



**Champaign County Developmental Disabilities Board (CCDDDB) Special Meeting Agenda**

Wednesday, September 1, 2021, 9:00 AM

Shields-Carter Room, Brookens Administrative Building

1776 East Washington Street, Urbana, IL

<https://us02web.zoom.us/j/81559124557> 312-626-6799, Meeting ID: 815 5912 4557

Pursuant to the Governor’s Executive Order establishing a pandemic disaster in the State of Illinois that covers the County of Champaign, and the County Executive’s and CCDDDB President’s determination that holding this meeting in person is not prudent at this time due to health concerns with rising numbers of COVID-19 cases and hospitalizations being reported in the county, this meeting will be held remotely via zoom. Public comment also will be taken remotely. The public may watch the meeting live through this link or view it later in archived recordings at <https://www.co.champaign.il.us/mhbddb/MeetingInfo.php>

***Public Input:*** All are welcome to attend the Board’s meetings, using the Zoom option or in person, to observe and offer thoughts during the "Public Participation" period of the meeting. For support to participate, let us know how we might help by emailing [stephanie@ccmhb.org](mailto:stephanie@ccmhb.org). If the time or format of the meeting are not convenient, you may still communicate with the Board by emailing [stephanie@ccmhb.org](mailto:stephanie@ccmhb.org) any comments you would like us to read to the Board during the meeting.

1. Call to Order
2. Roll Call
3. Zoom Instructions - <https://us02web.zoom.us/j/81559124557> (page 2)
4. Approval of Agenda\*
5. Citizen Input/Public Participation  
*The chairperson may limit public participation to five minutes per person.*
6. Chairperson’s Comments – Dr. Anne Robin
7. Approval of CCDDDB Board Meeting and Special Joint Meeting Minutes  
**(pages 3-10)\***  
*Minutes from the 7/21/2021 and 7/28/2021 board meetings are included for approval.*
8. Resolution to Authorize the Sale of Properties **(pages 11-12)\***  
*Included for approval is a resolution authorizing the Executive Director to complete the sale of each CILA property.*
9. Board Announcements
10. Adjournment

*\*Board action requested*

## Instructions for participating in Zoom Conference Bridge for CCDDB Meeting September 1, 2021 at 9:00 a.m.

You will need a computer with a microphone and speakers to join the Zoom Conference Bridge; if you want your face broadcast you will need a webcam.

Go to Join Zoom Meeting

<https://us02web.zoom.us/j/81559124557>

Meeting ID: 815 5912 4557

One tap mobile

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Dial by your location

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

+1 301 715 8592 US (Germantown)

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Meeting ID: 815 5912 4557

Find your local number: <https://us02web.zoom.us/u/kCrkmcope>

When the meeting opens, choose to join with or without video. (Joining without video doesn't impact your participation in the meeting, it just turns off YOUR video camera so your face is not seen. Joining without video will also use less bandwidth and will make the meeting experience smoother).

Join with computer audio.

Once you are in the meeting, click on "participants" at the bottom of the screen. Once you've clicked on participants you should see a list of participants with an option to "Raise Hand" at the bottom of the participants screen. **If you wish to speak, click "raise hand" and the Chair will call on you to speak.**

If you are not a member of the CCDDB or a staff person, **please sign in by writing your name and any agency affiliation in the Chat area.** This, like the recording of the meeting itself, is a public document. There are agenda items for Public Participation and for Agency Input, and we will monitor the 'raised hands' during those times.

***If you have called in, please speak up during these portions of the meeting if you would like to make a contribution.*** If you have called in and therefore do not have access to the chat, there will be an opportunity for you to share your 'sign-in' information. If your name is not displayed in the participant list, we might ask that you change it, especially if many people join the call.

Members of the public should not write questions or comments in the Chat area, unless otherwise prompted by the Board, who may choose to record questions and answers there.

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

*Minutes – July 21, 2021*

*This meeting was held in person at the Brookens Administrative Center, with remote access.*

**9:00 a.m.**

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**MEMBERS PRESENT:** Anne Robin, Deb Ruesch, Sue Suter, Georgiana Schuster, Kim Wolowiec-Fisher

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

**OTHERS PRESENT:** Josh Cornwell, Patty Walters, Greg Schroeder, Danielle Matthews, Laura Bennett, Annette Becherer, DSC; Becca Obuchowski, Hannah Sheets, Community Choices; Mel Liong, PACE; Elise Belknap, Head Start; Katie Harmon, Regional Planning Commission

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**CALL TO ORDER:**

Dr. Robin called the meeting to order at 9:04 a.m.

**ROLL CALL:**

Roll call was taken and a quorum was present.

**ZOOM INSTRUCTIONS:**

Instructions were included in the packet. Lynn Canfield reviewed the instructions for the hybrid meeting.

**APPROVAL OF AGENDA:**

The agenda was in the packet for review. The agenda was approved unanimously by a roll call vote.

**CITIZEN INPUT/AGENCY INFORMATION:**

None.

