

# Peoria County Board for the Care and Treatment Of Persons With A Developmental Disability

## AGENDA

June 12, 2019

11:00 a.m.

Peoria City/County Health Department

Board Room

2116 N. Sheridan Road

Peoria, IL 61604

1. Call to Order
2. Approval of Members Participating via Conference Call (Action)
3. Approval of Minutes of May 15, 2019 (Action) **(Pages 2-3)**
4. Fiscal Report (Action) **(Pages 4-8)**
5. Next FY Budget (Discussion)
6. Election of Officers (Action)
7. Community Referrals and Provider Safety (Discussion)
8. Camp Big Sky-Request for Modification of Expenditures (Action)
9. Bylaws Section 2C (Discussion)
10. Agency Visit Reports (Discussion) **(Pages 9-10)**
11. Next Meeting Date- (8/14/19)
12. Public Comments
13. Adjourn

**Peoria County Board for the Care & Treatment  
of Persons with a Developmental Disability  
Minutes of  
May 15, 2019**

**Members Present:** Alyssa Herman  
Shannon Moberg  
Joyce Harant  
Todd Baker

**Members Absent:** Greg Chance

**Others Present:** Amy Roberts, Peoria City/County Health Department  
Katie Van Cleve, HISRA  
Steve Rollins, EP!C  
Doris Hayes, EP!C  
Kim Cornwell, EP!C  
Katie Murphy, EP!C  
Nancy Davis, EP!C  
Brad Guidi, Camp Big Sky  
Patti Gratton, CWTC  
Don Rulis, CWTC  
Bill Adams, CWTC  
Jim Runyon, Easter Seals

Meeting was called to order at 11:09 am by Ms. Herman. Motion carried (4,0).

There were no members participating via conference phone.

A motion was made by Ms. Moberg to approve the minutes of the April 17, 2019 meeting. Motion was seconded by Ms. Harant. Motion carried (4,0).

The agencies that submitted proposals presented information on the programs for which they requested funding. Mr. Baker thanked the agencies for all of their work and efforts. Ms. Herman stated the total requests were close to the total budget. There was discussion regarding the scoring of funds for agencies. A motion was made by Mr. Baker to fund the agencies as follows: Easter Seals in the amounts of \$50,280 and \$3,201; Camp Big Sky in the amount of \$35,000; CWTC in the amounts of \$230,000 and \$55,000; EP!C in the amounts of \$300,000 and \$258,669. Motion was seconded by Ms. Harant. Motion carried (4,0). A motion was made by Mr. Baker to fund HISRA in the amount of \$18,000. Motion was seconded by Ms. Moberg. Motion carried (3,0,1). Ms. Harant abstained from voting, due to a conflict of interest with HISRA.

Ms. Herman moved on to the Fiscal Report as Mr. Gulley was not present at this meeting. Ms. Herman stated they have received about 9% of the budget for this year through CPPRT of \$83,484 and expenses at \$224,265 but should be seeing property tax

revenue come in at the end of May. The current fund balance is \$117,890. The budget for 2020 will be added to the next meeting agenda. A motion was made by Mr. Baker to approve the Fiscal Report. Motion was seconded by Ms. Moberg. Motion carried (4,0).

Ms. Herman moved on the Bylaws Discussion and stated that she would like to move the discussion to next month's meeting, due to needing to do more research and homework on what other Boards have done with conflict of interest language in their bylaws.

Next agenda item was Agency Visit Reports and there was one that was submitted for the agenda packet from Mr. Chance that visited CWTC. Ms. Harant stated should be going to Camp Big Sky on Friday and Ms. Herman is looking to coordinate a time for her to go as well. Ms. Harant stated at the end of the month that her and Ms. Moberg would be going to Easter Seals.

Ms. Herman stated the next meeting date is June 12<sup>th</sup> at 11:00 am in Room 125.

Ms. Herman opened the floor for Public Comments. Ms. Hayes and Ms. Gratton thanked the Board for the support. Mr. Runyon commented that the agencies collaborate with each other and stated that the community we live in is very generous.

Being no further business, Mr. Baker made the motion to adjourn. Ms. Herman seconded. Motion carried (4,0). The meeting adjourned at 12:42 pm.

DATE: 06/06/2019  
 TIME: 13:57:20

PEORIA COUNTY, IL  
 REVENUE STATUS REPORT

PAGE NUMBER: 1  
 REVSTA11

SELECTION CRITERIA: orgn.fund='031'  
 ACCOUNTING PERIOD: 5/19

SORTED BY: FUND,DEPARTMENT,PROGRAM,1ST SUBTOTAL,ACCOUNT  
 TOTALED ON: DEPARTMENT,PROGRAM,1ST SUBTOTAL  
 PAGE BREAKS ON: FUND,PROGRAM

FUND-031 CARE AND TREATMENT  
 DEPARTMENT-031 CARE & TREATMENT-DEV DISA  
 PROGRAM-611 TREATMENT SERVICES COORD  
 1ST SUBTOTAL-31000 PROPERTY TAXES

