



**MCLEAN COUNTY BOARD FOR THE CARE AND TREATMENT OF
PERSONS WITH DEVELOPMENTAL DISABILITIES
(377 Board)**

NOTICE OF MEETING AND AGENDA

**McLean County Health Department
200 West Front Street
Administration Conference Room, Third Floor
Bloomington, IL 61701**

**Thursday, April 14, 2016
10:00 AM**

- I. Roll Call
- II. Appearance by Members of the Public
- III. Consent Agenda
 - A. Notification of Paid Allocations
 - 1. January, 2016 \$ 59,209.16
 - 2. February, 2016 \$ 55,216.04
 - 3. March, 2016 \$ 55,466.92
- IV. Items for Action
 - A. Approval of Board Meeting Minutes – January 14, 2016
 - B. Grant staff the authority to execute a contract on behalf of The McLean County Board for Care and Treatment of Persons with a Developmental Disability with Streamline Healthcare Solutions, L.L.C., and/or its agents, once staff has successfully negotiated acceptable terms. Attachment A
 - C. Final Funding Criteria and Guidelines Attachment B
 - D. Final Application Attachment C
- V. Items for Information
 - A. McLean County Center for Human Services Announcement Attachment D
 - B. McLean County Center for Human Services Tour
- VI. Items for Discussion
- VII. Board Issues
- VIII. Adjournment

MCLEAN COUNTY BOARD COMMITTEE REPORT

FUND 0110 PERSONS/DEV.DISABILITY DEPT 0061 HEALTH DEPARTMENT

Health Committee - Dev. Disability Board

ACCT	ACCT TITLE	G/L ACCT	G/L DATE	VENDOR NAME	EXPENDITURE	REMARKS
Department: 0061 - HEALTH DEPARTMENT						
0706.0002	MENTAL HEALTH SERVICES					
	01100061006007060002		1/26/2016	LIFE CENTER FOR INDEPENDENT	546.50	Prepaid 01/28/2016 284585
	01100061006007060002		12/31/2015	LUTHERAN CHILD & FAMILY	572.00	Prepaid 01/14/2016 284116
	01100061006007060002		12/31/2015	LUTHERAN CHILD & FAMILY	572.00	Prepaid 01/14/2016 284116
	01100061006007060002		12/31/2015	LUTHERAN CHILD & FAMILY	572.00	Prepaid 01/14/2016 284116
	01100061006007060002		1/26/2016	MARCFIRST	39,176.66	Prepaid 01/28/2016 284592
	01100061006007060002		1/26/2016	UNITED CEREBRAL PALSY	15,242.00	Prepaid 01/28/2016 284691
				TOTAL 0706.0002	\$56,681.16	
				ASSOCIATION OF COMMUNITY	2,528.00	Prepaid 01/21/2016 284237
				TOTAL 0715.0001	\$2,528.00	
0715.0001	DUES AND MEMBERSHIPS	01100061006007150001	1/19/2016			

TOTAL FOR DEPARTMENT: HEALTH DEPARTMENT \$59,209.16
TOTAL FOR FUND: PERSONS/DEV.DISABILITY \$59,209.16
TOTAL FOR COMMITTEE: HEALTH COMMITTEE - DEV. DISABILITY BOARD \$59,209.16

MCLEAN COUNTY BOARD COMMITTEE REPORT

FUND 0110 PERSONS/DEV.DISABILITY DEPT 0061 HEALTH DEPARTMENT Health Committee - Dev. Disability Board

ACCOUNT	ACCOUNT TITLE	G/L ACCOUNT	G/L DATE	VENDOR NAME	EXPENDITURE	REMARKS
Department: 0061 - HEALTH DEPARTMENT						
0599.0002	EMPLOYEE MEDICAL/LIFE INS	01100061006005990002	2/1/2016	MCLEAN COUNTY TREASURER	250.88	Prepaid 02/04/2016 285069
				TOTAL 0599.0002	\$250.88	
0706.0002	MENTAL HEALTH SERVICES	01100061006007060002	2/22/2016	LIFE CENTER FOR INDEPENDENT	546.50	Prepaid 02/25/2016 285761
		01100061006007060002	2/22/2016	MARCFIRST	39,176.66	Prepaid 02/25/2016 285768
		01100061006007060002	2/22/2016	UNITED CEREBRAL PALSY	15,242.00	Prepaid 02/25/2016 285852
				TOTAL 0706.0002	\$54,965.16	
TOTAL FOR DEPARTMENT: HEALTH DEPARTMENT					\$55,216.04	
TOTAL FOR FUND: PERSONS/DEV.DISABILITY					\$55,216.04	
TOTAL FOR COMMITTEE: HEALTH COMMITTEE - DEV. DISABILITY BOARD					\$55,216.04	

