



**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  
Room 322, Third Floor  
Bloomington, IL 61701**

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

- I. Roll Call
- II. Appearance by Members of the Public
- III. Consent Agenda
  - A. Notification of Paid Allocations
    - 1. April, 2016 \$ 55,216.04 1-2
    - 2. May/June, 2016 \$120,220.51 3-4
- IV. Items for Action
  - A. Approval of Board Meeting Minutes – April 14, 2016 5-6
  - B. Approval of Special Board Meeting Minutes – May 31, 2016 7
  - C. Approval of Board Training Meeting Minutes – June 27, 2016 8
- V. Items for Information
  - A. CY16 Service Statistics 9-10
  - B. Agency First Quarter Reports 11-36
    - January 1, 2016 – March, 2016
  - C. CY17 Funding Process 37-40
- VI. Board Issues
- VII. Adjournment

# MCLEAN COUNTY BOARD COMMITTEE REPORT

AS OF 4/29/2016

## EXPENDITURE SUMMARY BY FUND

Health Committee - Dev. Disability Board

FUND	FUND TITLE	PENDING TOTAL	PREPAID TOTAL	FUND TOTAL
0110	PERSONS/DEV.DISABILITY		\$55,216.04	\$55,216.04
			\$55,216.04	\$55,216.04

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COMMITTEE CHAIRMAN

# 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
<b>Department: 0061 - HEALTH DEPARTMENT</b>						
0599.0002	EMPLOYEE MEDICAL/LIFE INS	01100061006005990002	4/26/2016	MCLEAN COUNTY TREASURER	250.88	Prepaid 04/28/2016 288453
				<b>TOTAL 0599.0002</b>	<b>\$250.88</b>	
0706.0002	MENTAL HEALTH SERVICES	01100061006007060002	4/26/2016	LIFE CENTER FOR INDEPENDENT	546.50	Prepaid 04/28/2016 288445
		01100061006007060002	4/26/2016	MARCFIRST	39,176.66	Prepaid 04/28/2016 288448
		01100061006007060002	4/26/2016	UNITED CEREBRAL PALSY	15,242.00	Prepaid 04/28/2016 288516
				<b>TOTAL 0706.0002</b>	<b>\$54,965.16</b>	

**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

AS OF 7/1/2016

## EXPENDITURE SUMMARY BY FUND

Health Committee - Dev. Disability Board

FUND	FUND TITLE	PENDING TOTAL	PREPAID TOTAL	FUND TOTAL
0110	PERSONS/DEV.DISABILITY		\$120,220.38	\$120,220.38
			\$120,220.38	\$120,220.38

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COMMITTEE CHAIRMAN

# 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
<b>Department: 0061 - HEALTH DEPARTMENT</b>						
0599.0002	EMPLOYEE MEDICAL/LIFE INS	01100061006005990002	6/6/2016	MCLEAN COUNTY TREASURER	250.88	Prepaid 06/09/2016 289799
				<b>TOTAL 0599.0002</b>	<b>\$250.88</b>	
0706.0001	CONTRACT SERVICES	01100061006007060001	6/27/2016	CAMPBELL, ALEXANDER F.	1,131.31	Prepaid 06/30/2016 290487
		01100061006007060001	6/27/2016	CAMPBELL, ALEXANDER F.	2,476.52	Prepaid 06/30/2016 290487
				<b>TOTAL 0706.0001</b>	<b>\$3,607.83</b>	
0706.0002	MENTAL HEALTH SERVICES	01100061006007060002	5/17/2016	EASTER SEALS - UCP	6,391.35	Prepaid 05/19/2016 289030
		01100061006007060002	5/24/2016	LIFE CENTER FOR INDEPENDENT	546.50	Prepaid 05/26/2016 289368
		01100061006007060002	6/27/2016	LIFE CENTER FOR INDEPENDENT	546.50	Prepaid 06/30/2016 290551
		01100061006007060002	6/27/2016	MARCFIRST	39,176.66	Prepaid 06/30/2016 290556
		01100061006007060002	5/24/2016	MARCFIRST	39,176.66	Prepaid 05/26/2016 289370
		01100061006007060002	5/24/2016	UNITED CEREBRAL PALSY	15,242.00	Prepaid 05/26/2016 289425
		01100061006007060002	6/27/2016	UNITED CEREBRAL PALSY	15,242.00	Prepaid 06/30/2016 290639
				<b>TOTAL 0706.0002</b>	<b>\$116,321.67</b>	
0778.0001	DATA PROCESSING USER FEE	01100061006007780001	6/15/2016	MCLEAN COUNTY INFORMATION TECHNOLOGY	40.00	Prepaid 06/16/2016 290022
				<b>TOTAL 0778.0001</b>	<b>\$40.00</b>	

**TOTAL FOR DEPARTMENT: HEALTH DEPARTMENT \$120,220.38**  
**TOTAL FOR FUND: PERSONS/DEV.DISABILITY \$120,220.38**  
**TOTAL FOR COMMITTEE: HEALTH COMMITTEE - DEV. DISABILITY BOARD \$120,220.38**

# 377 Board Minutes

## Regular Meeting – April 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**

Bills processed were for January, \$59,209.16; February, \$55,216.04; and March, \$55,466.92. Mary Caisley questioned if Easter Seals sent an invoice in. Laura Beavers stated Easter Seals is a fee for service and will be billing quarterly and we actually received it yesterday. Since Easter Seals' invoice is for approximately \$6300, which is almost 75% of their entire awarded funding, we will be scheduling an on-site visit with them to review before issuing payment.

### **IV. ITEMS FOR ACTION**

**A. Approval of Board Meeting Minutes – January 14, 2016**

Vern McGinnis motioned to approve the minutes. Phylis VerSteegh seconded motion. Motion unanimously carried.

**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.**

Laura Beavers stated we need action to move forward with this item. The County attorney indicated to me that I need to ask for the authority to enter into the contract. He also examined the statute for the 377 Board and it is permissible for the board to enter into a contract of this nature. Craig Nelson from County IT Department has reviewed this and is in full support of this program.

Laura Beavers stated this item will go before the Board of Health for approval at their May meeting. Diane Crutcher inquired if there was the availability to transfer funds from the 553 Board to the 377 Board if the 553 Board does not approve this item or can't approve due to statute so the 377 Board could then move forward with the purchase? Laura Beavers stated she would have to check with Walt Howe and the County to determine if that's a possibility. Laura Beavers stated she will provide follow-up to this Board before the May 11<sup>th</sup> Board of Health meeting. Diane Crutcher thanked Laura Beavers for her tireless efforts in making sure this objective is completed.

Mary Caisley motioned to approve. Diane Crutcher seconded. Motion unanimously carried.

**C. Final Funding Criteria and Guidelines**

Mary Caisley inquired about #9 on page 10. Should we tweak the "with a documented plan" if we purchase the website program? Diane Crutcher suggested replacing the terminology above with "using the designated process". Members unanimously agreed.

Also suggested for C. on page 11 to replace "Quarterly Reporting Guidance and the CY17 Quarterly report to say "designated process".

Phaedra brought to the attention of the Board of a typo in #3 on page 13 to correct spelling from "budged" to "budgeted".

Mary Caisley inquired as to which of our funded agencies are DHS grantees. Laura Beavers stated Marcfirst is and possibly United Cerebral Palsy and LifeCIL.

Diane Crutcher motioned to approve with amendments that have been made. Vern McGinnis seconded. Motion unanimously carried to approve Final Funding Criteria and Guidelines.

#### **D. Final Application**

Diane Crutcher inquired at what point can the approved application be shared with agencies who would like to seek funding? Laura Beavers stated typically once we post on the website any agency can view it. If you want to discuss or change this for the future to be able to see the application after approved but before posted we could do that. After discussion it was decided that once application is approved today it can be shared with agencies. Mary Caisley asked if there should be an item of information to the Board of Health stating we are sharing to keep them informed. Laura stated that this could be discussed at one of the Joint Board meetings and formally approved for the next funding process. Also to note that this application will look a little different once posted on the website. Laura Beavers also mentioned this application hasn't changed that drastically that agencies could review previous applications on our website and the new one will not look too much different.

Diane Crutcher inquired if board members could share the tentative deadlines. Laura Beavers stated yes because it was included in a previous packet and is public knowledge.

Diane Crutcher motioned to approve. Ron Morehead seconded. Motion unanimously carried.

