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

Minutes October 18, 2023

*This meeting was held at the Brookens Administrative Center
1776 E. Washington St., Urbana, IL 61802
and with remote access via Zoom.*

9:00 a.m.

MEMBERS PRESENT: Susan Fowler, Anne Robin, Vicki Niswander, Georgiana Schuster, Kim Fisher

MEMBERS EXCUSED: n/a

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

OTHERS PRESENT: Sarah Perry, Kelli Martin, Jami Olsen, Annette Becherer, Laura Bennett, Patty Walters, Heather Levingston, DSC; Becca Obuchowski, Hannah Sheets, Community Choices; Angela Yost, CCRPC; Sherry Longcor, Paula Vanier, Mel Liong, PACE; Dana Eldreth, Family Resiliency Center at UIUC; Brenda Eakins, Keysa Haley, GROW.

CALL TO ORDER:

CCDDB President Vicki Niswander called the meeting to order at 9:05 a.m.

ROLL CALL:

Roll call was taken, and a quorum was present.

APPROVAL OF AGENDA:

An agenda was available for review and approved by a unanimous vote. (Motion made by Dr. Anne Robin and seconded by Dr. Susan Fowler.)

CCDDB and CCMHB SCHEDULES/TIMELINES:

Updated copies of CCDDB and CCMHB meeting schedules and CCDDB allocation timeline were included in the packet.

ACRONYMS and GLOSSARY:

A list of commonly used acronyms was included for information.

CITIZEN INPUT/PUBLIC PARTICIPATION:

None.

PRESIDENT'S COMMENTS:

Ms. Niswander thanked the staff for the contents of the board packet, with lots of information.

EXECUTIVE DIRECTOR'S COMMENTS:

Director Canfield pointed out the analysis of year end data submitted by agencies and shared a summary of yesterday's Going Home Coalition meeting with Equip for Equality.

APPROVAL OF MINUTES:

Minutes from the 9/20/2023 board meeting were included in the packet.

MOTION: Ms. Schuster moved to approve the minutes from the 9/20/23 CCDDB meeting. Dr. Robin seconded the motion. A voice vote was taken. The motion passed.

VENDOR INVOICE LIST:

The Vendor Invoice List was included in the Board packet.

MOTION: Dr. Fowler moved to accept the Vendor Invoice List as presented in the packet. Dr. Robin seconded the motion. A voice vote was taken, and the motion passed unanimously.

STAFF REPORTS:

Staff reports were included in the packet from Kim Bowdry, Leon Bryson, Lynn Canfield, Stephanie Howard-Gallo, and Chris Wilson.

NEW BUSINESS:

CCDDB Three Year Plan with DRAFT Objectives for 2024:

Draft objectives for 2024 were presented for review and comment. Board members spent time discussing the document and suggested additional objectives.

PY2023 Agency CLC and Related Trainings:

A list of trainings held or attended by funded agencies during PY23, in fulfillment of their Cultural and Linguistic Competence Plans, was included in the packet. Ms. Summerville presented these results and answered Board members' questions.

PY2023 Utilization Summaries and Demographic Data:

A briefing memo, a summary of all funded DD program utilization, and charts of program participants' demographic and residency data were included in the board packet for information. Board members made observations on these and asked questions.

OLD BUSINESS:

Evaluation Capacity Building Project:

Dana Eldreth from the University of Illinois Family Resiliency Center provided an oral update on the project.

Expo Update:

Information was included in the packet. The Expo will be held October 28, 2023 at Market Place Mall from 11 am to 4 pm. Volunteers are still needed.

SUCSESSES AND AGENCY INFORMATION:

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

BOARD TO BOARD REPORTS:

A chart of agency board meeting dates was included in the packet, along with draft board liaison guidelines. Board members discussed possible practices and agreed that liaison to agency board meetings would be less helpful than onsite visits with agency staff and clients. Agency staff welcomed this. Chair Niswander suggested agencies desiring to offer a visit could make a general invitation which then any board member could attend.

COUNTY BOARD INPUT:

None.

CCMHB INPUT:

The CCMHB will meet this evening.

BOARD ANNOUNCEMENTS AND INPUT:

None.

OTHER BUSINESS – Review of Closed Session Minutes:

Board members determined that there was not a need for an executive closed session to discuss the minutes of closed session meetings from February 19, 2020 and February 23, 2022, which had been distributed prior to the meeting, to allow for semi-annual review per the Open Meetings Act.

MOTION: Ms. Schuster moved to accept the closed session minutes as presented and to continue maintaining them as closed. Dr. Fisher seconded the motion. A voice vote was taken, and the motion passed.

ADJOURNMENT:

The meeting adjourned at 10:27 a.m.
Respectfully Submitted by: Lynn Canfield

**Approved November 15, 2023*