MCLEAN COUNTY BOARD COMMITTEE REPORT

FUND 0110 PERSONS/DEV.DISABILITY DEPT 0061 HEALTH DEPARTMENT

Health Committee - Dev. Disability Board

ACCT	ACCOUNT TITLE	G/L ACCT	G/L DATE	VENDOR NAME	EXPENDITURE	REMARKS
Department: 0061 - HEALTH DEPARTMENT						
0599.0002 EMPLOYEE MEDICAL/LIFE INS						
		01100061006005990002	3/1/2016	MCLEAN COUNTY TREASURER	250.88	Prepaid 03/03/2016 286004
		01100061006005990002	3/28/2016	MCLEAN COUNTY TREASURER	250.88	Prepaid 03/31/2016 287457
				TOTAL 0599.0002	\$501.76	
0706.0002 MENTAL HEALTH SERVICES						
		01100061006007060002	3/28/2016	LIFE CENTER FOR INDEPENDENT	546.50	Prepaid 03/31/2016 287435
		01100061006007060002	3/28/2016	MARCFIRST	39,176.66	Prepaid 03/31/2016 287441
		01100061006007060002	3/28/2016	UNITED CEREBRAL PALSY	15,242.00	Prepaid 03/31/2016 287566
				TOTAL 0706.0002	\$54,965.16	
TOTAL FOR DEPARTMENT: HEALTH DEPARTMENT						\$55,466.92
TOTAL FOR FUND: PERSONS/DEV.DISABILITY						\$55,466.92
TOTAL FOR COMMITTEE: HEALTH COMMITTEE - DEV. DISABILITY BOARD						\$55,466.92

377 Board Minutes Regular Meeting – Jan 14, 2016

I. ROLL CALL: Ron Morehead called the 377 Board meeting to order at 10:02AM and took roll call. Mary Caisley, Ron Morehead, Diane Crutcher, Vern McGinnis, Phylis VerSteegh all present. Staff present: Laura Beavers and Phaedra Morris.

II. APPEARANCE BY MEMBERS OF THE PUBLIC: No Public Present.

III. CONSENT AGENDA:

Mary Caisley stated the bills note they are "prepaid" and then asked if these get paid before or after we see them on the Consent Agenda? Laura Beavers responded all of our contracts that are grants are paid 1/12 of a payment every month. We have to align with the County Auditor's office. There are providers that we don't receive adequate and timely reporting on and we do work with them, but if they become habitually late in submitting those required elements of their contract, we will withhold payments from them until they do submit those reports. There have been organizations that we have withheld payments from. For fee for service contracts, such as Easter Seals, it's such a small amount per month that they will bill us quarterly for payment.

IV. ITEMS FOR ACTION:

A. Approval of Board Meeting Minutes – October 8, 2015

Vern McGinnis motioned to approve the minutes. Diane Crutcher seconded motion. Motion carried.

B. Request for Additional Meeting Late Feb/March

Laura Beavers stated it may be beneficial to set another meeting between the last Joint Board meeting and the time we post the CY17 Application to the website to go over everything. This board will also need to decide if you would like to have a joint application with the 553 Board for CY17 funding cycle, or still have your own application. Diane Crutcher stated it could be a good idea to have a separate 377 meeting to review the documents and decide whether to have a joint application. Consensus was to have an additional 377 meeting on March 7th at 1:30pm. Laura Beavers stated we will send out a meeting location via email to the board once we have booked a room. Mary Caisley motioned to approve additional meeting and Diane Crutcher seconded. Motion carried.

V. ITEMS FOR INFORMATION:

A. Provider Meeting

Laura Beavers stated we received very positive feedback from the providers regarding the provider meeting that was held on December 1st. Providers appreciated having the opportunity being in one room together and are also looking forward to the Technical Assistance meeting this spring. Laura Beavers recommended we host these meetings every year. Diane Crutcher stated it would be advantageous for as many board members to attend as possible.

B. ACMHAI Meeting

Laura Beavers stated this meeting was hosted by the Association of Community Mental Health Authorities of Illinois (ACMHA) which is a member association and represents groups throughout Illinois that are 708 Boards, 553 Boards or 377 Boards. She is a member of

ACMHAI and attends their meetings held each quarter. The association allows for all of these entities to come together to discuss issues, best practice standards, outcomes, etc. She has found that it has been a tremendous help to me as a whole. The last meeting was in December and held in Chicago and was focused on developmental and intellectual disability outcomes. Several speakers who used to work for the State of Illinois but now work for various insurance companies presented. One particular speaker from Ohio presented on the historical components on how our nation has treated individuals with intellectual disabilities. Illinois ranks at the bottom of how we treat those individuals and how we fund them. He advocated with the legislature in Ohio and now they rank better. She also shared his information with Marcfirst. He is willing to come here and present to us at no cost. Diane Crutcher asked if board members are allowed to attend this. Laura Beavers responded yes and will email his PowerPoint presentation and will set up a time for him to present. Please look at some dates in March/April/May time period and reply to me what dates won't work and I can see what works for him. Vern McGinnis suggested having small group discussions with key players after the presentation. Mary Caisley stated as we sit here and discuss this it seems there a sense of urgency to have this meeting before funding applications go out. Laura Beavers stated we would probably need to schedule towards the end of February if we wanted to use this information in that format. Mary Caisley stated Carol Flessner from Livingston County would be a great asset to include in this.

Laura Beavers passed out a handout of the 4th Quarter report for Lutheran Child and Family Services. They are now on track for reporting.

Vern McGinnis asked if there are some information resources the board could be following to keep a pulse on the community. Laura Beavers stated there is no resource list to her knowledge, but she can put together a list of resources and websites and send out to the board.

Diane Crutcher added that the unemployment rate for persons with intellectual challenges is 74% nationwide. We wouldn't tolerate that in any other minority group. Laura Beavers stated that was the same message the presenter from Ohio shared. Diane Crutcher added for services for people with developmental disabilities Illinois is ranked 47th out of 50 states which is appalling.

