



**Champaign County Children's Advocacy Center
Governing Board
Regular Meeting
Thursday, January 22, 2009
201 W. Kenyon Road, Suite 1
Champaign, Illinois**

Minutes

Members Present: State's Attorney Julia Rietz, Chair
(In Person) Dr. Kathleen Buetow, Secretary/Treasurer, Carle Clinic
Tamela Atwood, Child Protection Supervisor, Illinois Department of
Children and Family Services
Sgt. Marcus Beach, Rantoul Police Department
Ms. Barb Daly, Assistant Superintendent, Regional Office of Education
Chief Jerry Gamble, Mahomet Police Department
Ms. Juli Kartel, Director of Youth and Family Services, Mental Health
Center of Champaign County
Lt. Bryant Seraphin, Urbana Police Department
Captain Stuart Shaver, Illinois State Police, District 10

Members Absent: Champaign County Mental Health Board
Champaign County Probation and Court Services Department
Champaign County Sheriff's Office
Champaign Police Department
University of Illinois Police Department

Others Attending: Michael Williams, Executive Director, CAC

Call to Order and Introductions

After finding a quorum present, Ms. Rietz called the meeting to order at 9:08
a.m.

Public Participation

There was no public participation.



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ALLIANCE®

ACCREDITED
MEMBER

Approval of Minutes

Dr. Buetow made a motion to approve the minutes of the November 20, 2008 Annual Meeting of the Governing Board. The motion was seconded by Ms. Daly. There was no further discussion and the motion was approved.

Review and Approval of Application for FY 2010 Grant Funding from the Illinois Attorney General in the Amount of \$20,000

Mr. Williams provided the Board with an application for FY 2010 grant funding from the Illinois Attorney General. Mr. Williams reminded the Board that the Children's Advocacy Center has received grant funding from the Illinois Attorney General every year since 2000. Our current grant, in the amount of \$17,000, is used to pay a portion of the Case Manager's salary. Mr. Williams stated that he is requesting an increase of \$3,000 for FY 2010 beginning July 1, 2009 and he noted that our grant from the Attorney General has not increased since FY 2006. The application deadline is February 6, 2009.

Motion made by Chief Gamble to approve the Application for FY 2010 Grant Funding from the Illinois Attorney General in the amount of \$20,000 and to authorize Mr. Williams to submit the Application. The motion was seconded by Dr. Buetow. There was no further discussion and the motion was approved.

**Note: Captain Shaver joined the meeting in progress at 9:20 a.m.*

Budget Report

Mr. Williams provided Board members with copies of Budget Reports for the months ended November 30, 2008 and December 31, 2008. Mr. Williams noted that there are two Budget Reports for the month of November. Because the County's fiscal year ended on November 30, 2008, a second Budget Report was run on December 31, 2008 to ensure that all revenue and expenditures were reported. Mr. Williams stated that there were no unusual expenditures to report for the months of November or December; however, he did highlight a payment of \$1,079.41 to Champaign County in November for liability insurance.

At the previous Board meeting, Mr. Williams reported that the CAC had a negative cash balance of -\$6,534.62 as of October 31, 2008. Due in part to the receipt of quarterly payments from the Illinois Department of Children and Family Services and the Illinois Attorney General in November, the cash balance as of December 31, 2008 was +\$8,225.66. Mr. Williams stated that he expects the cash balance to fluctuate over the next year due to delays in the issuance of payments by the state.

Mr. Williams advised the Board that he is projecting a deficit of \$4,790 for FY 2010 beginning July 1, 2009. The projected deficit assumes no increases in current grant funding. The projected deficit also assumes increased salary expenses of 3% beginning December 1, 2009. If the Governing Board elects not to authorize salary increases for County FY 2010, the projected deficit would shrink to approximately \$3,000. On the other hand, the deficit would increase if the CAC incurs any unanticipated expenses.

Mr. Williams stated that he is in the process of preparing grant applications for the Illinois Department of Children and Family Services and the Champaign County Mental Health Board for FY 2010 beginning July 1, 2009. In those applications, Mr. Williams is projecting the need to raise approximately \$5,000 in additional revenue in order to meet expenses for FY 2010. Applications to DCFS and the CCMHB are due due February 6, 2009 and February 13, 2009, respectively. Although those applications were not completed in time for today's Board meeting, Mr. Williams will have those applications available for review and approval at next month's Board meeting.

One possible avenue for raising additional revenue is the annual "*Champions for Children Walk*." The first walk was held in May 2008 and generated \$2,850 in revenue for the Champaign County CAC. This year's Walk is scheduled for May 14-17. The Walk is scheduled to kick off in four sites around the state, including Charleston, on May 14. The Walk will continue in Springfield on May 15, Dixon on May 16, and Chicago on May 17. Mr. Williams asked Board members to sign up to walk in Charleston and to encourage their employees to do the same. Walkers will gather pledges and 80% of the pledges they raise will be returned to the Champaign County CAC. Mr. Williams is inviting a guest speaker from the Children's Advocacy Centers of Illinois to next month's Board meeting to talk about the Walk.

