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

AGENDA

July 15, 2020
11:00 a.m.
WebEx (Link in Calendar Invite)

1. Call to Order

2. Suspension of Bylaws to Conduct Care and Treatment Board Meeting Virtually (Action)

3. Approval of Minutes from June 3, 2020 (Action) (Pages 2-4)

4. Fiscal Reports (Action) (Pages 5-9)

5. Next FY Budget (Action) (Handout)

6. Election of Officers

7. Conflict of Interest Form (Page 10)

8. Agency Visit Reports (Discussion)

9. Public Comments

10. Adjourn
Peoria County Board for the Care & Treatment of Persons with a Developmental Disability
Minutes of June 3, 2020

Members Present: Alyssa Herman
Greg Chance
Joyce Harant
Todd Baker
Andrew Rand (County Board Liaison)

Members Absent: Andrew Edwards

Others Present: Amy Roberts, Peoria City/County Health Department
Brian Gulley, Peoria City/County Health Department
Flynn Okner, Best Buddies
Adam Wilt, Best Buddies
Ryan LaCosse, Best Buddies
Brad Guidi, Camp Big Sky
Amanda Atchley, Camp Big Sky
Patti Gratton, CWTC
Katie Musisi, Easter Seals
Doris Hayes, EPIC
Kim Cornwell, EPIC
Matt Sheehan, WMBD-TV

Call to Order
Meeting was called to order at 11:03 am by Ms. Herman.

Suspension of Bylaws to Conduct Care and Treatment Board Meeting Virtually
A motion to suspend the bylaws to conduct the Care and Treatment Board meeting virtually was made by Ms. Harant. Motion was seconded by Mr. Baker. Motion carried (4,0).

Approval of Minutes from May 20, 2020.
A motion was made by Mr. Chance to approve the minutes of the May 20, 2020 meeting. Motion was seconded by Mr. Baker. Motion carried (5,0).

Grant Awards
A motion was made to move in the Grant Awards item by Mr. Baker. Motion was seconded by Mr. Chance. Ms. Herman stated this agenda item was rescheduled from the previous meeting to have a better idea of the budget situation for the upcoming grant year, due to COVID. Mr. Gulley provided an update previously that he is expecting a reduction of 5% in property tax and CPPRT money as well as a 50% reduction in interest. Mr. Gulley stated there is
nothing new to update on the revenue side but got revised expenditure projections from four of the five agencies. Mr. Gulley updated the projects based on that, leaving the reductions in the 4th quarter, from April through June, at about $143,000. With that and the new grant awards of $850,000, by the end of the year in December it would leave the fund balance at $415,000. Mr. Baker made a motion that the Peoria County Care and Treatment Board funds this grant cycle as follows:

Camp Big Sky – Why Not Now? for $33,300  
CWTC – Adult Day Developmental Training Program for $49,500  
CWTC – Job Readiness Program for $207,000  
Easter Seals – Prevent and Improving ID of Developmental Delays for $2,907  
Easter Seals – Early Intervention in Natural Environments for $45,250  
EPIC – Educational Services for $238,500  
EPIC – Specialized Job Training for $292,500

Motion was seconded by Mr. Chance. Mr. Baker felt that at this time it was not appropriate to award grants to Best Buddies due to start up money. The total amount for these grants is $869,020. If the funds are being spent, this could be re-evaluated at a later date in the year. Ms. Harant supported Mr. Baker’s decision to not fund Best Buddies as they stated in their presentation that they would not be able to have this program if they did not receive all the grant money asked for. Mr. Chance was also in agreement with this based on the amount of money requested and the number of clients served and totally relying on the Care and Treatment Board during an uncertain fund time. The Board decided to review the funding quarterly to keep up with. Mr. Chance stated there is a need to have an organizational meeting in July. Motion carried (4,0).

Ms. Herman made a motion to reschedule the June 17th meeting to July 15th at 11:00. Motion was seconded by Mr. Chance. Motion carried (4,0).

Public Comments
EPIC – Kim Cornwell thanked the Care and Treatment Board for coming out and visiting as she felt that it helps when making decisions for funding. Ms. Cornwell also stated she is thankful the Care and Treatment Board waited until January to re-assess what they’re able to do because of the pandemic. Doris Hayes also thanked the Board for supporting their programs.

Easter Seals – Katie Musisi attended this meeting on behalf of Julie Schifeling and thanked the Board for their continued support of Easter Seals and look forward to hosting Board Members as Easter Seals makes progress with their programs.

CWTC – Patti Gratton stated the Board has worked with these agencies a long time and knows the difference the grant money makes. Ms. Gratton stated they
are planning to re-evaluate and start back up in July but unsure what that looks like. She also thanked the Board for their continued support over the years.

Best Buddies – Adam Wilt thanked the Board for their consideration of Best Buddies and hearing more about the agency. They hope to continue to do great work in central Illinois and look forward to a possible partnership in the future.

