



**Champaign County Children's Advocacy Center
Governing Board
Annual Meeting
Thursday, November 16, 2006
1601 E. Main Street
Urbana, Illinois**

Minutes

Members Present: State's Attorney Julia Rietz, Chair
(In Person) Dr. Kathleen Buetow, Secretary/Treasurer, Carle Clinic
Lt. Roy Acree, University of Illinois Police Department
Lisa Benson, Intensive Outreach Services Manager, Mental Health Center
Ms. Lolita Dumas, Child Protection Manager, Illinois Department of Children & Family Services
Superintendent Judy Pacey, Regional Office of Education
Dr. Deborah Townsend, Champaign County Mental Health Board
Janet Wells, Supervisor, Champaign County Probation & Court Services Department

Members Absent: Champaign Police Department
Champaign County Sheriff's Office
Mahomet Police Department
Rantoul Police Department
Urbana Police Department

Others Attending: Michael Williams, Executive Director, CAC

Call to Order

After finding a quorum present, Ms. Rietz called the meeting to order at 9:12 a.m. Introductions were made.

Public Participation

There was no public participation.

Champaign County Children's Advocacy Center

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Accredited Member



Approval of Minutes

Dr. Buetow offered a motion to approve the minutes of the October 26, 2006 Regular Meeting of the Governing Board. The motion was seconded by Ms. Rietz. There was no further discussion. Motion approved.

Election of Officers

Mr. Williams reminded the Board that Section 4 of the CAC Constitution and Bylaws provides that “(t)he Chairman and Secretary/Treasurer shall be elected by a quorum of the membership of the CAC Governing Board at the last meeting of the fiscal year and this meeting shall be designated as the “Annual Meeting of the CAC.” Accordingly, the floor was opened for nominations.

Superintendent Pacey offered a motion that Ms. Rietz be re-elected as Chair and that Dr. Buetow be re-elected as Secretary/Treasurer. The motion was seconded by Lt. Acree. Both Ms. Rietz and Dr. Buetow indicated their willingness to continue in office. There was no further discussion. Motion approved.

Report from Subcommittee on Relocation

Ms. Rietz stated that she did not have anything new to report regarding the relocation of the CAC other than what has been publicly reported. Ms. Rietz indicated that the County has resolved all of the building problems associated with the new Nursing Home and the facility should be completed next month. However, the State has not yet approved the County’s request for an amended permit to include approval of increased costs associated with HVAC modifications. In response to a question from Dr. Townsend, Ms. Rietz stated that the County cannot use the new Nursing Home until the State approves the amended permit. Ms. Rietz is hopeful that Nursing Home residents can be relocated to the new facility in January.

Ms. Rietz reported that there have been some contractual delays with the new Highway/Fleet Maintenance Facility. Although it is not a problem at this point, eventually there may be a conflict involving the construction of the Highway/Fleet Maintenance Facility and the need to demolish the CAC’s current facility; however, Ms. Rietz has been assured that any such problems will be worked out to the satisfaction of the CAC Board. Ms. Rietz is hoping to have more details for the CAC Board prior to its next meeting. At this point, it appears that the current CAC facility may be demolished in April-June; however, any number of factors could result in the timetable being pushed back. If these problems cannot be resolved, it may be that the CAC Board will have to insist that the County provide alternative space or we may need to look at other options.

In response to a question from Dr. Buetow, Ms. Rietz stated that there has not been a timetable established for remodeling the old Nursing Home, although it was initially expected that remodeling would take 4-5 months. The County has not located an anchor tenant for the old Nursing Home and it appears that the County will now look to remodel the Nursing Home to provide space for the CAC, the Coroner and the County Clerk, and the rest of the facility will be closed off. The County is still looking for

possible tenants and Ms. Rietz encouraged Board members to contact County Administrator Denny Inman if they are aware of agencies who may be looking for office space.

Budget Report

A copy of the CAC Budget Report for the month ended October 31, 2006 was provided to each of the Board members. Mr. Williams stated that there were no unusual expenditures to report for the month of October; however, he did note total training-related expenditures of \$1,550.30. The majority of those expenditures were in connection with sending Team and staff members to the *Third Annual Beyond Finding Words Conference* held in Indianapolis in August and the *22nd Annual Midwest Conference on Child Sexual Abuse* held in Middleton, Wisconsin, in October.

Director's Report

Mr. Williams reported that he sent out the annual survey to members of the Multidisciplinary Team on November 9, 2006. He asked that Board members encourage their employees to complete and return the survey as soon as possible.

Mr. Williams advised the Board that the *Fourth Annual SANE/SART Seminar* will be held at the Carle Forum on Wednesday, November 29th, from 8:00 a.m. to 3:00 p.m. Mr. Williams stated that this is an excellent seminar for law enforcement and DCFS investigators assigned to investigate cases of child sexual abuse, as well as Assistant State's Attorneys responsible for prosecuting those cases. An announcement about the Seminar was sent to Team members in October. To date, 16 Team members have requested that the CAC register them for the Seminar.

Mr. Williams reported that our Agreement with the Illinois Criminal Justice Information Authority and the related Contract For Crisis Intervention Services with the Mental Health Center have both been renewed for the one-year period beginning November 1, 2006.

Each of the Board members was provided with a Summary of CAC Activity for the month of October. During the month of October, 25 children were interviewed at the CAC, which included 10 children accepted for case management services, 1 child for whom the Center is not coordinating services, and 14 non-victim siblings/witnesses.

Thus far during November, 8 children have been interviewed at the Center, which includes 6 children accepted for case management services and 2 non-victim siblings/witnesses.

Communications

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

Old Business

Mr. Williams reminded Board members that, in the past, the Board has cancelled their December meeting. Further discussion ensued. It was the consensus of the Board to cancel December's Board meeting. Ms. Rietz will advise Board members of any significant developments with respect to relocation of the CAC to the old Nursing Home and, if necessary, will schedule a special meeting prior to the regular January Board meeting.

New Business

Mr. Williams announced that DCFS and the Chicago CAC have collaborated to develop a web-based training program for mandated reporters. It is expected that this training will be made available to the public next month. Mr. Williams saw a preview of the program at last month's CAC Directors' retreat and he was impressed with the quality of the program. Both Superintendent Pacey and Dr. Buetow expressed interest in the program. Mr. Williams will advise Board members when the program becomes available.

Announcements

Mr. Williams announced that, given cancellation of the December meeting, the next Board meeting is scheduled for 9:00 a.m. on Thursday, January 25, 2007. Mr. Williams also provided Board members with a schedule of meeting dates for 2007.

Adjournment

There being no further business, Dr. Buetow made a motion that the meeting be adjourned. The motion was seconded by Superintendent Pacey. There was no further discussion and the motion was approved. The meeting was adjourned at 9:38 a.m.

Respectfully submitted,

Michael B. Williams
Executive Director