



**Champaign County Children's Advocacy Center
Governing Board
Regular Meeting
Thursday, July 26, 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
Ms. Lisa Benson, Intensive Outreach Services Manager, Mental Health Center
Sergeant Tony Brown, University of Illinois Police Department
Lolita Dumas, Child Protection Manager, Illinois Department of Children & Family Services
Interim Chief Jerry Gamble, Mahomet Police Department
Superintendent Jane Quinlan, Regional Office of Education
Mr. Rob Wyre, Supervisor, Probation & Court Services Department

Members Absent: Champaign County Mental Health Board
Champaign County Sheriff's Office
Champaign Police Department
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 9:12 a.m.



NATIONAL
CHILDREN'S
ALLIANCE®

ACCREDITED
MEMBER

Public Participation

There was no public participation.

Approval of Minutes

By acclamation, the minutes of the June 28, 2007 Regular Meeting of the Governing Board were approved as presented.

Discussion on Relocation of the Children's Advocacy Center

Mr. Williams advised the Board that, on July 9, the Champaign-Urbana Public Health District Board approved the Lease Agreement between the County and the CUPHD to rent space for the Children's Advocacy Center in the CUPHD building at 201 W. Kenyon Road in Champaign. The final Lease Agreement was in substantially the same form as that reviewed by the CAC Governing Board at its meeting on June 28, 2007. The Lease Agreement must now be approved by the County Board. Ms. Rietz will check on when the County Board will consider the Lease Agreement.

Mr. Williams reported that Tatman's Construction Company has begun remodeling work for our new facility. Although we do not yet have a firm move-in date, Mr. Williams is hopeful that construction can be completed by mid-August. Ms. Rietz and Mr. Williams are working with representatives of Tatman's Construction Company and with County Administrator Denny Inman to ensure completion of the project at the earliest possible date.

On July 10, Mr. Williams and CAC Case Manager Elaine Carter underwent training on the use of the recording equipment at the University of Illinois Family Resiliency Center, in the event that that we need to utilize the Family Resiliency Center as an interim site during the relocation process. Tours of the facility were conducted for Team members on July 10, 12 and 19. A total of 26 Team members from DCFS, the Sheriff's Office, the Rantoul Police Department, the Urbana Police Department and the Mahomet Police Department participated in those tours. Based on discussions with County Administrator Denny Inman, Mr. Williams is hopeful that we will not have to vacate our present facility until the new facility is ready. This would eliminate the need to use the Family Resiliency Center as an interim site. Nevertheless, both Ms. Rietz and Mr. Williams felt it was prudent for CAC staff and Team members to attend training and to familiarize themselves with the facilities at the Family Resiliency Center.

Budget Report

Mr. Williams reported that he met with County Administrator Deb Busey on July 11 and reviewed the proposed CAC budget for County FY 2008. There were no significant changes to the budget approved at last month's CAC Governing Board meeting. The final budget for County FY 2008 will be approved by the County Board in November.

Copies of the CAC Budget Report for the month ended June 30, 2007 were provided to each of the Board members. Mr. Williams stated that there were no unusual expenditures to report for the month of June; however, he did note that the CAC paid \$8,000 to Champaign County during June. Those funds were from our FY 2007 DCFS contract and will be used to pay remodeling/relocation expenses.

Ms. Rietz stated that she will be recommending to Ms. Busey that the County authorize the assessment of a fee on criminal cases filed in Champaign County which will be placed in a fund for the operations of the Children's Advocacy Center. This assessment was recently authorized by the Illinois General Assembly; however, final approval of the legislation is awaiting the Governor's signature.

Director's Report

Mr. Williams reported that he attended the National Children's Alliance Accreditation Boot Camp in Chicago on July 17-18. The CAC was accredited by the NCA in 2003 and is scheduled for reaccreditation in 2008. It is anticipated that the NCA will notify us of our site review date later this year and the site visit will be scheduled for sometime in the fall of 2008. Our reaccreditation application will be due approximately six months prior to the site visit. Mr. Williams explained the reaccreditation process to the Board and asked for their assistance in the preparation of the application as well as their participation in the site visit.

Each of the Board members was provided with a Summary of CAC Activity for the month of June. During the month of June, 23 children were interviewed at the CAC, which included 16 children accepted for case management services, 1 child for whom the CAC is not providing follow-up services, 3 non-victim siblings/witnesses, 1 alleged juvenile offender and 1 courtesy usage of the facility by DCFS and the Gibson City Police Department to interview two children who reside in Ford County. Thus far during July, 20 children have been interviewed at the Center, which includes 12 children accepted for case management services, 7 non-victim sibling/witnesses, and 1 courtesy usage of the facility by DCFS to interview a child who resides in Ford County.

Ms. Rietz stated that investigators submitting reports to her office for review are not always including copies of the interviews recorded at the CAC and she asked Mr. Williams and staff to remind them to do so. Ms. Rietz will contact the Chiefs of Police to remind them of this requirement. Ms. Rietz also requested that the CAC begin providing DCFS with an additional copy of each interview in which they are involved.

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, August 23, 2007. Mr. Williams will advise Board members whether that meeting will be held in our present facility or at our new site. Mr. Williams will also notify Team members as soon as we have a firm move-in date.

Adjournment

There being no further business, the meeting was adjourned at 9:30 a.m.

Respectfully submitted,

Michael B. Williams
Executive Director