**PRESIDENT’S COMMENTS:**

Dr. Robin welcomed new board member, Dr. Kim Wolowiec-Fisher.

**EXECUTIVE DIRECTOR’S COMMENTS:**

Ms. Canfield reviewed the agenda.

**APPROVAL OF MINUTES:**

Minutes from the 06/23/21 board meeting were included in the packet.

**MOTION: Ms. Schuster moved to approve the minutes from the June 23, 2021 meeting. Ms. Ruesch seconded the motion. A voice vote was taken and the motion passed unanimously.**

**EXPENDITURE LIST:**

An “Expenditure Approval List” was included in the packet.

**MOTION: Ms. Ruesch moved to accept the Expenditure Approval List as presented in the packet. Dr. Fisher seconded the motion. A roll call vote was taken and the motion passed unanimously.**

**NEW BUSINESS:**

**Election of Officers:**

Per the Community Care for Persons with Developmental Disabilities Act, the Board is required to meet in July and elect officers.

**MOTION: Ms. Ruesch moved to elect Dr. Anne Robin the continuing President and Ms. Georgiana Schuster Secretary for the coming year. Dr. Fisher seconded the motion. A voice vote was taken and the motion passed.**

### **UIUC Evaluation Capacity Project Proposal**

A Decision Memorandum and proposal for continuing the evaluation capacity consultation project was included in the packet. Dr. Mark Aber from the University of Illinois Evaluation Team provided background information on the project. Board members were given the opportunity to ask questions. Agency representatives provided additional information about the experience with the evaluation project.

**MOTION: Ms. Ruesch moved to accept University of Illinois Capacity Building Evaluation: Year 7 Proposal and authorize the Executive Director to enter into a contract with the University of Illinois with a total cost of \$83,625, the CCDDDB share being \$35,248. Dr. Fisher seconded the motion. A roll call vote and all members voted aye. The motion passed.**

### **Setting the Stage for PY2023:**

A Briefing Memorandum was included in the packet. It summarized current year priorities, funded programs, Three Year Plan, and planning activities. Also included were the Boards' Logic Model and brief version of the Champaign-Vermilion Regional IPlan 2021-2023.

### **CILA Facilities Project:**

Included for review were a cover memo, appraisal reports, bids from local licensed realtors proposing sale of each of the two properties, the Intergovernmental Agreement between the CCDDDB and CCMHB, a draft budget for maintaining the homes without occupants, and a draft of RFP in the event a new service provider should be identified. No action was requested. This topic will be addressed at a special meeting with the CCMHB on July 28 at 5:45PM.

### **Successes and Other Agency Information:**

Becca Obuchowski from Community Choices reported on their Human Rights and Advocacy group.

### **OLD BUSINESS:**

**Deferred PY2022 Funding Requests:**

The packet included a Briefing Memorandum with an update related to the two funding requests deferred in May from Piatt County Mental Health Center (PCMHC), for information only. There was a general discussion in clarifications needed from PCMHC.

**MOTION: Dr. Robin moved to allow Director Canfield and staff to engage in discussions with Piatt County Mental Health Center and provide the Board with a Decision Memorandum at a future meeting. Ms. Ruesch seconded the motion. A voice vote was taken and the motion passed unanimously.**

**211 Data Summaries:**

For information, the packet included summary reports from the United Way of Champaign County and from PATH, regarding 211 activity during the second quarter of 2021 (April 1 through June 30).

**CCDDB and CCMHB Schedules and CCDDB Timeline:**

Meeting schedules were included in the Board packet.

**Acronyms and Glossary:**

A list of commonly used acronyms was included for information.

**CCMHB Input:**

The CCMHB will meet this evening with many of the same agenda items as the CCDDB.

**Staff Reports:**

Included in the board packet for information only were reports from Kim Bowdry, Stephanie Howard-Gallo, Shandra Summerville, and Chris Wilson.

**BOARD ANNOUNCEMENTS:**

None.

**Other Business – Closed Session\***

**MOTION: At 10:21 a.m. Ms. Schuster moved the Board enter an executive session, exception 5 ILCS 120/2(c)(11) of the Open**

**Meetings Act, to review status of minutes of prior closed session meetings, and that the following individuals remain present: members of the Champaign County Developmental Disabilities Board, Executive Director Canfield, and Operations and Compliance Coordinator Howard-Gallo. Dr. Fisher seconded the motion. The motion passed unanimously.**

The CCDDDB returned to an open session by role call vote at 10:27 a.m.

**MOTION:** Ms. Ruesch moved to accept the closed session minutes from February 19, 2020 and February 26, 2020 as presented and to continue maintaining them as closed. Ms. Schuster seconded the motion. All members voted aye and the motion passed.

**ADJOURNMENT:**

The meeting adjourned at 10:31 a.m.

