developmental Services Center – Family Development Center Program:**

Lynn Canfield and I conducted a site visit at a DSC for the Family Development Center Program on January 26, 2017. We reviewed cases and logs and discussed the program’s performance with Vickie Tolf and Felicia Gooler. Compliance items met expectations.

**Postage:**

Over the course of many years, our office postage machine has carried an excessive balance of funds. I contacted the company to request a refund. A new postage machine was delivered and excess funds were extracted from the old machine. \$14,413.44 will be returned to us and deposited in our fund balance. \$1,000 will remain on the postage machine, which should be adequate for a 12-18 month period.

**Ebertfest:**

I attended an Ebertfest Art Show planning meeting on January 30, 2017 at Developmental Services Center. We discussed ways to better promote the show. We will continue to communicate ideas by email and will meet again sometime in March.

**Accounts Payable:**

Lynn Canfield and I have taken on the task of paying bills using the county AS400 system. It has been a learning opportunity for both of us. The Champaign County Auditor’s office has been a tremendous help to us with learning the process. The bills are being paid and agencies are getting their checks.

Lynn and I have been participating in numerous finance system trainings with a new program introduced to us by EMK Consulting LLC, Custom Integrated Data and Networking Solutions. Oak Park MHB uses the program.

**Audits:**

Audits have been received from our funded agencies that are contractually obligated to provide one to us. Mr. John Brusveen has been a hired consultant to review the audits since FY12. I provided John with copies of the audits and 4<sup>th</sup> Quarter Financial Reports for the programs. A report of his findings will be submitted to our office on February 21<sup>st</sup>.

**Second Quarter Reporting:**

2nd Quarter financial and program reports were due at the end of January. Most agencies report on time or ask for a small extension. No letters of non-compliance were sent out for reports this quarter.

**Other:**

I have been participating in an organizational assessment, along with the other staff.

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**disABILITY Resource Expo: Reaching Out For Answers  
Board Report  
February, 2017**

With the success of our 10<sup>th</sup> annual Expo in the books, we began to think about our 11<sup>th</sup> year, and some pretty big changes that will need to occur. Our wonderful event venue for the past 3 years will not be available to us in 2017 due to some major changes occurring with that site. For this reason, Jim and I have gone about the huge task of locating another venue that can accommodate an event of this size. Unfortunately, there are not a lot of options within our community. We have met with management at Lincoln Square, where we held our first seven Expos, and with the Events Director at the Vineyard Church in Urbana. After exploring accessibility and accommodations of both sites, we presented our findings to the Expo Steering Committee on February 7. Based upon space needed for our event and the importance of appropriate accessibility, the Steering Committee overwhelmingly voiced their preference to hold the Expo at the Vineyard Church. Jim and I measured the space available at the Vineyard, and feel they will nicely accommodate our 100 plus exhibitors, and fulfill our accessibility standards very nicely. They have wonderfully accessible bathrooms, a huge parking lot, and rental fees will be less than our previous location, which are all huge pluses for the Expo.

Another big change for the Expo is that we are looking at changing it from a Fall to a Spring event, which will mean the next Expo would occur in April, 2018. The Steering Committee is in favor of this change, as well, as it will fit nicely into our school year and the county's fiscal year.

Considering our change to a Spring event, we plan to hold an exhibitor informational meet and greet this Spring at the Vineyard Church. This will give our exhibitors an opportunity to tour the new space, and get an idea of where their area of the Expo may be located. We hope to bring in a speaker at this event to share information about the new ABLE Act, which is now being rolled out.

Lastly, we are looking to make some changes to our website, which will provide a broader range of resources than currently listed. More information on these changes will be forthcoming as they develop.

Copies of the 2016 edition of the Expo Resource Book are still available upon request.

Respectfully submitted  
Barb Bressner, Consultant

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CHAMPAIGN COUNTY

EXPENDITURE APPROVAL LIST

2/09/17

PAGE 1

VENDOR NO	VENDOR NAME	TRN DTE	B N CD	TR	TRANS NO	PO NO	CHECK NUMBER	CHECK DATE	ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ITEM DESCRIPTION	EXPENDITURE AMOUNT
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\*\*\* FUND NO. 090 MENTAL HEALTH

\*\*\* DEPT NO. 053 MENTAL HEALTH BOARD

16	CHAMPAIGN COUNTY TREASURER								GENERAL CORP FND 080			
		1/25/17	80 VR	53-	464		554474	1/31/17	090-053-533.29-00	COMPUTER/INF TCH SERVICESFY16	IT COMPUTER SV	1,213.75
		2/06/17	80 VR	53-	466		554797	2/09/17	090-053-533.01-00	AUDIT & ACCOUNTING SERVC	AUDITOR SERV	4,642.89
		2/06/17	80 VR	53-	466		554797	2/09/17	090-053-533.01-00	AUDIT & ACCOUNTING SERVC	HLTH/LIFE 020	526.38
		2/06/17	80 VR	53-	467		554797	2/09/17	090-053-533.01-00	AUDIT & ACCOUNTING SERVC	AUDITOR SERV	147.83
		2/06/17	80 VR	53-	467		554797	2/09/17	090-053-533.01-00	AUDIT & ACCOUNTING SERVC	HLTH/LIFE 020	16.76
		2/06/17	80 VR	53-	468		554797	2/09/17	090-053-533.01-00	AUDIT & ACCOUNTING SERVC	AUDITOR SERV	1,045.74
		2/06/17	80 VR	53-	468		554797	2/09/17	090-053-533.01-00	AUDIT & ACCOUNTING SERVC	HLTH/LIFE 020	118.56
											VENDOR TOTAL	7,711.91 *

25	CHAMPAIGN COUNTY TREASURER								RENT-GENERAL CORP			
		2/01/17	01 VR	53-	35		554798	2/09/17	090-053-533.50-00	FACILITY/OFFICE RENTALS	FEB OFFICE RENT	1,703.45
											VENDOR TOTAL	1,703.45 *

41	CHAMPAIGN COUNTY TREASURER								HEALTH INSUR FND 620			
		1/10/17	80 VR	620-	204		553899	1/12/17	090-053-513.06-00	EMPLOYEE HEALTH/LIFE INS	NOV-DEC FSA/HRA ADM	49.00
		1/24/17	02 VR	620-	7		554475	1/31/17	090-053-513.06-00	EMPLOYEE HEALTH/LIFE INS	JAN HI & LI	2,981.60
											VENDOR TOTAL	3,030.60 *

76	CHAMPAIGN COUNTY TREASURER								TORT IMMUNITY FND076			
		2/06/17	80 VR	53-	466		554801	2/09/17	090-053-533.01-00	AUDIT & ACCOUNTING SERVC	WK COMP 020	23.37
		2/06/17	80 VR	53-	466		554801	2/09/17	090-053-533.01-00	AUDIT & ACCOUNTING SERVC	UNEMP 020	34.62
		2/06/17	80 VR	53-	467		554801	2/09/17	090-053-533.01-00	AUDIT & ACCOUNTING SERVC	WK COMP 020	.74
		2/06/17	80 VR	53-	467		554801	2/09/17	090-053-533.01-00	AUDIT & ACCOUNTING SERVC	UNEMP 020	1.10
		2/06/17	80 VR	53-	468		554801	2/09/17	090-053-533.01-00	AUDIT & ACCOUNTING SERVC	WK COMP 020	5.26
		2/06/17	80 VR	53-	468		554801	2/09/17	090-053-533.01-00	AUDIT & ACCOUNTING SERVC	UNEMP 020	7.80
											VENDOR TOTAL	72.89 *

88	CHAMPAIGN COUNTY TREASURER								I.M.R.F. FUND 088			
		1/12/17	80 VR	88-	79		554100	1/20/17	090-053-513.02-00	IMRF - EMPLOYER COST	IMRF 1/6 P/R FY16	2,252.66

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CHAMPAIGN COUNTY

EXPENDITURE APPROVAL LIST

2/09/17

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VENDOR NO	VENDOR NAME	TRN DTE	B N CD	TR CD	TRANS NO	PO NO	CHECK NUMBER	CHECK DATE	ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ITEM DESCRIPTION	EXPENDITURE AMOUNT
*** FUND NO. 090 MENTAL HEALTH												
		2/06/17	80	VR	53-	466	554803	2/09/17	090-053-533.01-00	AUDIT & ACCOUNTING SERVCSFY16	IMRF 020	366.22
		2/06/17	80	VR	53-	467	554803	2/09/17	090-053-533.01-00	AUDIT & ACCOUNTING SERVCSFY16	IMRF 020	11.66
		2/06/17	80	VR	53-	468	554803	2/09/17	090-053-533.01-00	AUDIT & ACCOUNTING SERVCSFY16	IMRF 020	82.48
											VENDOR TOTAL	2,713.02 *
104	CHAMPAIGN COUNTY TREASURER									HEAD START FUND 104		
		2/01/17	01	VR	53-	37	554807	2/09/17	090-053-533.92-00	CONTRIBUTIONS & GRANTS	FEB SOC/EMOT SVCS	4,637.00
											VENDOR TOTAL	4,637.00 *
161	CHAMPAIGN COUNTY TREASURER									REG PLAN COMM FND075		
		2/01/17	01	VR	53-	38	554809	2/09/17	090-053-533.92-00	CONTRIBUTIONS & GRANTS	FEB YOUTH ASSMNT CT	2,167.00
											VENDOR TOTAL	2,167.00 *
176	CHAMPAIGN COUNTY TREASURER									SELF-FUND INS FND476		
		1/25/17	81	VR	119-	81	554485	1/31/17	090-053-513.04-00	WORKERS' COMPENSATION INSWRK	CMP 12/9,22,29P	150.98
		2/06/17	81	VR	118-	104	554810	2/09/17	090-053-533.20-00	INSURANCE	FY16 PROP INS MHB	296.64
		2/06/17	81	VR	118-	104	554810	2/09/17	090-053-533.20-00	INSURANCE	FY16 LIAB INS MHB	7,927.26
											VENDOR TOTAL	8,374.88 *
179	CHAMPAIGN COUNTY TREASURER									CHLD ADVC CTR FND679		
		2/01/17	01	VR	53-	36	554812	2/09/17	090-053-533.92-00	CONTRIBUTIONS & GRANTS	FEB CAC	3,090.00
											VENDOR TOTAL	3,090.00 *
188	CHAMPAIGN COUNTY TREASURER									SOCIAL SECUR FUND188		
		1/12/17	80	VR	188-	116	554108	1/20/17	090-053-513.01-00	SOCIAL SECURITY-EMPLOYER FICA	1/6 P/R FY16	2,039.39
		2/06/17	80	VR	53-	466	554813	2/09/17	090-053-533.01-00	AUDIT & ACCOUNTING SERVCSFY16	FICA 020	325.01
		2/06/17	80	VR	53-	467	554813	2/09/17	090-053-533.01-00	AUDIT & ACCOUNTING SERVCSFY16	FICA 020	10.35
		2/06/17	80	VR	53-	468	554813	2/09/17	090-053-533.01-00	AUDIT & ACCOUNTING SERVCSFY16	FICA 020	73.20
											VENDOR TOTAL	2,447.95 *
15460	CHAMPAIGN TELEPHONE COMPANY											
		1/17/17	01	VR	28-	5	1273	1/20/17	090-053-533.33-00	TELEPHONE SERVICE	INV 1124186 1/10	39.94
											VENDOR TOTAL	39.94 *

