



**Champaign County Children's Advocacy Center
Governing Board
Regular Meeting
Thursday, April 23, 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
Sgt. Marc Beach, Rantoul Police Department
Chief Jerry Gamble, Mahomet Police Department
Tara Gilman, Child Protection Supervisor, Illinois Department of
Children and Family Services
Joe Gordon, Director, Champaign County Probation & Court Services
Department
Amy Hurst, Intensive Outreach Services Supervisor, Mental Health
Center of Champaign County
Inv. Gene Moore, University of Illinois Police Department
Superintendent Jane Quinlan, Regional Office of Education
Lt. Bryant Seraphin, Urbana Police Department
Captain Stuart Shaver, Illinois State Police, District 10
Dr. Deborah Townsend, President, Champaign County Mental Health
Board

Members Absent: Champaign County Sheriff's Office
Champaign Police Department

Others Attending: Michael Williams, Executive Director, CAC

NOTE: The items in the Minutes appear in the same order as in the Agenda, which is not necessarily the order in which they were addressed during the meeting.

Call to Order

After finding a quorum present, State's Attorney Julia Rietz, Chair, called the meeting to order at 9:14 a.m.



NATIONAL
CHILDREN'S
ALLIANCE®

ACCREDITED
MEMBER

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.

Approval of Minutes

Dr. Buetow made a motion to approve the minutes of the March 26, 2009 Regular Meeting of the Governing Board. The motion was seconded by Chief Gamble. There was no further discussion and the motion was approved.

Budget Report

Mr. Williams provided Board members with a copy of the Budget Report for the month ended March 31, 2009. Mr. Williams stated that there were no unusual expenditures to report for the month of March and he noted that the CAC had a positive cash balance of \$25,154.97 as of March 31, 2009. This is due to the receipt of payments from the Illinois Criminal Justice Information Authority (\$30,828.00) and the Illinois Department of Children and Family Services (\$17,106.25) during the month of March.

- **Report from Subcommittee**

Ms. Rietz reported that a subcommittee of the Board comprised of herself, Chief Gamble and Superintendent Quinlan met recently to discuss the CAC's projected budget deficit for FY 2010 beginning July 1, 2009. They were joined by County Administrator Deb Busey. According to Mr. Williams, the projected budget deficit is approximately \$4,000. That estimate assumes no salary increases for County FY 2010 beginning December 1, 2009. It also assumes that all existing expenses will remain relatively the same and that no additional expenses are incurred.

Ms. Rietz stated that the subcommittee focused on two areas. The focus in the short-term is on the projected CAC budget shortfall. Long-term considerations include the state of the economy, the County's financial position, funding difficulties, and national and local trends with respect to grants.

The subcommittee looked at two possible avenues for increasing revenue for the CAC. The first is to charge user agencies (i.e., law enforcement) a fee-for-service. Ms. Rietz noted that many local law enforcement agencies are already paying similar fees to METCAD, Animal Control, and the Sheriff's Office for prisoner booking. As one of our largest funders, DCFS would not be asked to make an additional contribution. Revenue generated would be used to close the CAC budget shortfall and to provide the CAC with a fund balance to meet future expenses. Ms. Rietz stated that she discussed this proposal at a recent Police Chiefs' meeting and the proposal was favorably received.

Further discussion was had about whether it would be preferable to impose a fee-for-service or to assess an annual fee for each department based on their pro rata usage of the CAC. Lt. Seraphin and Mr. Gordon spoke in favor of a flat rate assessment vs. a fee-for-service. Both indicated that it would be easier to make budget projections using a flat

rate assessment and that accounting would be streamlined. Captain Shaver stated that the Illinois State Police currently has no mechanism for paying for usage of the CAC.

Chief Gamble questioned how we would handle out-of-county agencies that use the Center. Chief Gamble added that a fee-for-service structure might make departments reluctant to use the CAC in order to hold the line on costs. In response to a question from Lt. Seraphin about the number of out-of-county interviews conducted at the Center, Mr. Williams estimated that there are not more than 4-5 such interviews per year that do not also involve our local DCFS office.

After further discussion, it was decided that Ms. Rietz and Mr. Williams would estimate the funding needs for the CAC and the pro rata share each department would be asked to contribute. Ms. Rietz's office will also prepare a Memorandum of Understanding for consideration by the law enforcement agencies that use the CAC.

