

CHAMPAIGN COUNTY BOARD COMMITTEE AGENDA

JUSTICE & SOCIAL SERVICES COMMITTEE

Brookens Administrative Center, Lyle Shields Meeting Room
1776 E. Washington, Urbana
Monday, October 2 – 7:00 p.m.

CHAIR: Jan Anderson

MEMBERS: Carter, Greenwalt, Hogue, Hunt, James, Putman, Sapp, Tapley

<u>ITEM</u>	<u>PAGE NO.</u>
I. <u>CALL TO ORDER</u>	
II. <u>ROLL CALL</u>	
III. <u>APPROVAL OF AGENDA/ADDENDUM</u>	
IV. <u>APPROVAL OF MINUTES</u> – September 6, 2006	1-6
V. <u>PUBLIC PARTICIPATION</u>	
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b. Circuit Clerk – August 2006	
c. Court Services – August 2006	
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a. Approval of Intergovernmental Agreement for Animal Impoundment Services with the Village of Pesotum	7-11
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VIII. <u>CHILDREN'S ADVOCACY CENTER</u>	
a. Request Approval, and if Awarded Acceptance, of National Children's Alliance Program Support Grant	14-30
IX. <u>HEAD START</u>	
a. Monthly Report	31-35
X. <u>NURSING HOME</u>	
a. Monthly Report	36-37
b. Recommendation and Request for Special County Board Meeting on October 11, 2006 for Presentation by Consulting Firms to Provide Operational Audit of Champaign County Nursing Home	
1. Proposed Evaluation Criteria for Selection of Top Ranked Firm for Operational Audit Services	

- c. Recommend to the County Board Approval of Contract with Top Ranked Firm (Based on October 11, 2006 meeting) for Operational Audit of the Champaign County Nursing Home

XI. JUVENILE DELINQUENCY GRANTS

- a. Status Report from Peter Tracy (*To be distributed*)
- b. Disproportionate Minority Confinement for Youth Summary by Marilyn Garmon-Starks

XII. CHAIR'S REPORT

XIII. OTHER BUSINESS

- a. Closed session pursuant to 5 ILCS 120/2 (c) 1 to consider the employment, compensation, discipline, performance, or dismissal of employees

XIV. DESIGNATION OF ITEMS TO BE PLACED ON COUNTY BOARD CONSENT AGENDA

XV. ADJOURNMENT

CHAMPAIGN COUNTY BOARD
COMMITTEE MINUTES

JUSTICE & SOCIAL SERVICES COMMITTEE

Wednesday, September 6, 2006

Lyle Shields Meeting Room, Brookens Administrative Center
1776 E. Washington St., Urbana

5:30 p.m.

MEMBERS PRESENT: Anderson (Chair), Greenwalt, Hogue, Hunt, James, Putman, Tapley

MEMBERS ABSENT: Carter, Sapp

OTHERS PRESENT: Tim Breen (IT Department), Andrew Buffenbarger (Nursing Home Administrator), Deb Busey (County Administrator of Finance & HR Management), Linda Frank (Circuit Clerk), Denny Inman (County Administrator of Facilities), Stephanie Joos (Animal Control Director), Susan McGrath (Senior Assistant State's Attorney), Duane Northrup (Coroner), Peter Tracy (Director of Mental Health), Captain Jim Young (Sheriff's Office), Marilyn Garmon (C-U Area Project)

CALL TO ORDER

Anderson called the meeting to order at 5:32 p.m.

ROLL CALL

The Recording Secretary called the roll. Anderson, Greenwalt, Hogue, Hunt, James, Putman, and Tapley were present at the time of the roll call. Anderson declared a quorum and proceeded with the meeting.

APPROVAL OF AGENDA/ADDENDUM

MOTION by Tapley to approve the agenda and addendum; seconded by James.

Anderson requested to move the Coroner's item to directly after the monthly reports because Northrup was needed elsewhere. The committee agreed.

Motion carried.

APPROVAL OF MINUTES

MOTION by Hunt to approve the minutes of August 7, 2006; seconded by Greenwalt. **Motion carried.**

PUBLIC PARTICIPATION

There was no public participation.

MONTHLY REPORTS

MOTION by James to receive and place on file the Animal Control July 2006 report, Children's Advocacy Center February 23, 2006 & June 22, 2006 minutes, Circuit Clerk July 2006 report, Court Services/Probation July 2006 report, Emergency Management Agency August 2006 report, and the Public Defender July 2006 report; seconded by Hogue. **Motion carried.**

SHERIFF

Approval of Securus Contract

MOTION by James to approve the Securus Contract; seconded by Hogue

Captain Young was present to answer any questions. James asked who was identified as the provider. McGrath explained Securus is identified as the provider and would pay the related fees. Captain Young answered the committee's questions about service. He confirmed the Sheriff's Office was pleased with Securus's maintenance record.

Motion carried.

HEAD START

Monthly Report

MOTION by Putman to receive and place on file the Head Start August report; seconded by Hogue. **Motion carried.**

NURSING HOME

Monthly Report

MOTION by James to receive and place on file the Nursing Home August monthly report; seconded by Hunt.

Tapley asked about the Medicaid audit. Buffenbarger explained if the audit discovered the State of Illinois owes Champaign County money, the auditor cannot tell the County. Buffenbarger has been informed that it is the auditor's opinion that the Nursing Home owes the state \$50,000. The Nursing Home is in the appeal process over this amount.

Motion carried.

Discussion of Possible Management Consulting Firm Presentation

Buffenbarger introduced the idea of Champaign County hiring a private management firm to determine if there are ways for the Nursing Home to maximize revenue and diminish expenses to achieve a balanced budget. Buffenbarger can obtain information on services and the costs from different firms. He has contacted other county nursing homes who have used the services of management firms and have been satisfied with the service. The management firm would identify problems so Champaign County could take care of them. James asked if the Nursing Home's budget could afford to hire a management firm. Buffenbarger said no, he would have to lean on the County to pay for the service. James would prefer this idea be deferred until the Nursing Home has the money for it and has resolved some of the current labor and facility problems. Buffenbarger said he had no passion either way on the issue; he wanted to offer it as an option to the County Board. Putman said the Democrat Caucus has been positive about having someone outside of Champaign County government take a look at the Nursing Home. Tapley said he has full confidence in Buffenbarger's ability to manage the Nursing

Home and noted he has had many good ideas. Tapley will accept Buffenbarger's opinion if he thinks hiring a firm would be beneficial. Buffenbarger said he is willing to gather more information, but he wanted to know if the committee was interested in this approach before proceeding. He said a company could make a presentation to the Justice & Social Service Committee free of charge. The committee agreed Buffenbarger should gather more information and bring it to the next committee meeting.

ANIMAL CONTROL

Approval of Intergovernmental Agreement for Animal Impoundment Services with the Village of Sidney and Intergovernmental Agreement for Animal Control Services with the Village of Sidney

MOTION by Putman to approve the Intergovernmental Agreement for Animal Impoundment Services with the Village of Sidney and the Intergovernmental Agreement for Animal Control Services with the Village of Sidney; seconded by Greenwalt. **Motion carried.**

Request Acceptance of PetSmart Charities Grant and Approval of Grant Contract Agreement

MOTION by Putman to accept the PetSmart Charities Grant and approve the Grant Contract Agreement; seconded by James.