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VENDOR NO	VENDOR NAME	TRN DTE	B N CD	TR NO	TRANS NO	PO NO	CHECK NUMBER	CHECK DATE	ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ITEM DESCRIPTION	EXPENDITURE AMOUNT
*** FUND NO. 090 MENTAL HEALTH												
15495	CHAMPAIGN URBANA AREA PROJECT									SUITE #702		
		2/01/17	01 VR	53-	39		554845	2/09/17	090-053-533.92-00	CONTRIBUTIONS & GRANTS	FEB NGHBRHD CHAMPIO	1,599.00
		2/01/17	01 VR	53-	39		554845	2/09/17	090-053-533.92-00	CONTRIBUTIONS & GRANTS	FEB TRUCE	6,250.00
											VENDOR TOTAL	7,849.00 *
18203	COMMUNITY CHOICE, INC									SUITE 419		
		2/01/17	01 VR	53-	40		554855	2/09/17	090-053-533.92-00	CONTRIBUTIONS & GRANTS	FEB CUSTOM EMPLOY	5,833.00
		2/01/17	01 VR	53-	40		554855	2/09/17	090-053-533.92-00	CONTRIBUTIONS & GRANTS	FEB SELF DETERMINAT	5,833.00
											VENDOR TOTAL	11,666.00 *
18230	COMMUNITY SERVICE CENTER OF NORTHERN									CHAMPAIGN COUNTY		
		2/01/17	01 VR	53-	42		554856	2/09/17	090-053-533.92-00	CONTRIBUTIONS & GRANTS	FEB RESOURCE CONNEC	5,441.00
											VENDOR TOTAL	5,441.00 *
19260	COURAGE CONNECTION											
		2/01/17	01 VR	53-	44		554863	2/09/17	090-053-533.92-00	CONTRIBUTIONS & GRANTS	FEB AWP	5,579.00
											VENDOR TOTAL	5,579.00 *
19346	CRISIS NURSERY											
		2/01/17	01 VR	53-	43		554866	2/09/17	090-053-533.92-00	CONTRIBUTIONS & GRANTS	FEB BEYOND BLUE	5,833.00
											VENDOR TOTAL	5,833.00 *
22300	DEVELOPMENTAL SERVICES CENTER OF									CHAMPAIGN COUNTY INC		
		2/01/17	01 VR	53-	45		554872	2/09/17	090-053-533.92-00	CONTRIBUTIONS & GRANTS	FEB INDIV/FAMILY SU	32,286.00
											VENDOR TOTAL	32,286.00 *
22730	DON MOYER BOYS & GIRLS CLUB											
		2/01/17	01 VR	53-	46		554875	2/09/17	090-053-533.92-00	CONTRIBUTIONS & GRANTS	FEB CU CHANGE	8,333.00
		2/01/17	01 VR	53-	46		554875	2/09/17	090-053-533.92-00	CONTRIBUTIONS & GRANTS	FEB YOUTH/FAMILY OR	13,333.00
											VENDOR TOTAL	21,666.00 *
24095	EMK CONSULTING LLC											
		1/12/17	01 VR	53-	27		554176	1/20/17	090-053-533.07-00	PROFESSIONAL SERVICES	INV 140 1/4	5,999.50

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VENDOR NO	VENDOR NAME	TRN 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												
		1/12/17	01 VR	53-	28		554176	1/20/17	090-053-533.07-00	PROFESSIONAL SERVICES	INV 135 12/21	1,487.50
		1/12/17	01 VR	53-	28		554176	1/20/17	090-053-533.29-00	COMPUTER/INF TCH SERVICES	INV 135 12/21	1,109.44
		2/06/17	02 VR	53-	57		554879	2/09/17	090-053-533.07-00	PROFESSIONAL SERVICES	FEB ONLINE SYSTEM	1,937.50
											VENDOR TOTAL	10,533.94 *
24215	EAST CNTRL IL REFUGEE MUTUAL ASSIST CTR											
		2/01/17	01 VR	53-	47		554880	2/09/17	090-053-533.92-00	CONTRIBUTIONS & GRANTS	FEB FAM SUPPORT	1,583.00
											VENDOR TOTAL	1,583.00 *
26000	FAMILY SERVICE OF CHAMPAIGN COUNTY									GRANTS		
		2/01/17	01 VR	53-	48		554884	2/09/17	090-053-533.92-00	CONTRIBUTIONS & GRANTS	FEB SELF HELP	2,411.00
		2/01/17	01 VR	53-	48		554884	2/09/17	090-053-533.92-00	CONTRIBUTIONS & GRANTS	FEB SENIOR COUNSEL	11,861.00
											VENDOR TOTAL	14,272.00 *
26760	FIRST FOLLOWERS											
		2/01/17	01 VR	53-	49		554888	2/09/17	090-053-533.92-00	CONTRIBUTIONS & GRANTS	FEB PEER MENTORING	2,480.00
											VENDOR TOTAL	2,480.00 *
44570	MAHOMET AREA YOUTH CLUB									601 EAST FRANKLIN		
		2/01/17	01 VR	53-	50		554932	2/09/17	090-053-533.92-00	CONTRIBUTIONS & GRANTS	FEB BLAST	1,250.00
		2/01/17	01 VR	53-	50		554932	2/09/17	090-053-533.92-00	CONTRIBUTIONS & GRANTS	FEB MEMBERS MATTER	1,000.00
											VENDOR TOTAL	2,250.00 *
47428	MEYER CAPEL LAW OFFICE, P.C.											
		1/18/17	90 VR	53-	460		554229	1/20/17	090-053-533.07-00	PROFESSIONAL SERVICES	INV 234237 1/11	213.50
											VENDOR TOTAL	213.50 *
50106	NATL ASSC OF CNTY BEHAVRL HLTH & DEV DIS NW, SUITE 500											
		2/03/17	01 VR	53-	56		554938	2/09/17	090-053-533.93-00	DUES AND LICENSES	2017 NACBHDD DUES	750.00
											VENDOR TOTAL	750.00 *
51600	NEWS GAZETTE											
		1/12/17	91 VR	53-	458		1283	1/20/17	090-053-533.70-00	LEGAL NOTICES, ADVERTISING	7084 1336997 12/11	55.13
											VENDOR TOTAL	55.13 *

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VENDOR NO	VENDOR NAME	TRN DTE	B N CD	TR NO	TRANS NO	PO NO	CHECK NUMBER	CHECK DATE	ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ITEM DESCRIPTION	EXPENDITURE AMOUNT
*** FUND NO. 090 MENTAL HEALTH												
54650	PEPSI COLA CHAMPAIGN-URBANA BOTTLING											
		1/12/17	01 VR	53-	29		554243	1/20/17	090-053-533.51-00	EQUIPMENT RENTALS	AC 5734 JAN RENT	6.95
		1/12/17	91 VR	53-	459		554243	1/20/17	090-053-522.02-00	OFFICE SUPPLIES	INV 130007 12/19	5.96
											VENDOR TOTAL	12.91 *
56750	PRAIRIE CENTER HEALTH SYSTEMS									GRANTS		
		2/01/17	01 VR	53-	51		554954	2/09/17	090-053-533.92-00	CONTRIBUTIONS & GRANTS	FEB CJ SUB TREATMEN	858.00
		2/01/17	01 VR	53-	51		554954	2/09/17	090-053-533.92-00	CONTRIBUTIONS & GRANTS	FEB FRESH START	6,250.00
		2/01/17	01 VR	53-	51		554954	2/09/17	090-053-533.92-00	CONTRIBUTIONS & GRANTS	FEB PLL EXTENDED	25,055.00
		2/01/17	01 VR	53-	51		554954	2/09/17	090-053-533.92-00	CONTRIBUTIONS & GRANTS	FEB PREVENTION	4,854.00
		2/01/17	01 VR	53-	51		554954	2/09/17	090-053-533.92-00	CONTRIBUTIONS & GRANTS	FEB SPECIALTY COURT	16,588.00
											VENDOR TOTAL	53,605.00 *
57196	PROMISE HEALTHCARE											
		2/01/17	01 VR	53-	52		554956	2/09/17	090-053-533.92-00	CONTRIBUTIONS & GRANTS	FEB WELLNESS/JUSTIC	4,833.00
		2/01/17	01 VR	53-	52		554956	2/09/17	090-053-533.92-00	CONTRIBUTIONS & GRANTS	FEB MH SVCS	18,500.00
											VENDOR TOTAL	23,333.00 *
61780	ROSECRANCE, INC.											
		2/01/17	01 VR	53-	41		554961	2/09/17	090-053-533.92-00	CONTRIBUTIONS & GRANTS	FEB FEB CRIMINAL JU	23,673.00
		2/01/17	01 VR	53-	41		554961	2/09/17	090-053-533.92-00	CONTRIBUTIONS & GRANTS	FEB CRISIS/ACCESS	21,287.00
		2/01/17	01 VR	53-	41		554961	2/09/17	090-053-533.92-00	CONTRIBUTIONS & GRANTS	FEB EARLY C'HOOD	6,250.00
		2/01/17	01 VR	53-	41		554961	2/09/17	090-053-533.92-00	CONTRIBUTIONS & GRANTS	FEB PLL FRONT END	23,555.00
											VENDOR TOTAL	74,765.00 *
74550	TROPHYTIME, INC.											
		1/17/17	01 VR	53-	30		554278	1/20/17	090-053-533.72-00	DEPARTMENT OPERAT EXP	INV 123159 1/10	28.20
											VENDOR TOTAL	28.20 *
76867	UNIV OF IL SPONSORED PROG & RESEARCH ADM											
		2/01/17	01 VR	53-	34		554983	2/09/17	090-053-533.07-00	PROFESSIONAL SERVICES	FEB MHB17-039 CONSL	4,545.00
											VENDOR TOTAL	4,545.00 *