Respectfully Submitted by: Stephanie Howard-Gallo

*\*Minutes are in draft form and subject to CCDDDB approval.*

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**CHAMPAIGN COUNTY  
MENTAL HEALTH BOARD and CHAMPAIGN COUNTY  
DEVELOPMENTAL DISABILITY BOARD  
JOINT SPECIAL MEETING**

*Minutes—July 28, 2021*

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

*5:45 p.m.*

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**MEMBERS PRESENT:** Susan Fowler, Joseph Omo-Osagie, Elaine Palencia, Julian Rappaport, Jon Paul Youakim, Matthew Hausman, Jane Sprandel, Anne Robin, Deb Ruesch, Georgiana Schuster, Sue Suter

**MEMBERS EXCUSED:** Kyle Patterson, Daphne Maurer

**STAFF PRESENT:** Kim Bowdry, Leon Bryson, Lynn Canfield, Shandra Summerville

**OTHERS PRESENT:** Kim Wolowiec-Fisher, CCDDDB; Claudia Lenhoff, Champaign County Health Care Consumers (CCHCC); Jim Hamilton, Promise Healthcare; Mary Rasher, Champaign County Regional Planning commission (CCRPC); Josh Cornwell, DSC; Pat Ege, Cunningham Children's Home

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**CALL TO ORDER:**

Mr. Joe Omo-Osagie and Dr. Anne Robin called the meeting to order at 5:50 p.m.

**ROLL CALL:**

Roll call was taken and a quorum was present.

**CITIZEN INPUT / PUBLIC PARTICIPATION:**

None.

**APPROVAL OF AGENDA:**

The agenda was in the packet for review. The agenda was approved unanimously by a roll call vote.

**PRESIDENT’S COMMENTS:**

None.

**EXECUTIVE DIRECTOR’S COMMENTS:**

Director Lynn Canfield reviewed the Briefing Memorandum regarding the CILA Project and a revised CILA budget. The Briefing Memorandum depicted the history of the CILA Project from 2014 to the present. Board members from both boards engaged in discussion. Discussion points included:

- Review of possible other uses for the homes.
- Current staffing issues/workforce shortage.
- A history of similar efforts.
- The cost of maintaining the homes, if they are not sold.
- Review of ideas on what to do with the proceeds from the homes, if sold.

**MOTION: Dr. Robin moved to authorize the Executive Director to engage Joel Ward Homes for the sale of both houses. Dr. Youakim seconded the motion. A roll call vote was taken and all members voted aye. The motion passed.**

**MOTION: Dr. Robin moved to authorize the Executive Director to accept any offer on each house meeting or exceeding the asking price with no further board action, on such terms and conditions as is appropriate, including the option to reject any and all offers. Dr. Fowler seconded the motion. A roll call vote was taken and the motion was unanimously approved.**

**MOTION: Dr. Robin moved to hold the proceeds from the sale of the properties in the CILA Facilities Fund. Ms. Palencia seconded the motion. A roll call vote was taken and the motion passed unanimously.**

**BOARD ANNOUNCEMENTS:**

None.

**ADJOURNMENT:**

The meeting adjourned at 7:41 p.m.

Respectfully

Submitted by: Stephanie Howard-Gallo  
CCMHB/CCDDB Staff

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

RESOLUTION TO SELL REAL ESTATE OWNED BY THE CHAMPAIGN COUNTY BOARD FOR THE CARE AND TREATMENT OF PERSONS WITH A DEVELOPMENTAL DISABILITY (hereinafter DDB)

Whereas the DDB acquired and used certain real estate for the care and treatment of persons with developmental disabilities;

Whereas circumstances in our community have significantly changed regarding the ability to provide services to these persons in a residential setting;

Whereas after open discussions and careful consideration of the services available in our community for these residents, the DDB finds it is in the best interest of these persons and the DDB that these residential services be discontinued;

Whereas the DDB has made the above determination, the DDB finds it is in the best interest of the DDB and the taxpayers of Champaign County to sell this real estate that is no longer being used for the purposes as set forth in 50 ILCS 835/4;

Whereas, after public requests for bids from licensed real estate brokers/agents were requested and proposals were received, the DDB finds the proposal from Joel Ward Homes, Inc. to be in the best interest of the DDB;

Now therefore, be it Resolved by the Champaign County Board for Care and Treatment of Persons With a Developmental Disability as follows:

1. That two properties are the subject of this Resolution, namely 3506 Royal Oak Court, Champaign, IL. 61822 and 3707 Englewood Drive, Champaign, IL. 61822.

2. That at an open and properly convened Board meeting held on July 28, 2021 at the Brookens Administrative Center, Urbana, Illinois, after proper motions and seconds were made and with unanimous roll call votes on three related issues below:
  - A. The Executive Director is to engage Joel Ward Homes, Inc. to sell both of the above properties on the terms and conditions of the Ward proposal.
  - B. The Executive Director may accept any offer at or above the Joel Ward Homes, Inc. suggested selling price.
  - C. The net proceeds from these sales shall be deposited into the CILA Facilities Fund, pending further DDB action.

In witness of the above Resolution and unanimous actions by the DDB I affix my signature this \_\_\_\_ day of September, 2021.

\_\_\_\_\_  
President Anne Robin

Attest: \_\_\_\_\_  
Secretary Georgiana Schuster