

***Board Meeting Minutes-Regular Session  
January 24, 2019***

**Board Members Present:** Dr. Kathleen Buetow, Mike Williams, Tamela Atwood, Barb Daly, Carol Colburn, Rich Surles, Curt Apperson, Mike Campbell, Tom Geis, Julia Rietz, Justin Bouse  
**Absent:** Nate Rath, Andrew Killian, Mike Metzler  
**Staff Present:** Kari May, Executive Director

**Welcome & Introductions:** Buetow opened the meeting at 9:00 am.

**Same day additions to the Agenda:** None

**Public Participation:** none

**Approval of Minutes:** Williams moved, Surles seconded, that the board approve the minutes for September 27, 2018. Motion carried unanimously.

**Financial Report:** May presented the financial report which included a draft FY20 grant year budget.

**Director's Report:** May presented the Director's report.

**Old Business:**

- Protocol Signatures – not discussed. Agenda item completed prior to Board Meeting.

**New Business:**

- Election of Officers: Apperson made a motion to re-elect Julia Rietz as Board Chair and Dr. Kathleen Buetow as Secretary. Surles seconded, motion carried unanimously.
- The 2019 Board Meeting calendar and MDT peer review and case review calendar were approved as presented. May noted that the monthly peer review meetings have been moved to 10:00 am.
- Board members reviewed the current list of members and no changes necessary.
- Geis moved and Buetow seconded that the Board approve the proposed modifications to the Constitution and Bylaws. Motion carried unanimously.
- Buetow moved and Schrepfer Colburn seconded that the board approve the proposed new conflict of interest form and updated confidentiality statement. Motion carried

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unanimously. May noted that the forms will be signed annually at the November annual Board Meeting.

- Forensic Interview Recorded Discs – Board discussed current practice of CAC making 3 copies for law enforcement then the upload of the forensic interview onto the county U drive for the state's attorneys office. The CAC will continue to make 3 copies of the recorded interview and upload the forensic interview onto the U drive unless notified that the process needs to change per the different law enforcement entities.

**Announcements:**

- Next Board meeting will be held on March 28, 2019. Joan Dixon will be in attendance to present the CAC with the check for the community commitment grant from the Community Foundation of East Central Illinois.

**Adjournment:** At 10:06 am Bouse moved, Apperson seconded, that the meeting be adjourned. Motion carried unanimously.

Respectfully Submitted,  
Kari May, Executive Director

Approved by the Board of Directors on March 28, 2019.