



**Champaign County Children's Advocacy Center  
Governing Board  
Regular Meeting  
Thursday, April 26, 2007  
1601 E. Main Street  
Urbana, Illinois**

***Minutes***

Members Present: State's Attorney Julia Rietz, Chair  
(In Person) Ms. Lisa Benson, Intensive Outreach Services Manager, Mental Health Center  
Sgt. Tony Brown, University of Illinois Police Department  
Lolita Dumas, Child Protection Manager, Illinois Department of Children & Family Services  
Mr. Joseph Gordon, Director, Probation & Court Services Department  
Lt. Ed Ogle, Champaign County Sheriff's Office\*  
Superintendent Judy Pacey, Regional Office of Education  
Lt. Bryant Seraphin, Urbana Police Department  
Dr. Deborah Townsend, Champaign County Mental Health Board

Members Absent: Carle Clinic  
Champaign Police Department  
Mahomet Police Department  
Rantoul Police Department

Others Attending: Inv. Jason Atwood, Champaign County Sheriff's Office\*  
Michael Williams, Executive Director, CAC

\*Lt. Ogle and Inv. Atwood joined the meeting in progress at 9:20 a.m.

---

**Call to Order**

After finding a quorum present, Ms. Rietz called the meeting to order at 9:10 a.m.



NATIONAL  
CHILDREN'S  
ALLIANCE®

ACCREDITED  
MEMBER

---

**Champaign County Children's Advocacy Center**  
1601 East Main Street • Urbana, IL 61802 • Phone: 217.384.1266 • Fax: 217.344.1214

## **Public Participation**

There was no public participation.

## **Approval of Minutes**

Superintendent Pacey offered a motion to approve the minutes of the April 5, 2007 Special Meeting of the Governing Board. The motion was seconded by Mr. Gordon. There was no further discussion. Motion approved.

## **Review and Approval of Champaign County Mental Health Board Updated Agency Program and Financial Plan**

Mr. Williams provided each of the Board members with an Updated Agency Program and Financial Plan. Mr. Williams reminded Board members that the CAC was awarded a two-year grant by the Champaign County Mental Health Board for Fiscal Years 2007 and 2008. The proceeds of this grant (\$37,080 each year) are used to offset personnel costs and to pay membership dues. Although the CAC is not required to submit an application for FY 2008 funding, our contract requires that an Updated Agency Program and Financial Plan be filed with the Mental Health Board by May 1, 2007. Mr. Williams requested that the Board authorize Ms. Rietz and him to sign the Plan and to submit it to the Mental Health Board. Dr. Townsend complimented Mr. Williams on the thoroughness of the Plan and she stated that applications received from the Children's Advocacy Center are always well organized and a pleasure to review.

Mr. Gordon offered a motion to authorize Ms. Rietz and Mr. Williams to sign the Updated Agency Program and Financial Plan and to submit the Plan to the Champaign County Mental Health Board. The motion was seconded by Dr. Townsend. There was no further discussion and the motion was approved.

## **Budget Report**

Copies of the CAC Budget Report for the month ended March 31, 2007 were provided to each of the Board members. Mr. Williams stated that there were no unusual expenditures to report for the month of March; however, he did highlight expenditures for upgrading the Center's recording system and improving communication between the observation room and the interview room. Those expenditures totaled \$4,760.00 and were covered by an Equipment Grant awarded by the National Children's Alliance.

In response to a question from Ms. Rietz, Mr. Williams stated that the CAC received a refund from Finding Words for the registration fees we had paid before deciding to cancel those registrations. The CAC had not yet incurred any other costs related to the training (i.e., lodging, meals, etc.). Ms. Rietz also asked Mr. Williams to follow-up with County Administrator Denny Inman on the possibility that the County may be willing to rebate a portion of the rent paid by the Children's Advocacy Center.

## **Director's Report**

Mr. Williams reported that the CAC and A Woman's Fund collaborated on activities for National Child Abuse Prevention Month (April). Those activities included the "Silent Witness" Campaign, a Kickoff/Informational Event held at Market Place Mall on March 30<sup>th</sup>, and the Blue Ribbon Campaign. During the month of April, Mr. Williams was interviewed by WCIA Television Channel 3 and the News-Gazette and participated in a call-in show on WBCP Radio 1580AM. CAC Case Manager Elaine Carter also participated in a panel discussion on child abuse held at Grace United Methodist Church on March 30<sup>th</sup>. On April 30, 2007, the Children's Advocacy Center will participate in a Community Information & Resource Fair sponsored by the Champaign Unit 4 School District. The Fair will be held at Douglass Center in Champaign from 6:00 – 8:00 p.m.

