



**Champaign County Children's Advocacy Center  
Governing Board  
Regular Meeting  
Thursday, February 24, 2005  
1601 E. Main Street  
Urbana, Illinois**

***Minutes***

Members Present: Chairwoman Dr. Kathleen Buetow, Carle Clinic  
\*Sergeant Roy Acree, University of Illinois Police Department  
Lieutenant Kris Bolt, Champaign County Sheriff's Office  
Mr. Matt Burgess, Clinical Specialist, The Mental Health Center  
\*Mr. Joseph Gordon, Director, Probation & Court Services Department  
Ms. Gina Jackson, Champaign County Mental Health Board  
Superintendent Judy Pacey, Regional Office of Education  
State's Attorney Julia Rietz  
Ms. Jill Tichenor, Field Services Manager, Illinois Department of Children  
and Family Services  
Sergeant Jeff Wooten, Rantoul Police Department  
\*Joined the meeting in progress

Members Absent: Champaign Police Department  
Mahomet Police Department  
Urbana Police Department

Others Attending: Michael Williams, Executive Director, CAC

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**Call to Order**

After finding a quorum present, Chairwoman Buetow called the meeting to order at 9:05 a.m.

**Public Participation**

There was no public participation.

## **Approval of Minutes**

Ms. Jackson offered a motion to approve the minutes of the January 27, 2005 Regular Meeting of the CAC Governing Board. The motion was seconded by Superintendent Pacey. There was no further discussion. Motion approved.

## **Application for Continued Funding from the Champaign County Mental Health Board**

Mr. Williams provided each of the Board members with a copy of an application for continued funding from the Champaign County Mental Health Board (CCMHB). The completed application is due on March 11, 2005. Mr. Williams reminded Board members that the CAC has had a Purchase of Care Contract with the CCMHB each year since FY 2002. Pursuant to the terms of that contract, the CAC receives a payment from the CCMHB of \$350 for each new treatment plan client it serves, up to the contract maximum of \$37,080. The current contract maximum allows us to bill for just under 106 new treatment plan clients per year; a number we have exceeded in each of the past three fiscal years. In FY 2002, the CAC served 127 new treatment plan clients eligible for CCMHB funding. New treatment plan clients eligible for CCMHB funding in FY 2003 and FY 2004 were 171 and 152, respectively.

Mr. Williams is proposing an increase in the contract maximum from \$37,080 to \$50,400. Although we are not requesting an increase in the unit rate for new treatment plan clients (\$350), raising the contract maximum to \$50,400 would allow us to bill for services provided to 144 clients per year. Mr. Williams is also proposing that, if this request is approved, the increased revenue realized under our contract be used to help offset the costs of crisis intervention services being provided to CAC clients by the Mental Health Center.

Further discussion was had about the costs of providing crisis intervention services to CAC clients. Mr. Williams pointed out that, although the Illinois Criminal Justice Information Authority recently authorized an increase in the hourly rates for direct crisis intervention services, the Authority did not increase the overall grant award. Consequently, it is likely that we will expend the total grant award prior to the expiration of the grant period (October 31, 2005). At the current rate of spending, the federal portion of the grant will be expended sometime in August. The total costs of operating the program for the 12-month period ending October 31, 2005 are estimated at \$112,944. Grant funds will offset \$78,312 of those costs, leaving \$34,632 to be paid by the Mental Health Center. Although the required match represents \$19,578 of the amount to be paid by the Mental Health Center, the remaining \$15,054 would be counted as a loss.

Mr. Williams noted that, in addition to our primary application, he plans to submit an alternate proposal which reflects anticipated expenditures should the CCMHB not authorize increased funding for the CAC.

Further discussion ensued. Dr. Buetow wondered whether the CAC could bill private insurance carriers for CAC services. Mr. Williams stated that he was not aware

of any CAC currently billing private insurance carriers for services and did not know whether the services provided by the CAC would be considered eligible services.

Ms. Jackson stated that she has discussed the CAC's need for increased funding with Peter Tracy, Executive Director of the CCMHB. Mr. Tracy agrees that there is a need for increased funding; however, many agencies funded by the CCMHB are facing financial crises. One area to be explored is whether CAC services might be eligible for Medicaid reimbursement. Ms. Jackson indicated that she will be supporting the CAC's request for increased funding when that request is considered by the CCMHB.

