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

Minutes –May 21, 2014

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

8:00 a.m.

MEMBERS PRESENT: Joyce Dill, Phil Krein, Elaine Palencia, Sue Suter

MEMBERS EXCUSED: Mike Smith

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

OTHERS PRESENT: Patty Walters, Janice McAtee, Ron Bribresco, Jennifer Carlson, Annette Becherer, Vicki Tolf, Laura Bennett, Danielle Matthews, Felicia Gooler, Dale Morrissey, Developmental Services Center (DSC) Tracy Parsons, ACCESS Initiative (AI); Dennis Carpenter, CTF Illinois (CTF); Cindy Creighton , Parent; Kathy Kessler, Sue Wittman, Community Elements (CE); Sally Mustered, Teresa O'Connor, C-U Autism Network (CUAN); Darlene Kloppel, Lynn Watson, Regional Planning Commission (RPC); Brenda Yarnell, United Cerebral Palsy (UCP); Jennifer Knapp, Vicki Niswander, Paula Vanier, Community Choices (CC); Gary Maxwell, Al Kurtz, Patsie Petrie, Champaign County Board; Sheila Krein, Citizen; Barb Bressner, Consultant; Linda Tortorelli, The Autism Project (TAP); Jeanne Murray, Parent; Mark Scott, Down Syndrome Network (DSN)

CALL TO ORDER:

Ms. Elaine Palencia called the meeting to order at 8:00 a.m.

ROLL CALL:

Roll call was taken and a quorum was present.

ADDITIONS TO AGENDA:

Ms. Suter requested that the CCDDDB By-Laws be reviewed at a future meeting. Ms. Suter would like consideration be given to adding language to the by-laws permitting Board member attendance to meeting by telephone or other electronic communications under certain circumstances.

CITIZEN INPUT:

None.

CHAMPAIGN COUNTY MENTAL HEALTH BOARD (CCMHB) INPUT:

The CCMHB will meet later in the day and make funding decisions.

APPROVAL OF MINUTES:

Minutes from the April 30, 2014 Board meeting were included in the packet.

MOTION: Ms. Suter moved to approve the minutes from the April 30, 2014 Board meeting. Ms. Dill seconded and the motion passed unanimously.

PRESIDENT'S COMMENTS:

Ms. Palencia thanked staff and the agencies for their involvement and work in the allocation process.

EXECUTIVE DIRECTOR'S REPORT:

Mr. Tracy explained why a request for proposals (RFP) for CILA expansion is being proposed to the CCDDDB for consideration.

STAFF REPORT:

Ms. Canfield reported on “Persons Served” per Mike Smith’s request. Mr. Maxwell from the Champaign County Board requested a written copy of the information so he could distribute the information to the County Board.

AGENCY INFORMATION:

Ms. Patty Walters spoke regarding the negative impact of the proposed funding amounts to Developmental Services Center (DSC).

FINANCIAL INFORMATION:

Approval of Claims:

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

MOTION: Dr. Krein moved to accept the claims report as presented. Ms. Dill seconded the motion. The motion passed unanimously.

NEW BUSINESS:

Request for Proposals for CILA Expansion in Champaign County:

A Decision Memorandum was included in the packet. The purpose of the Request for Proposals (RFP) is to increase the availability in Champaign County of CILA homes with a capacity of four people, three people, two people, or one person with intellectual and developmental disabilities (ID/DD). For all practical purposes, a CILA is essentially a house in almost any neighborhood which meets state CILA licensing requirements. For a variety of reasons, local CILA service providers have not been able or willing to assume the capital risk associated with the development of additional CILA capacity in Champaign County.

Currently, there are twelve (12) people with CILA funding who are stymied by the absence of appropriate placements in their home community (aka, the Champaign Eleven). Because there are no appropriate options in Champaign County, many of these people will be forced to accept a CILA placement in a location far from their families in Champaign County. To further complicate matters, a recent Prioritization for Urgency of Need for Services (PUNS) draw has the potential to result in CILA awards for an additional 18 people for whom no CILA vacancies exist in Champaign County. This situation does not provide people with CILA awards adequate choice concerning where, how, and with whom they live.

In addition to the current identified need, a variety of factors including the Prioritization for Urgency of Need for Services (PUNS) and the Ligas Consent Decree make it crystal clear that the need for additional CILA homes (with a capacity of four people, three people, two people, or one person) will continue to increase, and more CILA services in Champaign County will be needed. Without this RFP, it is highly unlikely that adequate CILA capacity located in Champaign County will be developed to meet the service needs of Champaign County residents.

For these reasons it is important to develop more CILA homes in our community as soon as possible. Another component of this RFP is to look at the short and long term CILA needs for Champaign County and propose solutions to address the CILA need as well as a plan for implementation.