VI. ITEMS FOR DISCUSSION:

A. CY17 Funding Guidelines and Criteria

Laura Beavers handed out a list of items that were talked about at the last board meeting regarding any changes being made to the Guidelines and Criteria and/or Application documents. Diane Crutcher asked if we can add that we want to see the staff to client ratio into this document and also incorporate this into the quarterly report so each agency will have to report on this. Laura Beavers responded yes we can and asked if there were criteria or guidelines you would like to give out to people. Mary Caisley stated this number would depend on the program. Laura Beavers stated that this will then need to go into the application and quarterly reports but not the funding guidelines and criteria.

Diane Crutcher proceeded through the list on the handout with the following results:

Add – No Wrong Door, Staff to Client Ratio

Edit – 1. G (page 2). The agency “should plan” to make a presentation. Remove “may be required”

2. Change date on Section 3, III to read “(Jan 1, 2015 – Dec 31, 2015 and Jan 1, 2016 – Mar 31, 2016)

Remove - #4 entirely

Discussion to omit the thought process of the board being open to pilot programs in writing, but the board is certainly open to funding a pilot program should they meet the criteria.

Vern McGinnis commented regarding Section 1, I. regarding what do we want to know from their strategic plan? Laura Beavers responded it was added to the application last year. Each organization that applied this last year did answer this question. Consensus was to rephrase the question on the application, see below.

B. CY17 Application

Laura Beavers asked the board if they would like to keep the application the way it is or are there items on there that are no longer relevant or items to add. Phaedra Morris stated we previously discussed adding a question to have agencies list their evidence based programming.

Diane Crutcher proceeded through the list on the handout with the following results:

Add – 1. Staff to Client Ratio (also adding to quarterly report)

2. Add “Other Resources” to question asking what percentage of the funds for this program are provided by the state.

Edit - Section 2, III, Replace “Please provide or attach an executive summary of your strategic plan” with “Do you have a strategic plan?”. Yes or no checkbox. “If yes, please attach a copy”.

Laura Beavers requested the board members look over the above two documents between now and the February 2nd Joint Board meeting to see if any other changes need to be made and if so, email those changes to her and Phaedra Morris. Please take a concentrated look at the Objectives and Priorities Sections. We will make the changes from today’s meeting and send the documents to the board members for review.

VII. BOARD ISSUES:

A. Diane Crutcher asked what happens if any board member in their daily lives become aware of what appears to be a declining agency that we are funding. Do we just care about the fact that they are submitting their monthly reports on time, etc? Laura Beavers responded if a board member has information about an agency, please bring it to our meetings to discuss. We also do on-site visits with agencies in the interim so if there is something we need to know, please bring it to our attention. Diane Crutcher state United Cerebral Palsy is struggling as an agency. They are letting staff go and the person who is heading up UCP – Bloomington’s husband has been transferred to Springfield, which quite likely she will be transferring with him. They are also discussing running UCP - Bloomington office from Springfield. At this point in time they are not filling positions of those who have recently been released so duties are being spread out and remaining employees caseloads have increased and in their opinion service is going down. Some employees that are left are considering “abandoning ship”. It appears that they are imploding. I know several of the case workers/job coaches have been let go and the job developer has been let go. Laura Beavers stated they should be reporting this on their quarterly report due this week. Diane Crutcher stated we then should see their staff to client ratio change in the report.

Mary Caisley stated it would be nice to get an update of what’s going on with their staff from their Chairman of the Board. Laura Beavers stated that could be reflected in their board minutes and we will look at their quarterly report and make calls as needed.

B. Diane Crutcher stated we were discussing at the last meeting with Victoria Harris of the County Board and the Health Committee the topic of where is the 377 Board with the Health Committee? Laura Beavers stated the Health Committee is chaired right now by John McIntyre and members include Victoria Harris, Randall Martin, Carlo Robustelli, and George Wendt and meet every first Monday of the month at 4:30. Diane Crutcher asked if they are still going to review our recommendations for funding and potentially change them. Laura Beavers responded yes, however, she believes they are still exploring everyone's role in this process. In this last budget cycle, no one asked any questions about the 377 Funding decisions.

Mary Caisley stated back in early December she had a conversation with John McIntyre expressing her concerns with having the 377 Board, the 553 Board, the Health Committee, the Coordinated Committee, and then another advisory committee to advise us, noting we need a flow chart. Mary Caisley stated Committee Chairman John McIntyre told her he hears her concerns and frustrations and he has them too. Diane Crutcher stated we are working very hard to make well founded decisions on behalf of the developmental disability population and the community and to have that undone by people who do not have that knowledge really defeats the purpose of this board.

Phylis VerSteegh stated she feels there is frustration across the board. She stated she feels it's a jigsaw puzzle as to who reports to whom. She believes the County Board is working on how this all fits together.

