



**Champaign County Children's Advocacy Center  
Governing Board  
Regular Meeting  
Thursday, January 24, 2008  
201 W. Kenyon Road, Suite 1  
Champaign, Illinois**

***Minutes***

Members Present: Dr. Kathleen Buetow, Secretary/Treasurer, Carle Clinic  
(In Person) Ms. Lolita Dumas, Child Protection Manager, Illinois Department of Children & Family Services  
Lt. Joe Gallo, Champaign Police Department  
Sgt. Tom Geis, University of Illinois Police Department  
Mr. Joseph Gordon, Director, Probation & Court Services Department  
Ms. Amy Hurst, Intensive Outreach Services Supervisor, Mental Health Center of Champaign County  
Lt. Ed Ogle, Champaign County Sheriff's Office  
Superintendent Jane Quinlan, Regional Office of Education

Members Absent: Champaign County Mental Health Board  
Champaign County State's Attorney's Office  
Mahomet Police Department  
Rantoul Police Department  
Urbana Police Department

Others Attending: Michael Williams, Executive Director, CAC

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In the absence of State's Attorney Julia Rietz, Dr. Buetow served as Acting Chair.

**Call to Order**

After finding a quorum present, Dr. Buetow called the meeting to order at 9:12 a.m.



NATIONAL  
CHILDREN'S  
ALLIANCE®

ACCREDITED  
MEMBER

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***Champaign County Children's Advocacy Center***  
201 W. Kenyon Road, Suite 1 • Champaign, IL 61820 • Phone: 217.384.1266 • Fax: 217.344.1214

## **Public Participation**

There was no public participation.

## **Introductions**

Mr. Williams introduced Sgt. Tom Geis, who represented the University of Illinois Police Department at today's meeting.

## **Approval of Minutes**

Mr. Gordon made a motion to approve the minutes of the November 29, 2007 Annual Meeting of the Governing Board. The motion was seconded by Lt. Gallo. There was no further discussion. Motion approved.

## **Review and Approval of Application for FY 2009 Attorney General Grant Funding in the Amount of \$20,000**

Mr. Williams provided Board members with a copy of the CAC's Application for FY 2009 Grant Funding from the Illinois Attorney General. Mr. Williams explained that the CAC has received grant funding from the Illinois Attorney General each year since January 2000. Our current grant, in the amount of \$17,000, is used to pay a portion of the Case Manager's salary. Mr. Williams is requesting an increase of \$3,000 for FY 2009 (beginning July 1, 2008) to help offset rising personnel costs. The grant application is due to the Attorney General's Office no later than February 8, 2008. Mr. Williams requested permission to submit the application as presented.

Superintendent Quinlan made a motion to approve submission of the FY 2009 Attorney General Grant Application. The motion was seconded by Ms. Dumas. There was no further discussion and the motion was approved.

## **Budget Report**

Copies of the CAC Budget Reports for the months ended November 30, 2007 and December 31, 2007 were provided to each of the Board members. There are two budget reports for the month of November. The second report was run on December 31, 2007 and captures all transactions for County FY 2007, which ended November 30, 2007. Mr. Williams stated that there were no unusual expenditures to report for either month. Mr. Williams did note, however, that rent and utilities have been paid through June 30, 2008.

## **Director's Report**

Mr. Williams reported that he met with the Champaign County Mental Health Board (CCMHB) on January 8, 2008 to review CAC activities and progress for the current contract period (July 1, 2007–June 30, 2008). Mr. Williams stated that the meeting went well. Mr. Williams also advised the Board that the CCMHB recently voted to extend all mental health and substance abuse oriented children and youth program contracts through the 2009 program year. Because the CAC falls into this category, we

will not be required to submit a funding application for FY 2009 beginning July 1, 2008. However, the CAC will need to submit an updated program and financial plan prior to May 1, 2008.

NOTE: Lt. Ogle joined the meeting in progress.

