



The McLean County Board of the Care and Treatment of Persons with a Developmental
Disability (377)

April 20, 2023

200 West Front Street, Bloomington, Illinois

MINUTES

The meeting was called to order at 9:01 AM

1. Roll Call

Present: Phylis VerSteegh, Jan Hood, Becky Hines, Jen Ho

Absent: Vern McGinnis

McLean County Health Department Staff Present: Amy Hopper, Behavioral Health Program Manager; Selena Nolan, Behavioral Health Specialist; Shannon Garlock, Behavioral Health Program Administrative Specialist II

2. Public Participation: None

3. Consent Agenda

A. Notification of Paid Allocations

January 2023:	\$94,494.08
February 2023:	\$121,77,6.83
March 2023:	\$68,158.37

Motion by: Becky Hines

Seconded by: Jan Hood

4. Items for Information

A. CY24 Funding Timeline

B. 377 Strategic Plan

C. 377 Board Newsletter

D. Board Member Jan Hood's term ending June 2023

- Amy Hopper shared the County has been notified a replacement member is needed for the 377 Board. The board members discussed they have a few names of interest in mind. The board members would like to see a person living in rural area of McLean County to add another perspective view to the board. Amy will send the

board members a reminder in a month to see if they have a finalized list of names to be given to the County.

E. 377 Board Member report on April Health Committee Meeting

- Phylis mentioned that Vern and herself attended April's County Health Committee and presented an overview of the 377 board. Vern and Phylis shared with the Health Committee the 377 boards' purpose, who the 377 board serves, and the increasing need to serve individuals with intellectual and developmental disabilities.
- Amy shared a conversation she had with Cassy Taylor, stating Cassy was glad the 377 board shared the 377 board presence and their service in the community. Amy stated that she responded to Cathy Dryer's email regarding the fund balance of the 377 board. Amy also passed along Cassy's sentiments that Vern and Phylis did an amazing representation of the 377 board and to thank them.

5. Items for Discussion

A. 377 Board Program Report: CY22 Quarter 4 and Annual

- Board members asked Amy if there was any surplus of funds at the end of the 4th quarter for 2022. Amy will send the board members a calculated surplus total for 2022. Amy explained the challenges of surplus totals of the agencies, as the agencies are using their agencies fiscal year, instead of the calendar year the Health Department utilizes. Another challenge this past year was staffing shortages which affected the personnel expenses.
 - Amy identified Marcfirst-Supported Living had an estimated surplus of \$25,000.00 due to staffing shortages and selling of 2 properties in 2022.
 - Amy identified Marcfirst Transitions Program had an estimated surplus of \$2,500.00, which is earmarked to spent in 2023 granted by State Farm, not truly a surplus.
 - The board asked why funding designated for the following year was showing in the prior years' financials.
 - Amy shared that the agencies were suggested to ask their agencies accounting/financial department how to process the revenues received. The agencies are following their accounting departments procedures and indicating the finances received on the date the money is incoming, and at the date the funding is spent as a deficient. Amy also stated the board needs to keep in mind agencies are reporting financials on the entirety of the program in the annual report and the board does want the agencies to have a blended-funding model, and showing surpluses for additional funding received will happen.
 - Amy shared with board members the process of review of financials for the agencies.
 - Each agency submits a budget at the time of the application process. Each month the agencies submit financial expenditures. At the end of each quarter the financial documentation are reviewed and determines if any funding needs to be withheld due to a lack of spending funding. Agencies can notify Amy and

submit budget revisions when necessary. In 2023, MCHD will be re-implementing budget audits for funded agencies.

6. Items for Approval

A. Approve 377 Board 1/12/23 Board Meeting Minutes

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Motion by: Becky Hines

Seconded by: Jen Ho

7. Other Business

- Board members discussed Easterseals Campership notification for 2023, having the need to submit a revision for funding. Easterseals submitted 3 options for the board members to choose from and looked forward to the boards opinion. The board members expressed the appreciation of Easterseals to share in advance the information and the options provided. Amy will share with Easterseals the board members response for the budget revision options and have Easterseals complete a budget revision. Amy will share with the board members the final results.
- The board members gave their sincere best wishes and thank you's to Jan Hood, as this was her last 377 board meeting. Jan shared how she was happy with the progress the 377 board has made through the years.
- Amy shared IDDC is doing well and the 2 subcommittees of IDDC are progressing on working on their objectives.
 - Resource Committee of IDDC is working on the Resource Directory. The committee has been hearing from the community working with individuals with intellectual and developmental disabilities, that the PATH directory is complicated to navigate, does not have the resources individuals with DD require or has a too wide of regional scope, not specific resources for McLean County.
 - Advocacy Committee of IDDC is focusing on collaborating with The Baby Fold-Community School at Fairview Elementary School. The Community School Program at Fairview Elementary is noticing parents are resistant in having their children receive support for delays in fears of being labeled. The Advocacy committee will be collaborating with the community school program to host an event for parents to educate parents and try to end the stigma, while assisting parents to receive assistance for their children.
- The board members discussed the Behavioral Urgent Care Center (BHUC) has replaced the Triage Center. Members shared their experience at the BHUC Open House and how the community presence was noticeable at the Open House. The Open House was well received, and the location seems more appropriate, and clients should feel more comfortable within the new facility.
 - Amy shared that there is a lot going on in the crisis system currently. The County survey study feedback of the Triage Center indicated concerns about not having wrap-around services. BHUC will provide wrap-around services for clients providing the living room model and the private ambulance drop off services.

- A discussion of in person 377 board site visits of 377 funded agencies is desired by the board members. Discussion of scheduling 3 agency visits after a new member is finalized. The board members agreed the following locations of interest to visit in person:
 - Easterseals Timber Pointe location in late July of 2023
 - Marcfirst ABA new facility in August of 2023
 - The Baby Fold-Community School Program @ Fairview Elementary School in September of 2023

8. Adjournment

Motion made to adjourn meeting by: Phylis VerSteegh **Seconded by:** Jan Hood

Meeting Adjourned at: 9:53 AM

Approved