Mary Caisley inquired if it would be appropriate to have the Health Committee join one of our Joint meetings to listen to our frustrations in wanting to know how we fit into this. Laura Beavers responded this was a discussion that was held last night at the Board of Health meeting. Laura added initially she was under the impression from the Health Committee that we would have the opportunity to present our various programming to the Committee and there would be a learning curve, but the learning curve was never there because the Committee began during the budget cycle. This year we need to do a better job of communicating with them. I'm not sure what the best approach to handle this is. Laura Beavers stated she could approach Committee Chairman John McIntyre and advise him of the February 2nd joint meeting or we could take a similar approach as the Board of Health is doing by taking a few of its members to meet with the Health Committee instead of the entire board. Laura Beavers stated she also would like to be strategic with how we do this because inundating people with so much information isn't always good either. Diane Crutcher stated she would like to show the committee who the board members are, show them what experience we have, etc.

Ron Morehead stated he will have a conversation with Carlo Robustelli about our concerns.

Diane Crutcher asked how this board feels about going to one or more of the Health Committee meetings. Phylis VerSteegh stated she goes to all of them. Laura Beavers stated it's a public meeting. Diane Crutcher asked what if three or more of the 377 Board members attended the same Health Committee meeting. Laura Beavers stated it would technically be a quorum; you can attend you just can't discuss any 377 board business. Diane Crutcher asked if we could discuss my perspective of how the Health Committee could help us. Laura Beavers responded yes and in order to speak on their agenda at a meeting, we would have to notify County Administration in advance. Mary Caisley asked if we could ask a few of the members of the Committee to come to our meeting. Laura Beavers responded yes and asked if there was anyone specific in mind. Phylis VerSteegh stated it seems Carlo Robustelli, Victoria Harris and John McIntyre has a better view of the whole health arena. Phyllis VerSteegh also stated she thought Karen Zangerle gave a great presentation to the Health Committee at their last meeting. Laura Beavers stated it would

be beneficial if Ron Morehead and I reach out to Committee Chairman John McIntyre explaining the 377 Board was having some discussions and would like to invite some members of the Health Committee to their meeting. Diane Crutcher stated we could relieve some pressure from them if they got to know our level of knowledge and our intentions.

VIII. ADJOURNMENT:

Diane Crutcher motioned to adjourn the meeting. Mary Caisley seconded motion. Motion carried. Meeting adjourned at 12:06PM.

MEMO

To: The McLean County Board for Care & Treatment of Persons with a Developmental Disability (377 Board)
 From: Laura Beavers and Craig Nelson
 Date: April 11, 2016
 Subject: Streamline Health Care Solutions Web Based Health Service Program

As discussed, we have received a bid for a web based health service system from Streamline Health Care Solutions. Below I have detailed the specifics of the process.

Purchasing Process

As part of the County Purchasing Process, we solicited three vendors to provide this service. Specifically, our assessment and purchasing process included the following:

1. Internal Capabilities-Internal review
2. Civic Plus-Civic Plus maintains the MCHD Website and the McLean County Website. Civic Plus indicated they could not provide this service.
3. Proviso Township Mental Health Commission-Quote received ranged from \$80,250 to \$102,500
4. Streamline Health Care Solutions-Total Cost \$25,730-Staff Review, Board Presentation, internal consultation, and County Consultation

Financing

The total anticipated cost is \$25,730. The web based health care service system cost would be allocated between both the 553 Board and the 377 Board. The cost allocation is as follows:

553 Board	\$19,930 (77%)
377 Board	\$ 5,800 (23%)

The annual support fee of \$5,000 would be built into the 2017 budget. An estimate based on current levied dollars, the 553 Board would cover 65% of the annual fee and the 377 Board would cover 35% of the annual fee.

After a full review, I respectfully recommend that The McLean County Board for Care and Treatment of Persons with a Developmental Disability grant staff authority to execute a contract with Streamline Health Care Solutions, L.L.C and/or its agents. A system of this design will greatly improve our abilities to streamline the application and quarterly reporting process, improve data collection, increase accountability, and improve transparency. The decision to purchase this system will also be placed on the agenda for the May 11, 2016 553-Board of Health Meeting.

Should you have any questions or concern, please contact me at 309-888-5526 or laura.beavers@mcleancountyil.gov.

McLean County Health Department
The Care and Treatment of Persons with Developmental Disabilities (377 Board)
CY 17 Funding Criteria and Guidelines

Section 1: Criteria

Contract funds overseen by The McLean County Care and Treatment of Persons with Developmental Disabilities Board (377 Board) must address service outcomes for clients with a developmental disability, intellectual disability, or who are deemed at risk of a developmental disability. All programming and services must have an impact in the target population and enhance the overall health and wellness of the target population. Only evidenced based programming will be funded.

Section II: General Conditions for Funding

1. Compliance with the application deadline. Late applications will not be accepted.
2. The McLean County 377 Board encourages inter-agency cooperation, coordination, and joint planning and any such cooperation evidenced by written agreements between agencies or evidence of participation in local inter-agency joint planning committee will be noted as positive factors when designating developmental disability funds.
3. A clear demonstration of need must be established prior to the granting of all or part of the funding request.
4. The McLean County 377 Board is open to funding pilot programs.
5. All agencies must adhere a No Wrong Door approach. This approach relies on organizations in our community knowing that the others exist and what services are provided – and empowering each other to work together for the common good.
6. Favorable consideration will be given to applicants who clearly demonstrate that a substantial effort has been made to explore other funding resources.
7. Only clearly documented non-duplicative requests will be considered. Any program request that overlaps with an existing available program in McLean County shall be removed from consideration.
8. Program plans: Objectives, Client Outcomes, and Staffing will be a prime consideration when allocating funds and must be designed to meet the stated objectives. There must be assurance that the agency and personnel to be assigned to the program are capable and experienced. Participant centered, evidenced based, outcome driven programming is strongly encouraged.
9. Each applicant must have a clearly defined plan to assess program results with a documented plan to evaluate the desired impact of the program on the client outcomes.

