



**Champaign County Children's Advocacy Center
Governing Board
Regular Meeting
Thursday, March 28, 2013
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
Ms. Tamela Atwood, Child Protection Supervisor, Illinois Department
of Children & Family Services
Sgt. Marcus Beach, Rantoul Police Department
Mr. Joseph Gordon, Director, Champaign County Probation & Court
Services Department
Lt. Bob Rea, Champaign Police Department
Lt. Matt Myrick, University of Illinois Police 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
Community Elements
Illinois State Police
Mahomet Police Department

Others Attending: Michael Williams, Executive Director, CAC

Call to Order

State's Attorney Julia Rietz, Chair, called the meeting to order at 9:07 a.m.

Public Participation

There was no public participation.



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MEMBER

Approval of Minutes

Dr. Townsend made a motion to approve the minutes of the February 28, 2013 Regular Meeting of the Governing Board. The motion was seconded by Dr. Buetow. There was no further discussion and the motion was approved.

Approval of Extensions of Contracts for Crisis Intervention Counseling Services with Joanna Kling and Christine Washo to June 30, 2013

Mr. Williams reminded the Board that the Illinois Criminal Justice Information Authority recently extended our Grant Agreement to June 30, 2013. That Agreement was originally scheduled to expire on February 28, 2013; however, sufficient funds remained in order to extend the performance period. Accordingly, Mr. Williams executed an Agreement for Extension of Contract for Crisis Intervention Counseling Services with each of our Therapists, Joanna Kling and Christine Washo (copies provided).

Dr. Buetow made a motion to approve the Agreements for Extension of Contracts for Crisis Intervention Counseling Services with Joanna Kling and Christine Washo to June 30, 2013. The motion was seconded by Dr. Townsend. There was no further discussion and the motion was approved.

Approval of Contract for Crisis Intervention Counseling Services with Ann L. Chan Counseling Services, PC

Following last month's Board meeting, Mr. Williams contacted the Illinois Criminal Justice Information Authority and asked them to reconsider their decision that we could not contract for crisis intervention counseling services with Ann Chan until the new Grant Agreement takes effect on July 1, 2013. Mr. Williams reminded the Board that Ms. Chan speaks several languages including Spanish, Portuguese and Italian, and we are hoping that adding her to our team of Therapists will encourage more of our Spanish-speaking families to engage in services. Mr. Williams was happy to report that the Authority reconsidered their decision and gave approval for the CAC to begin contracting with Ms. Chan as soon as possible. At this time, we are awaiting completion of the background check, including fingerprinting. Mr. Williams provided the Board with a draft Contract for Crisis Intervention Counseling Services and requested authority to execute the Contract with Ms. Chan upon completion of the background check.

Lt. Seraphin made a motion to authorize the CAC to enter into a Contract for Crisis Intervention Counseling Services with Ann L. Chan Counseling Services, PC. The motion was seconded by Mr. Gordon. There was no further discussion and the motion was approved.

Budget Report

Mr. Williams provided each of the Board members with a copy of the Budget Report for the month ended February 28, 2013. Mr. Williams stated that there were no unusual expenditures to report for the month of February. Mr. Williams added that the cost of the new router which allows the CAC's computers to communicate with the

County's servers at the Brookens Administrative Center will be reflected on the March Budget Report. That expense (\$894.38) was paid in February.

Mr. Williams noted that the CAC had a positive cash balance of \$8,209.49 as of February 28, 2013. Mr. Williams reported that we recently received our Second Quarter payment from DCFS (\$16,935), which was not reflected on the February Budget Report. We are also awaiting our semi-annual payment from the National Children's Alliance (\$5,000).

Mr. Williams reminded the Board that letters were sent to each of the police departments in Champaign County in February requesting that they make a voluntary payment to the CAC based on their pro rata usage of the Center. To date, the following payments have been received:

• Champaign	\$2,250
• Gifford	\$250
• Homer	\$250
• Rantoul	\$1,500
• Thomasboro	\$250
• Tolono	\$250
• Urbana	\$1,500
TOTAL	\$6,250

Mr. Williams thanked local law enforcement agencies for their support of the CAC.

