



Champaign County Board of Developmental Disabilities

Meeting Minutes Thursday, June 22, 2023

Board Members Present: Kerry Brugger, Shelly Cushman, Malia Hughes, and Laurie Stickney

Board Members Absent: Lori Rose, David Sapp, and Amy Wilcoxon

Staff Members Present: Jennifer Bradford, Jeff Coaty, Nick Rowe, and Leigh Anne Wenning

Staff Members Absent: Sharon Wheeland

Call To Order

The June Board meeting of the Champaign County Board of Developmental Disabilities was called to order by Mr. Brugger at 4:31 p.m. in the conference room at the Champaign County Board of Developmental Disabilities offices.

Moment of Silence

Mr. Brugger allowed for a moment of silence.

Adoption of Agenda

Ms. Stickney motioned to adopt the agenda as presented. Ms. Hughes seconded the motion. Motion carried.

Reading of the Mission Statement

The mission statement was read by all Board members and staff present.

Introductions of the Public

There was no public in attendance.

Presentation of Minutes

The meeting minutes from the May 2023 board meeting were included in the board packet for review.



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Ms. Hughes motioned to approve the May 2023 board meeting minutes as presented. Ms. Cushman seconded the motion. Motion carried.

Presentation of Financial Report

The May 2023 financials were included in the Board packet for review.

Ms. Stickney motioned to approve the May 2023 financials and accounts payable for the Champaign County Board of Developmental Disabilities. Ms. Cushman seconded the motion. Motion carried.

Presentation of Administrative Reports

The service and support administration report was included in the Board packet.

The community education and outreach report was included in the Board packet.

The early intervention services report was included in the Board packet.

Presentation of Superintendent Report

The superintendent report was included in the Board packet.

Ms. Wenning reported that there are a few renovation projects in process with the HOP houses.

Ms. Wenning reminded the board members that there will be no July board meeting.

Ms. Wenning reported that the DSP wages will most likely be increased with the biennium budget.

Presentation of New Business

Proposal for OT Position

Ms. Wenning reported that in order to fulfill our obligations for therapy in Early Intervention, CCBDD has contracted with ABC Therapies for Occupational Therapy. However, ABC Therapies is no longer able to provide this service. Ms. Wenning stated that other therapy providers were explored, but they are not able to provide the service.



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Ms. Wenning stated that CCBDD would like to create a part-time Occupational Therapist position for Early Intervention. Maximum weekly hours will be held at 20, but without extra referrals from the SSA Department for evaluations, typical hours will be 16 hours per week.

23-06-01 Ms. Stickney motioned to approve adding a part-time Occupational Therapist position to the Table of Organization placed at a pay range of \$29.70-\$41.58 as presented. Ms. Hughes seconded the motion. Motion carried.

Proposal for Policy Update

The following policy was included in the board packet.

5.5.10 Vacation

Ms. Wenning reported that recruitment and retention of new employees is especially competitive. DD Boards are competing against similar industries, private industries, and especially with each other for talent. Leave time is one area that DD Boards have historically not been competitive. This includes accrual and the rules around usage in the first year.

23-06-02 Ms. Hughes motioned to approve the policy as presented. Ms. Stickney seconded the motion. Motion carried.

Anything for the Good of the Order

Ms. Stickney motioned to excuse Ms. Rose, Mr. Sapp and Ms. Wilcoxon from the June 2023 board meeting. Ms. Cushman seconded the motion. Motion carried.

Comments

No further comments were made.

Next Meeting Date

The next meeting of the Champaign County Board of Developmental Disabilities is scheduled for 4:30 p.m. on Thursday, August 24, 2023. The meeting will be held in the large conference room.

Adjournment

Ms. Hughes motioned to adjourn the Board meeting at 5:04 p.m. Ms. Stickney seconded the motion. Motion carried.



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Respectfully submitted,

A handwritten signature in black ink, appearing to read 'David Sapp', written over a horizontal line.

Mr. David Sapp, Secretary

A handwritten signature in black ink, appearing to read 'Sharon Wheeland', written over a horizontal line.

Mrs. Sharon Wheeland, Executive Support Specialist