



**Champaign County Children's Advocacy Center
Governing Board
Regular Meeting
Thursday, February 25, 2010
201 W. Kenyon Road, Suite 1
Champaign, Illinois**

Minutes

Members Present: State's Attorney Julia Rietz, Chair
(In Person) Kathleen Buetow, Secretary/Treasurer, Carle Clinic
Lt. Roy Acree, University of Illinois Police Department
Sgt. Marc Beach, Rantoul Police Department
Lt. Joe Gallo, Champaign Police Department
Chief Jerry Gamble, Mahomet Police Department
Joe Gordon, Director, Champaign County Probation & Court Services
Department
Amy Hurst, Intensive Outreach Services Supervisor, Mental Health
Center of Champaign County
Sgt. Dan Morgan, Urbana Police Department
Superintendent Jane Quinlan, Regional Office of Education
Captain Jill Rizzs, Illinois State Police
Dr. Deborah Townsend, Champaign County Mental Health Board

Members Absent: Champaign County Sheriff's Office
Illinois Department of Children & Family Services

Others Attending: Charmaine Robertson, CAC Intern
Michael Williams, Executive Director, CAC



NATIONAL
CHILDREN'S
ALLIANCE®

ACCREDITED
MEMBER

Call to Order

After finding a quorum present, State's Attorney Julia Rietz, Chair, called the meeting to order at 9:08 a.m.

Public Participation

There was no public participation.

Introductions

Mr. Williams welcomed Captain Jill Rizzs, Investigations Commander for Illinois State Police Zone 5. Captain Rizzs is replacing Captain Stuart Shaver as the ISP representative on the CAC Governing Board. Introductions were made.

Approval of Minutes

Dr. Buetow made a motion to approve the minutes of the January 28, 2010 Regular Meeting of the Governing Board. The motion was seconded by Ms. Hurst. There was no further discussion and the motion was approved.

Approval of Contracts for Crisis Intervention Counseling Services with Therapists Joanna Kling and Christine Washo

Approval of Agreement #209216 with the Illinois Criminal Justice Information Authority for Child Advocacy Center Services (Crisis Intervention Counseling Services) in the amount of \$70,566

At last month's meeting, the Board selected Therapists Joanna Kling and Christine Washo to provide crisis intervention counseling services to clients of the Children's Advocacy Center. Following that selection, Mr. Williams sent a proposed contract to our grant monitor with the Illinois Criminal Justice Information Authority. Mr. Williams reminded the Board that funding for crisis intervention counseling services is provided through a grant from the Authority and, as such, the Authority must approve any contracts for services. The proposed contract and other grant continuation documents were sent to our grant monitor on January 29, 2010. Mr. Williams stated that he had a telephone conversation with our grant monitor on February 1, 2010 and he provided her with requested follow-up documentation. Although Mr. Williams had hoped that this would give our grant monitor sufficient time to review and obtain supervisory approval of the contract and the grant continuation documents, he recently learned that our grant monitor has been out of the office since February 17, 2010 and is not expected to return until March 1, 2010. Accordingly, neither the Contracts for Crisis Intervention Counseling Services nor the Agreement with the Illinois Criminal Justice Information Authority are available for review and approval by the CAC Governing Board at this time. Mr. Williams stated that he now hopes to have those materials ready for approval at next month's meeting of the CAC Board.

Chair Julia Rietz suggested that the Board approve the Contracts and the Agreement as to form, which would allow the Therapists to begin providing services as soon as the Authority gives approval. Dr. Buetow made a motion to approve the Contracts with Joanna Kling and Christine Washo and Agreement #209216 with the Illinois Criminal Justice Information Authority as to form. The motion was seconded by

Dr. Townsend. Mr. Williams stated that, although the Contracts with Ms. Kling and Ms. Washo will be somewhat shorter, they will be substantially the same as previous contracts for crisis intervention counseling. Mr. Williams also expects that the Agreement with the Authority will be substantially the same and he suggested that the Contracts and the Agreement could be ratified by the Board at the next meeting on March 25, 2010, if finalized prior to that date. Motion approved.

Budget Report

Mr. Williams provided Board members with a copy of the Budget Report for the month ended January 31, 2010. Mr. Williams stated that there were no unusual expenditures to report for the month of January and he noted that the CAC had a positive cash balance of \$13,093.21 as of January 31, 2010. Although not reflected in the January 31, 2010 fund balance, Mr. Williams reported that we received our Third Quarter payment (\$17,106.25) from DCFS on February 5, 2010. This should ensure that we maintain a positive fund balance over the next few months.

