



**Champaign County Children's Advocacy Center
Governing Board
Regular Meeting
Thursday, January 25, 2007
1601 E. Main Street
Urbana, Illinois**

Minutes

Members Present: State's Attorney Julia Rietz, Chair
(In Person) Dr. Kathleen Buetow, Secretary/Treasurer, Carle Clinic
Lt. Roy Acree, University of Illinois Police Department
Ms. Lolita Dumas, Child Protection Manager, Illinois Department of
Children & Family Services
Interim Chief Jerry Gamble, Mahomet Police Department
Ms. Amy Hurst, Intensive Outreach Services Supervisor, Mental Health
Center of Champaign County
Superintendent Judy Pacey, Regional Office of Education
Dr. Deborah Townsend, Champaign County Mental Health Board
Janet Wells, Supervisor, Champaign County Probation & Court Services
Department

Members Absent: Champaign Police Department
Champaign County Sheriff's Office
Rantoul Police Department
Urbana Police Department

Others Attending: Michael Williams, Executive Director, CAC

Call to Order

After finding a quorum present, Ms. Rietz called the meeting to order at 9:07
a.m.

Public Participation

There was no public participation.



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MEMBER

Approval of Minutes

Superintendent Pacey offered a motion to approve the minutes of the November 16, 2006 Annual Meeting of the Governing Board. The motion was seconded by Dr. Buetow. There was no further discussion. Motion approved.

Review and Approval of Illinois Attorney General Violent Crime Victims Assistance Program FY 2008 Grant Application

Mr. Williams provided each of the Board members with a copy of the CAC's Application for FY 2008 grant funding from the Illinois Attorney General. The CAC has received a grant from the Illinois Attorney General in each of the past several years and grant proceeds have been used to offset a portion of the salary of the Executive Director. In keeping with the Attorney General's recently stated focus on providing grant funding for direct services, FY 2008 Attorney General grant funds will be reallocated to pay a portion of the salary of the CAC Case Manager. That portion of the Director's salary previously funded by the grant from the Attorney General will be covered by our contract with DCFS. Mr Williams is requesting an increase in grant funds from \$17,000 to \$20,000 to help offset increased personnel costs and operating expenses. The application deadline is February 9, 2007. Mr. Williams requested that the Board approve submission of the grant application.

Dr. Buetow offered a motion to approve the application and authorize that it be submitted to the Illinois Attorney General. The motion was seconded by Lt. Acree. There was no further discussion. Motion approved.

Report from Subcommittee on Relocation

Ms. Rietz reported that it is anticipated that the residents of the County Nursing Home will be moved to the new facility by March and the County Board has revived discussions about what to do with the old Nursing Home. County Co-Administrator Denny Inman is working with Riley Glerum, an architect with the firm hired by the County to help plan re-use of the old Nursing Home. They are looking at which County departments need space, and the CAC is "first in line." Superintendent Pacey stated that she is comfortable with the firm hired by the County as she has worked with them on several school projects. There is some thought being given to using the 1972 (newer) addition to the old Nursing Home for the CAC and other County departments. Ms. Rietz estimated that the CAC could be relocated to the old Nursing Home sometime this summer. Ms. Rietz stated that there is plenty of room available in the old Nursing Home and she encouraged Board members to contact her if they are aware of agencies who may be looking for office space.

Ms. Rietz reported that construction on the County's new Highway/Fleet Maintenance Facility is continuing, although it has been somewhat slowed due to inclement weather. The CAC can remain in place for some time during construction on that facility and there is no pressing need for demolition of the CAC building.

Ms. Rietz announced that Lt. Michael Metzler will soon be retiring from the Urbana Police Department and will be teaching at the University of Illinois Police Institute. Lt. Metzler, along with Ms. Rietz and Dr. Buetow, served on the Subcommittee on Relocation. Ms. Rietz asked the Board if they would like to name a more formal group to work on relocation or if they were comfortable having her report developments back to the Board. The consensus of the Board was to allow Ms. Rietz to work with the County on relocation of the CAC and to report developments to the CAC Governing Board for further discussion and decision making.

Budget Report

Copies of CAC Budget Reports for the months ended November 30, 2006 and December 31, 2006 were provided to each of the Board members. Mr. Williams stated that there were no unusual expenditures to report; however, he did highlight total training-related expenditures of \$3,310.27 during November. The majority of those expenditures were in connection with sending Team and staff members to the *Third Annual Beyond Finding Words Conference* held in Indianapolis in August, the *22nd Annual Midwest Conference on Child Sexual Abuse* held in Middleton, Wisconsin, in October, *Finding Words Illinois* held in Springfield during the week of October 30-November 3, and the *Fourth Annual SANE/SART Seminar* held in Urbana on November 29. Mr. Williams also noted that there are two Budget Reports for the month ended November 30. The County's fiscal year ended on November 30, 2006 and the second set of budget reports for November (run 12/31/2006) captures final expenditures and revenue for FY 2006.

