
**CHAMPAIGN COUNTY
MENTAL HEALTH BOARD
REGULAR MEETING**

Minutes—January 17, 2024

*This meeting was held
at the Brookens Administrative Center, Urbana, IL and remotely.*

5:45 p.m.

MEMBERS PRESENT: Lisa Liggins-Chambers, Chris Miner, Elaine Palencia, Jane Sprandel, Molly McLay, Joe Omo-Osagie, Jon Paul Youakim

MEMBERS EXCUSED: Jen Straub

STAFF PRESENT: Leon Bryson, Kim Bowdry, Lynn Canfield, Stephanie Howard-Gallo, Shandra Summerville, Chris Wilson

OTHERS PRESENT: Jacinda Dariotis, UIUC Family Resiliency Center; Lisa Kilawee, Jennifer Henry, James Hamilton, Tammy Lemke, Keith Flors, Promise Healthcare; Kelli Martin, DSC; Brenda Eakins, Keysa Haley, GROW; Melissa Courtwright, CU at Home; Ann Percy, Cunningham Children’s Home; Rachel Jackson, Family Resiliency Center; Cindy Crawford, CSCNCC; Nicole Frydman, UP Center; Laura Lindsey, Courage Connection

CALL TO ORDER:

Dr. Jon Paul Youakim called the meeting to order at 5:45 p.m.

ROLL CALL:

Roll call was taken, and a quorum was present. CCMHB member Molly McClay requested to attend remotely due to illness. In compliance with the CCMHB By-Laws a motion was requested by Dr. Youakim to allow her remote attendance.

MOTION: Dr. Youakim moved to allow remote attendance for Molly McLay for this meeting due to illness. Joseph Omo-Osagie seconded the motion. All CCMHB members voted aye and the motion passed.

APPROVAL OF AGENDA:

A revised agenda was available for review and approved by a unanimous vote.

CCDDB and CCMHB SCHEDULES:

Updated copies of CCDDB and CCMHB meeting schedules and CCMHB allocation timeline were included in the packet.

MOTION: Mr. Omo-Osagie moved to approve the proposed CCMHB Meeting Schedule for 2024. Ms. Sprandel seconded the motion. A voice vote was taken and the motion passed.

ACRONYMS and GLOSSARY:

A list of commonly used acronyms was included for information.

CITIZEN INPUT / PUBLIC PARTICIPATION:

None.

PRESIDENT'S COMMENTS:

Dr. Youakim thanked everyone for coming out in the cold to attend the meeting.

EXECUTIVE DIRECTOR'S COMMENTS:

Director Canfield reviewed the agenda.

Chris Miner was welcomed to the CCMHB. Dr. Daphne Maurer has resigned from the CCMHB.

APPROVAL OF CCMHB MINUTES:

Minutes from the 11/15/2023 board meeting, were included in the packet.

MOTION: Dr. Youakim moved to approve the minutes from the 11/15/23 MHB meeting. Dr. Liggins-Chambers seconded the motion. A voice vote was taken. The motion passed.

VENDOR INVOICE LISTS:

Vendor Invoice Lists were included in the Board packet.

MOTION: Dr. Youakim moved to approve the Vendor Invoice Lists. Ms. Palencia seconded the motion. A voice vote was taken, and the motion passed unanimously.

STAFF REPORTS:

Staff reports were included in the packet from Kim Bowdry, Leon Bryson, Lynn Canfield, Stephanie Howard-Gallo, Shandra Summerville, and Chris Wilson.

NEW BUSINESS:

Notification of Funding Availability (NOFA):

A copy of the NOFA published in the *News Gazette* on 11/26 and 11/29 of 2023 was included in the Board packet.

Draft CCDDDB/CCMHB Personnel Policy Addenda:

A Decision Memorandum was included in the packet and presented three addenda to the approved CCDDDB/CCMHB Personnel Policy for Board review. Board members reviewed the documents and pointed out area of the documents that need clarification. Ms. Canfield will follow-up with the County.

MOTION: Dr. Youakim moved to approve the draft CCMHB-CCDDDB Personnel Policy Addendum A: Personnel Policy Against Discrimination, Harassment, and Sexual Conduct. Ms. Sprandel seconded the motion. A voice vote was taken and the motion passed unanimously.

MOTION: Dr. Youakim moved to approve the draft CCMHB-CCDDDB Personnel Policy Addendum B: Equal Employment Opportunity, Background Checks, Bereavement Leave, and Paid Parental Leave. Ms. Sprandel seconded the motion. A voice vote was taken and the motion passed unanimously.

MOTION: Dr. Youakim moved to approve the draft CCMHB-CCDDDB Personnel Policy Addendum C: Telework. Ms. Sprandel seconded the motion. A voice vote was taken and the motion passed unanimously.

OLD BUSINESS:

Delayed Audits and Reviews:

A Memorandum regarding delayed audits and possible actions was included in the Board packet. Ms. Canfield provided an update. Board members had an extensive discussion about past late audits and funding applications.

MOTION: Ms. Sprandel moved to approve additional time for Board and staff review, approval, and subsequent FY2025 contracting with any applicant whose audit or review remains outstanding as of February 12, 2024. Dr. Youakim seconded. A voice vote was taken and the motion passed unanimously.

MOTION: Ms. Palencia moved to approve GROW in Illinois a waiver of the contract requirement that January/February payments be withheld if a GROW board approved, independent CPA firm financial review has not been submitted, and to authorize staff to release payments as scheduled. Ms. Sprandel seconded the motion. A roll call vote was taken and the motion passed unanimously

Request from Promise Healthcare:

A formal request from Promise Healthcare to waive the cancellation of PY24 contracts as of January 1, 2024, due to a late audit was included in the packet as addendum on January 12, 2024.

MOTION: Dr. Youakim moved to postpone the request to waive the contract cancellations of CCMHB contracts with Promise Healthcare for Mental Health Services (#MHB24-013) and PHC Wellness (#MHB24-041) until the audit is received and reviewed by CCMHB staff. Ms. Sprandel seconded the motion. A roll call vote was taken, and the motion passed.

Evaluation Capacity Building Project:

Dr. Jacinda Dariotis from the University of Illinois Family Resiliency Center led discussion of a written report on the project which was included in the Board packet.

Expo Update:

A Year End Wrap Up report from the Expo Coordinators was included in the Board packet.

Community Health Plan Coordinator 2023 Report:

A report was included in the Board packet.

SUCSESSES AND AGENCY INPUT:

None.

BOARD TO BOARD REPORTS:

In December, Ms. McLay and Ms. Canfield presented to the University of Illinois Student Mental Health Community on the work the CCMHB does in the community.

COUNTY BOARD INPUT:

No report.

CCDDB INPUT:

The CCDDB met earlier in the day.

BOARD ANNOUNCEMENTS AND INPUT:

None.

ADJOURNMENT:

The meeting adjourned at 7:38 p.m.

Respectfully

Submitted by: Stephanie Howard-Gallo
CCMHB/CCDDB Operations and Compliance Coordinator

**Minutes were approved by the CCMHB during their February 21, 2024 meeting.*