Sgt. Dan Morgan joined the meeting in progress.

Director's Report

Mr. Williams reported the following developments with respect to the partnership between the Champions for Children Walk and the Twin Cities Twosome:

- 27 Illinois CACs will be staging Champions for Children (C4C) Walks in their communities on Saturday, May 15, 2010.
- Mr. Williams attended the February 15, 2010 meeting of the Twin Cities Twosome Planning Committee.
- The CAC has received \$1,600 in sponsorship commitments:
 - \$500 – Urbana Fraternal Order of Police Lodge 70
 - \$500 – The Pavilion
 - \$500 – Thrivent Financial for Lutherans
 - \$100 – Reynolds Towing Service
- Mr. Williams reminded Board members that all sponsorship fees raised by the CAC will be rebated to the CAC by the Twin Cities Twosome.
- State Senator Mike Frerichs has agreed to serve as Grand Marshal for the Champions for Children Walk. Champions for Children participants will gather at the Courthouse Plaza on Saturday, May 15, 2010. Senator Frerichs will then lead us on the short walk to Crystal Lake Park where we will join the Twin Cities Twosome.
- Mr. Williams is working with the County's IT Department and hopes to have information about the Champions for Children Walk/Twin Cities Twosome posted on our webpage by March 15, 2010. This will include information about the event, Registration Form, Pledge Form, links to related websites, a photo gallery, etc.
- Mr. Williams hopes to get information about the event out to the Board as well as Team members and other supporters by March 15, 2010. Mr.

Williams asked Board members to consider participating in the C4C Walk/Twin Cities Twosome and to encourage their employees, family and friends to participate as well.

- Mr. Williams also asked Board members to consider making a donation to the CAC and to encourage their employees, family and friends to do so as well. Donations can be sent to the CAC or can be made online or sent to the Children's Advocacy Center. Additional details about donations will be provided to the Board over the next several weeks.

Therapist Joanna Kling and Charmaine Robertson, our intern from the University of Illinois School of Social Work, will begin a support group for girls ages 8-11 on March 30, 2010. The support group will run for 12 weeks.

Mr. Williams reported that a second microphone was installed in the adolescent interview room earlier this week. A second microphone will also be installed in the child interview room; however, Seico Security Systems is awaiting additional parts in order to complete the project.

The CAC will again be putting up the "Blue Kids" silhouettes during April in recognition of National Child Abuse Prevention Month. Mr. Williams reported that he secured a donation of materials (plywood and paint) from Lowe's of Champaign. Industrial Arts Classes at Mahomet-Seymour High School will be constructing additional silhouettes for the campaign.

Mr. Williams reported that he conducted a presentation about the CAC at A Woman's Place on January 30, 2010. The audience included volunteers undergoing a 40-hour domestic violence training program. Mr. Williams also made presentations to Thrivent Financial for Lutherans on February 8, 2010 and to the Family Law Society at the University of Illinois College of Law on February 11, 2010.

Each of the Board members was provided with a Summary of CAC Activity for the month of January. During the month of January, 16 children were interviewed at the CAC. That number included 13 children who were accepted for case management services and 3 non-victim siblings. Thus far during the month of February, 7 children have been interviewed at the CAC, all of whom were accepted for case management services.

Communications

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

Old Business

Mr. Williams raised the possibility of scheduling another peer review session for forensic interviewers. Ms. Rietz stated that the peer review session held in December was very positive and she supported scheduling another in the near future. Lt. Gallo also spoke in support of holding peer review sessions. Ms. Rietz will check on the availability

of her staff and will work with Mr. Williams to establish dates for peer review in Champaign County. Mr. Williams mentioned that he will be attending a meeting of CAC Directors for the Central Region on March 11, 2010 where the establishment of a regional peer review program will be discussed. Mr. Williams will provide information about that process to the Board at next month's meeting.

New Business

In response to a question from Sgt. Beach about Assistant State's Attorney Stephanie Weber's availability to observe interviews at the CAC, Ms. Rietz indicated that Ms. Weber's court schedule, which included prosecuting a sexually dangerous person petition in February, precluded her from observing most of the recent interviews. Ms. Rietz stated she would discuss with her staff expanding the number of Assistant State's Attorneys who are available to observe interviews at the Center.

Announcements

Mr. Williams stated that the next Board meeting is scheduled for 9:00 a.m. on Thursday, March 25, 2010.

Adjournment

There being no further business, the meeting was adjourned at 9:35 a.m.

Respectfully submitted,

Michael B. Williams
Executive Director