



**Champaign County Children's Advocacy Center  
Governing Board  
Regular Meeting  
Thursday, July 23, 2009  
201 W. Kenyon Road, Suite 1  
Champaign, Illinois**

***Minutes***

Members Present: Dr. Kathleen Buetow, Secretary/Treasurer  
(In Person) Sgt. Tom Geis, University of Illinois Police Department  
Tara Gilman, Child Protection Supervisor, Illinois Department of  
Children and Family Services  
Amy Hurst, Intensive Outreach Services Supervisor, Mental Health  
Center of Champaign County  
Superintendent Jane Quinlan, Regional Office of Education  
Captain Stuart Shaver, Illinois State Police  
Investigator Duane Smith, Urbana Police Department  
Dr. Deborah Townsend, President, Champaign County Mental Health  
Board

Members Absent: Champaign County Probation & Court Services Department  
Champaign County Sheriff's Office  
Champaign County State's Attorney  
Champaign Police Department  
Mahomet Police Department  
Rantoul Police Department

Others Attending: Michael Williams, Executive Director, CAC

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*In the absence of State's Attorney Julia Rietz, Dr. Buetow served as Acting Chair.  
Chair.*

**Call to Order**

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



NATIONAL  
CHILDREN'S  
ALLIANCE®

ACCREDITED  
MEMBER

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***Champaign County Children's Advocacy Center***  
201 W. Kenyon Road, Suite 1 • Champaign, IL 61820 • Phone: 217.384.1266 • Fax: 217.344.1214

## **Public Participation**

There was no public participation.

## **Approval of Minutes**

Ms. Hurst made a motion to approve the minutes of the June 25, 2009 Regular Meeting of the Governing Board. The motion was seconded by Dr. Townsend. There was no further discussion and the motion was approved.

## **Approval of FY 2010 Contract with the Illinois Department of Children and Family Services**

*Captain Shaver joined the meeting in progress.*

Mr. Williams provided Board members with a copy of the CAC's FY 2010 Contract with the Illinois Department of Children and Family Services. Following last month's Board meeting, we learned that, pursuant to a court order, DCFS would be contracting for CAC services in FY 2010 after all. Mr. Williams reviewed for the Board the events leading up to reinstatement of the Contract. The CAC received the Contract on July 13, 2009. Board Chair Julia Rietz signed the Contract on July 14, 2009 and the Contract was returned to DCFS the following day. In accordance with the Contract, DCFS will provide funding in the amount of \$68,425 during the fiscal year beginning July 1, 2009. Mr. Williams requested ratification of the Contract.

Dr. Townsend made a motion to ratify the FY 2010 Contract with the Illinois Department of Children and Family Services. The motion was seconded by Superintendent Quinlan. There was no further discussion. The motion was approved.

## **Budget Report**

Mr. Williams provided Board members with a copy of the Budget Report for the month ended June 30, 2009. Mr. Williams stated that there were no unusual expenditures to report for the month of June and he noted that the CAC had a positive cash balance of \$25,556.04 as of June 30, 2009. In response to a question from Superintendent Quinlan, Mr. Williams stated that the CAC has received all revenue owed to the agency for the State fiscal year that ended on June 30, 2009.

During the last week of June, CAC Board Chair Julia Rietz sent letters to each of the law enforcement departments in the County requesting that they pay an annual assessment to the CAC. The assessment is based on each department's historical usage of the facility and the CAC hopes to generate total revenue in the amount of \$10-\$11K. Those funds would be used to bridge an expected funding shortfall of approximately \$3,000 in FY 2010 and to provide funding for unanticipated expenses. The minimum assessment is \$250 and the largest assessment is \$2,500. To date, the CAC has received payments from the Fisher Police Department and the Homer Police Department. We have also received indications that the Thomasboro Police Department, the Tolono Police Department, and the University of Illinois Police Department have approved the

assessments and will be forwarding their payments to the CAC. Furthermore, the Urbana Police Department has added the assessment to their budget and Champaign Police Chief R.T. Finney contacted Ms. Rietz to advise her of the likelihood that his department would approve payment.

Mr. Williams reported that he recently completed work on the CAC's proposed budget for County FY 2010, which begins on December 1, 2009. Mr. Williams and Ms. Rietz reviewed the budget with County Administrator Deb Busey on July 8, 2009. The proposed budget contains no salary increases for CAC staff in County FY 2010. This is in line with a recommendation from the County Administrator. Although most other County departments were also instructed to cut 6% from their FY 2010 budget, that directive did not apply to the CAC as the CAC does not receive funding from the County's General Corporate Fund. Dr. Buetow asked if the CAC would be required to institute furlough days for CAC staff if the County elects to do so for other employees. Mr. Williams stated that the CAC Board could look at furloughs along with any other cost saving measures; however, there would be no requirement that the CAC impose furloughs. As a non-General Corporate Fund department, the County requires only that the CAC generate sufficient revenue to meet expenditures.

Mr. Williams stated that he would include approval of the CAC budget for County FY 2010 on the agenda for the next CAC Governing Board meeting.

### **Director's Report**

On July 7, 2009, Mr. Williams was one of several presenters at the 7<sup>th</sup> Annual Sexual Assault Nurse Examiners Seminar held at Carle Foundation Hospital in Urbana.

Mr. Williams reported that he attended the July 21, 2009 meeting of the Champaign County Mental Health Board. Mr. Williams along with representatives of other agencies that receive funding from the CCMHB briefed the Board on the impact of funding cuts and the State's budget crisis. Because of the recent reinstatement of the CAC's contract with DCFS, the CAC is in good shape relative to many other local social service agencies whose funding from the State is still uncertain. Dr. Townsend commented that the funding situation is bleak for many area agencies.

Each of the Board members was provided with a Summary of CAC Activity for the month of June. During the month of June, 19 children were interviewed at the CAC. That number included 13 children accepted for case management services, 2 children for whom the CAC is not providing follow-up services, and 4 non-victim siblings. In addition, two children who were interviewed outside the CAC were assessed and accepted for services during June. Thus far during July, a total of 6 children have been interviewed at the CAC. That number includes 4 new children accepted for case management services, and 2 non-victim siblings.

### **Communications**

Mr. Williams stated that no other 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 27, 2009. After further discussion, the Board elected to cancel the August meeting. If issues arise that require Board attention prior to September, Mr. Williams will contact Board Chair Julia Rietz to schedule a meeting. The next regularly scheduled Board meeting will be on September 24, 2009.

**Adjournment**

There being no further business, the meeting was adjourned at 9:32 a.m.

Respectfully submitted,

Michael B. Williams  
Executive Director