Putman congratulated Joos on being awarded the grant and thanked her for submitting the application.

Motion carried.

Overview of Animal Control Department Budget

Joos presented the Animal Control budget for the first full fiscal year in the new Animal Services Facility. Joos thanked Busey for her help with the budget and was willing to answer any questions.

Greenwalt asked why Joos projected the IMRF Employer costs to jump so much. Busey said the Animal Control Department has some obligation with regard to ERI and this debt is now built into the IMRF line item. Anderson asked if the fees the cities are paying are enough to cover the actual costs of providing animal control services to those areas. Joos said they are currently assessing the true cost of impounding an animal per day. She has come to realize the costs are more than what the County is charging the cities and villages. Those contracts were based on a two-year commitment, so the agreements with the City of Urbana and City of Champaign will not expire until July 2007. The other sixteen villages that have agreements with Animal Control will not expire until 2008. The cost to the Cities of Urbana and Champaign will be re-evaluated next year.

James asked about the utilities costs. Joos stated cost of gas and power to maintain the new Animal Services Facility was grossly underestimated because the building had not been operated for that type of facility. James asked if Joos had all the necessary equipment and if County maintenance workers were taking care of the building. She answered yes to both questions. Greenwalt asked if there is a monthly subscription fee with the mobile data computers. Joos said the fee was \$96 per month, plus a \$1,000 annual fee. She said this will bring efficiency to the Animal Control Officers' ability to communicate. They are currently using cell phones that do not work in all locations. The committee thanked Joos for her report.

Discussion Regarding Animal Adoption at the Animal Services Facility

Joos said the County Board previously determined that the Animal Control Department would not be an animal adoption facility. Instead, Animal Control transfers animals for adoption primarily to the Humane Society. There have been some problems with transferring animals, especially cats. There is an influx of cats in the spring and summer. The Humane Society is not accepting any cats transferred from Animal Control. Joos

does transfer animals to a rescue group in Indiana. The rescue group has taken almost 230 cats from Animal Control since January. Animal Control is faced with euthanizing healthy, adoptable animals. Joos proposed having a backup plan for the County to develop an adoption program. She would like to be able to give a pet to someone who comes to Animal Control requesting one. She would not stop transferring animals to the Humane Society or to other rescue groups. This plan would be a backup for when the Humane Society or rescue groups cannot take any animals. Joos wanted a thirty-day period to make the attempt to find someone to adopt the animals. After the thirty-day period, Joos would contact the Humane Society or rescue groups to see if they could take the animals. If they could not, the animals would be euthanized.

Hogue exited the meeting at 6:23 p.m.

Joos said she would use a behavior test to see if an animal was adoptable. An adoption program would require the County to pay for the costs to alter, microchip, vaccinate, and register each animal. Citizens interested in adopting an animal would fill out an application that would be reviewed by an Animal Control staff member. Joos said they could post adoptable pet information on their website and through PetSmart and PetCo.

James said the County would have a difficult time finding people to adopt the animals because the Humane Society has the same problem. He felt this program would mean more staff time and more expense. He thinks it is an honorable idea, but does not see how it would benefit the County in its current financial condition. This would put the County in competition with the Humane Society. Joos said an adoption program would open a few doors to participate in a free food program and apply for more grants. Currently, Animal Control is considered a high kill facility because it does not have an adoption program.

Hogue re-entered the meeting at 6:28 p.m.

Joos said she understood financial concerns, but she is also concerned with the number of animals the department has to euthanize. James said he sympathizes, but thinks an adoption program will result in animals being euthanized or returning to the facility at a later date.

McGrath said the Humane Society is concerned with their ability to place animals in an adopted home. She hoped any adoption program would be done in coordination, not in competition, with the Humane Society. Busey said this item was before the committee to determine if it was something they were willing to discuss. The Humane Society wanted to see what a County adoption plan would look like so their board could review it.

Greenwalt said she would not say no, but she is not ready to say yes. She wondered what the County could do better than what the rescue groups already do. It would be a tremendous expense to keep animals for an extra thirty days when it is doubtful they would find a home. She supported Joos talking to the Humane Society about options.

The committee agreed to have Joos explore options regarding adoption plan and present more information at a later meeting.

CORONER

2005 Annual Report

Northrup said the 2005 annual report was delayed due to inquest cases. He reported there were 1,510 deaths in Champaign County in 2005. This is 35 fewer deaths than in 2004. The suicide rate appears to have dropped significantly. Northrup thinks this statistic is due to the high number of suicides in the prior year. The trauma related deaths decreased by 5%. His report contains statistics on the number of autopsies and inquests. Northrup was willing to answer any questions.

MOTION by Tapley to receive and place on file the Coroner's 2005 annual report; seconded by Putman. **Motion carried.**

JUVENILE DELINQUENCY GRANTS

Status Report from Peter Tracy

Tracy distributed his report to the committee. Tracy spoke about meeting with the Champaign County Chiefs to get their opinions. His department has also met with consultants about implementing a system of care.

MOTION by Hogue to receive and place on file Tracy's status report; seconded by Tapley. **Motion carried.**

Delinquency Prevention Specialist Final Report 2005-2006

Garmon gave the statistics on the agencies who submitted their monthly reports in a timely manner; her report included a monthly report tally. She was willing to answer any questions.

Putman asked about the Restoration Urban Ministries program. Garmon said this agency routinely submitted late reports all year. She explained it is difficult to contact Restoration Urban Ministries because there is not a real phone number for the Back on Track program. Restoration Urban Ministries did not apply for grant funding in FY2007. Garmon answered the committee's other questions about her report.

CHAIR'S REPORT

There was no Chair's report.

OTHER BUSINESS

Semi-Annual Review of Closed Session Minutes

McGrath stated she reviewed the closed session minutes and recommended that all remain closed because they are related to personnel and litigation issues.

MOTION by Putman for all closed session minutes to remain closed; seconded by James. **Motion carried.**

ADDENDUM

Recommendation for the award of Bid 06-15 for the production of color-coded file folders

MOTION by Greenwalt to approve the award of Bid 06-15 for the production of color-coded file folders in the Circuit Clerk's Office to Byers Printing; seconded by Hogue.

Frank reported she only received one bid for the production of file folders. The bid was from Byers Printing at the same price as two years ago, which pleased Frank. Putman asked if it was customary to receive only one bid. Frank said sometimes she has received two bids and that Byers Printing has done an excellent job in the past. Putman asked what was unique about the file folders that made them cost \$1.16 apiece. Frank said she orders color-coded numbers for the case numbers and years, the folders also have echo fasteners.

Motion carried.

DESIGNATION OF ITEMS TO BE PLACED ON COUNTY BOARD CONSENT AGENDA

The Chair designated agenda items VII A, X A-C, and XIV B from the addendum for the consent agenda.

ADJOURNMENT

Meeting adjourned at 6:52 p.m.

Respectfully submitted,

Kat Bork
Recording Secretary

Secy's note: The minutes reflect the order of the agenda and may not necessarily reflect the order of business conducted at the meeting.