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VENDOR NO	VENDOR NAME	TRN DTE	B N CD	TRANS NO	PO NO	CHECK NUMBER	CHECK DATE	ACCOUNT NUMBER	ACCOUNT DESCRIPTION	ITEM DESCRIPTION	EXPENDITURE AMOUNT
*** FUND NO. 090 MENTAL HEALTH											
76916	UNIVERSITY OF IL FOUNDATION-EBERTFEST	1/27/17	01 VR	53- 55		1319	1/31/17	090-053-533.89-00	PUBLIC RELATIONS	EBERTFEST SPNSR 201	15,000.00
										VENDOR TOTAL	15,000.00 *
77280	UP CENTER OF CHAMPAIGN COUNTY	2/01/17	01 VR	53- 54		554984	2/09/17	090-053-533.92-00	CONTRIBUTIONS & GRANTS	FEB CHILD/FAM/YOUTH	1,583.00
										VENDOR TOTAL	1,583.00 *
78120	URBANA NEIGHBORHOOD CONNECTION CENTER	2/01/17	01 VR	53- 53		554987	2/09/17	090-053-533.92-00	CONTRIBUTIONS & GRANTS	FEB COM STUDY CENTE	1,000.00
										VENDOR TOTAL	1,000.00 *
78888	VISA CARDMEMBER SERVICE - MENTAL HEALTH	1/25/17	90 VR	53- 463		554707	1/31/17	090-053-533.95-00	CONFERENCES & TRAINING	3930 HARD ROCK 12/9	146.76
		1/25/17	90 VR	53- 463		554707	1/31/17	090-053-533.95-00	CONFERENCES & TRAINING	3930 HARD ROCK 12/9	201.76
		1/25/17	90 VR	53- 463		554707	1/31/17	090-053-522.02-00	OFFICE SUPPLIES	3930 STAPLES 12/20	54.98
		1/25/17	90 VR	53- 463		554707	1/31/17	090-053-533.72-00	DEPARTMENT OPERAT EXP	3930 MEIJER 12/26	106.52
										VENDOR TOTAL	510.02 *
81610	XEROX CORPORATION	1/25/17	90 VR	53- 465		554718	1/31/17	090-053-533.85-00	PHOTOCOPY SERVICES	INV 146146925 1/7	39.60
		1/25/17	90 VR	53- 465		554718	1/31/17	090-053-533.85-00	PHOTOCOPY SERVICES	INV 146146924 1/7	246.29
										VENDOR TOTAL	285.89 *
602880	BRESSNER, BARBARA J.	2/01/17	01 VR	53- 31		555022	2/09/17	090-053-533.07-00	PROFESSIONAL SERVICES	FEB PROFESSIONAL FE	2,260.00
										VENDOR TOTAL	2,260.00 *
630360	MAYER, JAMES	2/01/17	01 VR	53- 32		555079	2/09/17	090-053-533.07-00	PROFESSIONAL SERVICES	FEB PROFESSIONAL FE	906.00
										VENDOR TOTAL	906.00 *
									MENTAL HEALTH BOARD	DEPARTMENT TOTAL	336,280.23 *
									MENTAL HEALTH	FUND TOTAL	336,280.23 *

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14.C.

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

DECISION MEMORANDUM

**DATE:** February 14, 2017  
**TO:** Members, Champaign County Mental Health Board (CCMHB)  
**FROM:** Lynn Canfield, Executive Director  
**SUBJECT:** Amended CCMHB By-Laws

**Purpose:** The purpose of this memorandum is to seek approval of revisions to the By-Laws of the Champaign County Mental Health Board (CCMHB).

**Recommended Action:** Revisions appear in an attached draft. New language is in italics, and strikethroughs indicate language to be deleted. Other recommended revisions have been identified which would bring the By-Laws up to date with a number of other changes which have occurred since last amendment, including changes to the county's fiscal year and allowing electronic attendance under certain circumstances.

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**Decision Section:** Motion to approve modification of the Champaign County Mental Health Board By-Laws as presented in the attached draft of the by-laws.

- Approved
- Denied
- Modified
- Additional Information Needed

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**CHAMPAIGN COUNTY MENTAL HEALTH BOARD**  
**BY-LAWS**

**I. PURPOSE AND FUNCTIONS:**

- A. The Champaign County Mental Health Board (CCMHB) is established under the Illinois Community Mental Health Act, as amended, (IL Revised Statutes, Chapter 91-1/2, Sections 301-314, inclusive) in order to “construct, repair, operate, maintain and regulate community mental health facilities to provide mental health services as defined by the local community mental health board, including services for the *intellectually and* developmentally disabled and for the substance abuser, for residents (of Champaign County) and/or to contract therefore with any private or public entity which provides such facilities and services...”
- B. In order to accomplish these purposes, the CCMHB performs the following functions:
1. Planning for the mental health, *intellectual and* developmental disabilities, and substance ~~abuse~~ *use disorder* services system to assure accomplishment of the CCMHB goals.
  2. Allocation of local funds to assure the provision of a comprehensive system of community based mental health, *intellectual and* developmental disabilities, and substance ~~abuse~~ *use disorder* services.
  3. Coordination of affiliated providers of mental health, *intellectual and* developmental disabilities, and substance ~~abuse~~ *use disorder* services to assure an inter-related accessible system of care.
  4. Evaluation of the system of care to assure that services are provided as planned and that services are effective in meeting the needs and values of the community.
- C. The CCMHB shall perform those duties and responsibilities as specified in Sections 3e and 3f of the Community Mental Health Act, as amended.

**II. MEMBERSHIP:**

- A. The membership of the CCMHB shall include nine (9) members, of which one person shall be a County Board member.
- B. The members of the CCMHB shall be appointed by the Chairperson of the Champaign County Board, with the advice and consent of the Champaign County

Board. The CCMHB shall recommend nominees for membership to the Chairperson of the Champaign County Board.

- C. Members of the CCMHB shall be residents of Champaign County and, as nearly as possible, be representative of interested groups of the community, such as local health departments, medical societies, local comprehensive health planning agencies, hospital boards, lay associations concerned with mental health, as well as the general public. To the extent possible, members of the CCMHB shall represent the geographic areas of the County. No member of the CCMHB may be a full-time or part-time employee of the Department of Mental Health / Developmental Disabilities (DMH/DD) or Department of Alcohol and Substance Abuse (DASA) or a Board member or employee of any facility or service operating under contract to the CCMHB. All terms shall be measured from the first day of the calendar year of appointment. Vacancies shall be filled for an expired term in the same manner as original appointments.
- D. Any member of the CCMHB may be removed by the appointing officer for absenteeism, neglect of duty, misconduct or malfeasance in office, after being given a written statement of the charges and an opportunity to be heard thereon.

### III. MEETINGS:

- A. The CCMHB shall meet at such time and location as the CCMHB shall designate.
- B. The CCMHB may meet in Study Session during the intervals between monthly meetings to receive reports, discuss issues, and develop recommendations on matters brought to it by ~~the Committees~~, the Executive Director and the President.
- C. Special meetings may be called by the President or upon the written request of two members, filed with the secretary, to conduct such business that cannot be delayed until the regular meeting date.
- D. The Executive Director shall prepare an agenda for all meetings of the CCMHB and shall cause the notice of the meeting and the agenda to be sent to all members at least five (5) days in advance of the meeting.
- E. Public notices and the conduct of all meetings shall be in conformance with the Illinois Open Meetings Act (IL Revised Statutes, Chapter 102, Sections 41 etseq).
- F. The presence of five (5) members shall constitute a quorum for any meeting of the CCMHB. *For a member to attend a meeting "electronically" (e.g. by teleconference or video conference), a majority of members must be physically present at the properly-noticed meeting, and a majority of physically present members must agree to allow the electronic attendance. Such attendance may only be due to: personal illness or disability, employment purposes or CCMHB business; or a family or other emergency.*



#### IV. OFFICERS:

- A. The officers of the CCMHB shall be a President and a Vice-President/Secretary.
- B. Election of the officers shall take place at the January meeting of the CCMHB.
- C. Officers shall be elected for one year, beginning February 1. No member shall hold the same office for more than two (2) consecutive years, except that officers may remain in their then current positions until their successors can be chosen.
- D. Duties of Officers:
  1. President:

Subject to the control and direction of the CCMHB. The President shall maintain a current general overview of the affairs and business of the CCMHB. The President shall have the privilege of voting in all actions by the CCMHB.
  2. Vice-President / Secretary:

The Vice-President / Secretary shall act in place of the President in the latter's absence. ~~The Vice President / Secretary shall attest to the accuracy of the minutes of the CCMHB meetings.~~
  3. The President shall have the authority to sign all legal documents and expenditure authorizations approved by the CCMHB.

