



**Champaign County Children's Advocacy Center
Governing Board
Annual Meeting
Thursday, November 18, 2010
201 W. Kenyon Road, Suite 1
Champaign, Illinois**

Minutes

Members Present: Dr. Kathleen Buetow, Secretary/Treasurer, Carle Clinic
(In-Person) Lt. Roy Acree, University of Illinois Police Department
Sgt. Marc Beach, Rantoul Police Department
Chief Jerry Gamble, Mahomet Police Department
Joseph Gordon, Director, Champaign County Probation & Court
Services Department
Superintendent Jane Quinlan, Regional Office of Education
Lt. Bryant Seraphin, Urbana Police Department
Dr. Deborah Townsend, Champaign County Mental Health Board

Members Absent: Champaign County Sheriff's Office
Champaign County State's Attorney's Office
Champaign Police Department
Community Elements
Illinois Department of Children & Family Services
Illinois State Police

Others Attending: Michael Williams, Executive Director, CAC

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

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

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

Dr. Townsend made a motion to approve the minutes of the October 28, 2010 Regular Meeting of the Governing Board. The motion was seconded by Mr. Gordon. There was no further discussion and the motion was approved.

Election of Officers

Mr. Williams advised the Board that, in accordance with Article IV of the CAC Constitution and By Laws, the terms of the Chairman and Secretary/Treasurer expire today, which is the final meeting of the fiscal year and is designated as the Annual Meeting. Dr. Buetow opened the floor for nominations.

Lt. Acree nominated State's Attorney Julia Rietz as Chair and Dr. Buetow as Secretary/Treasurer. The nominations were seconded by Lt. Seraphin. There were no further nominations and nominations were closed. At the request of Dr. Buetow, Mr. Williams called for a vote on the nominations. State's Attorney Julia Rietz was unanimously re-elected as Chair and Dr. Buetow was unanimously re-elected as Secretary/Treasurer.

Budget Report

Mr. Williams provided Board members with a copy of the Budget Report for the month ended October 31, 2010. Mr. Williams stated that there were no unusual expenditures to report for the month of October and he was pleased to report that the CAC had a positive cash balance of \$15,352.19 as of October 31, 2010. This is an improvement over the negative cash balance at the end of September (-\$2,662.34) and is due to the fact that we received a \$5,000.00 semi-annual payment from the National Children's Alliance, as well as payments from DCFS totaling \$27,138.50. Although not reflected in the October fund balance, we recently received our second quarter payment from DCFS in the amount of \$17,106.25, as well as a \$12,000.00 payment from the Illinois Criminal Justice Information Authority for our crisis intervention counseling services program.

In response to a question from Dr. Townsend, Mr. Williams explained that the discrepancy between expenditures for crisis counseling services in the current fiscal year vs. similar expenditures in FY 2009 was due in large part to the fact that the program was on hiatus for approximately four months (November 2009 to March 2010). During that time, we solicited proposals from agencies/individuals interested in providing crisis counseling services to CAC clients. Ultimately, Joanna Kling and Chris Washo were contracted to provide those services. Also in response to Dr. Townsend, Mr. Williams stated that balancing referrals between Ms. Kling and Ms. Washo is working well and that both of them attempt to be present for interviews at the CAC whenever possible. Both feel that this encourages families to engage in services beyond the initial referral.

Director's Report

Mr. Williams was pleased to announce that the CAC received a \$290.00 grant from the Junior League of Champaign-Urbana which was used to pay the costs of printing our "*Parent's Guide to the CAC.*" Mr. Williams stated this is the third such grant the CAC has received from the Junior League. Mr. Williams sent a Thank You note to the Junior League expressing our appreciation for their support.

Mr. Williams stated that he would be attending the first meeting of the Twin Cities Twosome planning committee on Monday, November 22nd. For the second consecutive year, we will be partnering the Champions4Children Walk with the Twin Cities Twosome. The event will be held in Crystal Lake Park on Saturday, May 14, 2011.

On November 9, 2010, the CAC held peer review for forensic interviewers. Four law enforcement and DCFS investigators attended the session, which was hosted by the State's Attorney's Office. Mr. Williams also attended as did three Assistant State's Attorneys. The team reviewed two interviews during the two-hour session. We will continue to hold local peer review every 3-4 months. In addition, regional peer review sessions will be held semi-annually. In response to a question from Superintendent Quinlan, Mr. Williams stated he has received positive feedback from investigators who have attended peer review and he believes that peer review will continue to be a valuable component of continuing education for investigators who conduct interviews at the CAC.

Mr. Williams reported that Colleen Hurley, a senior in Human Development and Family Studies at the University of Illinois, will be interning at the CAC during the spring semester. Ms. Hurley's primary responsibility will be coordinating the child victim support group. She will also be learning about the operations of the Center and providing assistance to Case Manager Elaine Carter.

The annual survey of Multidisciplinary Team members was sent by e-mail and regular mail last week. Mr. Williams asked Board members to encourage their staff to complete and return the survey. He added that input from Team members is valuable and oftentimes results in improvements to the program (i.e., the addition of microphones to the interview rooms last year).

Each of the Board members was provided with a Summary of CAC Activity for the month of October. During October, 16 children were interviewed at the CAC, which included 11 children who were accepted for case management services, 3 children for whom the CAC did not provide follow-up services, 1 non-victim sibling, and a follow-up interview with 1 child who was initially interviewed at the CAC earlier in 2010.

Thus far during the month of November, 10 children have been interviewed at the CAC, which includes 7 children accepted for case management services, 2 non-victim siblings, and 1 child interviewed in a Ford County case.

Communications

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

Old Business

None.

New Business

None.

Announcements

Mr. Williams reminded the Board that no meeting is scheduled for December. The next meeting will be held at 9:00 a.m. on Thursday, January 27, 2011. Mr. Williams provided Board members with a schedule of meetings for 2011.

Adjournment

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

Respectfully submitted,

Michael B. Williams
Executive Director