**AN INTERGOVERNMENTAL AGREEMENT
FOR ANIMAL IMPOUNDMENT SERVICES
(Village of Pesotum – County of Champaign)**

THIS AGREEMENT is made and entered by and between the Village of Pesotum, an Illinois Municipal Corporation, (hereinafter referred to as "Village") and the County of Champaign, (hereinafter referred to as "County").

WHEREAS, Section 10 of Article VII of the Illinois Constitution of 1970 and the Illinois Intergovernmental Cooperation Act, 5 ILCS 220/1 et seq. enables the parties to enter into agreements among themselves and provide authority for intergovernmental cooperation; and

WHEREAS, the County proposes to provide an Animal Service Facility primarily for the impounding of animals for the use of local law enforcement agencies; and

WHEREAS, this Agreement is in the best interests of the Village and the County.

Also, for the purposes of this agreement, veterinary services shall be defined as rabies inoculations, health evaluations, the treatment of minor curable diseases, spaying/neutering, and euthanasia. Also, for the purposes of this agreement the term animal(s) shall be defined as dogs, cats, rabbits, small rodents, ferrets, and small reptiles. The term animal(s) does not include livestock, exotic animals, or any animal considered to be a "dangerous animal" under the Illinois Dangerous Animals Act, 720 ILCS 585/0.1 et seq., or any other federal or state law or regulation.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the parties agree as follows:

1. **County to Provide Facilities and Services.** The County shall maintain and operate an animal services facility for the impoundment of animals that are seized by the Village pursuant to Village Ordinances. The County shall provide all services necessary for the impoundment, care, transfer, and euthanasia of all animals delivered by the Village or citizens residing within the Village limits. The County will be solely responsible for the hiring and payment of facility personnel and veterinary services. The County is required to provide the services and other obligations in this agreement starting on the date its animal services facility opens or the date this agreement

becomes effective, whichever date is later.

2. **Compliance With Laws; Inspections.** The County shall operate the facility in a humane and sanitary manner and in compliance with all applicable state and local laws, ordinances and regulations. The Chief of Police or his designee shall be entitled to inspect and examine the premises and to examine the records kept of impounded animals received from the Village to ensure compliance with this Agreement during normal business hours. Nothing contained herein shall make the Village responsible for the manner of operation or maintenance of the facilities.
3. **Hours of Operation; Access.** The facility shall be open to the public no less than 8 hours per day, Monday through Friday, excluding County holidays. The facility shall be open to the public no less than 3 hours per day on Saturday and Sunday, excluding County holidays. The County shall set the exact hours of service. Village personnel shall have access to the facilities for the purpose of delivering impounded animals at all times. The County shall provide necessary keys, access cards and/or codes to the Village for such purposes. The Village shall be responsible for securing animals delivered and securing the facilities upon departure in the event no County staff is available.
4. **Equipment.** The County shall provide adequate facilities to house the animals delivered to it in a safe and sanitary manner. The County shall endeavor to maintain a minimum of one run or cage for the proper housing and exercise of animals. The County shall maintain separate cages for animals of different species. The County shall have sufficient space to house the normal and customary number of animals that the Village generally needs held for animal control purposes. The Village must give advance notice to the County's Animal Control Director of any extraordinary event that would result in a large influx of animals, such as the arrest of an animal hoarder. The County will attempt to provide housing in such an extraordinary event but is unable to guarantee that housing will be provided to all animals in such a circumstance. If the County is unable to provide housing in such an extraordinary event, then the Village must find housing for any animals for which the County is unable to provide housing at the Village's expense. The County will notify the Village as soon as possible in the event it does not have the capacity to house and maintain animals

pursuant to this Agreement.

5. **Notice of Delivery and Special Directions.** The Village shall notify the County as soon as practical of its intent to deliver animals to the facility for impound. The Village shall provide information concerning the nature of the impoundment and indicate any special directions it believes may be necessary for the proper handling, care and treatment of the animals. The County shall keep animals impounded for bite quarantine or that are infected with a contagious disease in isolation from all other animals as required by law or in the exercise of sound veterinary practices.

6. **Hold Orders; Orders of Destruction.** In the event a hold order is issued by the Village or a court of competent jurisdiction, the County shall hold the animal and shall not make it available for redemption, adoption or euthanasia without written consent of the Village or Court issuing the hold order. In the event an Order of Destruction is issued, the County shall humanely euthanize the subject animal(s) pursuant to the Order.

7. **Transfer of Ownership.** Animals delivered to the facility shall become the property of the County after one of the following events occurs: after the expiration of any applicable redemption period; upon execution of an owner-relinquishment form of the animal's owner(s); after issuance of an order or other release authorizing the County to take ownership of the animal. The County is thereafter authorized to sell, adopt out, convey, euthanize or otherwise dispose of the animal in whatever manner it deems appropriate. The County accepts sole responsibility for its discretionary decision.

8. **Fees.** The County is authorized to collect such fees and fines as authorized by the Champaign County Board and is authorized to collect fees and fines as stated in the Village's Code. All fines and fees collected on behalf of the Village shall be remitted monthly, to be received no later than the 15th day of each month.

9. **Payment.** The Village shall pay boarding costs for animals impounded for the Village of Pesotum. The cost of each animal impounded is \$10.00 per day of impoundment for each

animal. The Village shall pay the County through the Department monthly on the 15th day of each month.

10. **Records.** The County shall keep and maintain all required records in compliance with the Ordinances of the Village and the Statutes of the State of Illinois, which shall include but not be limited to complete financial records covering fees, fines and other charges as well as records of the type and number of animals impounded. The County shall provide a monthly report of the number of animals received and the final dispositions of the animals. The Village shall provide information concerning the status of pending cases upon request.

11. **Computer Records.** The parties shall endeavor to design/evaluate, procure, implement and maintain a computer records management program. Necessary data shall include: the number of animals housed and/or received on behalf of the Village of Pesotum, boarding dates, date of final disposition, type of disposition and any fees associated therewith. Such pertinent data shall be made part of the basis in determining costs associated with the impoundment services provided by the County.

12. **Duration; Termination.** This agreement shall be effective on January 1, 2006, or the date that the last party to this agreement signs it, whichever date is later, and shall be effective until June 30, 2008. As of April 1, 2007, either party may terminate this contract by notifying the other party in writing at least ninety (90) days before termination is to become effective. The County shall provide notice to the Village of its costs based upon its records on March 1, 2007 and annually thereafter. The County shall set the Village's payment amount as of June 30, 2007 based upon the costs attributable to the Village and shall adjust that rate annually thereafter. The written notice shall be sent first class mail, return receipt requested to:

Village President
Village of Pesotum
P.O. Box 200
Pesotum, Illinois 61863

Champaign County Administrator
1776 East Washington Street
Urbana, Illinois 61801

And

Champaign County Sheriff
204 E. Main St.
Urbana, Illinois 61801

13. **Amendments.** This Agreement may be amended only by writing signed by both parties.
14. **Survival of Provisions.** Any terms of this Agreement that by their nature extend after the end of the Agreement, whether by way of expiration or termination, will remain in effect until fulfilled.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed on the date and year indicated herein.