Mr. Williams announced that the CAC will be starting a child victim support group for girls ages 8-12 next month. The 12-week program will be facilitated by Joanna Kling, a local therapist and former representative of the Mental Health Center on the CAC Board. Joanna will be assisted by Laura Gelsthorpe. Laura is a senior in Human Development and Family Studies at the University of Illinois and is interning at the CAC this semester. Mr. Williams reviewed the topics which will be discussed during the support group and he noted that, although children are not expected to discuss their victimization, the program provides children with a safe environment in which to talk about issues of mutual interest and concern. Funding for the support group program is being provided by Target and Wal-Mart. In response to a question from Ms. Dumas, Mr. Williams discussed the referral process. CAC Case Manager Elaine Carter reviewed case records, both open and closed, to determine which clients might be appropriate for the support group. Ms. Gelsthorpe will be sending letters to the parents/caregivers of those children later this week and will follow-up with telephone calls to encourage their participation.

Mr. Williams reported that he is continuing to work with the East Central Illinois Police Training Project to develop and implement a two-day seminar to provide updated forensic interviewing training to investigators assigned to conduct interviews at the CAC. We are exploring the possibility of utilizing a team of presenters from Miami County, Ohio (a prosecutor, a law enforcement investigator, and a victim-witness program coordinator). We are also exploring the possibility of obtaining funding for the training program from the Department of Justice Office for Victims of Crime. Mr. Williams is hopeful that we will be able to provide this training sometime this summer.

Mr. Williams announced that the CAC is sending SANE Coordinator Patty Metzler to the 22<sup>nd</sup> Annual International Conference on Child and Family Maltreatment which is being held in San Diego during the week of January 28-February 1. In addition, Mr. Williams recently sent an e-mail to law enforcement and DCFS supervisors about the Pediatric SANE/SART Seminar to be held at Carle Hospital on February 26, 2008. Mr. Williams encouraged supervisors to send their investigators to the seminar and he stated that the CAC would be willing to pay the registration fees for those investigators.

Each of the Board members was provided with Summaries of CAC Activity for the months of November and December. During the month of November, 15 children were interviewed at the CAC, which included 10 children accepted for case management services, 1 child for whom the CAC is not providing follow-up services, 3 non-victim siblings/witnesses, and 1 alleged juvenile offender. Ten children were interviewed at the CAC during the month of December, which included 8 children accepted for case management services, and 2 non-victim siblings/witnesses. Mr. Williams noted that the number of interviews conducted at the CAC in December was a little lower than average,

which allowed CAC Case Manager Elaine Carter to coordinate holiday gifts and food baskets for CAC clients.

Thus far during January, 9 children have been interviewed at the Center, which includes 7 children accepted for case management services, a follow-up interview with a child who was initially referred to the CAC in October 2007, and 1 child for whom the CAC is not providing follow-up services.

Mr. Williams reported that the CAC continues to survey clients on a quarterly basis. During 2007, a total of 138 surveys were mailed to parents/caregivers and 28 responses were received; a response rate of 20.3%. Members of the Multidisciplinary Team are also surveyed each year. The annual survey was sent to 83 members of the Multidisciplinary Team in November. A total of 33 responses were received; a response rate of 39.8%. Mr. Williams provided the Board with the results of each survey, including the questions asked, the responses received, and any comments made by respondents.

Mr. Williams provided Board members with demographic information on the children interviewed at the CAC during 2007. A total of 236 unduplicated children were interviewed at the Center from January 1 through December 31, 2007. This compares to 232 unduplicated children interviewed at the CAC in 2006.

Finally, Mr. Williams distributed a breakdown by agency of the interviews conducted at the CAC in 2007. A total of 243 interviews were conducted in 2007. 176 (or just over 72%) of those interviews were conducted jointly by law enforcement and DCFS. Mr. Williams also provided detailed information on interviews conducted during the six-year period from 2002-2007. Since January 1, 2002, 1,354 children have been interviewed at the CAC, an average of 226 per year.

### **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 Board meeting is scheduled for 9:00 a.m. on Thursday, February 28, 2008.

**Adjournment**

There being no further business, the meeting was adjourned at 9:36 a.m.

Respectfully submitted,

Michael B. Williams  
Executive Director