ACCOUNT - - - - -	TITLE - - - - -	BUDGET	PERIOD RECEIPTS	RECEIVABLES	YEAR TO DATE RECEIPTS	AVAILABLE BALANCE	YTD/ BUD
31110	PROPERTY TAX	699,926.00	.00	.00	.00	699,926.00	.00
TOTAL PROPERTY TAXES		699,926.00	.00	.00	.00	699,926.00	.00
1ST SUBTOTAL-33000 INTERGOVERNMENTAL REVENUE							
33520	PERSNL PROPERTY REPLC TA	195,233.00	58,199.55	.00	140,107.65	55,125.35	71.76
TOTAL INTERGOVERNMENTAL REVEN		195,233.00	58,199.55	.00	140,107.65	55,125.35	71.76
1ST SUBTOTAL-35900 INTEREST INCOME							
35960	INTEREST	3,000.00	.00	.00	2,288.46	711.54	76.28
TOTAL INTEREST INCOME		3,000.00	.00	.00	2,288.46	711.54	76.28
TOTAL TREATMENT SERVICES COOR		898,159.00	58,199.55	.00	142,396.11	755,762.89	15.85
TOTAL CARE & TREATMENT-DEV DI		898,159.00	58,199.55	.00	142,396.11	755,762.89	15.85
TOTAL REPORT		898,159.00	58,199.55	.00	142,396.11	755,762.89	15.85

DATE: 06/06/2019  
 TIME: 13:55:51

PEORIA COUNTY, IL  
 EXPENDITURE STATUS REPORT

PAGE NUMBER: 1  
 EXPSTAll

SELECTION CRITERIA: orgn.fund='031'  
 ACCOUNTING PERIOD: 5/19

SORTED BY: FUND,DEPARTMENT,PROGRAM,1ST SUBTOTAL,ACCOUNT  
 TOTALED ON: DEPARTMENT,PROGRAM,1ST SUBTOTAL  
 PAGE BREAKS ON: FUND,PROGRAM

FUND-031 CARE AND TREATMENT  
 DEPARTMENT-031 CARE & TREATMENT-DEV DISA  
 PROGRAM-611 TREATMENT SERVICES COORD  
 1ST SUBTOTAL-53000 CONTRACTUAL EXPENSES

ACCOUNT	TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
53280	PROGRAM DEVELOP/COORD	950,000.00	.00	.00	224,264.75	725,735.25	23.61
	TOTAL CONTRACTUAL EXPENSES	950,000.00	.00	.00	224,264.75	725,735.25	23.61
	TOTAL TREATMENT SERVICES COOR	950,000.00	.00	.00	224,264.75	725,735.25	23.61
	TOTAL CARE & TREATMENT-DEV DI	950,000.00	.00	.00	224,264.75	725,735.25	23.61
TOTAL REPORT		950,000.00	.00	.00	224,264.75	725,735.25	23.61

Care & Treatment Board

**FY2019 PROJECTED BUDGET**

**FY2020 PROPOSED BUDGET**

**FY19 REVENUES**

Acct Code	Account Title	2019 PROJECTED
31110	PROPERTY TAX	692,927
33520	PERSNL PROP REPLC TAX	195,233
35960	INTEREST	3,000
		<b>891,160</b>

**FY20 REVENUES**

Acct Code	Account Title	2020 BUDGETED
31110	PROPERTY TAX	699,926
33520	PERSNL PROP REPLC TAX	195,233
35960	INTEREST	3,000
		<b>898,159</b>

**FY19 EXPENSES**

Acct Code	Account Title	2019 PROJECTED
53280	PROG DEVELOP/COORD	924,448
53600	UTILITIES GAS/ELECTRIC	0
54363	WATER	0
54390	BUILDINGS RENTAL	0
54407	MISCELLANEOUS	0
		<b>924,448</b>

**FY20 EXPENSES**

Acct Code	Account Title	2020 BUDGETED
53280	PROG DEVELOP/COORD	950,200
53600	UTILITIES GAS/ELECTRIC	0
54363	WATER	0
54390	BUILDINGS RENTAL	0
54407	MISCELLANEOUS	0
		<b>950,200</b>

-33,288

-52,041

## Care & Treatment Board

### 2018:

Beginning Fund Balance (1/1/18)	199,875
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<b><u>Revenues</u></b>	
Property Tax revenue	693,263
CPPRT revenue	199,779
Interest	6,689
	<hr/>
	899,731
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<b><u>Expenditures</u></b>	
Grants to Agencies	840,935
Rent	0
Utilities	0
	<hr/>
	840,935
<hr/>	
<b><u>Revenues - Expenditures</u></b>	58,796
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<b><u>2018 Fund Balance</u></b>	258,672

### 2019 BUDGET:

Beginning Fund Balance (1/1/19)	258,672
<hr/>	
<b><u>Revenues</u></b>	
Property Tax revenue	699,926
CPPRT revenue	195,233
Interest	3,000
	<hr/>
	898,159
<hr/>	
<b><u>Expenditures</u></b>	
Grants to Agencies	950,000
Rent	0
Utilities	0
	<hr/>
	950,000
<hr/>	
<b><u>Revenues - Expenditures</u></b>	-51,841
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<b><u>2019 Budgeted Fund Balance</u></b>	206,831