#### **V. ITEMS FOR INFORMATION**

##### **A. McLean County Center for Human Services Announcement**

Laura Beavers stated this announcement was requested by Center for Human Services for us to provide to both boards. This is important to this board because typically 5 years ago the Center wouldn't have seen clients with developmentally disabilities and intellectual disabilities and recently they have been seeing many of the Marcfirst clients.

##### **B. McLean County Center for Human Services Tour**

Laura Beavers stated Tom Barr, CEO of CHS, has offered a tour for the board members. All board members expressed interest in taking tour. Laura Beavers stated we will send out a Doodle Poll to offer some dates. Laura Beavers also suggested asking the agency during the tour what percentage of their clients served is the developmental disability population.

#### **VI. ITEMS FOR DISCUSSION**

#### **VII. BOARD ISSUES**

A. Diane Crutcher announced that the senior staff of the State Developmental Disability department will make themselves available for a video conference. We could contact ISU, State Farm, BroMenn, or Country to see if they will work with us to use one of their video conferencing rooms. We can have the Director for DD and his entire senior staff depending on the kinds of topics we would like to have addressed.

B. Mary Caisley inquired that knowing the County has this extra sales tax money coming in and if they fund any supportive housing, will that include any DD population? Laura Beavers stated she doesn't have any information that piece.

#### **VIII. ADJOURNMENT**

Diane Crutcher motioned to adjourn the meeting. Phylis VerSteegh seconded motion. Motion carried. Meeting adjourned at 11:26AM.

## 377 Board Minutes Special Meeting – May 31, 2016

**I. ROLL CALL:** Ron Morehead called the 377 Board meeting to order at 8:02AM 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. ITEMS FOR ACTION**

**A. Request approval of an agreement for computer services provided by Alex F. Campbell associated with a web-based administrative system.**

Diane Crutcher motioned to approve. Phylis VerSteegh seconded. Motion unanimously carried.

**B. Consulting, Implementation and Support Agreement**

Mary Caisley noted that on page 15, paragraph (h) she assumes it should read Section 6(c) not 7(c).

No motion needed on this item.

After the meeting this was brought to the attention of county attorney Don Knapp. He responded by stating it actually should read 2(c). Document was revised to read 2(c) per Don Knapp's instructions.

**IV. ITEMS FOR DISCUSSION –** No items reported

### **V. BOARD ISSUES**

**A. House Bill**

Discussion on proposed House Bill to eliminate units of governments such as 377 and 708 boards and consolidate those duties to be the responsibility of the counties themselves. Diane Crutcher will forward the House Bill number to the board members. Laura will forward any status alerts from ACHMAI to the board as she receives them.

### **VI. ADJOURNMENT**

Diane Crutcher motioned to adjourn the meeting. Vern McGinnis seconded motion. Motion carried. Meeting adjourned at 8:30AM.

## 377 Board Meeting Minutes Special Meeting – June 27, 2016

**I. ROLL CALL:** Ron Morehead called the Board Training meeting to order at 10:04AM and took roll call. Ron Morehead, Vern McGinnis and Phylis VerSteegh present. Staff present: Laura Beavers and Phaedra Morris. Members absent were Diane Crutcher and Mary Caisley.

**II. ESTABLISH AN AGENDA**

**III. APPEARANCE BY MEMBERS OF THE PUBLIC -** No Public Present

**IV. BOARD TRAINING: ELECTRONIC HEALTH SERVICES SYSTEM**

A. Board members were trained on how to access our electronic health services system.

**V. ADJOURNMENT** - Vern McGinnis motioned to adjourn the meeting. Phylis VerSteegh seconded motion. Motion carried. Meeting adjourned at 11:04AM.

CY 2016  
 Quarterly Service Statistics Summary  
 January 1, 2016- December 31, 2016

Quarter	Total New Served	Total Served	Total Funds Budgeted
Q1	195	545	\$670,539.00
Q2			
Q3			
Q4			
<b>CY 16 TOTAL</b>			<b>\$670,539.00</b>

\*\*\*\*\*

Agency Specific Quarterly Data  
 January 1, 2016- March 31, 2016

### LifeCIL

Independent Living Assistance for Persons with Developmental Disabilities  
 Service Provided: Independent Living

Quarter	Total New Served	Total Served	Contract Amount
Q1 – Jan - Mar	1	8	\$6,558.00
Q2 – April - Jun			
Q3 – July - Sept			
Q4 – Oct - Dec			

### Easter Seals

Autism Spectrum Disorder Diagnostic Clinic  
 Service Provided: Counseling and Prevention

Quarter	Total New Served	Total Served	Contract Amount
Q1 – Jan - Mar	7	7	\$10,957.00
Q2 – April - Jun			
Q3 – July - Sept			
Q4 – Oct - Dec			

### United Cerebral Palsy

UCP Employment Services  
 Service Provided: Vocational Support Services

Quarter	Total New Served	Total Served	Contract Amount
Q1 – Jan - Mar	7	38	\$182,904.00
Q2 – April - Jun			
Q3 – July - Sept			
Q4 – Oct - Dec			

# Marcfirst

## SPICE

Service Provided: Early Intervention

Quarter	Total New Served	Total Served	Contract Amount
Q1 – Jan - Mar	119	322	\$30,276.00
Q2 – April - Jun			
Q3 – July - Sept			
Q4 – Oct - Dec			

## Supported Employment

Service Provided: Obtaining and Maintaining Community Employment

Quarter	Total New Served	Total Served	Contract Amount
Q1 – Jan - Mar	3	112	\$ 290,000.00
Q2 – April - Jun			
Q3 – July - Sept			
Q4 – Oct - Dec			

## Supported Living

Service Provided: CILA Residential Support

Quarter	Total New Served	Total Served	Contract Amount
Q1 – Jan - Mar	58	58	\$ 149,844.00
Q2 – April - Jun			
Q3 – July - Sept			
Q4 – Oct - Dec			

## 2016 QUARTERLY REPORT

AGENCY: LIFE Center for Independent Living (LIFE CIL)

PROGRAM: Developmental Disabilities- Independent Living

Quarter: 1st X    2nd     3rd     4th



### Service Statistics

	Clients Served					Gender		Total # of Units of Service/Events/Visits	Total Client Service Hours	Total Staff Service Hours
	New	Returning	On-Going	Closed	Total Clients Served This Quarter (Combined Total of New, Returning, On-Going and Closed)	Male	Female			
<b>Client Data</b>										
Clients Served	1	0	5	2	8	2	6	112	60	60
<b>Age Group</b>										
0-5										
6-12										
13-17										
18-21			0							
22-30	1		1							
31-54	0		3	1						
55-64			1	1						
65-80										
81 & Up										
Unknown										
<b>Total</b>	1		5	2		2	6			
<b>Race</b>										
African American/Black	0		1							
American Indian/Alaska Native										
Asian										
Caucasian/White	1		4	1						
Native Hawaiian/Pacific Islander										
Other										
<b>Total</b>	1		5	1		2	6			
<b>Ethnicity</b>										
Hispanic or Latino				1						
Not Hispanic or Latino										
<b>Total</b>	0		0	1		0	0			
<b>Residence</b>										
Anchor										
Arrowsmith										
Bellflower										
Bloomington	1		3	1						
Carlock										
Chenoa										
Colfax										
Cooksville										
Covell										
Danvers										
Downs										
El Paso										
Ellsworth										
Gridley										
Heyworth										
Hudson										
LeRoy										
Lexington										
McLean										
Normal			2	1						
Saybrook										
Shirley										
Stanford										
Towanda										
Other: Please list location										
<b>Total</b>	1	0	5	2		2	6			
<b>Insurance Coverage</b>										
Medicaid	1		5	2						
Medicare										
Private Insurance										
Uninsured										
<b>Total</b>	1		5	2		2	6			

**LIFE Center for Independent Living**  
**Narrative, Objectives and Outcomes for**  
**McLean County Health Department**  
**January 1, 2016 through March 31, 2016**

**I. Summary of the services provided during the reporting period and on the objectives and outcomes defined in your application.**

LIFE CIL staff served eight (8) unduplicated individuals within the funds for this program in the reporting quarter.

Of that total of eight (8) served:

Eight (8) Individuals received intensive and/or extended services.