Further discussion ensued. Mr. Williams noted that, last August, the CAC requested that the County Board authorize the imposition of a fee for the support of the Children's Advocacy Center to be paid by defendants upon conviction as authorized by HB1391. That request was not well received and Ms. Rietz stated that she does not believe the County Board has changed its position on that issue. Ms. Rietz added that Champaign County is itself in a difficult financial position.

Another avenue of potential revenue is a direct financial contribution by user agencies (i.e., law enforcement). In response to a question from Lt. Seraphin, Ms. Rietz stated she has not yet discussed that matter with the Chiefs of Police.

Ms. Atwood commented on the difficult financial status of the Department of Children and Family Services and she stated that she expects the Department may experience additional cuts in the coming year. On the other hand, Ms. Atwood does not expect funding to CACs to be cut by DCFS.

Director's Report

Mr. Williams advised the Board that he recently received notice that the Children's Advocacy Centers of Illinois will not be conducting *Finding Words Illinois* (child forensic interviewing training) in the spring. Typically, the program is offered twice each year (spring and fall); however, due to budget constraints, the program will be offered only once in 2009 (October 19-23, 2009). Mr. Williams notified law enforcement and DCFS supervisors of this change by e-mail last week and is working with them to find alternative training programs for investigators who require training prior to October. Unfortunately, some of the alternatives (i.e., the National Children's Advocacy Center in

Huntsville, Alabama, and CornerHouse in Minneapolis, Minnesota) are considerably more expensive than *Finding Words*.

On November 26, 2008, Ms. Rietz and Mr. Williams spoke to the Exchange Club of Urbana. Ms. Rietz and Mr. Williams also spoke to the Champaign Lions Club on January 14, 2009. On each of those occasions, the video about the CAC produced by UPTV was shown.

On December 4, 2008, Mr. Mark Driscoll, Associate Director of the Champaign County Mental Health Board, conducted a site visit at the CAC. In a follow-up report provided by Mr. Driscoll, he indicated that the “program met expectations regarding documentation of reported performance.”

On December 8, 2008, the CAC hosted a meeting of CASA volunteers. This was an opportunity for CASA volunteers to learn more about the services offered by the CAC and to discuss ways in which we can collaborate in the interests of mutual clients.

Each of the Board members was provided with Summaries of CAC Activity for the months of November and December. During the month of November, 8 children were interviewed at the CAC, which included 6 new children accepted for case management services, 1 non-victim sibling/witness, and 1 alleged juvenile offender. During the month of December, 11 children were interviewed at the CAC, which included 6 new children accepted for case management services, 2 children for whom the CAC is not providing follow-up services, and 3 non-victim siblings/witnesses.

Thus far during January, 16 children have been interviewed at the CAC. That number includes 10 children accepted for case management services, 2 children for whom the CAC is not providing follow-up services, and 4 non-victim siblings/witnesses.

Ms. Rietz stated she would be talking with Assistant State’s Attorney Stephanie Weber about ways to increase Ms. Weber’s availability to observe interviews at the CAC. Ms. Rietz also noted an interview conducted by the Tolono Police Department where no observer was present. Ms. Rietz stated it is her preference that an observer be present for each interview. Ms. Atwood and Lt. Seraphin indicated that their departments are willing to provide personnel to observe interviews in the event that the investigating agency does not have available personnel.

Mr. Williams reported that the CAC continues to survey clients on a quarterly basis. During 2008, a total of 120 surveys were mailed to parents/caregivers and 30 responses were received; a response rate of 25.0%. Members of the Multidisciplinary Team are also surveyed each year. The annual survey was sent to 70 members of the Multidisciplinary Team in November. A total of 22 responses were received; a response rate of 31.4%. Mr. Williams provided the Board with the results of each survey, including the questions asked, the responses received, and any comments made by respondents. The results of both surveys reflect overall satisfaction with the services provided by the CAC.

Mr. Williams also provided Board members with demographic information on the children interviewed at the CAC during 2008. A total of 202 unduplicated children were interviewed at the Center from January 1 through December 31, 2008. This compares to 236 unduplicated children interviewed at the CAC in 2007; a decrease of 14.4%. Mr. Williams does not believe that the decrease in the number of children interviewed at the CAC in 2008 is statistically sufficient as to be indicative of a downward trend, especially in view of the fact that, as recently as 2005, the overall number of children interviewed at the Center was 191. That number rebounded to 232 and 236 in the succeeding two years. On average, 221.30 unduplicated children were interviewed at the CAC each year during the seven-year period from 2002-2008.

Finally, Mr. Williams distributed a breakdown by agency of the interviews conducted at the CAC in 2008. A total of 205 interviews were conducted in 2008, including 3 duplicated children. 127, or just under 62%, of those interviews were conducted jointly by law enforcement and DCFS. Mr. Williams also provided detailed information on interviews conducted during the seven-year period from 2002-2008. Since January 1, 2002, a total of 1,559 children have been interviewed at the CAC.

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 26, 2009.

Adjournment

There being no further business, the meeting was adjourned at 9:45 a.m.

Respectfully submitted,

Michael B. Williams
Executive Director