The CCMHB and CCDDDB will be seeking proposals from licensed CILA service providers willing to provide CILA services consistent with the specifications detailed in this RFP in community integrated houses owned by the CCMHB/CCDDDB and leased to the most appropriate CILA service provider in accordance with the terms and conditions specified by contract.

In consultation with the selected Respondent, the CCDDDB/CCMHB will purchase four (4) houses located in Champaign County which are adequate and appropriate for use as a CILA for four (4) or fewer persons. Prior to closing on the properties, the selected Respondent will warrant that each home is suitable for use as a CILA and will meet all requirements for CILA as promulgated by IDHS, as well as all other applicable statutes, rules, and regulations.

The CILA homes owned by the CCDDDB/CCMHB shall be leased to the selected Respondent for \$1 per year subject to the terms and conditions outlined in this RFP and ultimately in the contract between the CCDDDB/CCMHB and the selected Respondent. The lease of the CILA homes to the selected Respondent is the total contribution of the CCDDDB/CCMHB under the terms and conditions of the contract.

If it is in the best interest of CILA award recipients who call Champaign County home to have added to the cohort any individual(s) transitioning from a State Operated Developmental Center, consideration will be given to proposals identifying such a blend and to any provider who is already part of the Active Community Care Transitions (ACCT) process and currently providing services in Champaign County, or has supported at least one individual in the ACCT process prior to submitting the proposal, or has agreed to be an ACCT provider, having filled out the RFI/RFI and signed the ACCT pledge prior to submitting the proposal.

The maximum amount to be spent for the purchase of the four CILA homes should average no more than \$200,000 per house. With the exception of the purchase of the CILA houses, which is the responsibility and obligation of the CCDDDB/CCMHB, the Respondent shall be fully responsible for all costs associated with the provision of CILA Services as specified in each individual's IDHS CILA award and Person Centered Plan. All people served in these houses must have parents or guardians residing in Champaign County or, must have originated from Champaign County themselves, with the possible exception noted above.

The Respondent's proposal shall identify the specifications of homes which are necessary to meet the CILA service needs of individuals with CILA awards described above. To the extent possible, the Respondent should describe how the home will address the needs of each of these people. The Respondent shall include a detailed plan for inclusion of those needing and awaiting CILA Services in Champaign County. Information about individuals and families will not be provided as part of this RFP. It will be up to each respondent to contact and make arrangements to talk with and assess the needs of the families and their person with ID/DD. As an example, the "Champaign 11" families have been open to meeting with potential CILA service providers in the past, but it will be up to each respondent to make contact with and assess the needs of the populations of interest. We anticipate many families will be attending the Pre-Proposal Conference, and this could offer the opportunity to establish contact.

As a condition of the award, the proposal must explain in detail the process by which as many individuals currently waiting as possible will receive CILA services in Champaign County consistent with a comprehensive person centered planning process.

The Respondent shall describe in detail the administration and management of the four CILA houses including the following for each house: The Respondent shall include a very specific and detailed time line which includes all milestones from award to placement of people in the CILAs. The Respondent shall outline strategies for continued incremental CILA expansion in Champaign County including a needs assessment of probable CILA utilization needs based on PUNS and Ligas Class Members originating from Champaign County. In addition, the Respondent shall describe their ideas for the future innovative living arrangement options for people with ID/DD (e.g., Home Based, Family Consortium, etc.).

MOTION: Ms. Dill moved to authorize issuance of the Request for Proposals for Community Integrated Living Arrangement Service in Champaign County to be issued on May 22, 2014, and amending the Intergovernmental Agreement with the Champaign County Mental Health Board to share equally in all costs associated with borrowing \$800,000 subject to the terms and conditions delineated in the loan agreement authorized by the Champaign County Mental Health Board. The anticipated cost for the first year shall not exceed \$50,000. Ms. Suter seconded the motion.

In general, Board members agreed more Board discussion and more Board ideas were needed. CCDDB members discussed the proposal at length.

Ms. Dill moved to amend the motion and defer on action for the Request for Proposals (RFP) for CILA expansion until a Special Meeting is called during the first week of June 2014. Ms. Suter seconded the motion. A roll call vote was taken. Palencia, Dill and Krein voted aye. Suter voted nay. The motion passed.

FY 2015 Allocation Decisions:

A Decision Memorandum was included in the Board packet. This memorandum is to delineate staff recommendations for FY15 (July 1, 2014 through June 30, 2015) funding allocations for consideration by the Champaign County Developmental Disabilities Board (CCDDB). These recommendations are predicated on a thorough evaluation of applications using decision support criteria approved by the CCDDB in November 2013. Decision authority rests with the CCDDB and their sole discretion and judgment concerning the most appropriate and efficacious use of available dollars based on assessment of community needs, best value, alignment with decision support criteria, pricing and affordability and reasonable distribution of funds across disability areas.

