



**Champaign County Children's Advocacy Center
Governing Board
Regular Meeting
Thursday, May 24, 2007
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
Ms. Lisa Benson, Intensive Outreach Services Manager, Mental Health Center
Lolita Dumas, Child Protection Manager, Illinois Department of Children & Family Services
Interim Chief Jerry Gamble, Mahomet Police Department
Mr. Joseph Gordon, Director, Probation & Court Services Department
Superintendent Judy Pacey, Regional Office of Education
Lt. Bryant Seraphin, Urbana Police Department
Dr. Deborah Townsend, Champaign County Mental Health Board
Sgt. Jeff Wooten, Rantoul Police Department

Members Absent: Champaign County Sheriff's Office
Champaign 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 9:07 a.m.

Public Participation

There was no public participation.



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Approval of Minutes

Dr. Townsend offered a motion to approve the minutes of the April 26, 2007 Regular Meeting of the Governing Board. The motion was seconded by Superintendent Pacey. There was no further discussion. Motion approved.

Discussion on Relocation of the Children's Advocacy Center

Ms. Rietz reported that progress is continuing on plans for relocating the Children's Advocacy Center to the Champaign-Urbana Public Health District (CUPHD) building in Champaign and she provided Board members with two proposed layouts drawn up by Tatman Construction Co. The first proposal includes construction of a number of interior walls, construction of a restroom for CAC clients, and plumbing for the break area. The estimated cost of this proposal is \$82,000. The second proposal eliminates the restroom and plumbing in the break area, as well as a number of interior walls included in the first proposal. The estimated cost of the second proposal is \$64,000. Ms. Rietz stated that she is inclined to recommend the first proposal.

The Board discussed both proposals. Dr. Buetow and Superintendent Pacey both supported the first proposal because it includes a private restroom, which would be helpful in protecting the confidentiality of CAC clients. Otherwise, clients would be required to use a restroom which is located outside the confines of the CAC and is open to CUPHD employees and the public. In response to a question, Ms. Rietz indicated that some savings might be realized if County staff could perform some of the remodeling tasks (i.e., painting, carpeting). The consensus of the Board was to pursue the first proposal.

Ms. Rietz stated that it is difficult to provide a timeline for the project; however, she estimated that construction might be completed within 60 days of commencement. Ms. Rietz added that it is unlikely that the new facility would be ready prior to August 1st, which is the deadline previously set for vacating our current facility. Ms. Rietz will attempt to determine what impact there might be on construction of the Highway Department/Fleet Maintenance Facility if relocation of the CAC is delayed beyond August 1st. Ms. Rietz also indicated that she would look into the possibility that the County might be willing to rebate a portion of the rent payments made by the CAC.

Ms. Rietz stated it would be prudent to move forward with plans to use the Family Resiliency Center as an interim site to conduct interviews. Mr. Williams reported that he contacted Dr. Laurie Kramer, the Director of the Family Resiliency Center, and she is attempting to schedule training for CAC staff in the use of the recording system at the Family Resiliency Center. Ms. Rietz suggested that users of the CAC (i.e., law enforcement and DCFS) would need to visit the Family Resiliency Center and familiarize themselves with the layout of the interview area. Mr. Williams agreed and added that law enforcement and DCFS investigators should also be aware that the Family Resiliency Center might not always be available on short notice and that scheduling of interviews would need to be coordinated between the CAC and the Family Resiliency Center. Ms. Rietz indicated that, in the event of an emergency and the unavailability of the Family

Resiliency Center, she would encourage investigators to conduct the interview rather than wait an extended period of time.

Discussion was had about temporary office space for CAC staff during any interim period between vacating the current facility and moving to the new facility. Ms. Rietz suggested that space in her office would be available. This would enable CAC staff to continue accessing the County computer network and telephone systems. Mr. Williams agreed that this would be a good solution. The Board also discussed placing CAC furniture and equipment in storage in the event that we are not able to move directly to the new facility. Ms. Rietz and Mr. Williams suggested that the County may have space available (i.e., the former Nursing Home) in the event that it becomes necessary to store equipment and furniture.

Finally, Ms. Benson suggested that, after relocation of the CAC is completed, the CAC Board might want to revisit the issue of creating a non-profit fundraising board. Ms. Rietz agreed.

Budget Report

Copies of the CAC Budget Report for the month ended April 30, 2007 were provided to each of the Board members. Mr. Williams stated that there were no unusual expenditures to report for the month of April.

Mr. Williams stated that, because of cost-saving measures implemented over the past few months, he estimates that the CAC will have approximately \$8,000 in unexpended DCFS contract funds as of June 30, 2007. Mr. Williams has discussed this matter with DCFS Project Manager Candace Masten and she has indicated that the CAC would be able to use those funds for relocation/remodeling expenses, provided that the funds are obligated as of June 30, 2007.