Superintendent Pacey made a motion to authorize Mr. Williams to submit the application for continued funding to the CCMHB. The motion was seconded by Ms. Tichenor. Ms. Jackson made a friendly amendment that an expanded discussion of the CAC's role in facilitating Multidisciplinary Team Case Review Meetings be added to the application. Ms. Jackson's amendment was accepted and the motion was approved.

### **Budget Report**

Mr. Williams advised Board members that he submitted our application for continued grant funding to the Attorney General's Office last Thursday. The deadline for that application is tomorrow. Following the January 27<sup>th</sup> Governing Board meeting, Mr. Williams learned that child forensic interviewing is a permissible expenditure of Violent Crime Victims Assistance funds administered by the Illinois Attorney General. After speaking with a representative of the Illinois Attorney General's Office, Mr. Williams amended the grant application approved at the January Board meeting to include a request for additional funding to pay the salary and fringe benefits of a full-time forensic interviewer. Mr. Williams provided each of the Board members with a copy of the revised application.

On January 31, 2005, Mr. Williams submitted our FY 2006 Program Plan to the Illinois Department of Children and Family Services. On the advice of our grant monitor, Mr. Williams has requested restoration of funding cuts made in FY 2005. In addition, our grant monitor suggested that we request an additional \$14,000. In the event that that request is approved, the additional funding could be used for possible expansion of CAC services to Ford County. Mr. Williams provided each of the Board members with a copy of the FY 2006 Program Plan submitted to DCFS.

The funding applications submitted to the Illinois Attorney General and the Illinois Department of Children and Family Services were approved by consensus.

A copy of the CAC Budget Report for the month ended January 31, 2005 was provided to each of the Board members. Mr. Williams highlighted the expenditures for Non-Employee Training totaling \$3,099.04. Those expenditures were made in connection with sending four members of the MDT to last month's San Diego Conference on Child and Family Maltreatment. Mr. Williams stated that there were no other unusual expenditures to report for the month of January.

## **Director's Report**

Mr. Williams reported that State's Attorney Julia Rietz, DCFS Field Services Manager Jill Tichenor, and Sexual Assault Nurse Examiners Tracy Paul (Carle Hospital) and Carole Seyfert (Provena Covenant Medical Center) attended the 19<sup>th</sup> Annual International Conference on Child and Family Maltreatment held in San Diego, California from January 24-28. Their attendance at this Conference was funded by the Children's Advocacy Center through a grant from the Children's Advocacy Centers of Illinois and the Illinois Attorney General.

Mr. Williams reported that the CAC resumed its child victim support group program on February 10<sup>th</sup>. The current support group is for girls ages 7-10. Although only one child showed up for the first group session, our intern, Jessica McMeyer, is working hard to increase attendance. Four children attended the group session held on February 17<sup>th</sup>.

During February, Mr. Williams met with representatives of the Key Club at Centennial High School. The Key Club has offered to paint our Secondary Waiting/Support Group room with murals of cartoon characters. This project will be completed during the weekend of March 12<sup>th</sup>.

Each of the Board members was provided with a Summary of CAC Activity for the month of January. During the month of January, 31 children were interviewed at the CAC. That number includes 21 children accepted for case management services, 1 child for whom the Center is not coordinating services, 6 non-victim siblings/witnesses, and one courtesy usage of the facility by Vermilion County DCFS and law enforcement authorities during which a total of 3 children were interviewed. Thus far during February, 18 children have been interviewed at the Center, which includes 12 children accepted for case management services, 2 children for whom the Center is not coordinating services, and 4 non-victim siblings/witnesses

## **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, March 24, 2005. Dr. Buetow indicated that she would be unable to attend that meeting.

### **Adjournment**

There being no further business, Mr. Burgess made a motion to adjourn the meeting. The motion was seconded by Ms. Tichenor and the meeting was adjourned at 9:30 a.m.

Respectfully submitted,

Michael B. Williams  
Executive Director