Director's Report

Mr. Williams reminded Board members that he sent out the annual survey to members of the Multidisciplinary Team on November 9, 2006. A total of 85 surveys were sent by e-mail (72) and by regular mail (13), and 38 responses were received. Mr. Williams provided Board members with a written summary of survey results, including comments from respondents. The Board reviewed the written summary. Further discussion was held. Ms. Rietz noted that there were several comments critical of her office and she stated that she had not previously been made aware of these problems. Ms. Rietz asked Board members to encourage their staffs to contact her and her office if they have specific concerns and that they should not wait for MDT Case Review Meetings or the annual survey to express those concerns. Ms. Rietz reiterated her office's commitment to these cases. Chief Gamble stated that the survey results may indicate some lack of knowledge about how difficult it is to prosecute these types of cases. Ms. Rietz acknowledged that her office has not always had a representative at MDT Case Review meetings in the past; however, they have made an effort to be present at the last several meetings. Mr. Williams agreed that that was the case. Dr. Buetow and Mr. Williams emphasized the importance of having an Assistant State's Attorney present at MDT Case Review meetings, not only so that they can answer questions about specific cases, which is not always possible, but also so that they can provide guidance and advice to Team members, especially law enforcement and DCFS investigators, about what information the State's Attorney's Office needs in order to successfully prosecute these cases. Dr. Townsend stated that she is concerned about the perception among Team

members. In response to a question from Ms. Dumas about the assignment of cases, Ms. Rietz stated that investigators can call her office and the receptionist can provide them with the name of the Assistant State's Attorney who has been assigned to review or prosecute a particular case.

As noted in the Budget Report, the *Fourth Annual SANE/SART Seminar* was held at the Carle Forum on November 29. Mr. Williams reported that 19 members of the Multidisciplinary Team, including both CAC staff, attended the Seminar.

Each of the Board members was provided with Summaries of CAC Activity for the months of November and December. During the months of November and December, a total of 35 children were interviewed at the CAC, which included 23 children accepted for case management services, a follow-up interview with 1 child who was initially interviewed at the Center in May, 2 children for whom the CAC is not providing follow-up services, and 9 non-victim siblings/witnesses. Thus far during January, 7 children have been interviewed at the Center, all of whom have been accepted for case management services.

Board members were provided with demographic information on the children interviewed at the Center during Calendar Year 2006. Mr. Williams reported that a total of 232 unduplicated children were interviewed at the CAC during 2006, which represents a 21.5% increase over the total number of unduplicated children interviewed at the Center in 2005 (191). Mr. Williams also noted that the number of unduplicated children provided with case management services in 2006 (157) increased by 15.4% over the number of unduplicated children receiving those services in 2005 (136).

Mr. Williams also provided Board members with information on interviews conducted at the CAC during Calendar Year 2006. A total of 237 interviews took place during 2006. Of that number, 164 (69.20%) were joint investigations between law enforcement and DCFS, 45 (18.99%) were law enforcement only investigations, and 28 (11.81%) were DCFS only investigations. Information was also provided on the number of interviews conducted by individual agencies during 2006.

Finally, the Board reviewed information on the total number of interviews conducted at the Center from 2002-2006. Mr. Williams stated that 2002 was the first full year that the CAC was in its present facility. A total of 1,111 interviews took place during the 5-year period. Of that number, 725 (65.26%) were joint investigations between law enforcement and DCFS, 273 (24.57%) were law enforcement only investigations, and 113 (10.17%) were DCFS only investigations. Breakdowns on the number of interviews conducted by individual agencies were also provided.

Further discussion was had regarding the possibility of hiring a full-time forensic interviewer for the Center. Some months back, Ms. Rietz approached the Chiefs of Police with the idea that the departments using the CAC could pay a pro rata share for the costs of hiring a forensic interviewer. That idea met with general approval; however, the details of such an arrangement have not been worked out. Although the County does not provide direct funding for the CAC, Ms. Rietz noted that the County provides support in several other ways (i.e., reduced rent, insurance coverage, etc.). None of the police

departments using the facility currently provide financial support for the CAC. Ms. Rietz will revive discussion on this issue at the February Chiefs' meeting. Because many cities will soon be adopting their budgets for the coming year, this may be a good time to pursue this matter. Chief Gamble indicated his support for the proposal. Dr. Townsend mentioned that the Mental Health Board had made a significant contribution to the remodeling of the current facility and provides continued financial support for the CAC and she wondered whether the Mental Health Board would be asked to provide funding for remodeling space for the CAC in the old Nursing Home. Ms. Rietz stated that they would not be asked to contribute to that project. Ms. Rietz mentioned that she continues to review recordings of interviews made at the CAC and some investigators do a better job than others. Mr. Williams stated that, although all investigators conducting interviews at the Center have received training in forensic interviewing of children, the inconsistencies in interviews is related to the fact that we have upwards of 20 investigators conducting interviews at the Center. Having a full-time forensic interviewer would enable us to achieve a level of consistency that is not possible under the present system. Mr. Williams added that hiring a full-time forensic interviewer will require that we identify and secure a stable and renewable source of funding.

Communications

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

Old Business

None.

New Business

None.

Announcements

Mr. Williams announced that the next Board meeting is scheduled for 9:00 a.m. on Thursday, February 22, 2007.

Adjournment

There being no further business, Superintendent Pacey made a motion to adjourn the meeting. The motion was seconded by Chief Gamble. There was no further discussion. The motion was approved and the meeting was adjourned at 9:55 a.m.

Respectfully submitted,

Michael B. Williams
Executive Director