Director's Report

Mr. Williams reported that he recently completed the last in a series of trainings designed to assist children's advocacy centers with meeting standards set by the National Children's Alliance. These trainings were held at the McLean County CAC and were coordinated by the Children's Advocacy Centers of Illinois. Mr. Williams also plans to attend the NCA Accreditation "Boot Camp" to be held in Chicago on July 17-18, 2007. All expenses related to attendance at the Boot Camp will be paid by the Midwest Regional CAC. The Champaign County CAC is scheduled to undergo re-accreditation by the NCA in 2008.

On June 5, 2007, the Children's Advocacy Centers of Illinois will be sponsoring economic diversity training. Mr. Williams sent an announcement about the training to Team members via e-mail on May 2, 2007 and he encouraged Board members to register their staff for this training.

The Executive Director of the Children's Advocacy Centers of Illinois, Kathryn Pomahac, announced recently that she would be leaving that position to become

Executive Director of the Carrie Lynn Children's Center (CAC) in Rockford. Mr. Williams and other CACI Board members are in the process of selecting Ms. Pomahac's successor.

On April 30, 2007, the Children's Advocacy Center participated in a Community Services Fair held at Douglass Center in Champaign. The Fair was sponsored by the Champaign Unit 4 Schools, Urbana School District 116, WILL Television, the Champaign Park District, and the Don Moyer Boys and Girls Club.

Mr. Williams and Ms. Dumas attended a meeting of the Champaign/Ford Counties Superintendents of Schools on May 10, 2007. They discussed reporting requirements for Mandated Reporters and demonstrated on-line Mandated Reporter Training.

Mr. Williams reported that HB 1391 has been passed by both houses of the Illinois General Assembly and is awaiting the Governor's signature. HB 1391 authorizes County Boards to adopt a mandatory fee of between \$5 and \$30 to be paid by the defendant on a judgment of guilty or grant of court supervision under Section 5-9-1 of the Unified Code of Corrections for a felony; for a Class A, B, or C Misdemeanor; for a petty offense; and for a business offense. Assessments would be collected by the Clerk of the Circuit Court and would be deposited into an account specifically for the operation and administration of the Children's Advocacy Center. Mr. Williams will keep the CAC Board apprised of the progress of this legislation.

Each of the Board members was provided with a Summary of CAC Activity for the month of April. During the month of April, 36 children were interviewed at the CAC, which included 22 children accepted for case management services, 6 children for whom the CAC is not providing follow-up services, and 8 non-victim siblings/witnesses. Thus far during May, 18 children have been interviewed at the Center, which includes 14 children accepted for case management services, 3 children for whom the CAC is not providing follow-up services, and 1 courtesy usage of the facility by the Department of Homeland Security and the Decatur Police Department to interview a child who resides in Vermilion County.

Ms. Rietz stated that the CAC may want to consider implementing a fee for out-of-county usage of the facility at some point in the future. Further discussion was had. Mr. Williams estimated that there are 6-10 courtesy usages of the facility annually. Of those, most are Ford County investigations in which our local DCFS office is involved. Superintendent Pacey stated that she would prefer to see children interviewed in the child-friendly environment at the CAC whenever possible. Lt. Seraphin stated he is uncomfortable with the idea of charging other counties when we have called upon other jurisdictions to help with child abuse investigations in the past and they have done so free of charge. Discussion was had about the lack of children's advocacy centers in neighboring Vermilion and Ford counties and the possibility that they might want to partner with the Champaign County CAC if we have the necessary capacity. Chief Gamble supported the idea of approaching county boards in Ford and Vermilion counties for funding if they are going to use the CAC on a regular basis. Again, Ms. Rietz stated that we should consider developing additional funding sources whenever possible.

Communications

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

Old Business

None.

New Business

None.

Announcements

Mr. Williams announced that the next Regular Meeting of the Board is scheduled for 9:00 a.m. on Thursday, June 28, 2007.

Mr. Williams stated that this would be Superintendent Pacey's final Board meeting as she is retiring next month. On behalf of the Board, Mr. Williams thanked Superintendent Pacey for her service on the Board and her support of the CAC over the past several years.

Ms Dumas reported that DCFS Investigator Maryann Poynter recently attended a training on child death investigations in Rhode Island and DCFS is attempting to bring that training to our area in the near future.

Chief Gamble mentioned that he recently received an announcement about upcoming training on working with children with disabilities which is being sponsored by the Attorney General's Office.

Adjournment

There being no further business, the meeting was adjourned at 9:55 a.m.

Respectfully submitted,

Michael B. Williams
Executive Director