Director's Report

Mr. Williams reported that our application for re-accreditation by the National Children's Alliance was sent on March 18th. The application was due in Washington, D.C. by March 26th and the site visit is scheduled for September 26th.

The CAC is again partnering with the Crisis Nursery and CASA on various events in recognition of Child Abuse Prevention Month (April). The CAC will also be putting out the "Blue Kids" around Champaign County beginning tomorrow. Sgt. Beach stated that he is a member of Crisis Nursery Board and he wanted to let everyone know about the "Wrap the Nursery" event which will be held at the Crisis Nursery between 11:45 a.m. and 1:00 p.m. on Wednesday, April 10th.

Mr. Williams stated that, as was suggested at last month's Board meeting, he sent the Protocol to Board members and to other members of the Multidisciplinary Team and requested that they provide him with input and suggestions for revisions. Mr. Williams has incorporated the responses received and will forward those to Ms. Rietz, Sgt. Beach and Lt. Rea for further review and discussion. Mr. Williams hopes to present proposed revisions to the full Board for approval at the April meeting.

Mr. Williams reported that the CLC Plan has been reviewed by Ms. Rietz and Ms. Kartel. Mr. Williams also reviewed the Plan with Shandra Summerville, CLC Coordinator for Access Initiative. Ms. Summerville is reviewing the CLC plans of all agencies who receive funding from the Champaign County Mental Health Board. Again, Mr. Williams hopes to present proposed revisions to the CAC Governing Board for approval at the April meeting.

Planning for the 2013 Champions4Children Walk is continuing. Mr. Williams reminded the Board that we are partnering the C4C Walk with the *Human Kinetics Not Your Average Joe 5K/5 Miler* (formerly known as the Twin Cities Twosome). The event will be held on Saturday, May 11th at Crystal Lake Park. So far, American Legion Post #71 in Urbana, the Urbana FOP, Fetch! Pet Care and the Pavilion have agreed to sponsor the CAC at the Gold Level (\$500) and Reynolds Towing Service is a Bronze Level (\$100) sponsor. Those sponsorship dollars will be returned to the CAC by Human Kinetics. Mr. Williams sent an e-mail blast about the event last week. He encouraged Board members to sign up to participate and to encourage their staff members to do so as well.

Each of the Board members was provided with a Summary of CAC Activity for the month of February. During February, 14 children were interviewed at the CAC, which included 12 children who were accepted for case management services and 2 children for whom the CAC did not provide follow-up services.

Thus far during the month of March, 19 children have been interviewed at the CAC, which includes 12 children accepted for case management services, 3 children for whom the CAC did not provide follow-up services, and 4 non-victim siblings.

Communications

Mr. Williams stated that he had not received any communications on behalf of the Board.

Old Business

Ms. Rietz initiated a discussion on replacing Mr. Williams, who will be leaving the CAC in April for a position with the Court Services Department. The discussion centered on three possible approaches:

- Hiring an Executive Director to replace Mr. Williams
- Merging or otherwise joining the CAC with Court Appointed Special Advocates (CASA)
- Hiring an Executive Director who also conducts forensic interviews

Ms. Rietz and Mr. Williams both noted that there are several joint CAC/CASA programs around the state and those programs might serve as models for Champaign County. In response to a question from Lt. Seraphin, Mr. Williams stated he believes that the Champaign County CAC is too large and the administrative responsibilities of the

Executive Director are too great to allow the Executive Director to conduct forensic interviews.

Further discussion ensued. Ms. Rietz stated that the search committee comprised of herself, Dr. Buetow, Ms. Atwood and Lt. Seraphin would be meeting later today and she invited interested Board members to join them.

New Business

None.

Announcements

Mr. Williams announced that the next meeting of the CAC Governing Board is scheduled for 9:00 a.m. on Thursday, April 25, 2013.

Adjournment

There being no further business, the meeting was adjourned at 9:40 a.m.

Respectfully submitted,

Michael B. Williams
Executive Director