The staff recommendations are based on decision support criteria match up and a variety of other factors outlined in this memorandum. For additional information, please refer to the application Program Summaries presented at the April 2014 CCDB Meeting.

The Champaign County Mental Health Board (CCMHB) will allocate \$597,342 for ID/DD services as delineated in the Intergovernmental Agreement. Decisions will be made by the CCMHB at its May 21, 2014 meeting.

Autism Society of Illinois - C-U Autism Network

Request is for \$12,000. **MOTION: Dr. Krein moved to approve partial funding of \$10,000 as recommended for The Autism Society of Illinois – Champaign-Urbana Autism Network as presented in the memorandum. Ms. Suter seconded the motion. A roll call vote was taken and the motion passed unanimously.**

Champaign County Down Syndrome Network – Down Syndrome Network

Request is for \$15,000. **MOTION: Dr. Krein moved to approve partial funding of \$10,000 as recommended for Champaign County Down Syndrome Network- Down Syndrome Network as presented in the memorandum. Ms. Dill seconded the motion. A roll call vote was taken and the motion passed unanimously.**

Champaign County Head Start/Early Head Start – Social Emotional Disabilities Services Request is for \$45,727. **MOTION: Ms. Suter moved to DENY funding as recommended for Champaign County Head Start/Early Head Start as presented in this memorandum. By agreement, the Champaign County Mental Health Board will provide funding support for this program (\$41,029). Dr. Krein seconded the motion. A roll call vote was taken and the motion passed unanimously.**

Champaign County Regional Planning Commission – Decision Support for Persons with DD Request is for \$48,000. **MOTION: Ms. Suter moved to DENY funding as recommended for Champaign County Regional Planning Commission – Decision Support for Persons with DD as presented in the memorandum. Dr. Krein seconded the motion. A roll call vote was taken and the motion passed unanimously.**

CTF Illinois – Nursing Services

Request is for \$17,160. **MOTION: Dr. Krein moved to approve partial funding of \$8,580 as recommended for CTF Illinois – Nursing Services as presented in the memorandum. Ms. Suter seconded the motion. A roll call vote was taken and the motion passed unanimously.**

CTF Illinois – Residential and Day Training

Request is for \$36,500. **MOTION: Ms. Suter moved to approve funding of \$36,500 as recommended for CTF Illinois – Residential and Day Training as presented in the memorandum. Ms. Dill seconded the motion. A roll call vote was taken and the motion passed unanimously.**

Community Choices, Inc. – Community Living

Request is for \$70,000. **MOTION: Dr. Krein moved to DENY funding as recommended for Community Choices, Inc. – Community Living as presented in the memorandum. By agreement, the Champaign County Mental Health Board will provide funding support for this program (\$55,000).** Ms. Dill seconded the motion. A roll call vote was taken and the motion passed unanimously.

Community Choices, Inc. – Customized Employment

Request is for \$50,000. **MOTION: Dr. Krein moved to DENY funding as recommended for Community Choices, Inc. – Customized Employment as presented in the memorandum. By agreement, the Champaign County Mental Health Board will provide funding support for this program (\$50,000).** Ms. Dill seconded the motion. A roll call vote was taken and the motion passed unanimously.

Community Choices, Inc. – Self-Determination Support

Request is for \$45,000. **MOTION: Dr. Krein moved to DENY funding as recommended for Community Choices, Inc. – Community Living as presented in this memorandum. By agreement, the Champaign County Mental Health Board will provide funding support for this program (\$45,000).** Ms. Suter seconded the motion. A roll call vote was taken and the motion passed unanimously.

Community Elements, Inc. – Coordination of Services – DD/MI

Request is for \$38,115. **MOTION: Ms. Suter moved to approve partial funding of \$35,060 as recommended for Community Elements, Inc. – Coordination of Services – DD/MI as presented in the memorandum. Dr. Krein seconded the motion.** A roll call vote was taken and the motion passed unanimously.

Developmental Services Center – Apartment Services

Request is for \$425,444. **MOTION: Dr. Krein moved to approve partial funding of \$405,185 as recommended for Developmental Services Center – Apartment Services as presented in the memorandum.** Ms. Suter seconded the motion. A roll call vote was taken. Suter, Krein and Palencia voted aye. Dill voted nay. The motion passed.

Developmental Services Center – Augmented Day Services

Request is for \$337,500. **MOTION: Dr. Krein moved to approve partial funding of \$267,360 as recommended for Developmental Services Center – Augmented Day Services as presented in the memorandum.** Ms. Suter seconded the motion. A roll call vote was taken. Suter and Krein voted aye. Dill and Palencia voted nay. The motion failed.