10. All agencies must demonstrate an ability to meet and agree to accept, all of the following conditions in order to be considered for funding:
- A. A mutually agreed upon contract between the grantee and the 377 Board must be negotiated and approved by the State's Attorney prior to awarding the grant.
 - B. Payments for contractual services will be made on a schedule stated within the contract provided the agency has met all contractual conditions and obligations.
 - C. Periodic reports and site visits will be required in accordance with the contractual agreement. Each applicant must utilize the Quarterly Reporting Guidance and the CY17 Quarterly report to document quarterly progress. Reports should contain, at a minimum, types of service rendered, service outcomes, evidence of progress in attaining program objectives, staff to client ratio, and narrative describing program activities during the quarter.
 - D. At the end of the funding period, the 377 Board will require a final report summarizing program activities, evaluation of the program in accordance with the proposal outlined above, and an accounting of all funds received from the 377 Board.
 - E. Funds will be provided to not for profit or governmental agencies only. Satisfactory evidence of not for profit and tax exempt status must be on file or accompany the program proposal.
 - F. The 377 Board will require evidence of fiscal responsibility and sound accounting practice prior to contracting with the agency for mental health services. An Annual CPA audit prepared in accordance with AICPA Industry Audit Standards will satisfy this requirement.
 - G. The agency should plan to make a presentation regarding their proposal at a public hearing scheduled by the 377 Board.
 - H. All grants are subject to limitation depending on the availability of funds to the 377 Board.
 - I. Approved grantee must comply with the Title VI of the Civil Rights Act of 1964 (PL88-353) and Title VII of the Civil Rights Act of 1964.
 - J. If required, agencies must submit a revised Budget and application of Revenue Form to the Department, no later than January 5th for the prior calendar year funded, outlining an annual expenditure plan.
 - K. DHS grantees must submit all grant applications for State funding to the Health Department for review and comment. In addition, notification of all site visits by DHS will be given to the Department as well as submission of other State reports as specified in the agency contracts.

Section III: CY 17 Funding Priorities-January 1, 2017-December 31, 2017

Developmental Disabilities

- Individuals with disabilities should have the opportunity to live like those without disabilities. They should have control over their day and over where and how they live.
- Supports for individuals with disabilities should focus on building connection, companionship and contribution in the broader community, and on supporting presence and participation in community settings where their individual contributions will be recognized and valued.
- Supports for individuals with disabilities should focus on developing and strengthening personal support networks that include friends, family members, and community partners.

- Supports for individual with disabilities should systematically identify and mobility individuals gifts and capacities and create access to community associations, workplaces and learning spaces which network members have influence and standing.
- All supports provided need to be participant centered.

McLean County Objectives

Children, Adolescent and Family Focused Programs and Services

1. Identify children at risk of developmental delay and intellectual disability and support early intervention services and family supports.
2. Employ early intervention and prevention programming/strategies to alleviate or prevent continuing problems or impact of the disability.
3. Provide supportive employment and residential services.

Access to Community Based Services, Resource Development and Collaboration

1. Increase investment in programs and services through promotion of collaboration and innovative approaches, especially in the areas of Prevention and Early Intervention.
2. Increase the ability to access community based services.

Priority Levels

Existing Programs

Priority 1

- Supported Employment
- Supportive Residential Services
- Early Detection & Intervention: Birth to Five Services

Priority 2

- Residential Support
- Independent Living and Advocacy Assistance

Priority Levels

New Initiatives or Expansion

Priority 1

- Expansion of long term community support through supportive employment options and placement
- Residential services appropriate for meaningful community life and developmental living assistance.
- DD/MI dual diagnosis treatment-access to evidenced based community treatment, including psychiatric services, community based inpatient facilities, & community based counseling services.

Priority 2

- Prevention/health promotion and early intervention

Priority 3

- Advocacy services and support group assistance.
- Holistic health and wellness for people with developmental disabilities

Section IV: Decision Authority

Overarching Decision Support Considerations

The CY17 allocation process will require all applications to address the overarching criteria listed below.

1. Underserved Populations-Programs and services that promote access for the underserved populations identified in the Surgeon General's Report on Mental Health: Culture, Race, and Ethnicity.
2. Countywide Access-Programs and services that promote county wide access for all people in McLean County. Concentrating on documented underserved population needing access to locally funded services.
3. Budget and Program Connectedness-Applications must clearly explain the relationship between budgeted costs and program components and must demonstrate how individuals and their preferences are driving the services. For example, "What is the 377 Board buying and for whom?" is the salient question to be answered in the proposal and clarity is required.

Secondary Decision Support and Priority Criteria

The process items included in this section will be used as important discriminating factors which influence final allocations decision recommendations.