6 – Females, 2 – Males

5 from Bloomington and 3 from Normal

2 aged 22-30

4 aged 31-54

2 aged 55-64

1 Individual was new to the Center and was a family - and self-referral.

2 Individuals closed files.

One new individual chose to develop a goal to. (Consumers determine what goal(s) they want to develop and then determine when their goal of independence has been achieved).

One (1) new individual set a goal of Housing/Move to desired location.

One (1) individual who opened her goal of self-care chose to close her file this quarter, as she stated she has accomplished her goal.

One (1) individual with a vocational goal was closed due to no contact from the consumer.

Remaining five (5) consumers continue with their previously developed goals ranging from self-advocacy, self-care, housing, personal resource management and transportation.

LIFE CIL staff assisted individuals this past quarter with various areas or services including but not limited to:

- Finding subsidized housing

- Independent living skills in daily living activities
- Benefit assistance and question on Medicaid coverage
- One on one bus/transportation training
- Hygiene skills training
- Vocational training: resumes, applications and mock interviews
- Personal resource management: developing and maintaining personal budget
- Self-advocacy skills

### **Program Output Targets**

**Twelve (12) adults with developmental disabilities will acquire and successfully maintain independent living situations that they choose based on personal preferences and resources, within the reporting year.**

**1. Provide information and referral services to a minimum of eight (8) persons with developmental disabilities and/or their families.**

Quarter Results:

During this quarter a total of twelve (12) individuals were provided information and referral.

Year to date results:

Twelve (12) unduplicated individuals received information and referral services.

**\*NOTE: GOAL/OUTCOME ENTIRE YEAR 100% MET IN FIRST QUARTER.**

**\*\*NOTE: EIGHT (8) INDIVIDUALS WITH DEVELOPMENTAL DISABILITIES AND/OR THEIR FAMILIES REQUESTED INFORMATION AND REFERRAL SERVICES BUT WERE UNABLE TO RECEIVE SERVICES THROUGH THIS GRANT.**

**2. Provide independent living skills acquisition services to six (6) persons with developmental disabilities. Independent living services may include, but not be limited to, assistance in seeking and setting up a residence, independent living skills acquisition in the home or in group settings, and/or episodic assistance in solving problems of independent living.**

Quarter Results:

Six (6) unduplicated individuals received intensive and extended independent living skills acquisition services.

Year to Date Results:

Six (6) unduplicated individuals received independent living skills acquisition services.

**\*NOTE: GOAL/OUTCOME FOR ENTIRE YEAR 100% MET IN THE FIRST QUARTER.**

**\*\*NOTE: TEN (10) INDIVIDUALS WITH DEVELOPMENTAL DISABILITIES REQUESTED INDEPENDENT LIVING SKILLS ACQUISITION SERVICES BUT WERE UNABLE TO RECEIVE SERVICES THROUGH THIS GRANT.**

**3. Provide peer mentoring services to a minimum of four (4) persons with developmental disabilities and/or their families.**

Quarter Results:

Four (4) unduplicated individuals received intensive and extended peer mentoring services during this quarter.

Year to Date Results:

Four (4) unduplicated individuals with intensive and extended services have received peer mentoring.

**\*NOTE: GOAL/OUTCOME FOR ENTIRE YEAR 100% MET IN THE FIRST QUARTER.**

**\*\*NOTE: THREE (3) INDIVIDUALS WITH DEVELOPMENTAL DISABILITIES REQUESTED PEER MENTORING SERVICES BUT WERE UNABLE TO RECEIVE SERVICES THROUGH THIS GRANT.**

**4. Provide advocacy services to a minimum of four (4) persons with developmental disabilities.**

Quarter Results:

Four (4) unduplicated individuals received intensive and extended advocacy services during this quarter.

Year to date results:

Four (4) unduplicated individuals with intensive and extended services received advocacy services.

**\*NOTE: GOAL/OUTCOME FOR ENTIRE YEAR 100% MET IN THE FIRST QUARTER.**

**\*\*NOTE: ONE (1) INDIVIDUAL WITH DEVELOPMENTAL DISABILITIES REQUESTED ADVOCACY SERVICES BUT WERE UNABLE TO RECEIVE SERVICES THROUGH THIS GRANT.**

## **II. Challenges encountered during the reporting period.**

LIFE CIL staff has consumers that receive employment services from other community agencies that have requested advocacy as they have not gotten any interviews, and do not feel that they are getting any help in obtaining employment. Consumers go to their meetings, and classes, and keep filling out applications. As there are other agencies within our communities that are supposed to provide individuals with assistance, there are concerns about agencies doing any kind of job carving, or following any kind of innovative practices, but that seems to be needed in our area. LIFE CIL's Independent Living Advocate worked to find out if the barrier is the disability or the agency by making contact with other area agencies providing employment services to individuals with disabilities. The ILA arranged and led a "task force" meeting on March 31, 2016. Discussion was surrounding what each agency does to assist those with disabilities surrounding employment and what could be done to collaborate on this issue. Follow meetings have been planned, at least quarterly.

## **III. What are the most significant areas of remaining need, with regards to improving services for those you serve?**

We see many persons with developmental disabilities who are unemployed or underemployed despite their desire for gainful employment.

We see persons with developmental disabilities who "fall between the cracks" for eligibility for services at other agencies serving persons with DD, and/or are on waiting list for services, and/or prefer to seek services elsewhere.

A lack of safe, accessible/affordable housing options is and has for a very long time been an area of need within McLean County. Many individuals living in poverty are unable to find appropriate housing. Many also owe back rent or utility payments, or have previous personal history, that restricts their housing options.

As always, we believe there is a substantial need for outreach to youth and transitional age students with developmental disabilities. Our staff is very small and we have limited resources for outreach and services in this area. Many young adults continue to live with their parents into adulthood, leading to crises when their parents become unable to care for them. Many individuals and their parents do not see their potential for independent living, having never seen others with disabilities succeeding in living on their own, going to college and being employed. They often lack the knowledge and skills to identify and obtain income and supports and navigate the health and human services system. This tendency to be unemployed and poor begins with older high school students and recent graduates with disabilities who do not have a viable plan for achieving independent, self-sustaining lifestyles, and who do not transition immediately to post-secondary education or employment, and who do not obtain benefits for which they are eligible.

IV. Do you have a waiting list?  Yes  No If yes, please describe.

The recent MCHD funding reduction resulted in a proportionate reduction in staff assigned to this program. This has forced us to reduce the number of persons with developmental disabilities that we can serve, and therefore we had to institute a waiting list for services during the FY16 budget year.

V. Comments. Provide additional information that you would like us to know about your program and the effectiveness of your grant.

LIFE Center for Independent Living is being negatively affected by the state's budget impasse. While some of our twelve grants and contracts continue to be paid, our largest and third-largest grant is not being paid and payment to our third largest grant is uncertain. We have reduced our staff by two positions, reduced salaries of management staff, instituted a furlough day, and the Center is now closed every Friday. We have aggressively trimmed expenses in order to maintain full services to all our consumers, but our cash reserves are dropping at a rate that cannot be for an extended period of time.

### Individual Scenarios

The following are two scenarios of services provided this quarter:

34 year old female with developmental disability, lives independently in community but wants to learn to better pay bills and budget money on her own, consumer had no idea about what a budget was. She also wanted to learn how to help others learn how to stand up for their rights and to learn about various disability rights related laws and learn how to communicate with and educate others about their rights and responsibilities. Through working with LIFE CIL staff the individual has been progressing with her goals, she is able to talk about general disability rights related laws and understands how and when to speak up, consumer also gives community resource information to others when appropriate. The individual has accomplished first goal of learning about basic budgeting skills, what budgets are and how they work, in order to implement an actual budget. Consumer developed new personal resource development goal of practicing skills learned about budgeting and follow the budget plan, making adjustments when needed, and learning about resources that can assist with credit card debt in order to pay off credit cards at a rate consumer can afford. Consumer is close to accomplishing this goal, consumer has developed budget and makes adjustments where needed, consumer has learned about and utilized resources to get credit card debt under control (debt will be paid off in less than two years and consumer says she immediately throws away any shopping catalogs that come in the mail).