#### ~~V. STANDING COMMITTEES:~~

- ~~1. The CCMHB shall meet as a Committee of the Whole at such time and location as the CCMHB shall designate.~~
- ~~2. The Committee of the Whole shall be responsible for bringing relevant matters to the attention of the CCMHB for discussion and action. Such areas of discussion may include, but not be limited to: Allocation, Finance, Membership, Personnel, Policy, Planning, or Evaluation (See Addendum A).~~
- ~~3. The President may make, with the advice and consent of the CCMHB, temporary appointments of interested citizens to assist the Committee in fulfilling designated responsibilities or to perform certain functions or tasks.~~
- ~~4. The President may make, with the advice and consent of the CCMHB, temporary appointments of other CCMHB members and interested citizens to assist a~~

~~Committee in fulfilling designated responsibilities or to perform functions or tasks not the responsibility of any particular Chairperson.~~

**VI. STAFF:**

The CCMHB shall employ an Executive Director who, subject to the control and direction of the Board, shall have general charge, oversight and directions of the affairs and business of the CCMHB and shall be its responsible managing head. The Executive Director shall have the responsibility for the employment and discharge of staff pursuant to the provisions of the CCMHB Personnel Policies. The Executive Director shall have the authority to sign on behalf of the CCMHB all necessary papers pursuant to CCMHB action and shall have the authority with the endorsement of the President to make contracts and expenditures within the approved program and budget. The Executive Director or delegate shall attend all meetings of CCMHB. The Executive Director shall also be liaison between the CCMHB, staff, and affiliated agencies and implement policies regarding communications between them.

**VII. FISCAL AND GRANT YEARS:**

- A. The fiscal year of the CCMHB shall be the same as that of the County of Champaign, i.e., ~~December 1 through November 30.~~ *January 1 through December 31.*
- B. CCMHB ~~grants contracts~~ *grants contracts* for mental health, *intellectual and developmental disabilities, and substance abuse use disorder services* shall be allocated on the same fiscal year as the State of Illinois, i.e., July 1 through June 30.

**VIII. RULES OF ORDER:**

Roberts' Rules of Order shall be followed in deliberations of the Board unless otherwise precluded by these By-laws.

**IX. CHANGE OF BY-LAWS:**

Any or all of these By-laws may be altered, amended or repealed by a majority vote of the Board at any regular or special meeting, provided that written notice of the proposed action is given in the call to the meeting and that a quorum is present.

## **~~Addendum ALLOCATION:~~**

~~The following areas of responsibilities relate to the Allocations aspect of the CCMHB. Members of the Committee of the Whole are to become knowledgeable about the functions of the CCMHB pertaining to the allocation of funds to community mental health, developmental disabilities and substance abuse service programs and facilities. Committee members are responsible for bringing allocation issues to the attention of the CCMHB for discussion and action.~~

- ~~1. Development of annual grant allocations for community mental health, developmental disabilities and substance abuse service programs for the grant year beginning July 1 of each year.~~
- ~~2. Development of grant allocations for capital needs of CCMHB funded agencies, in such years in which capital grant expenses are included in the CCMHB budget.~~
- ~~3. Monitoring of the performance of CCMHB funded service programs and facilities.~~
- ~~4. Other related responsibilities as assigned by the President.~~

## **FINANCE:**

~~The following areas of responsibilities relate to the Finance aspect of the CCMHB. Members of the Committee of the Whole are to become knowledgeable to the functions of the CCMHB pertaining to its internal financial operations. Committee members are responsible for bringing finance issues to the attention of the CCMHB for discussion and action.~~

- ~~1. Preparation of an annual county budget detailing projected expenditures and required revenue, including the annual mental health tax levy, to sustain the CCMHB office and a program of mental health, developmental disabilities and substance abuse services and facilities.~~
- ~~2. Negotiation of the CCMHB annual county budget and tax levy with the Champaign County Board.~~
- ~~3. Control of current financial operations within the limit of the total approved budget.~~
- ~~4. Development and periodic review of a financial reporting system that informs the CCMHB about the status of internal financial operations.~~
- ~~5. Other related responsibilities as assigned by the President.~~

## **MEMBERSHIP:**

~~The following areas of responsibility relate to the Membership aspect of the CCMHB. Members of the Committee of the Whole are to become knowledgeable to the function of the CCMHB pertaining to the recruitment and orientation of CCMHB members and officers. Committee~~

~~members are responsible for bringing membership issues to the attention of the CCMHB for discussion and action.~~

- ~~1. Periodic review of the composition of the CCMHB having in mind optimum breadth of talents, skills and capacity, representation of the geographic areas of Champaign County and compliance with the provisions of the Community Mental Health Act and of CCMHB By-Laws.~~
- ~~2. Recruitment and selection of persons to be recommended by the CCMHB for appointment/reappointment to the CCMHB.~~
- ~~3. Orientation of all new members to the purpose, function and structure of the CCMHB.~~
- ~~4. Development, annually, of a list of nominees to the offices of President and Vice President/Secretary of the CCMHB.~~
- ~~5. Other related responsibilities as assigned by the President.~~

#### **PERSONNEL:**

~~The following areas of responsibilities relate to the Personnel aspect of the CCMHB. Members of the Committee of the Whole are to become knowledgeable to the function of the CCMHB pertaining to personnel administration and staffing. Committee members are responsible for bringing personnel issues to the attention of the CCMHB for discussion and action.~~

- ~~1. Development and annual review of a Personnel Policy and Procedure Manual for CCMHB.~~
- ~~2. Development and periodic review of employee job classifications and related salary plans for all CCMHB staff positions.~~
- ~~3. Recruitment and recommendation for hiring of the Executive Director.~~
- ~~4. Conduct an annual performance evaluation of the Executive Director. The annual evaluation shall be completed by a subcommittee comprised of the current CCMHB President, Vice-President and the Immediate Past President. In the event any of these persons are unavailable, the President shall appoint other CCMHB members to fill vacancies on this subcommittee. A six-month performance evaluation will be completed during the first year of employment using the same process as the annual evaluation.~~
- ~~5. Periodic review and renegotiation of the Executive Director's contract.~~
- ~~6. Development, within budget amount and guidelines, of annual salary adjustments for all CCMHB staff.~~
- ~~7. Other related responsibilities as assigned by the President.~~

## **PLANNING:**

~~The following area of responsibility relates to the Planning aspect of the CCMHB. Members of the Committee of the Whole are to become knowledgeable to the function of the CCMHB pertaining to short and long range planning. Committee members are responsible for bringing planning issues to the attention of the CCMHB for discussion and action.~~

- ~~1. Development and annual review of a CCMHB Mission Statement, the function of which is to define the purposes, principles and values under which the CCMHB operates.~~
- ~~2. Development and annual update of a plan of Three Year goals and annual objectives to guide CCMHB planning and resource allocation activities.~~
- ~~3. Evaluation of the performance of publicly supported mental health, developmental disabilities and substance abuse services in relation to the accomplishment of CCMHB goals and objectives.~~
- ~~4. Review of the CCMHB Annual Report.~~
- ~~5. Other related responsibilities as assigned by the President.~~

## **POLICY:**

~~The following area of responsibility relates to the Policy aspect of the CCMHB. Members of the Committee of the Whole are to become knowledgeable to the function of the CCMHB pertaining to policy information. Committee members are responsible for bringing policy issues to the attention of the CCMHB for discussion and action.~~

- ~~1. Development and periodic review of CCMHB policies related to Board composition, structure and function, planning, funding, grants monitoring and other matters requiring CCMHB action.~~
- ~~2. Periodic review of CCMHB By-Laws.~~
- ~~3. Provision of policy guidance for all other CCMHB functions.~~
- ~~4. Other related responsibilities as assigned by the President.~~

## **EVALUATION:**

~~The following area of responsibility relates to the Evaluation aspect of CCMHB. Members of the Committee of the Whole are to become knowledgeable to the function of the CCMHB~~

~~pertaining to evaluation of funded agencies and programs. Committee members are responsible for bringing evaluation issues to the attention of the CCMHB for discussion and action.~~

- ~~1. Review of the service performance of funded programs.~~
- ~~2. Identification of emerging service needs and problems based on information gathered through program monitoring and evaluation.~~
- ~~3. Review of CCMHB requirements for funded agencies and the compliance of funded agencies with those requirements.~~
- ~~4. Determination of the need for and review of special evaluation studies which provide information to the CCMHB on program or system performance and/or requirements.~~
- ~~5. Review of evaluation activities related to grants received by the CCMHB from other funders.~~
- ~~6. Other related responsibilities as assigned by the President.~~

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CCMHB AGENCY PROGRAM FY2017 APPLICATION LIST					
Agency	Program	FY 2017 Award	FY 2017 Funder	FY 2018 Request	Notes
CCMHB/CCDDB CILA Expansion	CILA Expansion	\$50,000	MHB	\$50,000	
	CILA Expansion	\$50,000	DDB	\$50,000	
CTF Illinois	Advocacy Center	\$75,000	DDB	\$77,008	I/DD application - DDB/MHB
	Nursing	\$6,000	DDB	\$6,000	I/DD application - DDB/MHB
CU Able, NFP Inc.			New FY18	\$13,802	I/DD application - DDB/MHB
Champaign County Children's Advocacy Center	Children's Advocacy	\$37,080	MHB	\$37,080	
Champaign County Down Syndrome Network	Champaign County Down Syndrome Network	\$15,000	DDB	\$15,000	I/DD application - DDB/MHB
CCRPC - Community Services	Decision Support for Persons with DD	\$48,622	DDB	\$86,460	I/DD application - DDB/MHB
	Justice System Diversion Services		New FY18	\$62,755	
	Youth Assessment Center	\$26,000	MHB	\$76,350	
CCRPC - Head Start	Social-Emotional Disabilities Services	\$55,645	MHB	\$55,645	I/DD application - DDB/MHB
Champaign Urbana Area Project	CU Neighborhood Champions	\$19,189	MHB	\$95,538	
	TRUCE	\$75,000	MHB	\$167,295	
Community Choices	Community Living	\$63,000	DDB	\$66,000	I/DD application - DDB/MHB
	Customized Employment	\$70,000	MHB	\$115,000	I/DD application - DDB/MHB
	Self-Determination Support	\$70,000	MHB	\$115,000	I/DD application - DDB/MHB
Community Foundation - DREAAM House	DREAAM House		New FY18	\$80,000	
Community Svc Center of Northern Champaign Co.	Resource Connection	\$65,290	MHB	\$66,596	
Courage Connection	Courage Connection	\$66,948	MHB	\$66,948	
Crisis Nursery	Beyond Blue-Champaign County	\$70,000	MHB	\$75,000	
Cunningham Childrens Home	The Resiliency Project		New FY18	\$99,946	
Developmental Services Center	Apartment Services	417,341	DDB	\$429,865	I/DD application - DDB/MHB
	Clinical Services	178,986	DDB	\$178,986	I/DD application - DDB/MHB
	Community Employment	229,484	DDB	\$361,370	I/DD application - DDB/MHB
	Connections	\$87,550	DDB	\$90,000	I/DD application - DDB/MHB
	Employment First	80,000	DDB	\$82,400	I/DD application - DDB/MHB
	Family Development Center	\$562,280	DDB	\$579,150	I/DD application - DDB/MHB
	Individual and Family Support	387,428	MHB	\$399,055	I/DD application - DDB/MHB
	Integrated/Site-Based Srvs-Community 1st	905,441	DDB	\$807,605	I/DD application - DDB/MHB
	Service Coordination	\$410,838	DDB	\$423,165	I/DD application - DDB/MHB
Don Moyer Boys and Girls Club (DMBGC)	C-U CHANGE	100,000	MHB	\$100,000	
	Champaign Community Coalition Summer Initiatives	107,000	MHB	\$107,000	
	Youth and Family Services	160,000	MHB	\$160,000	
East Central IL Refugee Mutual Assistance Center	Family Support & Strengthening	\$19,000	MHB	\$25,000	
Family Service of Champaign County	Counseling	\$20,000	MHB	\$25,000	
	Self-Help Center	\$28,928	MHB	\$28,428	
	Senior Counseling & Advocacy	\$142,337	MHB	\$142,337	