### 2019 ACTUAL (to date - 5/31/19):

Beginning Fund Balance (1/1/19)	258,672
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<b><u>Revenues</u></b>	
Property Tax revenue	0
CPPRT revenue	140,108
Interest	2,288
	<hr/>
	142,396
<hr/>	
<b><u>Expenditures</u></b>	
Grants to Agencies	224,265
Rent	0
Utilities	0
Miscellaneous	0
	<hr/>
	224,265
<hr/>	
<b><u>Revenues - Expenditures</u></b>	-81,869
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<b><u>2019 Current Fund Balance</u></b>	176,802

# Care & Treatment Board

	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Actual *</u>	<u>2019 Projected</u>	<u>2020 Proposed</u>
Revenues	542,728	929,519	899,731	891,160	898,159
Expenditures	<u>583,852</u>	<u>693,499</u>	<u>840,935</u>	<u>924,448</u>	<u>950,200</u>
	(41,124)	236,020	58,796	(33,288)	(52,041)

## 2016 ACTUAL

Beginning Balance	4,979	Beginning 2016 Balance
	<u>-41,124</u>	This is the amount of <u>decrease</u> to the reserve for 2016
	-36,145	Ending 2016 Balance

## 2017 ACTUAL

Beginning Balance	-36,145	Beginning 2017 Balance
	<u>236,020</u>	This is the amount of <u>increase</u> to the reserve for 2017
	199,875	Ending 2017 Balance

## 2018 ACTUAL \*

Beginning Balance	199,875	Beginning 2018 Balance
	<u>58,796</u>	This is the amount of <u>increase</u> to the reserve for 2018
	258,671	Ending 2018 Balance

## 2019 PROJECTED

Beginning Balance	258,671	Beginning 2019 Balance
	<u>-33,288</u>	This is the <u>budgeted</u> amount of <u>decrease</u> to the reserve for 2019
	225,383	Ending 2019 Balance

## 2020 PROPOSED

Beginning Balance	225,383	Beginning 2020 Balance
	<u>-52,041</u>	This is the <u>budgeted</u> amount of <u>increase/decrease</u> to the reserve for 2020
	173,342	Ending 2020 Balance

\* Unaudited



Peoria County Board for the Care and Treatment of Persons with a Developmental Disability  
Agency Visit Form—Grant Cycle FY 2019

Care and Treatment Board Member: Joyce Harant

Agency: Camp BigA Sky

Date of Visit: May 17, 2019

Agency Representatives: Brad Guidi and two staff

Notes:

- Much easier to find with their new access road
- Two groups were visiting during the morning despite the threat of rain. TCRC arrived when I was at the area by the pontoon boats. All were warmly greeting and suited up with life jackets- and headed for the boats and docks.
- The camp has so many positive updates since my last visit.
  - Solar and soon to be installed wind energy- provides new options for hosting clients overnight. Securing grid electric is being planned- this will allow for hosting people using respirators, as sufficient redundancy of electric supply will be available.
  - Plans underway to replace wooden paths with concrete.
  - The Learning Center- has a large versatile meeting room with 3 bedrooms, a walk in shower and sit down shower and wheel chair access kitchen.
- Camp Big Sky continues to exhibit detailed planning to ensure client safety, personal and educational needs and enjoyment. The Learning Center was built with extreme energy efficiency so that renewable energy plus battery will suffice in most instances with the battery back up. The lower level is unfinished but plans exist for remodeling with outside entrances to accommodate separate groups when the first loan is paid off. The Camp can now be rented out to private groups when clients are not scheduled, this will provide some added revenue.
- All of these positive changes are increasing the client's experience and is resulting in increase visits. Just this week Decatur TV taped a special program to let their viewers know about the Camp.
- Camp Big Sky continues to be such a warm, welcoming and important educational and recreational experience for people with disabilities to learn skills that enable more life independence.

Peoria County Board for the Care and Treatment of Persons with a Developmental Disability  
Agency Visit Form—Grant Cycle FY 2019

Care and Treatment Board Member: Joyce Harant

Agency: Easter Seals

Date of Visit: May 24, 2019

Agency Representatives: Jim Runyon

Notes:

Jim provided tour of the agency- programs funded and non-funded. In EI they have been meeting the target for visits in the natural environment. We discussed the in house referral system of the hospital systems through EPIC. Children referred receive their evaluations but the Easter Seals data system cannot account for numbers of children served. Easter Seals does outreach to doctor's offices to encourage referral to Easter Seals.

Viewed the interactive play and therapy rooms for Autistic children for which Care and Treatment provided partial funding.

Overall, the number of programs being operated within the Easter Seals downtown Peoria facility seems consistent with past visits. The facility is well maintained and has an open and welcoming atmosphere, while still be secure and protecting confidentiality of clients.