



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

AGENDA

April 20, 2022
11:00 a.m.
Teams

1. Call to Order
2. Suspension of Bylaws to Conduct Care and Treatment Board Meeting Virtually (Action)
3. Approval of Minutes from February 16, 2022 (Action) **(Pages 2-4)**
4. Fiscal Reports and Summary (Action) **(Pages 5-6)**
 - a. Capital Projects vs Services Funding (Discussion)
5. Grant Review (Discussion)
6. Agency Visit Reports **(Page 7)**
7. Public Comments
8. Miscellaneous
9. Adjournment



Peoria County Board for the
Care and Treatment
Of Persons With A Developmental Disability
February 16, 2022

Members Present: Alyssa Herman
Greg Chance
Todd Baker
Joyce Harant

Members Absent: Andrew Rand, County Board Liaison

Others Present: Brian Gulley, Peoria City/County Health Department
Amy Roberts, Peoria City/County Health Department
Patti Gratton, CWTC
Amanda Atchley, Camp Big Sky
Julie Schifeling, Easter Seals
Kim Cornwell, EP!C
Ryan LaCrosse, Best Buddies

Call to Order

Meeting was called to order at 11:00 am by Mr. Baker

Suspension of Bylaws to Conduct Care and Treatment Board Meeting Virtually

Ms. Harant made a motion to suspend the bylaws to conduct the Care and Treatment Board meeting virtually. Motion was seconded by Mr. Chance. Motion carried (4,0).

Approval of Minutes from December 14, 2021

A motion was made by Ms. Harant to approve the minutes of the December 14, 2021 meeting. Motion was seconded by Mr. Chance. Motion carried (3,0).

Fiscal Reports and Summary

Mr. Gulley stated that the Property Tax revenue came in at \$672,517. CPPRT revenue came in at \$389,693, which was about \$202,000 more than what was budgeted in 2021 and it looks like that trend is continuing. The first disbursement was made for 2022 and this Board got almost \$77,000, which is about \$39,000 more than in 2021. The Interest might go up, but is currently at \$1,661, this leaves the total revenues for the year at \$1,063,871. For expenses, all of the October through December payments were made, totaling \$869,006. This Board had a surplus for the year of \$194,866, leaving the fund balance at \$667,298. This is about 64% of expenditures going in to 2022 (24% is the County requirement).

For the FY2022 budget, the revenues are \$933,710 and \$1,050,000 for expenses. The actual awarded amount for the agencies \$1,038,068. The fund balance is growing, when this Board starts talking about the FY2023 budget, if you bump the award amount to \$1.5 million (a 44% increase on the current awards), it would set your FY2023 expense budget at just above \$7 million, 24% of that is about \$15,000, then the Board would still be within the County requirement for the reserve fund. Based on the FY2022 budget, there is an estimated fund balance at the end of FY2022 of \$551,000. Mr. Gulley noted he can work up other scenarios but went with "worst case" first. He stated that they have a budgeted deficit for FY2022 of \$116,290, but if CPPRT keeps the same trend as it had

in 2021, there might not be a deficit, it could be a surplus similar to FY2021. Mr. Chance noted that the Board will have to monitor the CPPRT money and wait until the grant proposals come in to decide if they are willing and able to fund additional or larger requests. Mr. Gulley stated they could either go to the County Board and ask them to increase this year's budget or they could back-load the contracts, higher payments in the third and fourth quarter for the first six months of 2023. Ms. Harant asked if the grant money could be spent on capital projects or just professional services. Mr. Chance stated he would have to go back and research that. Mr. Gulley will reach out to the State's Attorney to see if that is a possibility. Mr. Chance stated it would be important for a representative from the Care and Treatment Board to let the County Administrator know when they're thinking, as they don't want them to get too far along in the FY2023 budget process thinking this Board has a heavy fund balance, then the County make adjustments in the levy. He suggested a meeting with the County Administrator in April or May. Mr. Baker stated he will be seeing the County Administrator in a few weeks and will speak to him about getting on his calendar. Mr. Chance made a motion to accept the Financial Report and Summary. Motion was seconded Ms. Herman. Motion carried (4,0).