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H.O.

CCMHB AGENCY PROGRAM FY2016 APPLICATION LIST (page 2)					
Agency	Program	FY 2017 Award	FY 2017 Funder	FY 2018 Request	Notes
FirstFollowers	Peer Mentoring for Re-entry	\$29,764	MHB	\$59,432	
GROW in Illinois	Peer-Support		New FY18	\$51,735	
Illinois Assn. of Microboards & Cooperatives	IAMC Building Inclusive Communities	\$64,278	DDB	\$65,700	I/DD application - DDB/MHB
Mahomet Area Youth Club	Bulldogs Learning and Succeeding Together	\$15,000	MHB	\$15,000	
	MAYC Members Matter!	\$12,000	MHB	\$12,000	
PACE, Inc.	Opportunities for Independence	\$40,546	DDB	\$40,546	I/DD application - DDB/MHB
Prairie Center Health Systems	Criminal Justice Substance Use Treatment	\$10,300	MHB	\$10,600	
	Fresh Start	\$75,000	MHB	\$77,000	
	Parenting with Love & Limits (Extended Care)	\$300,660	MHB	\$301,300	
	Prevention	\$58,247	MHB	\$65,750	
	Specialty Courts	\$199,050	MHB	\$203,000	
	Youth Services	\$108,150	MHB	\$108,150	
Promise Healthcare	Mental Health Services with Promise	\$222,000	MHB	\$222,000	
	Promise Healthcare Wellness & Justice	\$58,000	MHB	\$58,000	
RCCSEC	DisABILITY Expo		New FY18	\$66,781	I/DD application - DDB/MHB
Rape Advocacy, Counseling & Education Services	Counseling & Crisis Services	\$18,600	MHB	\$18,600	
Roscrance CU	Anti-Stigma Education & Recovery Partn		New FY18	\$62,351	
	Coordination of Services: DD/MI	\$32,903	DDB	\$34,126	I/DD application - DDB/MHB
	Co-Responder Team (CRT)		New FY18	\$219,187	
	Criminal Justice	\$284,080	MHB	\$300,265	
	Crisis, Access, & Benefits	\$255,440	MHB	\$274,888	
	Early Childhood MH and Development	\$75,000	MHB		
	Parenting w/ Love & Limits (Front End)	\$282,663	MHB	\$303,806	
	Substance Use Services Prgm		New FY18	\$109,549	
	TIMES Center (Screening MI/SA)	\$70,000	MHB		
	Transition Housing CJ		New FY18	\$14,000	
TAP In Leadership Academy	The Kickback Lounge	\$35,000	MHB		
The Autism Society of Illinois: C-U Autism Network	C-U Autism Network	\$12,000	DDB		I/DD application - DDB/MHB
The UP Center of Champaign County	Children, Youth, & Families Program	\$19,000	MHB	\$19,000	
United Cerebral Palsy Land of Lincoln	Vocational Services	\$86,475	DDB	\$34,590	I/DD application - DDB/MHB
	Vocational Training and Support		New FY18	\$51,885	
Urbana Neighborhood Connections	Community Study Center	\$12,000	MHB	\$19,500	
<b>Combined CCMHB &amp; CCDDDB Total</b>		<b>\$7,075,543</b>		<b>\$8,235,525</b>	
				<b>3,992,271</b>	<b>FY18 MH/SA Total Requested</b>
<b>FY17 CCMHB Total Awards</b>		<b>3,709,799</b>			
				<b>4,243,254</b>	<b>FY18 ID/DD Total Requested</b>
<b>FY17 CCDDDB Total Awards</b>		<b>3,365,744</b>			
<i>Total CCMHB FY17 MH/SA Awards</i>		<i>3,076,726</i>			
<i>Total CCMHB FY17 I/DD Awards</i>		<i>633,073</i>			

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14.E.

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

DECISION MEMORANDUM

DATE: February 22, 2017
TO: Members, Champaign County Mental Health Board (CCMHB)
FROM: Mark Driscoll, Associate Director
SUBJECT: DoJ JMHCP Match

Recommended Action: The Champaign County Mental Health Board commit to allocating up to but not exceed \$75,000 over a two year period for use as matching funds as part of a grant application to the Department of Justice-Bureau of Justice Assistance "Justice and Mental Health Collaboration Program (JMHCP)."

Background: In 2015, Champaign County was awarded a JMHCP planning grant that focused on the Champaign County adult criminal justice system, particularly early intervention and jail diversion for adults with mental illness and/or co-occurring disorders.

Summary of the JMHCP RFP prepared by Celeste Blodgett, Criminal Justice Liaison, Rosecrance CU and distributed at the February meeting of Crisis Response Planning Committee is attached.

Fiscal/Budget Impact: Obligates a maximum of \$75,000 (\$37,500 per year) in matching funds to leverage \$300,000 (\$150,000 per year) in federal funds.

Decision Section: Motion: Move to approve the allocation of up to but not exceed \$75,000 over a two year period as the 20% matching funds required for the Champaign County JMHCP Implementation and Expansion grant application to the Department of Justice, with release of CCMHB funds contingent upon award of the JMHCP grant.

- Approved
Denied
Modified
Additional Information Needed

**JMHCP Implementation Grant 2017  
SUMMARY**

<b>Type:</b>	Category 3 – Implementation and Expansion
<b>Funding:</b>	8 awards of up to \$300,000 each, 20% match required (cash or in-kind) (Grantees will receive intensive technical assistance, and will be allowed to access up to <b>\$100,000</b> to complete and submit a required <b>Planning and Implementation Guide</b> )
<b>Project Period:</b>	24 months
<b>Due Date:</b>	April 4, 2017
<b>Award Notification:</b>	By September 30, 2017

Category 3 grants can be used to implement an already initiated plan or expand upon a well-established collaboration plan between justice and mental health partners, and can support LE Response Programs; Court-Based Initiatives, Pre-trial Services, Diversion/Alternative Prosecution and Sentencing Programs; Treatment Accountability Services; Specialized Training; Corrections/Community Corrections Initiatives; Transitional & Reentry Services; Treatment & Non-treatment Recovery Support Services (including case management, housing placement and supportive housing, job training and placement, education, primary and mental health care and family supportive services).

**Target Population Requirements**

Grant funds must be used to support a target population that includes adults or juveniles who: **have been diagnosed with MI/COD, and have faced, are facing, or could face criminal charges for a misdemeanor or felony that is a nonviolent offense.** \*JMHCP funds are for use with a population with MHD only or COD. Applicants must:

1. Justify the reason(s) for selecting the target population
2. Provide data on the needs of this target population to support the selection
3. Specify the total number of individuals the project expects to serve during the grant period
4. Provide evidence demonstrating the figure is achievable

**Priority Considerations**

1. Program Evaluation
2. Provision of Services for Justice-Involved Females
3. Information Sharing between CJ Agencies and Community BH Service Providers
4. Trauma-Informed Care
5. COD

**JMHCP Implementation Grant 2017  
SUMMARY**

**Allowable Uses for Implementation and Expansion of Category 3 include any one or a combination of the following:**

**Training for CJ, MH, SUD treatment personnel:**

1. Training for LE personnel in procedures to identify and respond appropriately to incidents involving needs of persons with MH/COD (such as CIT training)
2. Cross-system training programs for LE, Corrections staff, Courts Personnel, Community Supervision Personnel, Community-based MH/SUD treatment personnel (training areas may include criminogenic risk and needs, case management, trauma-informed care, crisis responses, integrated treatment and supervision strategies, improving access to treatment and supportive services)
3. Training for judges and attorneys on recognizing indications of mental health need, screening/assessment and dispositional options, to create linkages to community-based care and supervision, collateral consequences of justice involvement for people with mental illnesses (e.g., breaks in care, and suspension/loss of benefits)

**Enhance Access to Community-Based Healthcare Service and Coverage**

1. Strengthening partnerships among CJ, health, BH partners (e.g., corrections, Medicaid offices, local healthcare providers, navigators at health insurance marketplaces, local Federally Qualified Health Centers, and public health departments) to better identify and enroll people in coverage
2. Developing a process to determine status of coverage, identify eligible people who are not enrolled, institutionalize the enrollment of eligible individuals, improve access to other related benefit programs such as Social Security (OASDI and SSI/SSDI) and VA Benefits
3. Developing information systems across CJ and BH health treatment agencies
4. Incorporating health literacy into pre-release planning
5. Providing guidance on the applicability of the 'individual mandate' (requires individuals to secure health coverage or be subject to a federal tax) for the CJ population
6. Identifying options and exclusions under Medicaid and private coverage related to court-mandated treatment
7. Collaborating with Medicaid agencies