Camp Big Sky – Brad Guidi also wanted to give the Board his appreciation and stated they admire every Board member’s dedication to doing this, as he knows it’s not an easy job. Amanda Atchley wanted to thank the Board for their continued confidence in Camp Big Sky and their partnership with the Board from the beginning.

Matt Sheehan from WMBD TV asked for clarification on where the grant money came from.

There was some discussion about if they video and audio from today’s meeting would or should be posted on the Care and Treatment website. Mr. Chance reminded Ms. Herman about the working with the County about putting out a press release announcing the grant awardees.

**Adjourn**
Being no further business, Mr. Baker made the motion to adjourn. Mr. Chance seconded. Motion carried (4,0). The meeting adjourned at 11:36 am.
## Selection Criteria: orgn.fund='031'

## Accounting Period: 6/20

## Sorted by: Fund, Department, 1st Subtotal, Account

## Totaled on: Department, 1st Subtotal

## Page Breaks on: Fund

### Fund-031 Care and Treatment

#### Department-031 Care & Treatment-Dev Disa

1st Subtotal-31000 Property Taxes

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<th>RECEIVABLES</th>
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1st Subtotal-33000 Intergovernmental Revenue

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1st Subtotal-35900 Interest Income

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<th>AVAILABLE BALANCE</th>
<th>YTD/ BUD</th>
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Total Care & Treatment-Dev DI

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Total Report

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<td>.00</td>
<td>233,070.54</td>
<td>621,773.46</td>
<td>27.26</td>
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TOTAL REPORT 854,844.00 .00 .00 233,070.54 621,773.46 27.26
### 2019:

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<tr>
<td>Utilities</td>
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<td><strong>Total</strong></td>
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<td><strong>Revenues - Expenditures</strong></td>
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<td><strong>2019 Fund Balance</strong></td>
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### 2020 BUDGET:

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<td><strong>Revenues</strong></td>
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<td>Property Tax revenue</td>
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<td>CPPRT revenue</td>
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<td><strong>Total</strong></td>
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<td><strong>Revenues - Expenditures</strong></td>
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<td><strong>2020 Budgeted Fund Balance</strong></td>
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### 2020 ACTUAL (to date - 4/30/20):

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<thead>
<tr>
<th>Description</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Beginning Fund Balance</td>
<td>293,397</td>
</tr>
<tr>
<td><strong>Revenues</strong></td>
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<tr>
<td>Property Tax revenue</td>
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## FY21 REVENUES

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<tr>
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## FY20 EXPENSES

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## FY21 EXPENSES

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<tbody>
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<td>PROG DEVELOP/COORD</td>
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**Total:**

**FY20 REVENUES:** $878,768  
**FY20 EXPENSES:** $757,174  
**FY21 REVENUES:** $0  
**FY21 EXPENSES:** $869,020  

**Difference:** $121,593
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<td>854,844</td>
<td>757,174</td>
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<td></td>
<td>236,020</td>
<td>58,796</td>
<td>34,726</td>
<td>72,306</td>
<td>121,593</td>
<td>(869,020)</td>
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<td>Ending 2016 Balance</td>
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<td>Ending 2017 Balance</td>
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</tr>
<tr>
<td></td>
<td>293,397</td>
<td>Ending 2019 Balance</td>
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<tr>
<td>2020 BUDGET</td>
<td>293,397</td>
<td>72,306</td>
</tr>
<tr>
<td></td>
<td>Beginning 2020 Balance</td>
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<tr>
<td></td>
<td>414,990</td>
<td>Ending 2020 Balance</td>
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Prepared by Brian Gulley, Finance Director 7/10/2020
Peoria County Care and Treatment Board

Conflict of Interest Form

Pursuant to Section II.C of the Care and Treatment Board bylaws, Board Members shall abstain from acting on any matter that comes before the Care and Treatment Board that will directly or indirectly benefit any public or private entity or institution when the Board Member is an officer of or sits on the governing body of such entity or institution, or in which the Board Member or the Board Member’s immediate family has a financial interest as defined in the Centralized Purchasing Ordinance of Peoria County. If a Board Member has any other conflict of interest or the appearance of a conflict of interest, the Board Member may be excused if, prior to discussion of the matter, the Board Member informs the Chairperson of his/her desire to be excused because of a potential conflict of interest or the appearance of a conflict of interest. Every member of the Care and Treatment Board present on the putting of a question shall vote thereon, unless excused prior to putting of the question. All members that are excused from voting will not be allowed to participate in the discussion of the matter, unless questions are directed to them by the Chairperson for informational purposes, but will be counted toward the presence of a quorum. The minutes shall record members excused from voting as being present but abstaining.

**Board members shall complete a conflict of interest form annually.**

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<th>Agency Name</th>
<th>Reason for Conflict</th>
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I understand and agree to abide by the standards set forth section II. C. of the bylaws.

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Print Name

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Board Member Signature     Date