

---

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

*Minutes November 16, 2022*

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

**9:00 a.m.**

---

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

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

**OTHERS PRESENT:** Sarah Perry, Jami Olsen, Annette Becherer, Laura Bennett, Patty Walters, Nicole Smith, Heather Levingston, Danielle Matthews, DSC, Mel Liong, PACE; Becca Obuchowski, Community Choices; Brenda Eakins, GROW

---

**CALL TO ORDER:**

Dr. Robin called the meeting to order at 9:01 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:**

Ms. Schuster requested a discussion regarding the Choate Mental Health and Developmental facility in Anna, IL. The agenda was in the packet for review and approved by a unanimous vote.

**CITIZEN INPUT/PUBLIC PARTICIPATION:**

County Executive Darlene Kloepfel said farewell to the Board and staff as her term expires at the end of 2022.

**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 10/19/2022 board meeting and the 10/26/22 study session with the CCMHB were included in the packet.

**MOTION: Ms. Schuster moved to approve the minutes from the October 19, 2022 meeting and the October 26, 2022 study session. Dr. Fisher 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. Ruesch moved to accept the Vendor Invoice List as presented in the packet. Dr. Fisher seconded the motion. A roll call vote was taken and the motion passed unanimously.**

**NEW BUSINESS:**

**Registration, Application, and Reporting System Changes:**

A Briefing Memorandum was included in the Board packet. It detailed changes to the online registration, application, and reporting system, forms, and instructions.

**Selection of Board Member to serve on RFP Review Team:**

Georgiana Schuster was chosen to serve on the RFP review team. The review team also consists of Kim Bowdry, Leon Bryson, Mark Aber, and a Mental Health Board member that will be chosen at their Board meeting later today.

**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:****Three Year Plan with Final Draft Objectives for 2023:**

The packet contained a final draft version of the Plan with revised objectives for 2023, incorporating input. A decision memorandum detailed the new input and requested board approval.

**MOTION: Ms. Ruesch moved to accept the Three-Year Plan with Final Draft Objectives for 2023 as presented. Ms. Niswander seconded the motion. A roll call vote was taken and the motion passed unanimously.**

**Final Draft of PY24 Allocation Priorities:**

The packet contained a final draft version of Funding Allocation Priorities and Selection Criteria for Program Year 2024.

**MOTION: Dr. Fisher moved to accept the final draft of Funding Allocation Priorities and Selection Criteria for Program Year 2024 as presented. Ms. Schuster seconded the motion. A roll call vote was taken and the motion passed unanimously.**

**Expo Coordinators' Wrap-Up Report:**

Included in the packet for information only was a report from the Coordinators on the October 22, 2022 disAbility Resource Expo.

**Agency Service Reports:**

For information only, the packet included PY2023 1st Quarter Program Reports and PY2023 1st Quarter Service Data charts.

**Appropriations Charts for PY22 and PY23:**

For information only were charts showing the proportions of funding allocation by priority category, target population, and type of service for the most recent completed year and the year in progress.

**Quarterly Report on 211 Data for Champaign County:**

A Quarterly 211 Data Report was included in the Board packet for information only.

**CCDDB and CCMHB Schedules and CCDDB Timelines:**

Updated copies of CCDDB and CCMHB meeting schedules and CCDDB allocation timelines were included in the packet. There will not be a CCDDB meeting in December.

**Acronyms and Glossary:**

A list of commonly used acronyms was included for information.

**CCMHB Input:**

The CCMHB will meet this evening.

**Staff Reports:**

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

**BOARD ANNOUNCEMENTS:****Choate Mental Health and Developmental Center:**

Board members discussed recent news articles regarding alleged abuse at the Choate Mental Health and Developmental Center.

**ADJOURNMENT:**

The meeting adjourned at 10:17 a.m.

Respectfully Submitted by: Stephanie Howard-Gallo

*\*Minutes were approved on 1/18/23 by the CCDDB.*