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

Minutes –December 5, 2006

*Brookens Administrative Center
1776 E. Washington St.
Urbana, IL
Meeting Room 2*

8:00 a.m.

MEMBERS PRESENT: Michael Smith, Chair; Joyce Dill, Holly Jordan

STAFF PRESENT: Peter Tracy, Executive Director; William Conlin, Stephanie Howard-Gallo

STAFF EXCUSED: Nancy Crawford

OTHERS PRESENT: Dale Morrissey, Developmental Services Center (DSC); George Roth, Consultant; Vicki Niswander, Citizen

CALL TO ORDER:

Mr. Smith, Board President, called the meeting to order at 8:06 a.m.

ROLL CALL:

Roll call was taken and all members were present.

ADDITIONS TO AGENDA:

Mr. Smith requested the Board enter into Executive Session prior to adjournment to discuss the evaluation of the executive director.

CITIZEN INPUT:

Mr. Morrissey announced Teola Trowbridge will be recognized as a “Woman of Distinction” by The Girl Scouts in March.

CHAMPAIGN COUNTY MENTAL HEALTH BOARD (CCMHB) INPUT:

Minutes from the October CCMHB meeting were included in the packet for information only. Mr. Tracy announced that CCMHB members have requested workforce development be considered as an addendum to FY08 decision support primary criteria. The CCDDDB may want to consider the addendum as well.

APPROVAL OF MINUTES:

Minutes from the November 14, 2006 Board meeting were included in the packet.

MOTION: Ms. Jordan moved to approve the minutes from the November 14, 2006 Board meeting. Ms. Dill seconded and the motion passed unanimously.

PRESIDENT'S COMMENTS:

None.

EXECUTIVE DIRECTOR'S REPORT:

Mr. Tracy's staff report was included in the Board packet for review. Ms. Jordan requested the minutes reflect her recognition of Ms. Kathryn Hatfield's exemplary service to the CCMHB.

STAFF REPORT:

Mr. Conlin's report was included in the Board packet. Mr. Conlin provided an update on The Autism Project.

AGENCY INFORMATION:

Mr. Dale Morrissey from Developmental Services Center (DSC) announced there are 600-700 more service units due to CCDDDB funding. However, waiting lists continue to grow. In addition, he anticipates the minimum wage increase will have a negative effect on maintaining the workforce in all social service areas.

FINANCIAL INFORMATION:

The CCDDDB fund balance was reported to be \$ 1,418,621 as of 10/31/06.

Approval of Claims:

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

MOTION: Ms. Jordan moved to accept the claims report as presented. Ms. Dill seconded and the motion passed unanimously.

NEW BUSINESS:

Discussion of Information and Referral “Fair”:

A Briefing Memorandum regarding the CCDDDB’s interest in a fair that provided information regarding developmental disability support and services was included in the Board packet. Preliminary research was presented to Board members. Combining the “fair” with the Brian Rubin presentation on March 8, 2006 is being considered. A draft list of public, private and volunteer organizations was distributed as potential participants in the event.

MOTION: Ms. Jordan moved to authorize CCDDDB staff to proceed with the planning of a developmental disabilities “fair”. Ms. Dill seconded and the motion passed unanimously.

OLD BUSINESS:

By-Laws—Rearrangement of Language in Section II.C.:

The proposed change to the CCDDDB By-Laws was included in the packet.

MOTION: Ms. Jordan moved to approve the proposed change to the CCDDDB By-Laws as presented. Ms. Dill seconded the motion. A voice vote was taken and the motion passed unanimously.

BOARD ANNOUNCEMENTS:

A copy of the Notice for Funding Availability (NOFA) that will run in *The News Gazette* on December 10, 2006 was distributed to CCDDDB members for information only.

MOTION: Ms. Jordan moved to enter into an Executive Session for the purpose of discussing the executive director’s performance evaluation. Ms. Dill seconded and the motion passed unanimously.

CLOSED EXECUTIVE SESSION:

Board members entered into Closed Executive Session at 8:45 a.m. The session ended at 9:00 a.m. and the Board meeting was promptly adjourned.

Respectfully Submitted by: Stephanie Howard-Gallo

**Minutes were approved at the March 6, 2007 CCDDDB meeting.*