26 year old female with developmental disability, autism, LD/ADD/HAD/ADHD. She currently lives with father, and wants to move out on her own. Individual has work and social security income, and has requested assistance with applying for subsidized

housing and the acquisition of independent living skills to be able to live independently at the location of her choice in the community. LIFE CIL staff has been assisting in explaining and showing her how applications for housing work. The individual is a very visual and tactile learner to time is taken to show her each portion of the application, online viewing of the units if available and if not possible on site visits to possible housing options. Staff has also begun to assist her in deciding what type of skills she needs to learn; she has self-identified needing to learn budgeting, house cleaning, laundry and ability to ride local transport so she can get to other areas in the community independently. This is a new consumer at LIFE CIL who was referred by another current consumer receiving assistance.

## 2016 QUARTERLY REPORT

AGENCY: Easter Seals Central Illinois

PROGRAM: Autism Spectrum Disorder Diagnostic Clinic

Quarter: 1st  2nd  3rd  4th



### Service Statistics

	Clients Served					Gender		Total # of Units of Service/Visits	Total Client Service Hours	Total Staff Service Hours
	New	Returning	On-Going	Closed	Total Clients Served This Quarter (Combined Total of New, Returning, On-Going and Closed)	Male	Female			
<b>Client Data</b>										
Clients Served	7				7	5	2	7	49	224
<b>Age Group</b>										
0-5	7				7	5	2			
6-12										
13-17										
18-21										
22-30										
31-54										
55-64										
65-80										
81 & Up										
Unknown										
<b>Total</b>	7				7	5	2			
<b>Race</b>										
African American/Black	1				1					
American Indian/Alaska Native										
Asian										
Caucasian/White	4				4					
Native Hawaiian/Pacific Islander										
Other	2				2					
<b>Total</b>	7				7	5	2			
<b>Ethnicity</b>										
Hispanic or Latino										
Not Hispanic or Latino	7				7	5	2			
<b>Total</b>	7				7	5	2			
<b>Residence</b>										
Anchor										
Arrowsmith										
Bellflower										
Bloomington	4				4	3	1			
Carlock										
Chenoa										
Colfax										
Cooksville										
Covell										
Danvers										
Downs										
El Paso										
Ellsworth										
Gridley										
Heyworth										
Hudson										
LeRoy										
Lexington										
McLean										
Normal	3				3	2	1			
Saybrook										
Shirley										
Stanford										
Towanda										
Other: Please list location										
<b>Total</b>	7				7	5	2			
<b>Insurance Coverage</b>										
Medicaid	4				4	3	1			
Medicare										
Private Insurance	3				3	2	1			
Uninsured										
<b>Total</b>	7				7	5	2			

# NARRATIVE, OBJECTIVES AND OUTCOMES

## I. Summary of the services provided during the reporting period and on the objectives and outcomes defined in your application.

During the 1<sup>st</sup> Qtr. seven (7) new children were served through the Easter Seals ASD clinic located in Bloomington. All children were less than 6 years old and were residents of McLean County. None of the children were closed since we conduct a 90 day post-clinic interview to determine caregiver follow-through on recommendations from the clinical team. These calls will begin April 6<sup>th</sup> and continue with these initial clients into June.

### Annual Objectives:

#### Objective 1:

Twelve (12) youth ages 0-5 residing in McLean County will receive comprehensive ASD diagnostic evaluations completed by clinical diagnostic teams.

*Seven (7) children ages 0-5 residing in McLean County received comprehensive ASD diagnostic evaluations. We were anticipating 4 children during the quarter so we will see if this trend continues.*

#### Objective 2:

85% of measured families will indicate improved knowledge of their child's behavior as a result of the ASD diagnostic evaluation.

*71% (5 / 7) of measured families indicated improved knowledge of their child's behavior as a result of the ASD diagnostic evaluation. One of the two families that did not indicate a knowledge change rated their initial knowledge at a "5"—the highest level of knowledge pre-clinic and again a "5" post clinic. This particular family knew that their child had ASD but needed a medical diagnostic evaluation for insurance purposes. The second family indicated no change in knowledge at a lower level. We have learned through experience that a no change in knowledge or a regression in knowledge can occur when a family is resistant to the diagnosis.*

*A copy of the measurement survey is included.*

#### Objective 3:

70% of measured families will attempt 75% or more of recommendations by 90 days post-evaluation.

*This will be measured during the 2<sup>nd</sup> Qtr. in order for the initial 90 days post evaluation to lapse. Since the first child received the evaluation on 1/6/16, the first post-clinic phone interview will occur after 4-6-16 and the 7<sup>th</sup> child was evaluated on 3/16/16 so that interview will be conducted after 6/16/16. Results will be reported with the 2<sup>nd</sup> Qtr. report.*

*A copy of the measurement survey is included.*

#### Objective 4:

Four (4) "New Diagnosis Family Orientation" classes will be provided during the grant period.

*One class was conducted on 1-15/16, and two more are scheduled for the 2<sup>nd</sup> Qtr.—4/7/16 and 5/6/16.*

**II. Challenges encountered during the reporting period.**

The ongoing challenge has been the continuing FY16 state budget impasse and the resulting collapse of The Autism Program (TAP) service network. The TAP service network was created in 2008 with an initial state appropriation of \$10.8M and a vision to ensure that every child with autism and their family would have access to early identification, screening and diagnostic services, and essential evidence-based resources, information and supports. Gov. Blagojevich immediately cut the initial appropriation by 50% and this resulted in a patchwork of state coverage instead of the comprehensive coverage. Central Illinois had funded four centers—ones in Peoria & Bloomington with Easter Seals, one in Bloomington through ISU and one in Champaign through UI-C. As a result services and access regionally were better than most of the state and this continued until April 2015 when Gov. Rauner chose to eliminate TAP funding for the 4<sup>th</sup> Qtr of FY15 and for all of FY16. Advocates were successful in having funding restored for the final quarter of FY15 but not for FY16. As a result, the TAP system has largely collapsed since no state funding was available and most services for children with autism are not reimbursed by Medicaid—nearly 45% of children locally are served through this public funder. Easter Seals has been able due to its fundraising efforts to maintain most of its autism programs unlike the majority of similar centers. The ISU center has closed and the UI-C center will remain open through May 2016.

Easter Seals has been flooded with requests for diagnostic services as other centers close and desperate families seek assistance. Our monthly diagnostic clinic referrals have risen from an average of 26 per month to the current 58 per month. This is evidenced during this quarter by our clinic serving 7 young children from McLean County rather than the originally anticipated 4 children.

**III. What are the most significant areas of remaining need, with regards to improving services for those you serve?**

As described above, essential services for children with autism and their families can be impeded by the type of health insurance they have: large self-insured businesses like Caterpillar and State Farm are exempt from the insurance mandate enacted in Illinois a few years ago—this is about 20% of local families. They can offer autism-specific services but that is their option and the range and frequency of services can vary dramatically from one entity to another. Children with other employer-based private health insurance have a much easier time receiving needed services since the insurance mandate does require these policies to provide reimbursement—this is about 35% of local children. Children with Medicaid (45% locally) have a very difficult time receiving services since most of their services are not reimbursed by Medicaid. Until Illinois complies with the federal ruling requiring better coverage for children served through Medicaid there will be a significant service and access gap in our region. Until TAP is restored or reformed in some manner, state support for autism services will be nonexistent.

**IV. Do you have a waiting list?  Yes  No If yes, please describe.**

Due to the collapse of TAP state funding for autism services (this funding was available to be used for any child regardless of health insurance type) and the closure of most other diagnostic service centers, in order to keep our diagnostic clinic open, Easter Seals has been forced to distinguish between those with private insurance and those with public insurance. The current waiting period for a family with private

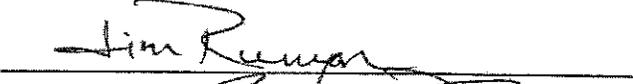
insurance is two to three months. The wait period for a family served through Medicaid is eight to nine months. Nationally, the current wait time for an autism diagnostic evaluation is now twelve months. We have also had to restrict our service area to nineteen counties surrounding our Peoria and Bloomington centers for those served by Medicaid. The flood of referrals described in II, helps to explain this necessity.

- V. **Comments: Provide additional information that you would like us to know about your program and the effectiveness of your grant.**

Easter Seals is most grateful for the support received from the Care and Treatment Board. We receive similar support for our Peoria ASD clinic specific to children living in Peoria County from the ASD Trust. WE look forward to applying for 2017 when the new grant application becomes available later this month.

Please complete the below section before submitting quarterly reports.