Each of the Board members was provided with a Summary of CAC Activity for the month of March. During the month of March, 21 children were interviewed at the CAC, which included 10 children accepted for case management services, a follow-up interview with a child who was initially interviewed at the CAC in January, 1 alleged juvenile offender for whom the CAC is not providing case management services, and 9 non-victim siblings/witnesses. Thus far during April, 26 children have been interviewed at the Center, which includes 16 children accepted for case management services, 7 children for whom the CAC is not providing follow-up services, and 3 non-victim siblings/witnesses.

At the request of Dr. Townsend, Lt. Seraphin and Mr. Williams provided details about the Champaign Region Child Death Review Team, which holds its monthly meetings at the Children's Advocacy Center. The Child Death Review Team is comprised of coroners, prosecutors, law enforcement personnel, representatives of DCFS, medical and mental health professionals and others involved in advocating for and protecting children. The Team is legally mandated to review cases of unexpected and unexplained deaths of children involved with DCFS. The Team also reviews the deaths of other children who died unexpectedly. The Team makes recommendations regarding the handling of child death investigations and oftentimes suggests related public service/education campaigns.

## **Communications**

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

## **Discussion on Relocation of the Children's Advocacy Center**

Ms. Rietz reported that discussions on relocating the Children's Advocacy Center to the Champaign-Urbana Public Health District (CUPHD) building on Kenyon Road in Champaign are continuing. She provided Board members with a preliminary plan for the CAC drawn up by Tatman's Construction Company. Tatman's is remodeling the facility for the CUPHD and it is hoped that they will also be able to remodel the area designated for the CAC. Ms. Rietz expects to receive a cost estimate from Tatman's within the next few days. Depending upon the estimate, it is hoped that the County will be able to pay

for the necessary renovations. Mr. Williams discussed the proposed layout and pointed out several features which make the design and layout attractive.

Ms. Rietz stated that her office is negotiating specific terms with the CUPHD. Tentatively, those terms include a three-year lease with an option to renew each year thereafter. During the initial term of the lease, the CAC would pay the same rent it is now paying (\$1,250/month-\$15,000/year), plus \$125 per month for utilities. The CUPHD would not require a security deposit. Any increases in rent after the first three years would be linked to increases in the consumer price index. The CUPHD would provide telephone and computer lines as well as 8 designated parking spaces.

Ms. Rietz reported that she, Lt. Seraphin, CPD Lt. Joe Gallo, UPD Sgt. Dan Morgan and Mr. Williams recently toured the University of Illinois Family Resiliency Center located in Christopher Hall. The facility includes a "house" that could be used as a place to interview children in the event that the proposed site for the CAC is not ready by August 1, 2007. The Family Resiliency Center has an extensive recording system that could be used to record child forensic interviews. Given the complex nature of the system, Ms. Rietz suggested that law enforcement and DCFS would need to familiarize themselves with the system in advance. As suggested by Lt. Seraphin, the actual operation of the system would likely fall to CAC staff. Mr. Williams noted that Dr. Laurie Kramer, the Director of the Family Resiliency Center, indicated that she could schedule the necessary training.

Ms. Rietz thanked CAC Board members for their input and added that the possibility of partnering with the CUPHD was initially mentioned by Pius Weibel, who serves both as County Board Chairman and on the Board of the CUPHD. She also thanked Peter Tracy, Executive Director of the Champaign County Mental Health Board, for suggesting the Family Resiliency Center as a possible resource. Ms. Rietz encouraged CAC Board members to tour the CUPHD building if they have an opportunity.

**Old Business**

None.

**New Business**

None.

**Announcements**

Mr. Williams announced that the next Regular Meeting of the Board is scheduled for 9:00 a.m. on Thursday, May 24, 2007.

**Adjournment**

There being no further business, the meeting was adjourned at 9:45 a.m.

Respectfully submitted,

Michael B. Williams  
Executive Director