VILLAGE OF PESOTUM
An Illinois Municipal Corporation

CHAMPAIGN COUNTY

By: _____

By: _____

Date: _____

Date: _____

ATTEST: _____

ATTEST: _____

APPROVED AS TO FORM:

APPROVED AS TO FORM:

Village Attorney

State's Attorney's Office

CB 2005-_____

**INTERGOVERNMENTAL AGREEMENT
FOR ANIMAL CONTROL SERVICES**

THIS AGREEMENT is entered into by the County of Champaign (hereinafter "County") and the Village of Pesotum (hereinafter "Village") for animal control services.

WHEREAS, Section 10 of Article VII of the Illinois Constitution of 1970 and the Illinois Intergovernmental Cooperation Act, 5 ILCS 220/1 *et seq.*, enables the parties to enter into agreements among themselves and provides authority for intergovernmental cooperation; and

WHEREAS, there is a need to respond to requests for animal control services within the Village; and

WHEREAS, there is a need to remove stray dogs and other animals subject to impoundment from within the Village upon the request of the Village;

WHEREAS, the County has the ability to provide such services through the Champaign County Animal Control Department (hereinafter "Department");

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the parties agree as follows:

1. The County agrees to provide to the Village animal control services in accordance with Village ordinances through the Department.
2. The Department will respond to requests for animal control services from the authorized Village employees and citizens residing within Village limits. However, upon the Department receiving more than two calls from any one Village citizen in a 30-day time-period, that citizen's calls will thereafter be routed through the Village President before a response is undertaken, pursuant to this Agreement, by the County. The length of time that citizen's calls must remain re-directed will be at the discretion of the Village President.
3. For services provided by the Department for the first year of this Agreement, the Village agrees to pay the County \$26.20 per hour of service, with a minimum of one hour per call. The Village shall pay the County through the Department monthly on the 15th day of each month.
4. Owned animals will be held for no longer than a period of seven days, unless otherwise directed by the Village or directed by a court order.
5. The Department agrees to provide yearly reports to the Village breaking down the number of calls responded to and number of boarding days for impounded animals on the request of the Village President. The County shall adjust the fee paid by the Village annually prior to the annual renewal date based upon the costs incurred by the County in providing animal control services to the Village.
6. This agreement shall continue in effect from year to year unless terminated by either party giving written notice to the other at least thirty days prior to the annual renewal date, which shall occur annually on the anniversary of the effective date of this agreement.

7. This agreement shall become effective on the date that the last party to this agreement signs it.
8. This Agreement may be amended only by a written document signed by both parties.
9. Any terms of this Agreement that by their nature extend after the end of the Agreement, whether by way of expiration or termination, will remain in effect until fulfilled.
10. Any written notice that is required between the parties shall be sent through first class mail, return receipt requested to:

Village President
 Village of Pesotum
 P.O. Box 200
 Pesotum, Illinois 61863

Champaign County Administrator
 1776 East Washington Street
 Urbana, Illinois 61801

And

Champaign County Sheriff
 204 E. Main St.
 Urbana, Illinois 61801

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed on the date and year indicated herein.

VILLAGE OF PESOTUM
 An Illinois Municipal Corporation

CHAMPAIGN COUNTY

By: _____

By: _____

Date: _____

Date: _____

ATTEST: _____

ATTEST: _____

APPROVED AS TO FORM:

APPROVED AS TO FORM:

 Village Attorney

 State's Attorney's Office



September 18, 2006

Ms. Jan Anderson, Chair
Justice & Social Services Committee
Champaign County Board Office
Brookens Administrative Center
1776 E. Washington Street
Urbana, IL 61802

RE: Renewal of National Children's Alliance Program Support Grant

Dear Ms. Anderson and Committee Members:

Enclosed for the Committee's consideration is a copy of our application for continued grant funding from the National Children's Alliance. The deadline for submission of this application is October 6, 2006, and the funds will be awarded for the 12-month period beginning January 1, 2007. It is anticipated that this application will be approved by the CAC Governing Board at its meeting on September 28, 2006.

As a fully accredited member of the National Children's Alliance, the Champaign County Children's Advocacy Center is eligible for an annual Program Support Grant in the amount of \$10,000. The Center received similar Program Support Grants from the National Children's Alliance in each of the last three years. Funding from the National Children's Alliance in 2007 will be used to pay a portion of the salaries of the CAC Executive Director and the CAC Case Manager. Please note that there is no match requirement for this grant and that acceptance of the grant requires no financial contribution by Champaign County. Because receipt of this grant was anticipated during the budget process, it was included in the FY 2007 County budget. Consequently, a budget amendment will not be necessary.

Also enclosed is the Champaign County Application Form For Grant Consideration, Acceptance, Renewal/Extension, together with the required Financial Impact Statement.

Accredited Member



NATIONAL
CHILDREN'S

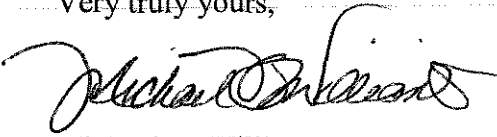
Champaign County Children's Advocacy Center
1601 East Main Street • Urbana, IL 61802 • Phone: 217.384.1266 • Fax: 217.344.1214

Ms. Jan Anderson
September 18, 2006
Page Two

On behalf of the Children's Advocacy Center, I am hereby requesting that the Committee approve the acceptance of this grant and forward its recommendation for acceptance to the full County Board. I will, of course, advise the Grant Executive Committee upon receiving notification of the actual awarding of the grant.

Thank you for your time and consideration and I encourage you to contact me at 384-1266 if you have any questions or concerns regarding the enclosed application.

Very truly yours,

A handwritten signature in black ink, appearing to read "Michael B. Williams". The signature is fluid and cursive, with a large initial "M" and "W".

Michael B. Williams
Executive Director

Enclosures

**CHAMPAIGN COUNTY
APPLICATION FORM FOR
GRANT CONSIDERATION, ACCEPTANCE, RENEWAL/EXTENSION**

Department: Children's Advocacy Center

Grant Funding Agency: National Children's Alliance

Amount of Grant: \$10,000

Begin/End Dates for Grant Period: January 1, 2007 - December 31, 2007

Additional Staffing to be Provided by Grant: None

Application Deadline: October 6, 2006

Parent Committee Approval of Application: _____

Is this a new grant, or renewal or extension of an existing grant? Renewal

If renewal of existing grant, date grant was first obtained: January 1, 2004

Will the implementation of this grant have an effect of increased work loads for other departments? (i.e. increased caseloads, filings, etc.) _____ yes no

If yes, please summarize the anticipated impact: _____

Does the implementation of this grant require additional office space for your department that is not provided by the grant? _____ yes no

If yes, please summarize the anticipated space need: _____

Please check the following condition which applies to this grant application:

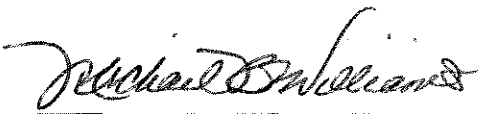
The activity or service provided can be terminated in the event the grant revenues are discontinued.

_____ The activity should, or could be, assumed by County (or specific fund) general and recurring operating funds. Departments are encouraged to seek additional sources or revenue to support the services prior to expiration of grant funding.