**Certifications:**

Prepared by: Jim Runyon, Ex. VP  4/11/16

Approved by: Steven R. Thompson, President & CEO  4/11/16

Attached  Financials  Narrative  Board Meeting Minutes



# Easter Seals

507 E. Armstrong Avenue

## INVOICE

Invoice Number:

Date:

April 11, 2016

**TO: McLean County Health Department**  
**Attn: Laura Beavers**  
**200 West Front Street**  
**Bloomington, IL 61701**

**REMIT TO: Easter Seals Central Illinois**  
**Attention: Amanda Rupert**  
**507 East Armstrong Avenue**  
**Peoria, IL 61603**  
**Phone: 309-686-1177**

Description	Quantity	Price	Total
<b>2016 Fee for Service Contract Reimbursement- 1st Qtr.</b>			
<b>Clinic Date: 1/6/2016</b>			
Diagnostics completed one eligible child	1	913.05	\$ 913.05
<b>Clinic Date: 1/13/2016</b>			
Diagnostics completed two eligible children	2	913.05	\$ 1,826.10
<b>Clinic Date: 3/2/2016</b>			
Diagnostics completed two eligible children	2	913.05	\$ 1,826.10
<b>Clinic Date: 3/9/2016</b>			
Diagnostics completed one eligible child	1	913.05	\$ 913.05
<b>Clinic Date: 3/16/2016</b>			
Diagnostics completed one eligible child	1	913.05	\$ 913.05
<b>TOTAL DUE</b>	<b>7</b>		<b>\$ 6,391.35</b>

# 2016 QUARTERLY REPORT

AGENCY: UCPLAND OF LINCOLN  
 PROGRAM: VOCATIONAL SERVICES

Quarter: 1st  2nd  3rd  4th



## Service Statistics

	Clients Served					Gender		Total # of Units of Service/Events/Visits	Total Client Service Hours	Total Staff Service Hours
	New	Returning	On-Going	Closed	Total Clients Served This Quarter (Combined Total of New, Returning, On-Going and Closed)	Male	Female			
<b>Client Data</b>										
Clients Served	7	0	24	7	38	24	14	177	1915	302.25
<b>Age Group</b>										
0-5										
6-12										
13-17										
18-21	2		3		5					
22-30	4		6	3	13					
31-54	1		14	4	19					
55-64			1		1					
65-80										
81 & Up										
Unknown										
<b>Total</b>	7	0	24	7	38					
<b>Race</b>										
African American/Black	2		4		6					
American Indian/Alaska Native										
Asian										
Caucasian/White	5		20	7	32					
Native Hawaiian/Pacific Islander										
Other										
<b>Total</b>	7	0	24	7	38					
<b>Ethnicity</b>										
Hispanic or Latino										
Not Hispanic or Latino	7	0	24	7	38					
<b>Total</b>	7	0	24	7	38					
<b>Residence</b>										
Anchor										
Arrowsmith										
Bellflower										
Bloomington	3	0	22	4	29					
Carlock										
Chenoa										
Colfax										
Cooksville										
Covell										
Danvers										
Downs										
El Paso										
Ellsworth										
Gridley										
Heyworth										
Hudson										
LeRoy										
Lexington										
McLean										
Normal	4	0	2	3	9					
Saybrook										
Shirley										
Stanford										
Towanda										
Other: Please list location										
<b>Total</b>	7	0	24	7	38					
<b>Insurance Coverage</b>										
Medicaid	1		1		2					
Medicare	4		20	2	26					
Private Insurance										
Uninsured	2		3	5	10					
<b>Total</b>	7	0	24	7	38					

**United Cerebral Palsy Land of Lincoln (UCPLL)**

**FY 2016 1<sup>st</sup> Quarter Narrative**

**January 1, 2016 – March 31, 2016**

**I. SUMMARY OF SERVICES AND PROGRESS ON PROGRAM OUTCOMES**

**Objective #1:** UCP will provide job supports/job coaching to 70 individuals with disabilities.

UCPLL provided job support services to a total of 38 individuals this quarter. We added 7 new people during the quarter and closed 7 clients. UCPLL continues to work with DRS, the school districts, as well as the local colleges, the Transitional Planning committee and LifeCil to identify more individuals that could benefit from vocational services. UCPLL staff work closely with the individuals to help them find and maintain their jobs in the community. Job Developers visit the job sites at least twice a month to check on the individual, the employer and the job coach to keep the communication lines open and address any concerns quickly and effectively. Job coaches go to the work sites daily and communicate with the individuals in constructive ways and provide effective feedback.

**Objective #2:** UCP will provide vocational training (janitorial training included) to 10 people.

UCPLL provided vocational/janitorial training to six clients this quarter. Five individuals completed the vocational training program and 1 individual went through janitorial training. The janitorial training program has been a huge success and has really helped UCPLL create a trained workforce for its janitorial business, White Glove Professionals. It has been the perfect segway for the trainees to go right into a custodial job when they are finished with the training.

**Objective #3:** UCP will provide monthly activities/events to teach appropriate social skills, advocacy training and job retention strategies.

UCPLL holds monthly activities/events to teach appropriate social skills and job retention strategies. These events are for those individuals that are receiving our services. Events were held on 1/29/16, 2/26/16 and 3/25/16. These events were held on Friday afternoons because participants reported that it was the best time for them to attend the trainings. In January, the theme was "Hi Ho, Hi Ho, it's off to work we go". Participants learned about what to expect when starting a new job. February's theme was "Be the Person You'd Like to Meet", and

individuals discussed people they would like to meet and why and how to be a person that others want to meet, what characteristics are important to them and how that relates to success on the job. The March event was called "The Bridges of Life". This session discussed the different bridges people have to build or cross in their lives. Personal Bridges – to keep us physically and mentally healthy; Friendship Bridges – finding people to trust; Job Bridges – how to be a good employee and communicate effectively with co-workers. After each event, individuals are asked to fill out a survey telling staff what they liked, didn't like, and what they would like to talk about during the next event. UCPLL received 100% participant satisfaction on these surveys.

## **II. CHALLENGES ENCOUNTERED DURING REPORTING PERIOD**

One challenge we encountered this quarter was hiring Job Coaches. There were a few openings and we did not have very many applicants. Toward the end of the quarter, we were able to fill the openings. Helping participants maintain their jobs continues to be a critical challenge. Every quarter several individuals are close to losing their jobs because of issues at the workplace and UCPLL staff is quick to work with the managers at work sites to talk about our program and services and how we can help with the situation. UCPLL continues to provide Disability Awareness Training to numerous employers who are unaware of how to work with someone with a disability. The Job Development Supervisor works with new managers at the job sites teaching them basic disability awareness.

## **III. WHAT DO YOU SEE AS THE MOST SIGNIFICANT AREAS OF REMAINING NEED, WITH REGARDING TO IMPROVING SERVICES FOR THOSE YOU SERVE?**

Since UCPLL staff have been discussing insurance with the clients, the staff have noticed the need for assistance with obtaining insurance and how it affects them. Some of the participants do not have insurance and need help with that process.

UCPLL continues to see the area of transportation for those living in the outlying area as a huge need. Many individuals come to UCPLL needing services, but are unable to get to our office on a regular basis. They also have issues finding a job due to their limited transportation access. Many times individuals have been offered a job that they turn down because they did not have a way to get to and from work during the time that the employer needed them. UCPLL staff is referring individuals to Life Center to help with their transportation needs.

Many individuals in the program have difficulties with personal assistance issues that include financial planning, budgeting, money management, time management and priority decision

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making and not enough support services when they are not at work. One of the next advocacy training sessions that UCPLL will hold will focus on budgeting and money management. There are times when individuals in the program have reported that they don't have enough money for gas or to fix their car or they have a scheduling conflict with work and they don't know how to handle the situation. All of these issues directly affect their job.

#### **IV. ADDITIONAL INFORMATION AND IMPACT OF PROGRAM IN THE COMMUNITY**

UCPLL recognized the limited vocational training programs for those with disabilities as a major area of need and created the vocational training that helps prepare individuals for employment as well as find employment in the community. This allows the individual to be independent and more self-sufficient. UCPLL staff have developed strong partnerships with community employers and have helped them to understand and educate them on different disabilities. UCPLL believes that all people will thrive when welcomed by their community and this includes people with disabilities. UCPLL has helped individuals with disabilities find jobs and maintain successful employment. The community is gaining more exposure on the benefits of hiring people with disabilities and the value they add to the workforce.