1. Approach/Methods/Innovation: Applications proposing evidence-based or research based approaches and addressing fidelity to the model cited. Applications demonstrating creative and/or innovative approaches to meet defined community need.
2. Evidence of Collaboration: Applications identifying collaborative efforts with other organizations servicing or directed by individuals with ID/DD and members of their support networks toward a more efficient, effective inclusive system of care.
3. Staff Credentials: Applications highlighting staff credentials and specialized training.
4. Records Systems Reflecting the McLean County 377 Board's Values and priorities: Applications proposing to develop and utilize records systems for individuals' supports programs and projects that clearly reflect the 377 Board's values and priorities. Such records systems can be used to provide rapid feedback to the 377 Board and the impact and efficacy of innovative projects and provide project managers and direct support staff with direction an feedback that can be utilized in day to day management, supervision, and mentoring/coaching.

Final Decision Authority

The 377 Board will make the final decision concerning all applications for funding.

Should you have any questions regarding your CY 17 Application, please contact Laura Beavers at 309-888-5526 or laura.beavers@mcleancountyil.gov

Calendar Year 2017 Funding Application

SECTION 1: CONTACT INFORMATION

Agency Name: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Agency Phone: _____ Fax: _____

Website: _____

Executive Director: _____ E-mail: _____

Contact Person and Title: _____ E-mail: _____

SECTION 2: AGENCY DESCRIPTION

I. GENERAL INFORMATION

A. PLEASE GIVE A BRIEF DESCRIPTION OF YOUR AGENCY, INCLUDING YOUR MISSION STATEMENT.

II. GOVERNING BODY – BOARD OF DIRECTORS INFORMATION

A. HOW OFTEN DOES THE BOARD OF DIRECTORS MEET?

Monthly_____ Quarterly_____ Other_____

B. PLEASE LIST OR ATTACH YOUR CURRENT BOARD MEMBER INFORMATION, INCLUDING NAME, BOARD POSITION, (EX: PRESIDENT, DIRECTOR, ETC.), ADDRESS AND TERM EXPIRATION DATE.

III. DOES YOUR ORGANIZATION HAVE A STRATIGIC PLAN?

YES_____ NO_____

IF YES, PLEASE ATTACH A COPY.

IV. ORGANIZATIONAL FINANCIAL MANAGEMENT

A. WITHIN THE LAST 5 YEARS, HAS YOUR ORGANIZATION ENDED ANY FISCAL YEAR WITH AN OPERATING DEFICIT?

YES _____ NO _____

IF YES, PLEASE EXPLAIN HOW YOU PLANNED TO ELIMINATE THE DEFICIT:

B. HAVE ANY OF YOUR PROGRAMS ENDED WITH A DEFICIT?

YES _____ NO _____

IF YES, PLEASE EXPLAIN?

C. IS YOUR AGENCY EXPECTING TO END THIS FISCAL YEAR WITH A SURPLUS IN ANY PROGRAM?

YES _____ NO _____

PLEASE EXPLAIN?

SECTION 3: PROGRAM INFORMATION (Complete for each program for which funds are being requested)

I. GENERAL INFORMATION

A. PROGRAM NAME:

AMOUNT OF FUNDS BEING REQUESTED:

PROGRAM DIRECTOR'S NAME:

PROGRAM DIRECTOR'S E-MAIL:

TELEPHONE:

FAX:

IF THE PROGRAM TAKES PLACE IN A SCHOOL, PLEASE LIST THE SPECIFIC SCHOOL(S) AND INCLUDE MEMORANDUM'S OF UNDERSTANDING:

IDENTIFY SERVICE FUNCTION PROVIDED BY THE PROGRAM (Checkmark all that apply)

- PREVENTION
- EARLY INTERVENTION
- CRISIS INTERVENTION
- CASE COORDINATION
- TREATMENT
- SUPPORTIVE EMPLOYMENT
- SUPPORTIVE HOUSING
- OTHER

B. GIVE A BRIEF DESCRIPTION OF THE PROGRAM FOR WHICH FUNDS ARE BEING REQUESTED, INCLUDING SPECIFIC SERVICES PROVIDED ALONG WITH THE DESIRED CLIENT OUTCOME:

C. LIST THE STAFF POSITIONS, STAFF QUALIFICATIONS AND PERCENTAGE OF EACH STAFF NEEDED TO CARRY OUT THIS PROGRAM.

D. LIST YOUR STAFF TO CLIENT RATIO FOR ONLY THE PROGRAM YOU ARE REQUESTING FUNDING FOR.

E. DESCRIBE THE TARGET POPULATION FOR THIS PROGRAM, INCLUDING DATA SUCH AS AGE, SEX, VOCATIONAL STATUS, INCOME LEVEL, ETC.

F. WHAT IS THE GEOGRAPHICAL AREA THAT WILL BE SERVED BY THE PROGRAM?

G. INDICATE THE NUMBER OF INDIVIDUALS PLANNED TO BE SERVED FOR THE YEAR FROM THIS PROGRAM.

H. PROVIDE A STATEMENT OF THE NEED YOU WISH TO ADDRESS THROUGH THIS PROGRAM.

I. HOW MANY YEARS HAS THIS PROGRAM BEEN IN OPERATION?

J. LIST ANY SIGNIFICANT CHANGES IN THE PROGRAM FROM LAST YEAR.

K. WHAT ARE THE CLIENT ELIGIBILITY REQUIREMENTS (IF ANY) FOR YOUR SERVICES?

L. DOES THIS PROGRAM HAVE, OR HAS IT HAD IN THE PAST YEAR, A WAITING LIST FOR THE SERVICES OF YOUR PROGRAM? IF YES, PLEASE EXPLAIN.