**Law Enforcement Responses** – including implementing/expanding police-mental health law enforcement strategies, tailored to the needs of people with mental disorders (any one or a combination of the following):

1. Developing specialized receiving or diversion centers for individuals in custody of LE, to assess for suicide risk and MH/COD treatment needs, and refer/provide evaluation or treatment services

**JMHCP Implementation Grant 2017  
SUMMARY**

2. Developing computerized information systems for timely information to LE and other CJ personnel to improve responses to people with MH/COD
3. Developing or expanding co-responder programs or CIT Teams
4. Conducting local evaluation of an existing specialized response program

**Note:** Any LE Response application must begin with a systematic analysis of available data on LE calls for service and dispositions, as well as MH crisis response activities. And, grantees must demonstrate readiness through a written improvement plan, indicating 1) the commitment of leadership, 2) collaboration with BH agencies, 3) written policies and procedures, 4) training curricula and practices, 5) staffing performance evaluations, 6) use of data for performance outcome measurement

**Diversion and Alternative Sentencing**

Develop collaborative responses to identify individuals with MH/COD as close to the time of initial detention as possible; maximizing diversion opportunities through pre-trial and court-based programs, and coordinating linkages to treatment. Response may include, but are not limited to a combination of the following:

1. Developing mental health courts or specialized court-based programs
2. Developing systematic screening, assessment, and information sharing processes at early court processing stages to identify individuals, inform decision-making, prioritize limited resources, and identify needed capacity
3. Developing or enhancing diversion opportunities such as:
  - a. Pretrial release with specialized supervision and treatment
  - b. Alternative prosecution and sentencing options

**Correctional Facility Grants**

Improve the capacity of a jail to:

1. Identify and screen for eligible inmates
2. Plan and provide periodic assessments of the clinical, medical and social needs of inmates
3. Enhance post-release transition plans for eligible inmates (coordinate health, housing, medical, employment, and other services/benefits)
4. Enhance the availability of MH care services and SUD treatment services
5. Develop alternatives to solitary confinement
6. Train correctional facility employees to identify and appropriately respond to inmates with MH/COD

**JMHCP Implementation Grant 2017  
SUMMARY**

**Community Supervision Strategies**

Focus on probation and other community supervision to cultivate new relationships with community MH/SUD treatment providers, to ensure supervisees are receiving MH services, and prioritize caseloads with focus on MH for those with MH needs and higher risk of reoffending

**Note:** For any application incorporating Community Supervision strategies into their program design, a criminogenic RNR must be completed for all program participants, and access to healthcare services and coverage must be prioritized.

**Case Management Services**

Focus on MH and other treatment providers to tailor EBPs to address the needs of people with MH/COD. May coordinate with LE, court, corrections agency as part of a larger initiative. Direct services include MH treatment, COD treatment, interventions to address criminogenic needs (such as MRT), and other supports such as housing, supported employment, supported education programs appropriate for those with MI.

**Note:** For any case management applicant the following expectations must be met:

1. Case plan and treatment referrals must be informed by criminogenic risk/need, MH, and SUD screening and assessment tools
2. The lead agency providing case management must execute an MOU to ensure the service provider delivers evidence-based treatment models, tailored to meet the assessed MH, SUD and criminogenic needs of the target population
3. Community-based treatment providers or other agencies providing or coordinating the delivery of services to the target population must have interagency guidelines (e.g., MOUs) with a corrections partner to access criminogenic risk/needs assessment information

**Additional Notes**

1. Program evaluation is essential, thus partnership with a local research organization is strongly encouraged to assist with data collection, performance measurement, and local evaluation
2. The use of validated screening and assessment tools is required (BJMHS is on the list)
3. Provision of interventions that address criminogenic need is crucial
4. Provision of MH treatment practices, appropriate for the target population, with a demonstrated evidence base is required (ACT, IMR, Integrated BH Services, SE, Psychopharmacology, FACT, and CBT are all listed)
5. Housing, Supported Employment and Support Education are all encouraged

15.A

**DRAFT**

**January to June 2017 Meeting Schedule with Subject and Allocation Timeline\***

The schedule provides the upcoming dates and subject matter of board meetings through June 2017 for the Champaign County Mental Health Board. The subjects are not exclusive to any given meeting as other matters requiring Board review or action may also be addressed or may replace the subject listed.

Study sessions may be scheduled throughout the year with potential dates listed. Study session topics will be based on issues raised at board meetings, brought to the CCMHB by staff, or in conjunction with the Champaign County Developmental Disabilities Board.

Included with the meeting dates is a tentative schedule for the CCMHB allocation process for Contract Year 2018 (July 1, 2017 – June 30, 2018).

<u>Timeline</u>	<u>Tasks</u>
1/4/17	CCMHB/CCDDB Online System opens for CCMHB CY 2018 application cycle.
1/18/17	<b>Regular Board Meeting</b> Election of Officers
1/25/17	<b>Study Session</b> – Application Review/Program Summary
2/10/17	Online System Application deadline – System suspends access to CY18 applications at 4:30 p.m. (CCMHB close of business).
2/22/17	<b>Regular Board Meeting</b> Liaison Assignments List of Funding Requests
3/8/17	(Optional Study Session)
3/22/17	<b>Regular Board Meeting</b> Approve FY 2016 Annual Report Discussion of Applications for Funding
3/29/17	<b>Study Session</b> Discussion of Applications for Funding
4/19/17	Program summaries released to Board and copies posted online with the CCMHB April 26, 2017 Board meeting agenda.
<del>4/19/17</del>	<del>Regular Board Meeting</del> CANCELLED

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- 4/26/17                    **Regular Board Meeting**  
Program Summaries Review and Discussion
- 5/10/17                    The earliest date allocation decision recommendations are released  
to Board and copies posted online. The respective meeting agenda  
will list allocation decisions as an action item.
- 5/17/17                    **Study Session**  
Allocation Discussion
- 5/24/17                    **Regular Board Meeting**  
Allocation Decisions
- 5/31/17                    **Regular Board Meeting**  
Allocation Decisions  
Authorize Contracts for CY 2018
- 6/21/17                    **Regular Board Meeting**  
Approve FY 2018 Draft Budget
- 6/28/17                    (Optional Study Session)
- 6/30/17                    Contracts completed.

*\*This schedule is subject to change due to unforeseen circumstances. Please call the CCMHB-CCDDB office to confirm all meetings and allocation process deadlines.*

15.B

**Agency and Program acronyms**

BLAST – Bulldogs Learning and Succeeding Together. A Mahomet Area Youth Club program.

CAC - Children's Advocacy Center

CC – Community Choices

CCDDB – Champaign County Developmental Disabilities Board

CCHS – Champaign County Head Start, a program of the Regional Planning Commission

CCMHB – Champaign County Mental Health Board

CCRPC – Champaign County Regional Planning Commission

CDS – Court Diversion Services, a program of the Regional Planning Commission.

CN - Crisis Nursery

CSCNCC - Community Service Center of Northern Champaign County, may also appear as CSC

Courage Connection – agency previously known as The Center for Women in Transition

DMBGC - Don Moyer Boys & Girls Club

DSC - Developmental Services Center

ECIRMAC – East Central Illinois Refugee Mutual Assistance Center

ECMHD - Early Childhood Mental Health and Development, a program of Rosecrance Champaign/Urbana

FDC – Family Development Center

FS - Family Service of Champaign County

FN - Frances Nelson previously known as Frances Nelson Health Center Health Center. Healthcare facility operated by Promise Healthcare

GAP – Girls Advocacy Program, a program component of the Psychological Service Center.

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MAYC - Mahomet Area Youth Club

MRT – Moral Reconciliation Therapy, a systematic treatment strategy that seeks to decrease recidivism among juvenile and adult criminal offenders by increasing moral reasoning.

PEARLS - Program to Encourage Active Rewarding Lives

PCHS - Prairie Center Health Systems

PHC – Promise Healthcare

PSC - Psychological Services Center (University of Illinois)

RAC or ECIRMAC – East Central Illinois Refugee Mutual Assistance Center

RACES – Rape Advocacy, Counseling, and Education Services

RCU – Rosecrance Champaign/Urbana

RPC – Champaign County Regional Planning Commission

TIMES Center – Transitional Initiative Men’s Emergency Shelter Center, a program of Rosecrance Champaign/Urbana

UCP – United Cerebral Palsy

UNCC – Urbana Neighborhood Community Connections Center

UP Center – Uniting in Pride Center

UW – United Way of Champaign County

YAC – Youth Assessment Center. Screening and Assessment Center developed by the Champaign County Regional Planning Commission-Social Services Division with Quarter Cent funding.

## Glossary of Other Terms and Acronyms

211 – Similar to 411 or 911. Provides telephone access to information and referral services.

ABA – Applied Behavioral Analysis. An intensive behavioral intervention targeted to autistic children and youth and others with associated behaviors.

ACA – Affordable Care Act

ACMHAI – Association of Community Mental Health Authorities of Illinois

APN – Advance Practice Nurse

ASAM – American Society of Addiction Medicine. May be referred to in regards to assessment and criteria for patient placement in level of treatment/care.

ASD – Autism Spectrum Disorder

ASQ – Ages and Stages Questionnaire. Screening tool used to evaluate a child's developmental and social emotional growth.

ATOD – Alcohol, Tobacco and Other Drugs

CADC – Certified Alcohol and Drugs Counselor, substance abuse professional providing clinical services that has met the certification requirements of the Illinois Alcoholism and Other Drug Abuse Professional Certification Association.

CANS – Child and Adolescent Needs and Strengths. The CANS is a multi-purpose tool developed to support decision making, including level of care, service planning, and monitoring of outcomes of services.

CBCL – Child Behavior Checklist.

CC – Champaign County

CCBoH – Champaign County Board of Health

C-GAF – Children's Global Assessment of Functioning

CILA – Community Integrated Living Arrangement

CLC – Cultural and Linguistic Competence

CQL – Council on Equality and Leadership

CSEs - Community Service Events. Is a category of service measurement on the Part II utilization form and the actual activity to be performed should also be described in the Part I Program Performance Measures-Utilization section of the application/program plan. It relates to the number of public events (including mass media and articles), consultations with community groups and/or caregivers, classroom presentations, and small group workshops to promote a program or educate the community. Activity (meetings) directly related to planning such events may also be counted here. Actual direct service to clientele is counted elsewhere.