## 2016 QUARTERLY REPORT

AGENCY: Marcfirst

PROGRAM: SPICE

Quarter: 1st  2nd  3rd  4th



### Service Statistics

	Clients Served				Total Clients Served This Quarter (Combined Total of New, Returning, On-Going and Closed)	Gender		Total # of Units of Service/Visits	Total Client Service Hours	Total Staff Service Hours
	New	Returning	On-Going	Closed		Male	Female			
<b>Client Data</b>										
Clients Served										
<b>Age Group</b>										
0-5	113		157	29		192	105			
6-12	6		14	3		20	5			
13-17										
18-21										
22-30										
31-54										
55-64										
65-80										
81 & Up										
Unknown										
<b>Total</b>	119		171	32						
<b>Race</b>										
African American/Black	30		25	3						
American Indian/Alaska Native										
Asian	8		17	5						
Caucasian/White	80		129	24						
Native Hawaiian/Pacific Islander	1									
Other										
<b>Total</b>	119		171	32						
<b>Ethnicity</b>										
Hispanic or Latino	7		5	1						
Not Hispanic or Latino	112		166	31						
<b>Total</b>	119		171	32						
<b>Residence</b>										
Anchor	1		2							
Arrowsmith			1							
Bellflower										
Bloomington	72		86	18						
Carlock			1	1						
Chenoa	1		3							
Colfax			2							
Cooksville	1									
Covell										
Danvers			1							
Downs	1									
El Paso			1	1						
Ellsworth										
Gridley	1		4	1						
Heyworth	2		1							
Hudson	1		1	1						
LeRoy	1		3	1						
Lexington	1		3	1						
McLean			1							
Merna			1							
Normal	33		44	6						
Saybrook			2							
Shirley										
Stanford	1		2							
Fowanda	1		2							
Strawn			1	1						
Clinton	1		6	1						
Pontiac	1		2							
Havana			1							
Other: Please list location										
<b>Total</b>	119		171	32						
<b>Insurance Coverage</b>										
Medicaid	69		74	12						
Medicare										
Private Insurance	50		97	20						
Uninsured										
<b>Total</b>	119		171	32						

# Narrative, Objectives and Outcomes

## I. Summary of the services provided during the reporting period and on the objectives and outcomes defined in your application.

Provide written detail to your service statistics; including but not limited to the client services.

**Objective 1:** 90% of children evaluated during the grant reporting period will show a 4 month gain in a 6 month period using the Battelle Developmental Inventory-2.

**Progress - Comparisons of scores were made as determined above. (Attachment #2 for results). All 8 children in the sample made developmental gains of 4 months or more in at least 1 area of development.**

**Objective 2:** To screen (free developmental screens) 120 children in McLean County.

**Progress – SPICE therapists screened 53 children during the quarter.**

**Objective 3:** To provide 7,700 hours of direct service to children and families involved in SPICE for FY16

**Progress - In January 798.5 hours of direct service were provided, in February 914.25 hours and in March 972.50 hours were provided. Total for the Quarter is 2685.25 hours.**

## II. Challenges encountered during the reporting period.

There were no challenges encountered during the reporting period. An additional part time Developmental Therapist was hired to provide more availability for therapy services and developmental screenings in our community. This staffing adjustment has our program on track to meet our outcomes.

## III. What are the most significant areas of remaining need, with regards to improving services for those you serve?

We provide best practice home based therapy services throughout McLean County as part of the State of Illinois Early Intervention Program. At this time we are receiving state payment for services, but Early Intervention has not been a part of the fiscal year 2016 state budget and therefore it is challenging to strategically plan for the future. Due to the state budget impasse and resulting uncertainty about funding, we have implemented a hiring freeze on currently vacant non direct support positions. Additionally, there is a proposal for the definition of a developmental delay to change from 30% to 50%. This would result in a significant number of McLean county children and their families no longer qualifying for state funded Early Intervention Services. These families would need to either pay for services themselves, with potentially devastating effects on their household finances, or forgo needed services.

IV. Do you have a waiting list?  Yes  No If yes, please describe.

**If you had additional funding, how many more current clients could benefit/move to this program?**

With additional funding, we would look at hiring another speech therapist and physical therapist, along with an additional support staff to help with billing and necessary paperwork, to increase our services in those areas.

**V. Comments: Provide additional information that you would like us to know about your program and the effectiveness of your grant.**

Of the 53 screenings that were completed this quarter 12 of those children were referred for further evaluations and identified as needing additional supports. These screenings were successful at ensuring that children are identified at an early age and can receive the therapy supports that they need to be successful as they get older and attend school.

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Please complete the below section before submitting quarterly reports.

**Certifications**

Prepared by: Michael Predmore Date: 4/14/16

Approved by: Laura Furlong Date: 4/14/16

Attached: Financials  Narrative  Board Meeting Minutes

ATTACHMENT #2

NOTE: Table indicates months of gain developmentally during a 12-month period of time.

Client	Language	Personal-Social	Gross Motor	Fine Motor	Cognitive
#1	3	4	7	10	6
#2	6	4	13	9	0
#3	10	20	14	7	6
#4	14	9	10	5	3
#5	14	10	13	12	11
#6	9	11	6	8	13
#7	1	8	6	3	5
#8	8	10	11	7	11

# Of total showing gain of 4 developmental months in at least one area of development: 8

% Of total showing gain of 4 or more developmental months in at least one area of development: 100%

## 2016 QUARTERLY REPORT

AGENCY: Marefirst

PROGRAM: Supported Employment

Quarter: 1st  2nd  3rd  4th



### Service Statistics

	Clients Served				Total Clients Served This Quarter (Combined Total of New, Returning, On-Going and Closed)	Gender		Total # of Units of Service/Enc ounters/Visits	Total Client Service Hours	Total Staff Service Hours
	New	Returning	On-Going	Closed		Male	Female			
<b>Client Data</b>									1661.75	1911.5
Clients Served	3		108	1	112	62	50			
<b>Age Group</b>										
0-5										
6-12										
13-17			3		3	2	1			
18-21			22		22	14	8			
22-30	3		41	1	45	20	25			
31-54			35		35	20	15			
55-64			5		5	5	0			
65-80			2		2	1	1			
81 & Up										
Unknown										
<b>Total</b>	3		108	1	112	62	50			
<b>Race</b>										
African American/Black			8		8	5	3			
American Indian/Alaska Native										
Asian			2		2	0	2			
Caucasian/White	3		98	1	102	57	45			
Native Hawaiian/Pacific Islander										
Other										
<b>Total</b>	3		108	1	112	62	50			
<b>Ethnicity</b>										
Hispanic or Latino										
Not Hispanic or Latino	3		108	1	112	62	50			
<b>Total</b>	3		108	1	112	62	50			
<b>Residence</b>										
Anchor										
Arrowsmith										
Bellflower										
Bloomington	1		59	1	61	32	29			
Carlock										
Chenoa										
Colfax										
Cooksville										
Covell										
Danvers			1		1	1				
Downs			1		1		1			
El Paso			2		2	2				
Ellisworth										
Gridley										
Heyworth			1		1	0	1			
Hudson			2		2	1	1			
LeRoy										
Lexington										
McLean										
Normal	2		36		38	22	16			
Saybrook										
Shirley			1		1	1				
Stanford										
Towanda			1		1	0	1			
Other: Hopedale			2		2	2				
Minier			1		1		1			
Mackinaw			1		1	1				
<b>Total</b>	3		108	1	112	62	50			
<b>Insurance Coverage</b>										
Medicaid			12		12					
Medicare			2		2					
Private Insurance	3		33	0	36					
Medicaid/Medicare			37		37					
Medicaid/Private Insurance			0		0					
Medicare/Private Insurance			1		1					
Medicaid/Medicar/Private Insurance			1		1					
Unknown			23		23					
Uninsured			0		0					
<b>Total</b>	3		109	0	112					

# Narrative, Objectives and Outcomes

## I. Summary of the services provided during the reporting period and on the objectives and outcomes defined in your application.

Provide written detail to your service statistics; including but not limited to the client services.

**Objective 1:** We will provide 11,000 hours of unfunded (by DHS and DRS) services annually; including job coaching, job development classes and job counseling to supported individuals

**Progress:** During the quarter 1 of CY16, we provided 3573.25 hours of unfunded (by DHS and DRS) support. In January, 890.75 hours of support were provided, 1180.25 in February and 1503.25 hours in March.