M. IF THE PROGRAM CHARGES A FEE, INDICATE THE DOLLAR AMOUNT AND REASON FOR THE FEE.

N. IF FEES ARE CHARGED FOR PROGRAM SERVICES, WHAT PROVISIONS ARE MADE FOR CLIENTS WHO ARE UNABLE TO PAY THE FEES?

O. WHAT PERCENTAGE OF THE FUNDS FOR THIS PROGRAM IS PROVIDED BY THE STATE OR OTHER RESOURCES? PLEASE LIST ALL RESOURCES AND DOLLAR AMOUNTS.

P. WHAT IMPACT HAS STATE FUNDING CUTS HAD ON THIS PROGRAM?

II. COLLABORATIONS

- A. HAS YOUR AGENCY BEEN ACTIVELY INVOLVED IN PLANNING THE PROPOSED SERVICE WITH OTHER LOCAL AGENCIES, ENTITIES AND FUNDERS?**

YES _____ NO _____

IF YES, PROVIDE THE NAMES OF YOUR AGENCIES AND THE SERVICE EACH PROVIDES FOR THIS PROGRAM.

- B. TO THE BEST OF YOUR KNOWLEDGE DOES THE PROPOSED SERVICE DUPLICATE OR FRAGMENT EXISTING PROGRAMS NOW PROVIDED BY OTHER MCLEAN COUNTY HUMAN SERVICE AGENCIES?**

YES _____ NO _____

IF YES, PLEASE STATE A RATIONALE FOR THE PROGRAM DUPLICATION AND/OR FRAGMENTATION.

III. OUTCOME OBJECTIVES

- A. IF FUNDED DURING 2015 AND/OR 2016 (Jan 1, 2015 – Dec 31, 2015 and/or Jan 1, 2016 – Mar 31, 2016) PLEASE RESTATE PROGRAM OBJECTIVES STATED IN THE FY 2015 APPLICATION AND NOTE MID YEAR ACHIEVEMENTS. PLEASE PROVIDE SPECIFIC DETAILS AS TO EVIDENCE BASED OUTCOMES.**

OBJECTIVE #1:

OBJECTIVE #2:

OBJECTIVE #3:

- B. PROBLEMS ENCOUNTERED WITH ACHIEVING ANY OF THE OBJECTIVES AND HOW THEY WERE HANDLED.**

C. WERE ANY SIGNIFICANT CHANGES MADE TO THIS PROGRAM BASED UPON THE PROBLEMS ENCOUNTERED?

D. LIST AT LEAST THREE MAJOR OBJECTIVES FOR THIS PROGRAM FOR CY 2017.

E. DESCRIBE THE STRATEGIES THAT WILL BE EMPLOYED TO CARRY OUT THE OBJECTIVES LISTED ABOVE.

F. LIST THE CRITERIA TO BE USED FOR EVALUATING THE PROGRESS TOWARD EACH OBJECTIVE INCLUDING THE DATA SOURCES TO BE UTILIZED. STATE CLEAR PERFORMANCE INDICATORS.

IV. SUSTAINABILITY – PLEASE DESCRIBE YOUR PLAN TO SUSTAIN THIS PROGRAM. IF THERE IS NO OTHER FUNDING SOURCES AVAILABLE, PLEASE DESCRIBE YOUR NEED.

A. COMMUNITY BUY-IN/FOCUS AND DIRECTION. How will the organization keep the necessary community buy-in aligned to the outcomes of your proposed program?

B. HUMAN RESOURCES/PROFESSIONAL EXCELLENCE. What is your plan to recruit and retain needed professionals to ensure the desired outcomes are achieved?

C. POLICIES/PROCEDURES. What policies/processes will be developed to ensure the program will be adopted by the targeted community at large?

D. FINANCIAL. How will the program be sustained beyond the funded project year? Please note that 377 grant monies are the payer of last resort. If there are not other funding sources available, please describe your need.

Please indicate any additional resources (funding or otherwise) that will be leveraged by this grant.

V. PROPOSED SERVICE PROFILE

AGENCY:			
PROGRAM:			
Projected Individuals:			
GENDER:			
Male			
Female			
Total Individuals Served:			
AGE GROUP:			
Infants (0-3)			
Youth (4-13)			
Teens (14-18)			
Adults (19-59)			
Seniors (60 & up)			
RESIDENCE			
Bloomington			
Normal			
Other			
SERVICE HOURS PROJECTED:			
CLIENT HOURS			
STAFF HOURS			
FD/377 FUNDING			
FUNDING FROM OTHER SOURCES			
TOTAL COST OF PROGRAM			

Client Hours: Total number of client hours projected to be provided in CY'17.
 Staff Hours: Total number of funded staff hours in CY'17.

Dear Community Stakeholder:

An article in the April 3rd edition of *The Pantagraph* entitled "Counseling Center Helps Fill Mental Health Services Gap" addressed some of the issues surrounding community mental health services in McLean County. As the community's mental health center, the McLean County Center for Human Services (CHS) applauds the commitment of both partner agencies and volunteer counselors who offer their assistance to people in need. Everyone plays an important role.