This Grant Application Form must be accompanied by a Financial Impact Statement. (See back of form)

All staff positions supported by these grant funds will exist only for the term award of grant, unless specific action is taken by the County Board to extend the position.

DATE: September 15, 2006

SIGNED: 
Department Head

Notice of Award of Grant Received on

Approved by Parent Committee: _____

Approved by County Board: _____

Approved by Grant Executive Committee: _____

COUNTY OF CHAMPAIGN

FINANCIAL IMPACT STATEMENT

Resolution/Ordinance _____
(circle one)

Current Year Annual Expenditure Estimate:

Number of Positions 2 (Partial) Personnel \$ 10,000

Commodities: \$ 0

Contractual: \$ 0

Capital: \$ 0

Long Term Expenditure Estimate: \$10,000 per annum

Current Year Annual Revenue Estimate: \$10,000

Long Term Revenue Estimate: \$10,000 per annum

Parent Committee Approval/Recommendation to County Board

Justice & Social Services Committee

Name of Parent Committee

Date

Agency Name

Please check here to certify you have read the instructions.

Please check here to certify you have read the instructions.

Name of Agency:

Champaign County Children's Advocacy Center

Address

Street Address:

1601 E. Main Street

City:

Urbana

State:

Illinois

Zip:

61802

Primary Contact

First Name:

Michael

Middle Name:

B.

Last Name:

Williams

Title:

Executive Director

Telephone

Telephone:

217-384-1266

Fax:

217-344-1214

Email

Email:

mwilliams@co.champaign.il.us

Website:

www.co.champaign.il.us/cac

Organization Type

Membership Status:

Accredited or accreditation eligible

Membership Date:

02/02/2003

Grant Type

Please check the type of grant you are applying for

Program Support

Tax Status

Umbrella Organizations Name:

Champaign County

Umbrella Organizations Tax I.D. Number:

37-6006910

Organizational Structure

Please select the choice that best describes your program.

Umbrella Organization

Public-other (please describe)

Umbrella Organization (please describe)

Champaign County (Government)

Request

INDICATE GRANT AMOUNT REQUESTED

10000

Total Program Budget

Total Annual Program Budget:

214565

Background

Please indicate a brief statement describing how and why your program started. Include initial meeting date or important events that helped spearhead your program (limited to 150 words or

In 1999, the Champaign County Child Advocacy Advisory Board undertook the task of establishing a Children's Advocacy Center. The purpose of the Center would be to aid in the education and prevention of child abuse, to provide compassionate and sensitive support

less).

to child victims, and to enhance the effectiveness of the investigation and prosecution of child sexual and serious physical abuse cases. In March 2000, the Governing Board of the CAC hired the Center's first Executive Director and formal interviews of child victims began in August 2000. In December 2000, renovations began on a building that was to become the new site for the Center. Until the site became available, the CAC was temporarily housed in the Champaign County Courthouse. Renovations were completed in August 2001 and the Center moved to its present location later that month. The Protocol for the Center was formally ratified in July 2001.

PROGRAM NARRATIVE

The Champaign County Children's Advocacy Center (CAC) proposes to use the proceeds of its 2007 NCA Full Member Program Support Grant to pay a portion of the salaries of the CAC Executive Director and the CAC Case Manager.

As noted in the Grant Application Budget Narrative, the Executive Director's 2007 annual salary is projected at \$47,326.95. The Executive Director's salary is based on a projected hourly rate of \$24.10 for the period January 1 through November 30, 2007 (240 days x 7.5 hours per day x \$24.10 = \$43,380.00), and \$25.06 per hour for the period December 1 through December 31, 2007 (21 days x 7.5 hours per day x \$25.06 = \$3,946.95). The Executive Director's normal workweek is 37.5 hours. The remainder of the Executive Director's salary will continue to be funded through grants from the Illinois Attorney General and the Champaign County Mental Health Board.

The CAC Case Manager's 2007 annual salary is projected at \$32,343.98. The Case Manager's salary is based on a projected hourly rate of \$16.47 for the period January 1 through November 30, 2007 (240 days x 7.5 hours per day x \$16.47 = \$29,646.00), and \$17.13 per hour for the period December 1 through December 31, 2007 (21 days x 7.5 hours per day x \$17.13 = \$2,697.98). The Case Manager's normal workweek is 37.5 hours. The remainder of the Case Manager's salary will continue to be funded through a contract with the Illinois Department of Children and Family Services.

From its facilities at 1601 E. Main Street in Urbana, the Champaign County Children's Advocacy Center provides a safe, agency-neutral, child friendly space with assigned personnel designated for the investigation and coordination of services for child victims of sexual assault and serious physical abuse. These services are designed to facilitate joint investigations, reduce

the trauma of repeated victim interviews, and initiate victim and family healing. Under the direction of the CAC Governing Board, the Executive Director and Case Manager oversee the daily operations of the Children's Advocacy Center. As Executive Director, Mike Williams directs the administrative functions of the Children's Advocacy Center to ensure the provision of a coordinated, timely, comprehensive, and multidisciplinary response to allegations of child sexual assault and serious physical abuse. Case Manager Elaine Carter works through and with local investigative and service provision agencies to coordinate and facilitate investigations, provides comprehensive case management services to children referred to the Center and their non-offending family members, makes medical and treatment referrals, and provides support for child victims and their families throughout consequent legal proceedings. For a more complete description of the services provided by the Children's Advocacy Center, please see the Program Narrative submitted with our 2004 NCA Program Support Grant Application.

Obviously, the work of the Children's Advocacy Center could not continue without adequate staffing. In its first full year of operation (2001), a total of 34 child victims of sexual abuse were referred to the CAC. For most of that year, the former Executive Director was attempting to juggle both administrative and case management responsibilities, while at the same time working to establish a permanent facility for the CAC. A full-time Case Manager was hired in September 2001, the same month in which the CAC relocated to its present facility.

The total number of unduplicated children interviewed at the Center increased to 199 during 2002 and 257 during 2003. In calendar years 2004 and 2005, 232 and 191 unduplicated children, respectively, were interviewed at the Champaign County Children's Advocacy Center. The declines experienced during 2004 and 2005 are not seen as statistically significant, and are most likely a "leveling off" of the dramatic increases we experienced in 2002 (500%) and 2003 (29%).

Thus far this calendar year (through August 31, 2006), a total of 154 children have been interviewed at the Center. That number includes 111 new children for whom the CAC has provided/is providing case management services, 2 children for whom the Center did not provide case management services, 27 non-victim siblings and witnesses, and 2 alleged juvenile offenders. In addition, the Children's Advocacy Center has made its child-friendly facilities available to CPS and law enforcement investigators from neighboring Ford and Vermilion counties, which at this time are unserved by a Children's Advocacy Center. A total of 11 children from Ford and Vermilion counties have been interviewed at the Champaign County CAC thus far this year. Also, one child was interviewed at the Champaign County CAC for a case originating in Beardstown (Cass County), Illinois. As of August 31, 2006, a total of 132 children representing 124 families were receiving services from the Children's Advocacy Center, which is up significantly (48%) from the number of children and families who were receiving services at the same time one year earlier (89 and 82, respectively).