Agency Visit Assignments

Mr. Baker stated Ms. Roberts helped with this schedule, putting names in boxes knowing that the schedules might not work. Mr. Baker stated if the schedule doesn't work to trade internally with another Board Member. Ms. Harant requested a contact sheet for the agencies. Ms. Roberts will send out the schedule and contact sheet. Mr. Chance made a motion to accept the Agency Visit Assignments. Motion was seconded by Ms. Harant. Motion carried (4,0).

Future Virtual vs In-Person Meetings

Mr. Baker wanted to discuss whether or not to continue virtual or in person meetings. Mr. Baker stated he prefers in person, but from a scheduling standpoint, virtual is easier. Mr. Baker is supportive of a virtual meeting as long as it's allowed to be done. Ms. Harant voiced that she would prefer in person for agency presentations. Mr. Chance noted they should wait pending the Governor's and Peoria County's guidance that should be coming soon.

Public Comments

Camp Big Sky –

Amanda noted they are closed for the season and working on grant writing. They have their 13th annual fishing tournament at Giant Goose Ranch on Saturday, May 21st. That is when they pair individuals with disabilities with skilled fishermen. There is a parade of boats, a weigh-in ceremony, trophies, and food available. This is open to the public with free kids' activities. They also will be having their Kicking it Up for Camp, it has been pushed back to Friday, July 8th at 6:00 pm at the Par-a-Dice Hotel, a dinner, southern/western entertainment, live and silent auction. They are currently seeking an Education Coordinator for their contracted seasonal position to plan and implement their life skills program and the volunteer training programs. The volunteer training program is starting mid-May and the life skills is in the fall. This position will be March-June and August-October, paid monthly.

Easter Seals –

Julie stated that their Black and Blue Ball has been pushed back to June 3rd at the Peoria Civic Center. They also have their big Community Rally Week April 16-23. On April 16th there will be a walk in East Peoria and on the 23rd a walk in Bloomington/Normal with lots of events in between. They just started a study with a group of college students to look at how they can access the community to their services, the first meeting was last week.

EPIC –

Kim stated their 11th annual Bon Appetit is on March 24th with Chef Maneet Chauhan (from the Food Network and Iron Chef). Kim mentioned how hard the pandemic has been on everyone and are thankful for their dedicated staff and noted that they have had 7 individuals since July 2021 and two of those were on hospice. This caused Kim to think about an individual on hospice and how they are still allowed to be in their home around those that they know and are comfortable with.

CWTC –

Patti noted that January was a difficult month with the pandemic, lots of positive tests and lots of quarantining. Patti thanked PCCHD for the vaccinations for their staff and consumers. She stated they also have an event coming up on April 1st, Trivia Event. This was originally scheduled in January. They have a couple of ICC 2nd year OTP PT students that are doing some work with them and will be working with their programs and assessing skills of individuals.

Best Buddies –

Ryan joined the meeting late but noted that he is to have an appointment with Ms. Herman soon for an agency visit. Mr. Baker asked Ryan to send his contact info to Ms. Roberts so Ms. Herman can reach out to him to schedule that visit.

Miscellaneous

Mr. Chance mentioned that they may want to make sure they're all on the same page for the upcoming grant cycle, July 1, 2022-June 30, 2023. Last year, RFPs were sent out March 9th, due on May 3rd. The presentations were done at the May meeting in 2021 and grants were awarded at the next meeting in June. Ms. Roberts will submit the RFP to the Board after this meeting and responses for changes will be due back by February 28th. Ms. Roberts will then send it to County for distribution. The RFP will be due back on May 4th this year. Presentations would be on May 18th.

Ms. Harant stated she has two informational items to share from the Central Illinois Service Access Board she is on. That Board has created a policy, if there are individuals in a position where they need a guardian but do not have a family member, are at the mercy of the facility, after going through their process they would have \$500 available to go through that process. If you'd like more information, call Mary at CISA.

Also, Mary from CISA reported that in the larger facilities, those that aren't with families, with the pandemic and inability to hire people, there is a large amount of neglect going on in these facilities. That is in CISA's area, they do not cover Peoria County. Mr. Baker stated there is a lot of press on the national front that is hard to watch. Patti had mentioned that if you see your legislators to make sure to tell them that you support the increase of wages for Developmental Service persons. That is in the budget this year.

Adjournment

Ms. Harant made a motion to adjourn the meeting. Motion was seconded by Mr. Chance. Motion carried (4,0).

