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

*Minutes –February 22, 2012*

*Brookens Administrative Center  
1776 E. Washington St.  
Urbana, IL  
Meeting Room 1 (Lyle Shields Room)*

*8:00 a.m.*

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**MEMBERS PRESENT:** Joyce Dill, Elaine Palencia, Mike Smith

**STAFF PRESENT:** Peter Tracy, Lynn Canfield, Nancy Crawford, Mark Driscoll,  
Stephanie Howard-Gallo

**OTHERS PRESENT:** Vicki Tolf, Jennifer Carlson, Annette Becherer, Felicia Gooler,  
Danielle Matthews, Ron Bribiesco, Developmental Services Center  
(DSC); Melissa McDaniel, Charleston Transitional Facility (CTF);  
Sally Mustered, C-U Autism Network; Jennifer Knapp, Linda  
Tortorelli, Community Choices; Lynn Watson, Head Start; Tracy  
Parsons, ACCESS Initiative of Champaign County; Sue Suter,  
Citizen; Paula Vanier, Citizen

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**CALL TO ORDER:**

Mr. Michael Smith called the meeting to order at 8:00 a.m.

**ROLL CALL:**

Roll call was taken and a quorum was present.

**ADDITIONS TO AGENDA:**

Due to the lack of agenda items, the March 21<sup>st</sup> CCDDB meeting will be canceled.

**CITIZEN INPUT:**

None.

**CHAMPAIGN COUNTY MENTAL HEALTH BOARD (CCMHB) INPUT:**

The CCMHB will meet later in the day.

**APPROVAL OF MINUTES:**

Minutes from the January 18, 2012 Board meeting were included in the packet.

**MOTION: Ms. Dill moved to approve the minutes from the January 18, 2011 Board meeting. Ms. Palencia seconded and the motion passed unanimously.**

**PRESIDENT'S COMMENTS:**

None.

**EXECUTIVE DIRECTOR'S REPORT:**

Mr. Tracy introduced Sue Sutter to the CCDDDB. Ms. Suter has been nominated to the Developmental Disabilities Council.

Mr. Tracy reported the Anti-Stigma Alliance has two potential new partners: The University of Illinois School of Social Work and Larkin's Place/YMCA.

**STAFF REPORT:**

A report from Ms. Canfield was included in the packet.

**AGENCY INFORMATION:**

None.

**FINANCIAL INFORMATION:**

**Approval of Claims:**

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

**MOTION: Ms. Dill moved to accept the claims report as presented. Ms. Palencia seconded and the motion passed unanimously.**

## **NEW BUSINESS:**

### **April CCDDDB Meeting Schedule Change:**

The April CCDDDB meeting will be moved from April 18<sup>th</sup> to April 17<sup>th</sup>.

### **PY2013 Funding Applications:**

A Briefing Memorandum listing applicants and funding requested by agencies was distributed at the meeting.

### **Board Liaisons:**

Board Liaison Guidelines were included in the Board packet for information only. Ms. Palencia expressed interest in visiting funded agencies and attending their Board meetings.

### **Communication with Provider Agency Boards:**

A Briefing Memorandum regarding communication between CCDDDB/CCMHB staff and their funded agency board members was included in the packet.

### **Cultural and Linguistic Competence Plan:**

A Briefing Memorandum on Cultural and Linguistic Competence and supplemental materials were included in the Board packet for information only.

### **Anti-Stigma Alliance:**

An update on this year's post-Ebertfest event was included in the Board packet.

### **Rural Transit Advisory Group (RTAG):**

Ms. Palencia discussed the work of the RTAG and routes that have been established. The service is available to anyone for a small fee.

## **OLD BUSINESS:**

None.

## **BOARD ANNOUNCEMENTS:**

None.

## **ADJOURNMENT:**

The meeting adjourned at 8:37 a.m.

Respectfully Submitted by: Stephanie Howard-Gallo

*\*Minutes were approved at the 4/17/12 CCDDDB meeting.*