**Objective 2:** 20 high School students (unduplicated) will successfully complete the Spring Training for Adult Resources (STAR) and School to work Summer Program (STWSP)

**Progress:** During quarter 1 of CY16, 11 students attended our STAR program the week of their spring break

**Objective 3:** 18 supported individuals will find employment and maintain their employment for a minimum of 90 days

**Progress:** There were 3 job placements during the quarter; all 3 occurring during the month of February. Individuals found employment at Pheasant Lanes, The Doubletree by Marriott and Lowes. The individual who obtained employment at the Doubletree is receiving support through Customized Employment. Additionally, 1 individual started her own gift basket business with our assistance through the Customized Employment process.

**Objective 4:** 85% of supported individuals employed on 1/1/16, who receive support from SEP for the entirety of CY16 will maintain their employment through 12/31/16

**Progress:** There were 51 individuals employed at the beginning of CY16. During quarter 1, 1 individual was discharged by his employer due to performance issues. Prior to his discharge, we provided additional support; however, he was not able to meet his employer's production standards.

## II. Challenges encountered during the reporting period.

Hiring tends to slow down during the winter, and especially after the holidays. Toward the end of the quarter, we did see an increase in interviews and anticipate an increase in hiring in the second quarter. Another issue is hiring and retaining job coaches. We had 3 job coaches leave the agency during the quarter and a 4<sup>th</sup> accepted a promotion within the agency. We were able to hire 2 new job coaches, but it is challenging to keep staff in the current job market where there are opportunities that pay more. We were able to offset the loss of staff with overtime hours and supervisory staff taking on more job coaching responsibilities.

Another challenge has been collecting insurance data. This is something we have not collected in the past and consequently, we have been requesting that information via email and phone calls to supported individuals who do not come to our office for services. We will continue to attempt to contact them and will be able to obtain the information at their annual planning meetings if unable to obtain the information sooner. We started obtaining insurance information at intake staffings during quarter 1.

**III. What are the most significant areas of remaining need, with regards to improving services for those you serve?**

We would like to expand our Customized Employment services (see below). This process has been very effective for individuals whose face more challenges when seeking employment.

**IV. Do you have a waiting list?  Yes  No If yes, please describe.**

**If you had additional funding, how many more current clients could benefit/move to this program?**

Our census at any given time ranges from 95 to 105, and we do not turn away individuals who apply and are eligible for our services. More money would allow us to expand our Customized Employment (CE) services. Briefly, Customized Employment (CE) is an evidence-based detailed person-centered approach to finding employment. Marcfirst is one of the first agencies to offer this service which starts out with a focus on finding out a job seeker's interests, skills and strengths through a Discovery process. Extensive profiles are created to highlight these positive contributions which are reviewed and discussed in an Employment Planning Meeting. Through representation, we meet with community employers that have been identified as a good match and through a negotiation process job tasks that are a good fit for the job seeker are brought together into a customized job description. When that right match is found, a job facilitator works with the newly employed person to achieve success in each of the job tasks. Once secure in these, the employee works independently in the community. We currently have one staff person dedicated to providing CE services and several individuals in our Supported Employment program who would like to receive CE.

**V. Comments: Provide additional information that you would like us to know about your program and the effectiveness of your grant.**

Funding from the 377 Board allows us to provide lifelong employment supports to the individuals we serve. This is important as funding from the Division of Rehabilitation Services is time limited and not everyone who receives employment services receives funding from the Department of Human Services Medicaid Waiver program. Additionally, not all of the services we provide are reimbursed by the state. Some of those activities include preparing service plans, completing monthly progress notes, staff travel and phone contacts with supported individuals and employers. This grant plays a major role in our ability to help individuals find and maintain employment for as long as they require our support. This has resulted in us being able to maintain an employment rate of between 50% and 60% for those receiving services...well above national and state averages.

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Please complete the below section before submitting quarterly reports.

**Certifications**

Prepared by: Michael Predmore      Date: 4/14/16

Approved by: Laura Furlong          Date: 4/14/16

Attached:      Financials     Narrative     Board Meeting Minutes

# 2016 QUARTERLY REPORT

AGENCY: Marcfirst

PROGRAM: Supported Living

Quarter: 1st  2nd  3rd  4th



## Service Statistics

	Clients Served					Gender		Total # of Units of Service/Events/Visits	Total Client Service Hours	Total Staff Service Hours
	New	Returning	On-Going	Closed	Total Clients Served This Quarter (Combined Total of New, Returning, On-Going and Closed)	Male	Female			
<b>Client Data</b>										
Clients Served			58		58	32	26	5108		
<b>Age Group</b>										
0-5										
6-12										
13-17										
18-21			1		1	0	1			
22-30			6		6	6	0			
31-54			31		31	18	13			
55-64			10		10	5	5			
65-80			10		10	3	7			
81 & Up										
Unknown										
<b>Total</b>			58		58	32	26			
<b>Race</b>										
African American/Black			6		6	3	3			
American Indian/Alaska Native			0		0					
Asian			0		0					
Caucasian/White			52		52	29	23			
Native Hawaiian/Pacific Islander			0		0					
Other										
<b>Total</b>			58		58	32	23			
<b>Ethnicity</b>										
Hispanic or Latino			0		0					
Not Hispanic or Latino			58		58	32	26			
<b>Total</b>			58		58	32	26			
<b>Residence</b>										
Anchor										
Arrowsmith										
Bellflower										
Bloomington			26		26	13	13			
Carlock										
Chenoa										
Colfax										
Cooksville										
Covell										
Danvers										
Downs										
El Paso										
Ellsworth										
Gridley										
Heyworth										
Hudson										
LeRoy										
Lexington										
McLean										
Normal			32		32	19	13			
Saybrook										
Shirley										
Stanford										
Towanda										
Other: Please list location										
<b>Total</b>			58		58	32	26			
<b>Insurance Coverage</b>										
Medicaid										
Medicare										
Medicaid and Medicare			58		58					
Private Insurance										
Uninsured										
<b>Total</b>			58		58					

# Narrative, Objectives and Outcomes

## I. Summary of the services provided during the reporting period and on the objectives and outcomes defined in your application.

Provide written detail to your service statistics; including but not limited to the client services.

**Objective 1:** We will provide 20,676 nights of service for the projected 59 individuals in the CILA program

**Progress:** During the quarter 1 we provided a total of 5108 nights of service to 59 individuals. In January, 1752 nights of support were provided, 1637 nights in February and 1719 nights in March. During the reporting period, one individual was hospitalized and transferred to a nursing home (for convalescence and rehabilitation) due to mental health and medical issues.

**Objective 2:** 75% of clients in the Supported Living program will make progress towards achieving 1 person centered/self-directed goal as a part of the Individualized Service Planning process

**Progress:** During quarter 1, 56 individuals were assessed for progress on self-directed/person centered goals. 34 individuals achieved their goals, 9 made progress and 12 made no progress or regressed. The percent of individuals who achieved or made progress is 60%.

**Objective 3:** A 28% sample of people receiving CILA services will participate in the Personal Outcome interview process, utilizing the Personal Outcome Measures, including a review of the person's file

**Progress:** 6 people were interviewed this quarter. The average number of supports present was 17.1 which are down slightly from 17.5 for this sample when previously interviewed. Some of the supports identified as not being present include a choice about where individuals want to spend their days. All of the individuals interviewed during the quarter attend our Developmental Training Program full time, and some indicated they would prefer not to attend on a full time basis. Another issue is rights restrictions. These can include limiting food access due to someone being at risk for choking or taking psychotropic medications to manage a mental illness. Any rights restrictions are required to be approved by the Human Rights Committee and the person or guardian before being implemented. Any recommendations from the outcome interviews specific to a person will be shared with the person's support team.

## II. Challenges encountered during the reporting period.

One of the major challenges our Supported Living program continues to encounter is hiring and retaining qualified staff. This can be attributed to the low wages paid direct Support Professionals (DSPs) and is an issue facing community providers of intellectual and developmental disability providers throughout Illinois. This results in staff working overtime, supervisory staff covering shifts and can place limits on the number of community activities supported individuals are able to access. Another issue continues to be supporting an aging population with increased health, medical

and mobility needs. The result is more staff hours dedicated to taking individuals to medical appointments, emergency room visits and assistance with personal care and in home health care. This issue becomes more pressing with ongoing staffing issues.