While increased usage of the Center can be attributed to a number of factors, the fact that users of the Center can count on the almost immediate availability of the Case Manager and/or the Executive Director to facilitate interviews at the Center and the assurance that clients will receive appropriate follow-up services is crucial to the continued support of the CAC by its partners on the Multidisciplinary Team and in the community. Anecdotal information gathered through periodic surveys of CAC clients and Team members indicates a continuing high level of satisfaction with the services provided by the CAC and its staff.

For a description of the CAC's plan of outreach to diverse populations, please see the Cultural Competency Plan adopted by the CAC Governing Board on February 26, 2004, which was submitted with our 2005 Program Support Grant Application.

GOALS

- To ensure that every child alleged to have been the victim of sexual and/or serious physical abuse is interviewed at the Champaign County Children's Advocacy Center.
- To ensure that every child referred to the Children's Advocacy Center and their non-offending family members receive appropriate services.

OBJECTIVES

- CAC staff will be available 24 hours per day, 7 days per week to facilitate investigations conducted through the Children's Advocacy Center and to initiate the service provision process.
- The CAC Case Manager with the assistance of the Executive Director and the Multidisciplinary Team will develop an appropriate plan of treatment/referrals for all children referred to the Children's Advocacy Center and their non-offending family members.

PERFORMANCE MEASURES

- The CAC Case Manager will provide case management services to an average of 10-12 new children referred to the Center each month during the period January 1, 2007 to December 31, 2007, as measured by statistics maintained by the Center.
- The CAC Case Manager will make an average of 15 referrals for community-based services each month during the period January 1, 2007 to December 31, 2007.
- The Executive Director will coordinate and facilitate monthly Multidisciplinary Team Case Review Meetings.
- The Executive Director and Case Manager will staff all cases prior to closure. The Case Manager will first review each case to evaluate established case closure criteria. If after that

evaluation the Case Manager determines that the case is eligible for closure, she will discuss that recommendation with the CAC Executive Director, who will grant final approval for closure. The CAC will track the number of cases closed each month.

- The Executive Director will survey clients of the Children's Advocacy Center on a quarterly basis to ascertain, among other things, their level of satisfaction with services provided by the Children's Advocacy Center.
- The Executive Director will conduct an annual survey of users of the Center (i.e., law enforcement officers, CPS investigators, etc.) to determine, among other things, their level of satisfaction with the assistance provided by the Children's Advocacy Center.

PROJECT MANAGEMENT AND ORGANIZATIONAL CAPACITY

The Champaign County Children's Advocacy Center has the project management expertise and organizational capacity necessary to implement this project as evidenced by its accreditation by the National Children's Alliance. As an accredited member of the NCA, the Champaign County CAC received NCA Program Support Grants in 2004 (\$8,500), 2005 (\$10,000) and 2006 (\$10,000), as well as a 2006 Member Training Grant (\$4,959.60) and a 2006 Equipment Grant (\$3,713.75). Furthermore, while employed by the Champaign County State's Attorney's Office, the CAC Executive Director played an integral role in securing a competitive grant from the NCA in 1999, and currently manages annual grants in excess of \$200,000 from five separate federal, State and local governmental entities.

GRANT BUDGET

Indicate proposed use of NCA grant funds only in applicable categories.

Category	Amount
Personnel	\$10,000.00
Travel	\$ 0.00
Printing	\$ 0.00
Supplies/Equipment	\$ 0.00
Rent/Utilities	\$ 0.00
Other (list)	\$ 0.00
1.	
2.	
3.	
4.	
Total	\$10,000.00

BUDGET NARRATIVE

Proceeds of the 2007 National Children's Alliance Program Support Grant (\$10,000.00) will be devoted to paying a portion of the salary of the CAC Executive Director (\$5,605.00), as well as a portion of the salary of the CAC Case Manager (\$4,395.00).

The Executive Director's 2007 annual salary is projected at \$47,326.95. The Executive Director's salary is based on a projected hourly rate of \$24.10 for the period January 1 through November 30, 2007, and \$25.06 per hour for the period December 1 through December 31, 2007. Funding from the National Children's Alliance represents just under 12% of the Executive Director's 2007 annual salary. The remainder of the Executive Director's annual salary (\$41,721.95) will continue to be funded through grants from the Illinois Attorney General and the Champaign County Mental Health Board.

The Case Manager's salary for the 12-month period beginning January 1, 2007 is projected at \$32,343.98. The Case Manager's salary is based on a projected hourly rate of \$16.47 for the period January 1 through November 30, 2007, and \$17.13 per hour for the period December 1 through December 31, 2007. Funding from the National Children's Alliance represents approximately 13.6% of the Case Manager's 2007 annual salary. The remainder of the Case Manager's annual salary (\$27,948.98) will be funded through a contract with the Illinois Department of Children and Family Services.

The normal workweek for staff of the Children's Advocacy Center is 37.5 hours (Monday through Friday, 8:00 a.m. to 4:30 p.m.). Staff is accessible by pager 24 hours per day.

ANNUAL PROGRAM BUDGET

The Champaign County Children's Advocacy Center's projected operating budget for FY

2007, beginning December 1, 2006, is as follows:

REVENUE

Illinois Criminal Justice Information Authority	\$ 78,312
Illinois Attorney General	\$ 17,000
Illinois Department of Children & Family Services	\$ 68,425
National Children's Alliance	\$ 10,000
Champaign County Mental Health Board	\$ 37,080
Gifts and Donations	\$ 2,000
Investment Interest	\$ 750
TOTAL REVENUE	\$213,567

EXPENDITURES

Salaries and Wages	\$ 79,417
Fringe Benefits	\$ 23,850
Commodities	
Stationery & Printing	\$ 500
Office Supplies	\$ 1,000
Books, Periodicals & Manuscripts	\$ 750
Postage, UPS, Federal Express	\$ 600
Food	\$ 500
Grounds Supplies	\$ 250
Equipment Less Than \$1,000	\$ 1,000
Services	
Professional Services	\$ 81,312
Job-Required Travel Expenses	\$ 500
Non-Employee Training, Seminars	\$ 5,000
Telephone Service	\$ 1,800
Equipment Maintenance	\$ 750
Office Rentals	\$ 15,000
Equipment Rentals	\$ 250
Legal Notices, Advertising	\$ 336
Dues and Licenses	\$ 500
Conferences and Training (Employees)	\$ 1,250
TOTAL EXPENDITURES	\$214,565

NOTE: The difference in Total Revenue and Total Expenditures is attributable to the fact that revenue for certain FY 07 expenditures was received in previous fiscal years.

GRANT ACTIVITY TIMELINE

Grant Period

January 1, 2007-December 31, 2007

OBJECTIVES	1/07	2/07	3/07	4/07	5/07	6/07	7/07	8/07	9/07	10/07	11/07	12/07
CAC staff will be available 24 hours per day, 7 days per week to facilitate investigations conducted through the Children's Advocacy Center and to initiate the service provision process.	X	X	X	X	X	X	X	X	X	X	X	X
The CAC Case Manager, with the assistance of the Executive Director and the Multidisciplinary Team, will develop an appropriate plan of treatment/referrals for all children referred to the Children's Advocacy Center and their non-offending family members.	X	X	X	X	X	X	X	X	X	X	X	X

Directions: Include each objective from your program narrative and indicate the corresponding month during the grant award period when it will be completed. Use only the provided timeline form.



