



377 Board Meeting Minutes May 23, 2019

Roll Call: Vern McGinnis, Mary Caisley, Ron Morehead, Phylis Versteegh, Jan Hood

Staff: Amy Hancock, Mandy McCambridge, Tammy Brooks

Public Participation: Laura Furlong, Mike Predemore from Marcfirst

Notification of Paid Allocations: None for this meeting

Approve Minutes: April 18, 2019:

Ron motioned to approve the minutes

Jan seconded motion.

Motion carried

Amy introduced Tammy Brooks to the board members. Tammy is going to be the Interim Director of the Health Department starting June 1st.

Old Business

Items to be presented for Discussion:

Updates on Partnerships for Health program contract

Vern stated that the reason why we are meeting today is to get an update on the Partnerships for Health Contract. Amy talked about the Partnerships for Health Contract and the background of the program

In year one the Partnerships for Health was funded by the 377 Board in full for 20 residents and 20 staff members of Marcfirst.

In year two The Advocate BroMenn Charitable Foundation became a shared funder of the program. Amy stated that it is common for programs to have a shared funder to help financially support a program. Each shared funder had their own requirements on reporting systems, desirable outcomes, and accountability measures. Amy stated that shared funders do not audit, act as a payer source, or act as grantee for shared funders of the same program.

Amy stated that in year one and two Advocate BroMenn Health and Fitness Center was providing a yearly report. In year two the report was in the style of an infographic. The data for the yearly report was collected by Advocate BroMenn Health and Fitness Center and Marcfirst. Marcfirst has been a huge player in Partnerships for Health with their residents and their staff members being the participants.

In year three the 377 Board approved the action on providing \$20,000 shared funding to Advocate BroMenn Health and Fitness Center for the Partnerships for Health program. This

action now needs to be rescinded because it is in violation of the 377 Board by-laws to provide any funding to Advocate BroMenn Health and Fitness Center as a result of it being a for-profit agency. Amy stated that we will get to the action steps later in the meeting for this.

Amy stated that the action on the agenda for today is to authorize the 377 Board President to enter into a contract in the amount of \$19,336 which would be a total cost of 20 participants for the Partnerships for Health program for the period of April 1, 2019 through March 31, 2020 with an entity that comports with the 377 Board's approved CY19 Funding Guidelines. This action item will be a change in the grantee.

Amy stated that before moving on to the discussion she wanted to go over some of the expectations of a 377 Board grantee.

- The grantee is required to provide Quarterly Reports. The Quarterly Reports include information on service statistics, narrative on several questions identifying the overall success and challenges encountered in the program, and detailed tracking and reporting on objectives and outcomes related to said objectives.
- The grantee is required to send monthly financial reports and a yearly budget. The budget is required to be completed the first month after the start of the program. Any amendments thereafter must be submitted in writing and approved by the Board. The monthly expenditure is due at the end of each month and is reviewed by the Behavioral Health Program Manager and by one of the Health Department's financial accountants.
- There is a minimum of a yearly audit on the deliverables; including financial expenditure forms. The audit will be completed by the McLean County Health Department's Behavioral Health Program Manager and a worker from the Finance Department.
- The grantee is also required to provide a yearly report
- Quarterly site visits are required with the Behavioral Health Program Manager to discuss the success and challenges of the program. The grantee is required to select their staff to attend that can eloquently speak about the dynamics and logistics of the program and answer any questions from the Behavioral Health Program Manager.

Amy has suggested the following recommendations in moving forward for year three. Camille and Amy discussed these recommendations, and both agreed on the following.

- The 377 board would enter into a contract with Marcfirst as the grantee for the Partnerships for Health program because there is already an established relationship between the 377 Board and Marcfirst as a grantee
- Marcfirst is on the quarterly rotation to meet with the Behavioral Health Program Manager to discuss their quarterly narrative reports and monthly financial reports.
- Marcfirst residents and staff are the current participants of the Partnerships for Health program that are being funded by the 377 Board staff. It is standard practice to fund the agency with the participants versus a shared provider.
- Marcfirst is currently collecting data and collaborating with Advocate BroMenn Health and Fitness Center. This data is being used to monitor outcomes associated with the program.
- Marcfirst staff are veterans at completing all the reporting requirements for funding provided by the 377 Board.
- Marcfirst agreed to be the grantee for this program and have a strong commitment to continue their relationship with Advocate BroMenn Health and Fitness Center to ensure the program continues to be successful.

- McLean County community/ taxpayers are able to understand the importance of a contract between the 377 Board and Marcfirst.
- In this scenario, the Behavioral Health Program Manager can streamline monitoring; monitoring one contract and one MOU (2 agencies) versus one contract and two MOUs (three agencies)

Amy asked if there were any questions or concerns

Mary stated that she thinks it is masterful dreaming of creative financing and it is all for a good cause, but her concern is that an agency that we haven't funded before wants special funding for a program that is off site that is a for profit organization. Are we opening ourselves up for problems in the future? Mary stated that she doesn't want to stop this because of her question.

Amy stated that it is a valid question. Amy stated that the benefit of having the structure and guidelines in the RFP. We will have more discussion in July on what the specific target population and areas will be for the RFP.

Review of 377 Board Funding Criteria and Guidelines CY20 document

This was a topic for discussion at our last meeting. Amy stated that now it needs to be approved so that she can send it out to the agencies. The board members looked over the document during this meeting. Mary stated that she appreciated the document and stated that it is very professionally done and understandable.

Review the 377 Board's CY20 Timelines for Funding

The CY20 Timelines for Funding was reviewed during this meeting. Amy stated that it is a lot more detailed than the CY19 Funding Guidelines.

New Business

Item to be presented for discussion:

Easterseals contract amendment request

Items to be presented for action:

Amy provided some history on Easter Seals on why they needed the age to be changed in the contract. Amy provided a copy of the letter that Easterseals sent asking for a contract amendment. They put in the letter what was currently in their contract and then they put what they want as a criterion in their contract. Legal approved it and was able to produce a contract amendment. This amendment would cover contract year 19

Rescind the 377 Board's decision to enter into a contract with Advocate BroMenn Fitness Center for the Partnerships for Health Program because entity's for-profit status does not comport with 377 Board's approved CY19 Funding Guidelines.

Jan motioned to Rescind Contract
Mary seconded motion
Motion Carried

Authorize the 377 Board President to enter into a contract in the amount of \$19,336 for the Partnerships for Health program for the period of April 1, 2019 through March 31, 2020 with an entity that comports with the 377 Board's approved CY19 Funding Guidelines.

Mary motioned to approve the \$19,336 and the grantee being Marcfirst
Phylis seconded motion
Motion Carried

Approve the Easterseals contract amendment.

Jan motioned to approve Easterseals contract amendment
Phylis seconded motion
Motion Carried

Approve the 377 Board's CY20 Funding Criteria and Guidelines

Ron motioned to approve CY20 Funding Criteria and Guideline
Mary seconded motion
Motion Carried

Other

The Board Members congratulated Laura Furlong on her retirement.

Laura thanked the board members for the work that they do.

Adjournment

Ron motioned to Adjourn Meeting
Motion carried