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

*Minutes October 19, 2022*

*This meeting was held with representation at the Brookens Administrative Center  
and with remote access via Zoom.*

**9:00 a.m.**

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**MEMBERS PRESENT:** Anne Robin, Georgiana Schuster, Deb Ruesch, Vicki Niswander

**MEMBERS EXCUSED:** Kim Fisher

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

**OTHERS PRESENT:** Sarah Perry, Annette Becherer, Laura Bennett, Patty Walters,  
Nicole Smith, Heather Levingston, Danielle Matthews, DSC, Mel  
Liong, PACE; Becca Obuchowski, Community Choices; Lori  
Butler, University of Illinois; Kathleen Murphy, American  
Institutes of Research, Brenda Eakins, GROW, Angela Yost,  
CCRPC

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**CALL TO ORDER:**

Dr. Robin called the meeting to order at 9:00 a.m. Executive Director Canfield was present at the Brookens Administrative Center as per the Open Meetings Act.

**ROLL CALL:**

Roll call was taken and a quorum was present.

**ZOOM INSTRUCTIONS:**

Instructions were included in the packet.

**APPROVAL OF AGENDA:**

The agenda was in the packet for review and approved by a unanimous vote.

**CITIZEN INPUT/PUBLIC PARTICIPATION:**

None.

**PRESIDENT’S COMMENTS:**

Dr. Robin reviewed the agenda.

**EXECUTIVE DIRECTOR’S COMMENTS:**

Director Canfield made some brief comments regarding the agenda items.

**APPROVAL OF MINUTES:**

Minutes from the 9/21/2022 board meeting and the 9/28/22 joint study session with the CCMHB were included in the packet. Dr. Robin requested a link to the RFP be added to the minutes of the 9/28/22 study session.

**MOTION: Ms. Schuster moved to approve the minutes from the September 21, 2022 meeting and the September 28, 2022 joint study session, with Dr. Robin’s addition included. Ms. Ruesch seconded the motion. A roll call vote was taken. The motion passed.**

**VENDOR INVOICE LIST:**

The Vendor Invoice List was included in the Board packet.

**MOTION: Ms. Niswander moved to accept the Vendor Invoice List as presented in the packet. Ms. Schuster seconded the motion. A roll call vote was taken and the motion passed unanimously.**

**NEW BUSINESS:**

**DRAFT PY24 Allocation Priorities and Selection Criteria:**

The packet contained a DRAFT of proposed funding priorities and selection criteria for the Program Year 2024. The purpose of the memorandum is to recommend allocation decision support criteria and funding priorities for the Champaign County Developmental Disabilities Board (CCDDB) Program Year 2024, July 1, 2023 to June 30, 2024. Funding priorities and decision support criteria are a framework for how contracts with service providers further the

mission and goals of the Board. Initial draft staff recommendations are based on Board input and our understanding of best practices and state/federal service and payment systems. This draft memorandum is presented for Board consideration and will be distributed to providers, family members, advocates, and stakeholders, with a request for comments. A final draft incorporating feedback will then be presented for Board review and approval. There was a general Board discussion regarding the document. Ms. Canfield shared feedback that she had already received from stakeholders regarding the document.

**Successes and Other Agency Information:**

Updates were provided by Annette Becherer from DSC; Becca Obuchowski from Community Choices, and Mel Liong from PACE.

**OLD BUSINESS:**

**PY22 Utilization Summaries for Funded I/DD Programs:**

The packet included a report with summaries of actual utilization for I/DD programs funded by the CCDDDB and CCMHB. How “service contacts” are reported was discussed. Annette Becherer from DSC and Becca Obuchowski from Community Choices reviewed how their agencies report service contacts and what they are measuring.

**CCDDDB and CCMHB Schedules and CCDDDB Timelines:**

Updated copies of CCDDDB and CCMHB meeting schedules and CCDDDB allocation timelines were included in the packet.

**Acronyms and Glossary:**

A list of commonly used acronyms was included for information.

**CCMHB Input:**

The CCMHB will meet this evening. There will be a joint meeting with the CCDDDB and the CCMHB on October 26, 2022.

**Staff Reports:**

Staff Reports from Kim Bowdry, Leon Bryson, Stephanie Howard-Gallo, ~~and~~ Shandra Summerville, and Chris Wilson were included in the Board packet.

**BOARD ANNOUNCEMENTS:**

Dr. Robin announced the Disability Expo is Saturday, October 22, 2022. Volunteers are still needed for the event.

**ADJOURNMENT:**

The meeting adjourned at 10:17 a.m.  
Respectfully Submitted by: Stephanie Howard-Gallo

*\*Minutes were approved at the 11/16/22 CCDDDB meeting.*