



**Champaign County Children's Advocacy Center
Governing Board
Regular Meeting
Thursday, December 16, 2004
1601 E. Main Street
Urbana, Illinois**

Minutes

Members Present: Chairwoman Dr. Kathleen Buetow, Carle Clinic
Secretary/Treasurer Chief Daniel Driscoll, Mahomet Police Department
Sergeant Roy Acree, University of Illinois Police Department
Lieutenant Kris Bolt, Champaign County Sheriff's Office
Mr. Matt Burgess, Clinical Specialist, Provena Behavioral Health at
Centerpoint
Lieutenant Joseph Gallo, Champaign Police Department
Mr. Joseph Gordon, Director, Probation & Court Services Department
Ms. Gina Jackson, Champaign County Mental Health Board
Lieutenant Michael Metzler, Urbana Police Department
Superintendent Judy Pacey, Regional Office of Education
Champaign County State's Attorney Julia Rietz
Ms. Jill Tichenor, Field Services Manager, Illinois Department of Children
and Family Services

Members Absent: Rantoul Police Department

Others Attending: Michael Williams, Executive Director, CAC

Call to Order

After finding a quorum present, Chairwoman Buetow called the meeting to order at 9:09 a.m. Secretary/Treasurer Driscoll and State's Attorney Rietz joined the meeting in progress.

Public Participation

There was no public participation.

Approval of Minutes

Ms. Jackson offered a motion to approve the minutes of the November 18, 2004 Annual Meeting of the CAC Governing Board. The motion was seconded by Mr. Burgess. There was no further discussion. Motion approved.

Annual Review of Protocol

Mr. Williams reminded Board members that it is time to undertake the annual review of the Center's Protocol and each of the Board members was provided with a copy of the Protocol. Further discussion ensued regarding revisions to the Protocol. Mr. Williams stated that he believes the Protocol is generally working well and he had only one suggestion for a substantive change. Mr. Williams recommended adding a clause to the effect that, in the event that DCFS and/or a law enforcement agency interviews a child victim of sexual or serious physical abuse outside the Center, the responding agency would be required to notify the Center as soon as possible so that the Center could initiate services for the victim and their family. Chairwoman Buetow endorsed Mr. Williams' suggestion, adding that she sees many victims of serious physical abuse who are too young or too injured to be interviewed at the CAC; however, their families are desperately in need of services. Ms. Tichenor stated that children who are psychiatrically hospitalized at the time of the allegations are oftentimes not interviewed at the Center, although they and their families could also benefit by receiving follow-up services from the CAC. Mr. Williams will incorporate this change into the Protocol and will provide marked-up copies of the Protocol to Board members for review at their January meeting.

NOTE: State's Attorney Rietz joined the meeting in progress. Chairwoman Buetow and Executive Director Williams welcomed Ms. Rietz to the Board and Board members introduced themselves to Ms. Rietz.

Mr. Williams advised the Board that the Children's Advocacy Centers of Illinois (CACI) is lobbying the Illinois Criminal Justice Information Authority (ICJIA) to make federal Victims of Crime Act (VOCA) funds available for hiring child forensic interviewers. Although agencies charged with administering VOCA funds in other states do not all agree with the ICJIA, the ICJIA currently maintains that child forensic interviewing is not a victim service and is not an allowable expenditure of VOCA funds. Mr. Williams is closely monitoring the outcome of the CACI's efforts and suggested that the Board may want to pursue funding from the ICJIA if VOCA funding for child forensic interviewing is approved. Further discussion ensued about the benefits of interviews at the Center being done by a designated forensic interviewer vs. the current system whereby interviews are conducted by numerous trained law enforcement and DCFS personnel. Considerable discussion was also had regarding the issue of video recording of interviews at the Center. Mr. Williams stated that he believes the Board should continue to discuss these issues and should revise the Protocol as necessary.

Budget Report

A copy of the CAC Budget Report for the month ended November 30, 2004 was provided to each of the Board members. Mr. Williams noted that a total of \$1,458.80 was expended for Non-Employee Training (Line Item 533.18) and Conferences & Training (Line Item 533.95). Those expenditures were related to sending our Crisis Interventionists to the Midwest Conference on Child Sexual Abuse held in Middleton, Wisconsin, on October 19th and 20th. In addition, CAC Case Manager Jill Breen and State's Attorney's Child Victim-Witness Counselor Kathy McGee attended the Midwest Regional CAC Conference on Child Abuse, which was held in Bloomington, Minnesota, on November 3rd and 4th.

Mr. Williams stated that there were no other unusual expenditures to report for the month of November.

For each of the past two years, the CAC has used grant funding from the Children's Advocacy Centers of Illinois to send members of the Multidisciplinary Team to the San Diego Conference on Child and Family Maltreatment. The 2005 San Diego Conference will be held from January 24 through January 28, 2005 and the following members of the Team have been selected to attend: State's Attorney Julia Rietz, DCFS Field Services Manager Jill Tichenor, Carle Hospital Sexual Assault Nurse Examiner Tracy Paul, and Provena Covenant Medical Center Sexual Assault Nurse Examiner Carole Seyfert. Although no single expense in connection with this Conference exceeds \$3,000, which would require Board approval, because the total expenditures are estimated at \$6,900, Mr. Williams wanted to make the Board aware of these anticipated expenditures. The grant from the CACI will be fully expended following the 2005 San Diego Conference.

Director's Report

Mr. Williams reported to the Board that he met with the Vermilion County Local Area Network (LAN) on December 9, 2004 to discuss development of a children's advocacy center in Vermilion County. The meeting was initiated by Kim Seward, former CAC Crisis Interventionist with Provena Behavioral Health. Mr. Williams stated that there appears to be a great deal of interest in establishing a CAC in Vermilion County and he has offered to assist them with this effort. Follow-up meetings with the Vermilion County State's Attorney and the Executive Director of the Vermilion County Mental Health Center are being planned.

Mr. Williams also met with the Board of Directors for the East Central Illinois CAC (ECICAC) in Charleston to discuss development and implementation of a monthly multidisciplinary case review process in Coles County. Following that meeting, the Executive Director of the ECICAC and a representative of the Coles County State's Attorney's Office attended our December MDT Case Review Meeting. Both expressed to Mr. Williams how impressed they were with the interaction among members of our Team.

Each of the Board members was provided with a Summary of CAC Activity for the month of November, which was prepared by Case Manager Jill Breen. During the month of November, 15 children were interviewed at the CAC. That number includes 11 children accepted for case management services, 3 non-victim siblings/witnesses, and 1 alleged juvenile offender. Thus far during December, 11 children have been interviewed at the Center, which includes 7 children accepted for case management services, 3 non-victim siblings/witnesses, and one courtesy usage of the facility by DCFS and the Gibson City Police Department.

Communications

Mr. Williams reported that no communications had been received on behalf of the Board.

Other Business

None.

New Business

None.

Announcements

Mr. Williams announced that the next Board meeting is scheduled for 9:00 a.m. on Thursday, January 27, 2005.

Adjournment

There being no further business, Superintendent Pacey made a motion that the meeting be adjourned. The motion was seconded by Ms. Tichenor. There was no further discussion. Motion approved. The meeting was adjourned at 9:40 a.m.

Respectfully submitted,

Michael B. Williams
Executive Director