CSPI – Childhood Severity of Psychiatric Illness. A mental health assessment instrument.

CY – Contract Year, runs from July to following June. For example CY08 is July 1, 2007 to June 30, 2008. (Also may be referred to as Program Year – PY). Most contract agency Fiscal Years are also from July 1 to June 30 and may be interpreted as such when referenced in a Program Summary e.g. FY07

CYFS – Center for Youth and Family Solutions (formerly Catholic Charities)

DASA – Division of Alcoholism and Substance Abuse in the Illinois Department of Human Services.

DCFS – Illinois Department of Children and Family Services.

Detox – abbreviated reference to detoxification. It is a general reference to drug and alcohol detoxification program or services, e.g. Detox Program.

DD – Developmental Disability

DFI – Donated Funds Initiative, source of matching funds for some CCMHB funded contracts. The Illinois Department of Human Services administers the DFI Program funded with federal Title XX Social Services Block Grant. The DFI is a “match” program meaning community based agencies must match the DFI funding with locally generated funds. The required local match is 25 percent of the total DFI award.

DHFS – Illinois Department of Healthcare and Family Services. Previously known as IDPA (Illinois Department of Public Aid)

DHS – Illinois Department of Human Services

DMHARS – Division of Mental Health and Addiction Recovery Services. This is the new division at the Department of Human Services that brings together the Division of Alcohol and Substance Abuse and the Division of Mental Health.

DSM – Diagnostic Statistical Manual.

DSP – Direct Support Professional

DT – Developmental Training

EI – Early Intervention

EPDS – Edinburgh Postnatal Depression Scale – Screening tool used to identify mothers with newborn children who may be at risk for prenatal depression.

EPSDT – Early Periodic Screening Diagnosis and Treatment. Intended to provide comprehensive and preventative health care services for children under age 21 who are enrolled in Medicaid.

ER – Emergency Room

FACES – Family Adaptability and Cohesion Evaluation Scale.

FFS – Fee For Service. Type of contract that uses performance based billings as the method of payment.

FOIA – Freedom of Information Act.

FQHC – Federally Qualified Health Center

FTE – Full Time Equivalent is the aggregated number of employees supported by the program. Can include employees providing direct services (Direct FTE) to clients and indirect employees such as supervisors or management (Indirect FTE).

FY – Fiscal Year, for the county runs from December to following November. Changing in 2015 to January through December.

GAF – Global Assessment of Functioning. A subjective rating scale used by clinicians to rate a client's level of social, occupational and psychological functioning. The scale included in the DSM-IV has been replaced in the DSM-V by another instrument.

GAIN-Q - Global Appraisal of Individual Needs-Quick. Is the most basic form of the assessment tool taking about 30 minutes to complete and consists of nine items that identify and estimate the severity of problems of the youth or adult.

GAIN Short Screen - Global Appraisal of Individual Needs, is made up of 20 items (four five-item subscales). The GAIN-SS subscales identify: internalizing disorders, externalizing disorders, substance use disorders, crime/violence.

HRSA – Health Resources and Services Administration. The agency is housed within the federal Department of Health and Human Resources and has responsibility for Federally Qualified Health Centers.

ICADV – Illinois Coalition Against Domestic Violence

ICASA – Illinois Coalition Against Sexual Assault

ICDVP - Illinois Certified Domestic Violence Professional

ICFDD – Intermediate Care Facility for the Developmentally Disabled

ICJA - Illinois Criminal Justice Authority

ID – Intellectual Disability

IDOC – Illinois Department of Corrections

I&R – Information and Referral

ISC – Independent Service Coordination

ISP – Individual Service Plan

ISSA – Independent Service & Support Advocacy

JDC – Juvenile Detention Center

JJ – Juvenile Justice

JJPD – Juvenile Justice Post Detention

LCPC – Licensed Clinical Professional Counselor

LCSW – Licensed Clinical Social Worker

LGTBQ – Lesbian, Gay, Bi-Sexual, Transgender, Queer

LPC – Licensed Professional Counselor

MAYSI – Massachusetts Youth Screening Instrument. All youth entering the JDC are screened with this tool.

MH – Mental Health.

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MHP - Mental Health Professional. Rule 132 term. Typically refers to a bachelors level staff providing services under the supervision of a QMHP.

MIDD – A dual diagnosis of Mental Illness and Developmental Disability.

MISA – A dual diagnosis condition of Mental Illness and Substance Abuse

NTPC -- NON - Treatment Plan Clients – This is a new client engaged in a given quarter with case records but no treatment plan - includes: recipients of material assistance, non-responsive outreach cases, cases closed before a plan was written because the client did not want further service beyond first few contacts or cases assessed for another agency. It is a category of service measurement providing an actual number of those served in the prior program year and a projection for the coming program year on the Part II utilization form application/program plan and the actual activity to be performed should also be described in the Part I Program Performance Measures-Utilization section of the application. Similar to TPCs, they may be divided into two groups – Continuing NTPCs - clients without treatment plans served before the first day of July and actively receiving services within the first quarter of the new program year. The first quarter of the program year is the only quarter in which this data is reported. Essentially it is a case carried from one program year into the next. The other is New TPCs that is the number of new clients in a given quarter of the program year.

NREPP – National Registry of Evidence-based Programs and Practices maintained by Substance Abuse Mental Health Services Administration (SAMHSA)

OMA – Open Meetings Act.

PAS – Pre-Admission Screening

PCI – Parent Child Interaction groups.

PCP – Person Centered Planning

PLAY – Play and Language for Autistic Youngsters. PLAY is an early intervention approach that teaches parents ways to interact with their child who has autism that promotes developmental progress.

PLL – Parenting with Love and Limits. Evidenced based program providing group and family therapy targeting youth/families involved in juvenile justice system.

PTSD – Post-Traumatic Stress Disorder

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PUNS – Prioritization of Urgency of Need for Services. PUNS is a database implemented by the Illinois Department of Human Services to assist with planning and prioritization of services for individuals with disabilities based on level of need. An individuals' classification of need may be emergency, critical or planning.

PY – Program Year, runs from July to following June. For example PY08 is July 1, 2007 to June 30, 2008. (Also may be referred to as Contract Year – CY and is often the Agency Fiscal Year)

QCPS – Quarter Cent for Public Safety. The funding source for the Juvenile Justice Post Detention program applications. May also be referred to as Quarter Cent.

QIDP – Qualified Intellectual Disabilities Professional

QMHP – Qualified Mental Health Professional. Rule 132 term, that simply stated refers to a Master's level clinician with field experience that has been licensed.

SA – Substance Abuse

SAMHSA – Substance Abuse and Mental Health Services Administration, a division of the federal Department of Health and Human Services

SASS – Screening Assessment and Support Services is a state program that provides crisis intervention for children and youth on Medicaid or uninsured.

SBIRT – Screening, Brief Intervention, Referral to Treatment. SAMHSA defines SBIRT as a comprehensive, integrated, public health approach to the delivery of early intervention and treatment services for persons with substance use disorders, as well as those who are at risk of developing these disorders.

SCs - Service Contacts/Screening Contacts. This is the number of phone and face-to-face contacts with consumers who may or may not have open cases in the program. It can include information and referral contacts or initial screenings/assessments or crisis services. May sometimes be referred to as a service encounter (SE). It is a category of service measurement providing a picture of the volume of activity in the prior program year and a projection for the coming program year on the Part II utilization form of the application/program plan and the actual activity to be performed should also be described in the Part I Program Performance Measures-Utilization section of the application.

Seeking Safety - a present-focused treatment for clients with a history of trauma and substance abuse.

SEL – Social Emotional Learning

SFI – Savannah Family Institute. Manages the Parenting with Love and Limits (PLL) model.

TALKS - TALKS Mentoring (Transferring A Little Knowledge Systematically)

TPCs - Treatment Plan Clients – This is the number of service recipients with case records and treatment plans. It is a category of service measurement providing an actual number of those served in the prior program year and a projection for the coming program year on the Part II utilization form of the application/program plan and the actual activity to be performed should also be described in the Part I Program Performance Measures-Utilization section of the application. Treatment Plan Clients may be divided into two groups – Continuing TPCs - clients with treatment plans written prior to the first day of July and actively receiving services within the first quarter of the new program year. The first quarter of the program year is the only quarter in which this data is reported. Essentially it is a case carried from one program year into the next. The other is New TPCs that is the number of new clients with treatment plans written in a given quarter of the program year.

WHODAS – World Health Organization Disability Assessment Schedule. It is a generic assessment instrument for health and disability and can be used across all diseases, including mental and addictive disorders. The instrument covers 6 domains: Cognition, Mobility; Self-care; Getting along; Life activities; and Participation. Replaces the Global Assessment of Functioning in the DSM-V.

WRAP – Wellness Recovery Action Plan, is a manualized group intervention for adults that guides participants through the process of identifying and understanding their personal wellness resources and then helps them develop an individualized plan to use these resources on a daily basis to manage their mental illness.



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# Two big gifts help Crisis Nursery reach \$1.9 million goal

Tue, 01/24/2017 - 7:00am | Debra Pressey (/author/debra-pressey)

URBANA — Champaign-Urbana's safe place for families in crisis will soon be able to shelter more kids at its expanded space, thanks to two more sizable donations.

The gifts helped complete Crisis Nursery's \$1.9 million capital campaign, which means money going for loan payments can be turned to hiring more staff needed to take care of more children, according to Angie Hatfield Marker, the facility's director of development and communications.

The Liautaud Family Foundation — established recently by Jimmy John's founder and Chairman Jimmy John Liautaud and his wife, Leslie — gave \$200,000, and an anonymous donor gave another \$100,000.

"Leslie and I have three beautiful children. Family is everything to us, so when I got the call about the Crisis Nursery's financial shortfall, Leslie and I said, 'We're in. Boom, the deal was done,'" Liautaud said.