MEMORANDUM OF UNDERSTANDING

The undersigned representatives of the Champaign County Children's Advocacy Center Multidisciplinary Team enthusiastically endorse the Center's application for an Accredited Member Program Support Grant from the National Children's Alliance. Each of the agencies was represented in the creation, development, and implementation of the Children's Advocacy Center, and remains committed to utilizing a multi-disciplinary team approach in the investigation, assessment, referral for prosecution, and medical/mental health treatment of cases involving child victims of sexual or serious physical abuse.

We further agree to support the concepts and adhere to the guidelines outlined in the Protocol for Multidisciplinary Investigation of Child Sexual and Physical Abuse and we recognize that the multi-disciplinary team approach, under the auspices of the Children's Advocacy Center, serves to enhance the individual efforts of each agency. We further acknowledge that through our respective agencies, and through public support and awareness, the Children's Advocacy Center will continue to unify our community in the daily struggle to ensure the protection and preservation of the children of Champaign County.

Carle Clinic Association, Child
Protection Team

Champaign County Mental Health
Board

Champaign County Probation and
Court Services Department

Champaign County Sheriff's Office

Champaign County State's
Attorney's Office

Champaign Police Department

Illinois Department of Children
and Family Services

Mahomet Police Department

Mental Health Center of
Champaign County

Rantoul Police Department

Regional Office of Education for
Champaign and Ford Counties

University of Illinois Police
Department

Urbana Police Department

Dated: September 2006

Memorandum

To: Policy Council, Community Services Board, Regional Planning Commissioners, Justice and Social Services Committee
CC: Head Start/Early Head Start Staff
From: Kathleen Liffick, Head Start Director
Date: September 19, 2006
Re: September Management Report

The 2006-2007 school year is off to a great start. We have been working on the following in the past month:

- ❖ Newly hired staff started and school-year staff returned on August 23rd. New staff had an orientation with the Human Resources Director in the morning. In the afternoon these staff were joined by the school-year staff for training on the Ages and Stages Questionnaire for Social-Emotional screening instrument. During the following two days, full-year and school-year staff had site meetings, classroom set-up, and appointments for home visits.

During the 2nd week of in-service, we held required annual trainings such as abuse and neglect reporting, universal precautions and bus monitor training, and the two-day Conscious Discipline presentation. Thursday and Friday of this week, staff continued with home visits and began lesson planning.

Our presenter for Conscious Discipline was extremely knowledgeable and congenial. Staff were very receptive to the Conscious Discipline training and trainer. This training received high marks on the feedback forms.

September 22, 2006

- ❖ Last year we held Family Orientation Night for all our sites on the same evening. This year, due to scheduling difficulties, only Savoy and Rantoul events were on the same evening. As of this past Saturday, Champaign, Prairie and family child care's family orientation nights have been conducted.

At the sites where we provide transportation, the family orientation night included bus and passenger and pedestrian safety. For the sites/options in which parents transport their children, the family orientation included passenger and pedestrian safety.

- ❖ Our training and technical assistance (T&TA) consultant from the Head Start T&TA system visited on September 8th. She provided updates on the monitoring of the annual Program Information Report (PIR) by the national Office of Head Start. The PIR is our report of statistics on our enrollment and services for the program year.

One such PIR statistic that the Office of Head Start will be monitoring more closely is the completion of dental follow-up for children needing them. The Office now requires a quarterly report by any program that does not achieve 100% completion of dental follow-up care.

Last year we did not reach 100% completion. This year, however, due to the Rantoul dental clinic by the Central Illinois Dental and Education Services program, we anticipate completing 100% of the follow-up care for enrolled children.

- ❖ We will also be completing a T&TA assessment with our consultant later this month. From the assessment, we will write the T&TA plan that becomes part of the annual grant application due by December 1 for our program.
- ❖ Staff have begun implementation of ChildPlus as our new database system. In addition to the on-line training in which staff have participated, we will have on-site training and consultation with ChildPlus technical assistance staff in November.
- ❖ Family Services John Owen and I have been meeting with the Even Start staff to finalize the steps for our new collaboration with Even Start for infants and toddlers. If you will remember from an earlier report, we will be providing services for up to eight infants and toddlers who have parents attending Even Start programming. The

September 22, 2006

infants and toddlers will be enrolled in our part-day Early Head Start room at Champaign.

- ❖ John and I have also met with the C-U Early staff to discuss collaborating with that program for enrolling pregnant teen mothers in Early Head Start. C-U Early had 16 pregnant teens enrolled at Central high school last year.
- ❖ Management met with the union for negotiations for about six hours on September 9 and then for another session on the evening of September 12. During these two sessions, we discussed several contract articles related to the economic aspects of the agreement. Our next session is the evening of September 26th.
- ❖ I'm pleased to inform you that we have been able to restore two of the five unpaid shutdown days to the work schedule this fall. The end of August was the half-way point for our grant year. The fiscal staff analysis of the year-to-date financial information revealed that we have sufficient funds to restore these two days – one in November and one in December – as work days. We will use these days as in-service days for staff. We are continuing to monitor expenditures closely hoping to restore the January and February unpaid shutdown days as work days.
- ❖ Child Development Services Manager Kelly Russell is setting up interviews for candidates for her former position at the Champaign site. Kelly reports that Champaign and Prairie classrooms are fully staffed.

Kelly has also been working on the October in-service, has arranged for a follow-up training on Conscious Discipline for the spring and has met with a consultant from Child Care Resource Service about the accreditation process for our program.

Kelly further reports that the annual developmental screenings of the children are in progress. Champaign and Collaboration programs have completed the Ages and Stages Questionnaire screening for about 75% of the children as they conducted home visits.

Rantoul staff have completed about 91% of their screenings during home visits. Savoy and Prairie classrooms are administering their screenings during class time, rather than on home visits, and have

September 22, 2006

only just started the process. All children must be screened within 45 days of entering the program.

- ❖ Assistant Child Development Specialist (CDS) Hollie Ronk, in charge of Champaign until the CDS position is filled, reports that students in the U of I Early Childhood Literacy class are coming to read to our classrooms this semester. She also informs me that for the first fire drill of the new school year, the entire building was evacuated in less than five minutes. The building holds several Unit 4 Early Childhood classrooms and offices as well as our five classrooms and two offices.
- ❖ Child Development Michael Hogue has finished training additional National Reporting System (NRS) test-givers. He has begun the data entry on all the children who will be tested. Michael is also conducting training for collaboration partners and for a new Home Visitor in Rantoul this month. Michael has filled one of the two Home Visitor position openings as of last week.
- ❖ Special Services Manager Brandi Granse has been busy with the annual Child-Adult Care Food Program application with help from the fiscal department. Brandi also finalized the contracts with our food service vendors over the past weeks. This time of year is also busy for Brandi and the Special Services Assistants as they ensure that children entering our classrooms have their physical exams and immunizations up-to-date. Brandi has a cook position to fill in Rantoul.
- ❖ Facilities/Transportation Manager Ollie Caston reports that bus routes are still being adjusted as additional children start in the classrooms and routes “tighten up” because parents are getting into the routine of meeting the bus. Ollie also states that we will be moving inventory from a commercial storage facility to less expensive storage space offered us by the Village of Savoy. We have had no bus driver vacancies.
- ❖ Rantoul Child Development Specialist (CDS) Edwina Caldwell states that 95% of the first home visits in Rantoul are completed. We still have four classroom staff openings at Rantoul.
- ❖ Savoy CDS Dorothy Moore has two classroom staff openings yet to fill. She reports that Savoy will have several literacy volunteers – from the U of I and from the Junior League – this semester.