The meeting adjourned at 11:40 am.

DATE: 04/14/2022
 TIME: 08:08:19

PEORIA COUNTY, IL
 REVENUE STATUS REPORT

PAGE NUMBER: 1
 REVSTAl1

SELECTION CRITERIA: orgn.fund='031'
 ACCOUNTING PERIOD: 3/22

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

ACCOUNT - - - - -	TITLE - - - - -	BUDGET	PERIOD RECEIPTS	RECEIVABLES	YEAR TO DATE RECEIPTS	AVAILABLE BALANCE	YTD/ BUD
31110	PROPERTY TAX	685,350.00	.00	.00	.00	685,350.00	.00
TOTAL PROPERTY TAXES		685,350.00	.00	.00	.00	685,350.00	.00
1ST SUBTOTAL-33000 INTERGOVERNMENTAL REVENUE							
33520	PERSNL PROPERTY REPLC TA	247,020.00	100,625.31	.00	177,459.94	69,560.06	71.84
TOTAL INTERGOVERNMENTAL REVEN		247,020.00	100,625.31	.00	177,459.94	69,560.06	71.84
1ST SUBTOTAL-35900 INTEREST INCOME							
35960	INTEREST	1,340.00	.00	.00	383.73	956.27	28.64
TOTAL INTEREST INCOME		1,340.00	.00	.00	383.73	956.27	28.64
TOTAL CARE & TREATMENT-DEV DI		933,710.00	100,625.31	.00	177,843.67	755,866.33	19.05
TOTAL REPORT		933,710.00	100,625.31	.00	177,843.67	755,866.33	19.05

DATE: 04/14/2022
 TIME: 08:06:08

PEORIA COUNTY, IL
 EXPENDITURE STATUS REPORT

PAGE NUMBER: 1
 EXPSTAl1

SELECTION CRITERIA: orgn.fund='031'
 ACCOUNTING PERIOD: 3/22

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-53000 CONTRACTUAL EXPENSES

ACCOUNT	TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
53280	PROGRAM DEVELOP/COORD	1,050,000.00	.00	.00	.00	1,050,000.00	.00
	TOTAL CONTRACTUAL EXPENSES	1,050,000.00	.00	.00	.00	1,050,000.00	.00
	TOTAL CARE & TREATMENT-DEV DI	1,050,000.00	.00	.00	.00	1,050,000.00	.00
TOTAL REPORT		1,050,000.00	.00	.00	.00	1,050,000.00	.00

Peoria County Board for the Care and Treatment of Persons with a Developmental Disability
Agency Visit Form—Grant Cycle FY 2022

Care and Treatment Board Member: Joyce Harant

Agency: CWTC

Date of Visit: February 22, 2022

Agency Representatives: Don Rulis, Patti Gratton, Jerreia James, Bill Adams

Notes:

- Walked through the “Sheltered Work” program floor. Contracts continued through the pandemic . If sheltered workers could not attend, professional staff had to do the work. If not, contracts would be lost.
- CWTC has been developing a comfortable, gathering “club house” culture that encourages clients to attend, work, learn make friends, etc. Working to have clients understand that they have choices and can grow.
- Illinois Central College Occupational Therapy students do work on site; collaborative relationships with arts groups—Art Guild, Hive
- During the pandemic and the difficulties in hiring staff, they created flexible ways to cover staffing needs in their residential homes, work contracts –such as janitorial-we demand, continue to be the resource for clients working in essential jobs and programs on site at the main University facility.
- They continue to have services available for individuals who are not eligible for PUNS state financial support
- Had a very enjoyable conversation with two clients who work in the community—Arsenio and Brandon. Jerreia James and Bill Adams staff members joined. You could tell that the clients felt very supported by the staff, having comfortable conversations about where they work, their challenges and solutions that they identified. During the conversation, Don used the opportunity to ask Brandon if there were other types of work that he was interested in—working with cats at the Zoo. Exciting to me, I will follow up with Don, to see if this can be arranged- as a job shadow opportunity.
- The work readiness training modules were described, which include many opportunities for job shadowing and continuous interaction with clients to keep them thinking about growth and job satisfaction, providing job coaching and client follow up-even when out of the CWTC program.
- It was obvious that they met the challenges of the pandemic and have found new ways to accomplish their goals and programs for the benefit of their clients and the overall community.