Crisis Nursery's fundraising campaign was launched to put a 5,000-square-foot addition on its building at 1309 W. Hill St., U, to increase capacity from 12 to 18 children.

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The project included new indoor and outdoor play spaces. Move-in was this past April, with everything completed by July, Hatfield Marker said.

Areas of the indoor play space are being named by donors, with the name selected for the middle section — "Camp Jackpine" — selected by the Liautaud Family Foundation, she said.

Crisis Nursery Executive Director Stephanie Record said the Liautauds and the anonymous donor stepped in at critical time to help complete the payment on the expansion project.

"Their gift, along with other generous community donations, allows us to now direct our fundraising efforts toward hiring and training more staff to serve more children and families in our community," she said. "Our goal for the capital campaign and building expansion was to serve more children and reduce the incidence of turning families away."

Hatfield Marker said Crisis Nursery is still experiencing demand that requires turning away some children, but the nursery is able to serve 15 children at certain times with current staff and volunteers, and hopes to increase that number to 18 as quickly as possible.

"We will gradually be increasing staff over the next three years as funding becomes available," she said.

One remaining funding gap is part of a \$400,000 state grant promised for the expansion in 2009, for which Crisis Nursery received just \$115,000, Marker said. The agency remains hopeful it will receive the rest of the money when the state passes a budget, she said.

Crisis Nursery is available to provide care to young children of families experiencing a crisis or emergency when other resources aren't available.

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It also has a Strong Families program for families dealing with such issues as parental stress, perinatal depression, homelessness and teen parenting.

## More Local



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# Ebertfest panels moving closer to Virginia Theater

Wed, 01/25/2017 - 7:00am | Melissa Merli (/author/melissa-merli)

URBANA — Over the years, organizers haven't revised the format of Roger Ebert's Film Festival, figuring why mess with a good thing.

But there are two changes this year, one logistical and the other with the pricing of festival passes.

Logistics first: Over the past 18 years, the event's academic panel discussions took place at the Illini Union on the University of Illinois campus. At the 19th annual Ebertfest, set for April 19-23, the panels will instead convene at the Hyatt Place Hotel, just a block or so from festival headquarters, the downtown Virginia Theatre.

"Parking has always been a problem at the Union," festival assistant director Casey Ludwig told members of the Urbana Rotary, meeting Tuesday at Clark-Lindsey Retirement Village in Urbana. "There's lots more parking at the Hyatt."

Also, the festival guests this year will be staying at the hotel.

"Due to the (Christie Clinic Illinois) Marathon, it's easier to get them to the academic panels when all they have to do is walk down the stairs," Ludwig said.

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The Illinois Marathon weekend is April 20-22. The runners move en masse through downtown Champaign and other areas, resulting in traffic snafus.

Also new this year: Four festival passes may be bought together for \$515, a 15 percent discount. One pass is \$150.

Tickets to individual screenings are \$15 each for adults and \$13 for students and senior citizens and go on sale starting April 1.

Usually, 12 movies are screened in 35mm, 70mm and digital formats. Producers, directors, actors, screenwriters and other guests related to almost every movie go on stage afterward to talk about the movie and answer questions from the audience.

The titles of the movies and the names of the guests won't be announced for another month or so. Ludwig said most of the guests work and have schedule conflicts. Some agree to come to the festival but later discover they can't, she said. The guests are not paid to come here, but Ebertfest covers the ir travel and other costs.

Ludwig showed the Rotarians a short film made by Champaign's Shatterglass Studios about the 2015 Ebertfest. Shatterglass made a short documentary about the 2016 Ebertfest as well; it will be ready for viewing soon, she said.

Ludwig also passed out a new booklet about the festival, apparently aimed at potential sponsors. It lists all the guests who have attended over the years, including luminaries such as director Ang Lee and actors Tilda Swinton, Jason Segel, Shailene Woodley and Brie Larson, who won the 2016 Oscar for best actress for "Room."

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One Rotarian asked how the festival films are selected. Festival emcee, executive producer and co-founder Chaz Ebert and festival director Nate Kohn select older movies from lists of movies that Roger Ebert had wanted to show at the festival. They also choose newer movies they think Ebert, who died in 2013, would have liked.

### Save the dates

This will be one bustling place from mid-April to mid-May. Fifteen days after the consolidated election is that start of this springtime stretch:

**April 19-23:** Ebertfest

**April 20-22:** Illinois Marathon

**May 10:** Tom Petty plays State Farm Center

**May 14:** UI commencement

## More Local

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(</news/local/2017-01-27/trump-administrations-actions-have-ui-scientists-wary.html>) Trump administration's actions have UI scientists wary

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# A fresh face for Fresh Start

Sat, 01/28/2017 - 7:00am | Natalie Wickham (/author/natalie-wickham)

CHAMPAIGN — The city took a new step in its CU Fresh Start program to curb gun violence by hiring the first employee dedicated solely to the project.

Jamaica-born Vivian Gray, CU Fresh Start's project specialist, started this week and joins partners who have, and will continue to, work on the program like a side project. Those include the state's attorney, Urbana and Champaign mayors, local pastors, a community liaison and police chiefs, as well as Tracy Parsons, Champaign's community relations manager.

CU Fresh Start launched last fall and targets offenders who are at least 18 years old, on probation or parole and have a prior felony arrest, gun arrest or violent crime conviction, in addition to a connection with a recent violent crime.

They are taken to a "call-in," the program's intervention of sorts, and are sternly told by the project's partners to put down their guns for good and be rewarded with resources to rebuild their lives.

Gray's position was made possible after CU Fresh Start received a \$127,028 grant from the Illinois Criminal Justice Information Authority. The applicant pool stretched all the way to Jamaica, which is where Gray is from. He worked

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there for the Canadian government, dealing with justice reform, dispute resolution, community safety, policing, gender equality and public financial management in English-speaking areas of the Caribbean.

He said an initiative he helped design — the citizen security and justice program — is currently running.

"We had a mix of programs similar to Fresh Start, focused on citizen security and community safety interventions," Gray said.

It was after his wife, a nurse, was placed at Urbana's Carle Foundation Hospital that Gray found the new job and his family packed up to move north.

Parsons said Gray's job duties include overseeing the program's day-to-day operations, coordinating evaluations of the program and documenting everything the city does, in partnership with law enforcement, community members and those directly impacted by gun violence, to reduce and hopefully eliminate area gun violence.

Parsons said there were 112 shooting incidents in 2016, which include shots fired and found casings. That number was 127 in 2015, and Parsons called both rates "unacceptable."

Gray said one of his overall goals is to have as much crime and violence data as possible so it can be used when making strategic decisions in the future. The grant will also be used to hire a research partner to help with that work.

"If you design and manage an initiative correctly, you're able to see the fruits of your expenditure coming out very quickly," Gray said. "Being a part of that change, turning a problem into success, is what I think is most rewarding."

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# Most Urbana officers receive some mental health training

Mon, 02/06/2017 - 7:00am | [Natalie Wickham \(/author/natalie-wickham\)](/author/natalie-wickham)

URBANA — As city council members mull over the pros and cons of hiring two new police officers, discussions about Urbana's mental health services are rising to the forefront.

The new hires were given initial approval on Jan. 23 and will be up for a final vote at today's city council meeting.

Residents affected by crime have said they support the additions, and current officers' spouses have spoken about how their husbands are stretched thin and sometimes work shifts for 16 hours or more. Police Chief Patrick Connolly researched nearby police forces and found that in 2015, Urbana had the lowest amount of officers out of 16 other mid-sized Illinois cities with populations above 25,000.

Those against the hires have said the money should instead go to mental health, substance abuse and post-jail re-entry programs.

Throughout the council's months-long deliberation on this issue, it's been mentioned that Urbana officers currently receive training on crisis de-escalation and dealing with

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mental illness. The Urbana Police Department's Lt. Joel Sanders explained what exactly is taught in that training and how it's administered.

Sanders said there are two training programs: One is the eight-hour course Mental Health First Aid, which Sanders instructs, and the other is 40-hour Crisis Intervention Training. He said everyone in UPD, from the chief down, is required to do the shorter training while the longer one is optional.

Out of the department's 49 active officers, Sanders said 29 have done CIT and 20 of those are working out on the streets. He said CIT is mostly similar to MHFA but goes more in-depth with participation and role play with those who have mental illnesses.

When asked if every officer could be trained in CIT, which is administered through the East Central Illinois Police Training Project, Sanders said it would be difficult for the department cost-wise and because officers need to dedicate a week of on-duty time for it.

Sanders said both training programs cover mental illness recognition, response, medication, de-escalation, understanding and de-stigmatization. It's also stressed that officers aren't there to diagnose mental illness; rather, they need to simply respond to the behavior in front of them.

"Treat everybody with dignity and respect and slow down," Sanders said about the trainings' rules of thumb. "To do it safely for us and the person we're dealing with, it takes time — maybe stretching a 15-minute call to 45 minutes. I don't want to rush an officer away from that (mental illness) call because they have other ones stacking up."

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According to a document on CIT's official website, the program's goals are to "improve officer and consumer safety," in addition to redirecting those with mental illness "from the judicial system to the health care system."

The training topics listed in the document include legal aspects of officer liability, post-traumatic stress disorders, personality disorders, mental health diversity, suicide prevention, rights/civil commitment, developmental disabilities, co-occurring disorders, alcohol/drug assessment, medication side effects and mental illness clinical issues.

In addition, officers are taught about ways they can take care of their own mental health in difficult situations, such as exercising, taking up hobbies, knowing when to reach out for help and not being married to the job.

"It's extremely taxing on the officers' emotional state when you don't have time to decompress between calls," Sanders said. "You might be dealing with an individual who is literally dying and then you have to go right back to handling calls."

If UPD encounters someone with a mental illness three or more times in a short time frame, Sanders said it will work with the Rosecrance mental health clinic to connect that person with help services.

Alderman Eric Jakobsson said he is in favor of hiring two officers in addition to extending the city's mental health services. He authored a resolution to have those in contact with the criminal justice system receive an immediate mental health and substance abuse assessment. If mental illness is diagnosed, the resolution calls for treatment no matter the case's legal aspects.

The council is slated to continue discussing the resolution on

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