Unfortunately, there were significant errors in the article about CHS's role in the community and inaccurate statements attributed to us. We realize it is unrealistic to expect that every piece of reporting on CHS will be error-free. However, we are compelled to issue corrections when misinformation may prevent the most vulnerable of our community from seeking and receiving the services they need.

The article reported CHS "will no longer accept new clients to its psychiatric program." This is inaccurate. CHS has not cut off psychiatric services to all new clients. The article also stated "CHS said its \$6 million in reserves will be used for building repairs, information technology upgrades and unforeseen emergencies, and not for services the state has failed to cover." This is also inaccurate. We have been and are continuing to use reserves to meet numerous service needs.

After reading the article, I emailed *The Pantagraph* and asked, "Who are you quoting in your article?" *The Pantagraph* responded "I was repeating recent information from Paul's article on your cutbacks from the state." It is true that a Paul Swiech article was published on March 22nd which accurately detailed our challenges. However, the April 3rd article misreported several key details from Paul's March 22nd piece. I have attached Paul's article for reference.

Here's the correct information as reported by Paul Swiech:

- McLean County's mental health center - which serves the people with the greatest needs and fewest resources- **is limiting the number of new clients to its psychiatric program.**
- "We'll be significantly limiting the number of new patients we can accept into the program," Barr said. **"We'll continue to take the highest risk referrals who are an imminent danger to themselves or others."**
- CHS has made adjustments and has covered expenses by using reserves but hoped a state budget would be approved and the money would be reimbursed.
- CHS - which also has cut two administrative positions - **will have used \$900,000 in reserves** by the end of this fiscal year.
- **"Without the reserves, we would have made significant cuts across the Board."** Barr said.

The most damaging consequence of the April 3rd article is that "the highest risk referrals who are an imminent danger to themselves or others" may not contact us, or be referred to us, because it has been reported CHS "will no longer accept new clients to its psychiatric program." This puts the entire community at risk. CHS will not abandon our core mission. **We want you to know the truth and ask you to share the correct information with other community stakeholders and those in need.**

Over the past several years, our community has pulled together like none other in the state to address the needs of people with mental illness. The Center for Human Services has been proud to play an important role in that process. Unfortunately, a lack of complete and accurate information on the front page of *The Pantagraph* is detrimental to the very collaborative spirit to which we and so many other community stakeholders are committed.

On behalf of the staff and board of directors of the McLean County Center for Human Services, I greatly appreciate the many contributions made by community professionals who serve the most vulnerable of our community. We look forward to our continued partnership in providing care to individuals who have the greatest needs and fewest resources.

As an important community stakeholder, I encourage you to contact me directly if you have additional questions or need further clarification. I can be reached at 309-827-5351 or at tbarr@mcchs.org.

Respectfully,
Tom Barr, Executive Director
McLean County Center for Human Services

Mental_health

CHS limiting new patients because of state budget impasse

✍ Paul Swiech / Paul Swiech pswiech@pantagraph.com

🕒 03.22.16

BLOOMINGTON — McLean County's mental health agency — which serves people with the greatest needs and fewest resources — is limiting the number of new clients to its psychiatric program and not replacing three open positions on its mobile crisis team because of the ongoing state budget impasse.

Including all its programs, Center for Human Services (CHS) served 3,444 people in 2015, said Executive Director Tom Barr. How many people will be served this year is unknown.

When the state fiscal year began in July, CHS received notice that state funding had been cut by \$353,000 for the psychiatric program and \$227,000 for the crisis team.

CHS made adjustments and has covered expenses by using reserves, but hoped a state budget would be approved and the money would be reimbursed.

Now it's clear that CHS will not be receiving that money from the state, or an additional \$218,000 for the crisis team, said Barr.

That means a 45 percent cut to the crisis team and a 26 percent reduction to the psychiatric program.

The crisis team, which responds to people in mental health crisis, handled 4,005 calls last year. But since July 1, the number of team members has declined from 13 to 10 as open positions have not been filled, said CHS Finance Director Kathy Sallee.

"We still have two people available on each shift and we will respond to all crises," noted Clinical Services Director Sue Pirtle.

"But there's a risk that this could increase response times," Barr said.

Meanwhile, the psychiatric program — which provides medication management to people with a severe functional impairment as a result of mental illness — is at capacity. Two open nursing positions have not been filled.

"We'll be significantly limiting the number of new patients we can accept into the program," Barr said. "We'll continue to take the highest risk referrals who are in imminent danger to themselves and others. We're not going to be cutting existing clients who need to continue in service with us."

Others will be referred to other providers.

"In calendar year 2015, we served 1,411 patients in the psychiatric program alone," Barr said. "We're projecting for calendar year 2016 about 1,000."

"This is deeply disturbing to see people in need of services and to not be able to provide for them," Pirtle said.

The state also isn't reimbursing CHS for its residential program, or for a juvenile justice program.

CHS — which also has cut two administrative positions — will have used \$900,000 in reserves by the end of this fiscal year, Sallee said. While the agency has \$6 million in reserves, that money had been earmarked for information technology upgrades, building repairs, to cover delayed Medicaid payments, special programs such as Mental Health First Aid and for unforeseen emergencies — not to cover for the state, she said.

"Without the reserves, we would have made significant cuts across the board," Barr said.

"We can't do this indefinitely," Sallee said.



Roger Miller / DAVID PROEBER
Barr