Developmental Services Center – Clinical Services

Request is for \$173,333. **MOTION: Dr. Krein moved to approve funding of \$173,773 as recommended for Developmental Services Center – Clinical Services as presented in the memorandum.** Ms. Dill seconded the motion. A roll call vote was taken and the motion passed unanimously.

Developmental Services Center – Community Employment
Request is for \$216,300. **MOTION: Dr. Krein moved to approve partial funding of \$170,040 for Developmental Services Center – Community Employment as presented in the memorandum. Ms. Suter seconded the motion. A roll call vote was taken and the motion passed unanimously.**

Developmental Services Center – Connections
Request is for \$87,550. **MOTION: Dr. Krein moved to approve partial funding of \$85,000 for Developmental Services Center – Connections as presented in the memorandum. Ms. Dill seconded the motion. A roll call vote was taken and the motion passed unanimously.**

Developmental Services Center – Family Development Center
Requests submitted to CCDDDB and CCMHb total \$545,903. **MOTION: Ms. Dill moved to approve funding of \$545,903 as recommended for Developmental Services Center – Family Development Center as presented in the memorandum. Ms. Suter seconded the motion. A roll call vote was taken and the motion passed unanimously.**

Developmental Services Center – Individual and Family Support
Request is for \$365,144. **MOTION: Dr. Krein moved to approve partial funding of \$274,776 as recommended for Developmental Services Center – Individual and Family Support as presented in the memorandum. Ms. Suter seconded the motion. Discussion on the impact of the funding cut ensued. Dr. Krein moved to amend his motion to refer this funding request back to staff for additional information. Ms. Suter seconded the amended motion. A roll call vote was taken and the motion passed unanimously.**

Developmental Services Center – Integrated and Site Based Services
Request is for \$767,050. **MOTION: Ms. Suter moved to approve partial funding of \$418,396 as recommended for Developmental Services Center – Integrated and Site Based Services as presented in the memorandum. By agreement, the Champaign County Mental Health Board will also provide funding support for this program (\$326,313). Ms. Dill seconded the motion. A roll call vote was taken and the motion passed unanimously.**

Developmental Services Center – Service Coordination
Request is for \$409,808. **MOTION: Dr. Krein moved to approve partial funding \$398,872 as recommended for Developmental Services Center – Service Coordination as presented in the memorandum. Ms. Dill seconded the motion. A roll call vote was taken and the motion passed unanimously.**

Maddy's Pink Palace for Kids with Disabilities – Maddy's Pink Palace
Request is for \$25,000. **MOTION: Dr. Krein moved to DENY request for funding of \$25,000 for Maddy's Pink Palace for Kids with Disabilities – Maddy's Pink Palace as presented in the memorandum. Ms. Dill seconded the motion. A roll call vote was taken and the motion passed unanimously.**

Persons Assuming Control of Their Environment (PACE) – Opportunities for Independence Request is for \$58,623. **MOTION: Dr. Krein to approve partial funding of \$29,311 as recommended for Persons Assuming Control of Their Environment (PACE) – Opportunities for Independence as presented in the memorandum.** Ms. Dill seconded the motion. A roll call vote was taken and the motion passed unanimously.

United Cerebral Palsy Land of Lincoln – Vocational Services Request is for \$97,715. **MOTION: Dr. Krein moved to approve partial funding of \$86,475 for United Cerebral Palsy Land of Lincoln – Vocational Services as presented in the memorandum.** Ms. Suter seconded the motion. A roll call vote was taken and the motion passed unanimously.

Urbana Adult Education Center – Advocacy, Agency, & Academics Request is for \$216,555. **MOTION: Dr. Krein moved to DENY request for funding of \$216,555 for Urbana Adult Education Center – Advocacy, Agency, & Academics as presented in the memorandum.** Ms. Dill seconded the motion. A roll call vote was taken and the motion passed unanimously.

MOTION: Ms. Suter moved to authorize the executive director to implement contract maximum reductions as described in the “Special Notification Concerning FY15 Awards” section of the memorandum. Dr. Krein seconded the motion. A roll call vote was taken and the motion passed unanimously.

Developmental Services Center – Augmented Day Services
MOTION: Dr. Krein moved for staff to provide additional information on this program at the next Board meeting. Ms. Suter seconded the motion. A roll call vote was taken and the motion passed unanimously.

OLD BUSINESS:

Champaign County Alliance for the Promotion of Acceptance, Inclusion and Respect:
Ms. Canfield provided an update on recent Alliance activities.

disAbility Resource Expo:

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

BOARD ANNOUNCEMENTS:

None.

ADJOURNMENT:

The meeting adjourned at 10:20 a.m.

Respectfully Submitted by: Stephanie Howard-Gallo

**Minutes were approved at the 7/23/14 CCDB meeting.*