- ❖ Family Services Manager John Owen reports that we had a large surge of applications after the start of classrooms. He and the Family Advocates continue to fill enrollment. John has one Family Advocate position to fill.
- ❖ We are waiting for additional enrollment of 14 children in the Even Start collaboration rooms (one at Savoy, one at CECC). Once we have finalized our collaboration with C-U Early, we should have full enrollment for pregnant mother services.

At one of the collaboration centers, a significant number of children entered kindergarten at summer's end and enrollment has not yet rebounded. In home based services, we have been without two Home Visitors for several weeks and their enrollment numbers have suffered.

Overall enrollment as of September 15th was 84% in Head Start and 81% in Early Head Start. We have until October 9th to have full enrollment.

Site/Option	Funded Enrollment	Currently Entered
CECC (HS + EHS)	60	57
Rantoul (HS + EHS)	104	95
Savoy	162	125
Prairie	36	35
Home base (HS + EHS)	48	35
Pregnant Moms	13	5
Collaboration(HS + EHS)	CC 75	59
	Pre-K 30	29
TOTAL	528	440

Champaign County Nursing Home
Justice and Social Services Committee
Monthly Report
September 2006

This month stands as one of our most challenging as recent contractions have us pursuing efficiency with renewed vigor. There are several members of our team who deserve special mention as they have sacrificed time with their families and friends in the interest of serving Champaign County's elders to a degree that stretches the limits of their responsibilities.

LouAnn Meier, DON
Lori Campbell, ADON
Michelle Morneau, Unit Manager
Kim Atkins, Unit Manager
Courtney Wendell, Admission Director
Diane Bushman, Restorative Care Coordinator

These members of the nursing leadership team have collectively contributed 56 shifts as charge nurses in addition to performing their duties as members of the management team. While some of us are turning off our lights and setting the alarm clock, *this team is here comforting residents in the night and leading care teams to clinical excellence.* May we all be so dedicated to those in need.

Update Information

- Our clinical and financial software package company notified us of their impending bankruptcy a few months ago. Evidence of this is felt as our software goes without updates and technical support is sketchy at best. Our financial and clinical teams have reviewed one software package and is preparing for a second presentation. We believe that new enterprise management software will save dozens of hours of data entry time and allow us to capture elusive billable medical supply dollars. Our review should complete by the end of October.
- September is Adult Day Care month for which we threw a raucous bash. We invited Circle of Friends ADC to join us for music, dancing, and refreshments. A little jazz and some punch lend itself to stories better told in private.
- The League of Women Voters invited me to speak about the nursing home, both new and old. It was refreshing to speak publicly about some of the wonderful plans we have for the Champaign County Nursing Home.

Initiatives

- Our Pharmaceutical Review Team is currently reviewing information from a couple of different pharmacies that cater to long-term care facilities. A detailed review of our current pharmacy services led us to begin a soft search for other providers. That search should resolve by the end of October with a decision whether to proceed in seeking formal proposals or continuing with our current provider.

In service to the residents of the Champaign County Nursing Home, their families, friends, and everyone whose lives they have touched, we respectfully submit this report

- Discussions with the Department of Human Services continue as we review the Intergovernmental Transfer Agreement that determines our Medicaid reimbursement rate. The Agreement was extended from its initial deadline of September 30th to the end of November. We continue to advocate for higher reimbursement levels to offset the cost of care, as increases never keep up with inflation. Long-term care adds another dynamic to the rising cost of providing care – wage and benefit market adjustments. These adjustments in recent years have outpaced inflation and remain 80% of the cost of our services. Medicaid reimbursement levels will have to adjust dramatically upward for Homes to continue to provide care to those who rely on Medicaid as a payer source. That population continues to grow.
- We are currently recruiting for an Environmental Services Director and a Human Resource Director to join our management team.

**ATTACHMENTS GIVEN
TO THE COMMITTEE
AT THE MEETING**

**JUSTICE & SOCIAL SERVICES
COMMITTEE
OCTOBER 2, 2006**

Contents:

1. Draft Operational Audit Request Evaluation Criteria –
Agenda Item X B
2. Disproportionate Minority Confinement and Contact in
Champaign County – Agenda Item XI B

Champaign County Nursing Home Operational Audit Request Organization Selection Form

Record a numerical score in the box below. 1 is the poorest, 5 is the best.

Org Name: _____

Score 1 - 5

1. Business description & Staff Qualifications.	
2. Project experience in long-term care.	
3. Project experience working with public/governmental organizations.	
4. Description of audit and related services.	
5. Description of audit costs.	
6. Unique and creative recommendations for financial and operational solutions.	
7. Proposed schedule for implementing solutions.	
8. Communication skills and style.	
9. Overall satisfaction with presentation and material.	
Total →	

Comments

Disproportionate Minority Confinement and Contact (DMC) in Champaign County

The term *Disproportionate Minority Confinement* refers to the overrepresentation of youth of color in the juvenile justice system. This term was later expanded to include “contact” – which simply acknowledges the overrepresentation of youth of color at earlier points of entry into the system.

According to the Juvenile Justice Information Center, there are many factors that contribute to Disproportionate Minority Confinement/Contact (DMC). Research provides five commonly cited explanations for why overrepresentation may exist:

- differential offending
- differential opportunities for prevention and treatment
- differential handling of minority youths
- indirect effects
- legislative changes, administrative policies, and legal factors.

Following the trend all over the United States, DMC exists as a problem for Champaign County. When dissecting the following statistics, please bear in mind that African Americans comprise 11% of the population in Champaign County, and that Caucasian Americans comprise 78% of the population in Champaign County. Here are a few local facts related to Disproportionate Minority Confinement:

- By the end of the year 2005 there were a total of 330 admissions to the Juvenile Detention Center. Of these admissions, 253 were African American, while 68 were Caucasian.
- Although the percentage of Caucasian youth in the juvenile detention center dropped by 7.1% in 2005, the percentage of African American youth in detention increased by 6.4% in 2005.
- While the total number of youth in the juvenile detention center has decreased steadily since 2003, the percentage of African American youth making up the total detained population has increased by 12% since 2003.
- 50 youth were committed to the Department of Corrections from Champaign County in 2005; of those 50 youth, 37 were full blown commitments, and 13 were commitments for evaluation purposes (sentences of 90 days or less). 44 out of 50 these youth were African American (32 full commitments and 12 for evaluation purposes). Thus 88% of the total Department of Corrections commitments in 2005 were African American youth.