



**Champaign County Children's Advocacy Center
Governing Board
Regular Meeting
Thursday, October 23, 2008
201 W. Kenyon Road, Suite 1
Champaign, 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
Sgt. Marc Beach, Rantoul Police Department
Heather Forrest, Child Protection Investigator, Illinois Department of
Children and Family Services
Ms. Amy Hurst, Family Services Supervisor, Mental Health
Center of Champaign County
Captain Stuart Shaver, Illinois State Police
Investigator Duane Smith, Urbana Police Department
Dr. Deborah Townsend, President, Champaign County Mental Health
Board
Ms. Janet Wells, Supervisor, Champaign County Probation & Court
Services Department

Members Absent: Champaign County Sheriff's Office
Champaign Police Department
Mahomet Police Department
Regional Office of Education

Others Attending: Michael Williams, Executive Director, CAC

Call to Order and Introductions

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



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MEMBER

Public Participation

There was no public participation.

Approval of Minutes

Dr. Townsend made a motion to approve the minutes of the September 25, 2008 regular meeting of the Governing Board. The motion was seconded by Dr. Buetow. There was no further discussion and the motion was approved.

Approve Amendment to CAC Constitution and By Laws to Provide for Representation by the Illinois State Police

Mr. Williams reminded the Board that the Illinois legislature recently revised the Children's Advocacy Center Act to require that the Department of State Police designate a representative to serve on the Child Advocacy Advisory Board in each county. In order to accomplish this, Article IV, Section 1 (Membership) of the CAC Constitution and By Laws must be amended. This issue was discussed at last month's Board meeting and the Board elected to place this item on the Agenda for today's meeting.

Dr. Townsend made a motion to amend Article IV, Section 1 (Membership) of the CAC Constitution and By Laws to add the Illinois State Police to the list of agencies who shall designate a representative to serve on the Governing Board. The motion was seconded by Dr. Buetow. There was no further discussion. Motion approved.

At the request of Ms. Rietz, Captain Shaver stated he would provide the CAC with a list of ISP District 10 Investigators who have received training in child forensic interviewing.

Selection of Vendor for Crisis Intervention Services Program

At last month's meeting, the Board approved the issuance of a Request for Proposals for Crisis Intervention Services and appointed Ms. Atwood, Mr. Gordon and Mr. Williams to review any responses received. The responses were due by the close of business on Monday, October 20, 2008. The only response received was from the Mental Health Center of Champaign County. Ms. Atwood, Mr. Gordon and Mr. Williams reviewed the proposal from the Mental Health Center and recommended that the CAC Board select the Mental Health Center as the vendor for the Crisis Intervention Services Program.

Motion made by Dr. Buetow to select the Mental Health Center of Champaign County as the vendor for the Crisis Intervention Services Program and to authorize Mr. Williams to negotiate a Contract for Crisis Intervention Services between the CAC and the Mental Health Center. The motion was seconded by Sgt. Beach. There was no further discussion and the motion was approved. Ms. Hurst and Dr. Townsend abstained on behalf of the Mental Health Center and the Champaign County Mental Health Board, respectively.

Mr. Williams advised the Board that he will be working with the Illinois Criminal Justice Information Authority over the next several weeks to finalize a renewed Agreement between the Authority and Champaign County on behalf of the Champaign County Children's Advocacy Center. Pursuant to that Agreement, the Authority will provide funding for the Crisis Intervention Services Program. Both the renewed Agreement with the Authority and the Contract with the Mental Health Center will be presented to the CAC Governing Board for approval at the November meeting.

Budget Report

A copy of the CAC Budget Report for the month ended September 30, 2008 was provided to each of the Board members. Mr. Williams stated that there were no unusual expenditures to report for the month of September. Mr. Williams noted that although we have not yet received our First Quarter payment from the Illinois Department of Children and Family Services, the CAC maintained a positive cash balance of \$7,785.62 as of September 30, 2008. Mr. Williams added that our First Quarter payment was approved by DCFS on September 23, 2008 and forwarded to the Comptroller's Office for payment, where we can expect an additional delay of 2-3 weeks before payment is processed.

Director's Report

Mr. Williams provided Board members with an agenda for the site visit which will take place as part of the re-accreditation process by the National Children's Alliance. Our site visit is scheduled for Friday, November 7, 2008. The site reviewers will meet with Board members from 11:00-11:30 a.m. on that date. Mr. Williams encouraged as many Board members as possible to be present.

Each of the Board members was provided with a Summary of CAC Activity for the month of September. During the month of September, 20 children were interviewed at the CAC, which included 15 new children accepted for case management services, 4 non-victim siblings/witnesses and a courtesy usage of the facility by the Decatur Police Department in order to interview a child who resides in Vermilion County. Thus far during October, 14 individuals have been interviewed at the CAC. That number includes 8 children accepted for case management services, 1 child for whom the CAC is not providing follow-up services, 2 non-victim siblings/witnesses, a courtesy usage of the facility by DCFS to interview a child in a Ford County case, a follow-up interview with a child who was initially interviewed at the CAC in May 2008, and 1 developmentally delayed adult.

Ms. Rietz initiated a discussion on the use of DCFS investigators to conduct child forensic interviews for law enforcement agencies that do not have a trained child forensic interviewer. In a recent case that did not involve an eligible perpetrator under DCFS guidelines, Ms. Rietz preferred that a trained law enforcement investigator assist the responsible agency by conducting the interview. The discussion continued on the use of the CAC for interviews with teenage victims when the perpetrator is not in a caretaker role over the child. In many of those cases, Ms. Rietz believes it may not be necessary to interview the child at the Center and that those decisions should be made on a case-by-case basis. Ms. Rietz explained that recorded interviews cannot be used in pre-trial 115-

10 hearings when children are over the age of 12. Sgt. Beach stated that it would be easier for his department if they did not have to bring these cases to the CAC for interviews but could still make referrals to the CAC for follow-up services. Dr. Buetow commented that interviewing the child at the CAC is beneficial in linking the child and family with mental health services. Mr. Williams stated that it is his experience that families of children who are not interviewed at the CAC are less likely to engage in follow-up services. Ms. Rietz asked Mr. Williams to report back at next month's meeting on the types and levels of services engaged in by CAC clients. In response to a question from Inv. Smith, Mr. Williams stated it is his belief that no longer requiring investigating agencies to interview children between the ages of 13-18 at the CAC would require a change to the Protocol. Mr. Williams pointed out, however, that the Protocol already has a provision for allowing deviations when warranted by the circumstances of the investigation.

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, November 20, 2008. That meeting is designated as the Annual Meeting of the CAC Governing Board and the election of officers is to take place on that date.

Adjournment

There being no further business, the meeting was adjourned at 10:00 a.m.

Respectfully submitted,

Michael B. Williams
Executive Director