**III. What are the most significant areas of remaining need, with regards to improving services for those you serve?**

The most significant need is being able to adequately staff our homes, not only to address the basic needs of supported individuals, but to provide increased opportunities for them to fully participate in community life.

**IV. Do you have a waiting list?  Yes  No If yes, please describe.**

**If you had additional funding, how many more current clients could benefit/move to this program?**

Increased funding from the 377 Board would not allow us to bring more clients into the program. The current rate structure from the State does not adequately fund the services we provide. Funding issues have also adversely affected our ability to hire and retain staff for our existing residential sites. Consequently, we would not have the staff resources to support more individuals at this time.

**V. Comments: Provide additional information that you would like us to know about your program and the effectiveness of your grant.**

Funding from the 377 Board has allowed Marcfirst to provide an On Site Supervisor (OSS) for each residential setting. The OSS is responsible for the majority of staff training in the home, on site supervision, 24 hour availability through the on call system and supporting individuals at medical, dental, mental health and other appointments. The OSS also provides direct supports to individuals, either scheduled or by covering shifts when employees call off work. This position is not fully funded by the State and is essential to providing the best supports possible to individuals in our Supported Living program. Our Supported Living program is surveyed by the Department of Human Services every 3 years, and received a compliance rating of 95% on the last survey in September 2014.

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Please complete the below section before submitting quarterly reports.

**Certifications**

Prepared by: Michael Predmore Date: 4/14/16

Approved by: Laura Furlong Date: 4/14/16

Attached: Financials  Narrative  Board Meeting Minutes

# MEMO

To: The McLean County Board for the Care and Treatment of Persons with Disabilities (377 Board)  
From: Laura Beavers-MCHD  
Date: July 6, 2016  
Subject: Calendar Year 2017 Intellectual/Development Disability Funding Process

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## Funding Process

Please see the attached Working 2017 Funding Timeline. As noted, the funding application process began on June 24, 2016. As of date, four providers/entities have registered in the system. Registered entities include:

- Easter Seals
- Homes for Hope
- MarcFirst
- United Cerebral Palsy (UCP)

All applications must be submitted by 4:00 pm on July 25, 2016. Board members will be able to view applications within the web based electronic service system beginning on June 27, 2016. For your convenience, we have scheduled an additional board training on June 27, 2016 at 8:30 am. We anticipate oral presentations will be held during the time period of August 23, 2016 through September 9, 2016. Behavioral Health Presentations will be held during the time period of August 8, 2016 through August 19, 2016. We encourage board members to attend as many presentations as possible. If you are unable to attend a presentation, and have questions for an applicant, please send your written questions to me at [laura.beavers@mcleancountyil.gov](mailto:laura.beavers@mcleancountyil.gov). Following the presentations, a synopsis of the applications with draft recommendations will be provided prior to the October 13, 2016 board meeting. We will finalize all funding recommendations at the October 13, 2016 meeting pending County Board approval.

## Opportunities and Challenges

Projected CY 17 Allocation Table

Board	CY 16 Budgeted Dollars	CY 17 Projected Allocation
BOH(553)	\$1,292,703.00	\$1,335,313.00
DD (377)	\$ 676,341.00	\$ 687,162.00
<b>Total</b>	<b>\$1,969,044.00</b>	<b>\$2,022,475.00</b>

The ongoing State of Illinois budget continues to have a significant impact on our community. Individuals with disabilities should have the opportunity to live like those without disabilities. In

many instances, the availability of services to individuals with disabilities has been significantly limited or eliminated. There are several areas of concern:

1. Needs-The local needs exceed the available funding. Prioritizing community needs will be critical. Dollars must be allocated to underserved throughout McLean County across sections of prevention, early intervention, treatment, recovery, and advocacy. Maintaining key priorities such as supportive employment, supportive housing, early detection, and psychiatric services are critical to one's overall health and wellbeing. United Way also significantly decreased funding to local providers/entities. This may result in larger financial requests and/or new applicants.
2. Medicaid-Locally, we continue to have a shortage of providers that will accept Medicaid as a form of payment. The State of Illinois reimbursement cost remains significantly lower and reimbursement for services is consistently delayed. Some providers/entities are limiting the number of Medicaid participants and/or refusing to provide services to the Medicaid population. We are prohibited from using local levy dollars to supplement Medicaid costs. This is particularly challenging in the areas of early intervention services and psychiatric services.
3. Psychiatric Leadership Grant-The State of Illinois eliminated the psychiatric leadership grant that provided dollars to local community mental health providers to cover psychiatric costs. The elimination of these dollars is significant. In addition, local dollars designated to psychiatric services was also decreased. On June 30, 2016, Governor Rauner signed Senate Bill 2047. A segment of Senate Bill 2047 is designed to increase reimbursement rates for psychiatric service provided by a physician or community mental health provider. It is anticipated the increased reimbursement will be effective July 1, 2016 through June 30, 2017. As of date, we are awaiting additional information regarding the potential rate change, and the impact this will have on our local service provision.
4. Administrative Fees-Our funding guidelines limit indirect and administrative costs to 15% of the total grant request. Some providers/entities have expressed concern regarding this limitation as their costs exceed 15%. Many providers have applied for a Negotiated Indirect Cost Rate (NICRA) with the State of Illinois or the Federal Government. Thus far, indirect costs are ranging between 27% to 42%. If we were to use a higher indirect rate, it would lessen the amount of direct service grant funds. Please note that the Grants Accountability and Transparency Act (GATA) also limits indirect costs to 10% unless the using the NICRA rate.

Although there are many challenges, there are also many opportunities to improve the health and wellness of our community. The use of the new web based health service system should greatly improve our abilities to analyze grant proposals. Should you have any questions or concern, please contact me at 309-888-5526 or [laura.beavers@mcleancountyil.gov](mailto:laura.beavers@mcleancountyil.gov).

**MCLEAN COUNTY HEALTH DEPARTMENT**  
**Working 2017 Funding Timeline**

Date	Activity	Responsible Party
10/26/15	Review & Revise Guidelines, Priorities and Application	BOH/377 and MCHD Staff
12/2/15	Review & Revise Guidelines, Priorities and Application	BOH/377 and MCHD Staff
1/26/16	Research & Explore Electronic Health Service Reporting System	MCHD Staff
January – February 2016	Revisions to Guidelines, Priorities and Application	MCHD Staff
2/2/16	Discussion of Electronic Reporting, Data Collection and Reporting; Review, Recommend and Revise Guidelines, Priorities and Application	BOH/377 and MCHD Staff
2/19/16	Presentation of Electronic Health Service Reporting System	BOH/377 and MCHD Staff
4/8/16	Review Funding Guidelines, Practices and Application	MHAB and MCHD Staff
May – June 2016	Finalize Electronic Health Service System	County wide Staff
6/22/16	Provider Technical Assistance Meeting	EMK Consulting LLC and MCHD Staff
6/24/16	RFP Posted	EMK Consulting LLC and MCHD Staff
6/27/16	Board Training	BOH/377
7/25/16 at 4:00 pm	Applications Due	Interested Partners
7/26/16-8/7/16	Review Applications via Website	BOH and MCHD Staff
8/2/16	Funding Discussion	Joint Meeting BOH/377
Time Period of 8/8/16-8/19/16	Oral BOH Presentations	BOH and MCHD Staff
8/26/16	Review 2017 Proposed Programming	MHAB and MCHD Staff
Time Period of 8/23/16-9/9/16	Oral Presentations	377 and MCHD Staff
9/14/16	Funding Discussion, Questions and Potential Recommendations	BOH and MCHD Staff

Date	Activity	Responsible Party
10/4/16	Funding Discussion	Joint Meeting BOH/377
10/13/2016	Recommendations for 377 Funding	377 Board Meeting
10/28/16	Review 2017 Proposed Programming	MHAB and MCHD Staff
11/9/16	Recommendations for BOH Funding	BOH Scheduled Meeting
11/11/16	Notification of Funding Approval Letters – Pending Budget	MCHD Staff
November	Work on Contracts	MCHD Staff
12/1/16	Provider Meeting and Distribution of Contracts	MCHD Staff and Funded Partners
12/15/16	Return Due Date of Contracts	Funded Partners

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