The other potential avenue of revenue for the CAC is the fee that was authorized by the Illinois legislature in 2007 (HB1391). That legislation allows County Boards to assess a fee between \$5 and \$30 on defendants who are convicted of felony, misdemeanor, petty and business offenses. Monies collected under this legislation are to be used for the operations of the Children's Advocacy Center. Ms. Rietz and Mr. Williams presented a request for the imposition of a \$10 fee on criminal felony and misdemeanor convictions to the Justice & Social Services Committee last August. The proposal was not well-received and the Committee tabled the request without taking a formal vote. Ms. Rietz indicated that we may consider revisiting this issue a part of a larger examination of the fees and costs being collected by Champaign County.

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

Dr. Townsend made a motion to enter into closed session pursuant to 5 ILCS 120/2(c)1 to consider the employment, compensation, discipline, performance, or dismissal of an employee. The motion was seconded by Superintendent Quinlan. No further discussion was had and the motion was approved unanimously. The Board entered into closed session at 9:45 a.m. Mr. Williams was excused.

The Board returned to open session at 10:00 a.m. Mr. Williams rejoined the meeting.

Director's Report

On April 22, 2009, State's Attorney Julia Rietz hosted a meeting of local law enforcement and DCFS supervisors to discuss initiation of a peer review system for investigators who conduct child forensic interviews at the Champaign County CAC. It is anticipated that peer review will begin this summer.

Mr. Williams reported that CAC Case Manager Elaine Carter has been attending the Downstate Conference on Child Abuse in Mt. Vernon today and yesterday (April 22-23). The CAC has also submitted an application for Ms. Carter to attend the Illinois

Victim Assistance Academy to be held in Bloomington-Normal during the week of May 17-22, 2009. Ms. Carter is required to attend the IVAA as a condition of our grant agreement with the Illinois Attorney General.

Mr. Williams reported that he attended a meeting of the Champaign County Mental Health Board on April 21, 2009. At that time, the CCMHB considered funding requests for FY 2010, including two requests from the CAC. The first is our regular funding request and the second is a request for funding for the crisis intervention services program to bridge the shortfall caused by the reduction in funding from the Illinois Criminal Justice Information Authority. The CCMHB is expected to make final FY 2010 funding decisions at their meeting on May 19, 2009.

During the month of April, the CAC is again sponsoring the *Silent Witness Campaign* in recognition of National Child Abuse Prevention Month. For the third consecutive year, we placed plywood silhouettes of "Blue Kids" at prominent locations around the County. The 26 silhouettes represent the known and unknown children in our community who have suffered as a result of abuse or neglect.

For the first time, we are also participating in the *Blue Kids Cards Campaign* to raise awareness about the issue of child abuse and to raise funds for the CAC. The Children's Advocacy Centers of Illinois (CACI) provided each of the CACs around the state with 1,000 Blue Kids Cards. The cards were provided at no cost to the CACs and are available for purchase for \$1.00 at each of the five *El Toro Restaurants* in Champaign, Urbana, St. Joseph, and Rantoul and at their affiliate, *Illini Grill & Pancakes* in Champaign. All of the proceeds from the sale of the cards will be returned to the CAC. If they have not already done so, Mr. Williams asked Board members to thank our sponsors by patronizing these businesses and, while there, to purchase a Blue Kids Card. Mr. Williams also notified Team members about the campaign via e-mail and a press release was faxed to local media outlets. The press release contained information about both the *Silent Witness* and *Blue Kids Cards Campaigns*.

Mr. Williams reported that preparations are continuing for the upcoming *Champions for Children Walk*. Mr. Williams reminded Board members that the Walk will be held from May 14-17, 2009 and he encouraged Board members to raise pledges on behalf of the Children's Advocacy Center. Information about the Walk was sent to Team members and other supporters of the CAC in early April. Thus far, the CAC has raised \$600 in pledges. Earlier this week Mr. Williams learned that the Urbana Fraternal Order of Police will be donating \$650. Last year, a total of \$3,562.50 was raised and Mr. Williams hopes to exceed that amount this year. Mr. Williams stated he would be happy to talk with the staff at the agencies/departments of Board members to encourage them to participate in the Walk and/or to make a pledge.

Each of the Board members was provided with a Summary of CAC Activity for the month of March. During the month of March, 14 children were interviewed at the CAC. This included 11 new children accepted for case management services, 1 non-victim sibling, 1 child interviewed by the U.S. Department of Immigration and Customs Enforcement and the Decatur Police Department, and a follow-up interview with a child who was initially interviewed at the CAC in March 2008. The latter case was re-opened

for services. In addition, two children who were interviewed at the CAC in Coles County were referred to the Champaign County CAC for services in March. Thus far during April, a total of 17 children have been interviewed at the CAC. That number includes 9 new children accepted for case management services, 4 children for whom the CAC is not providing case management services, 3 non-victim siblings, and 1 out-of-county interview (Ford County).

Communications

Mr. Williams stated 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, May 28, 2009.

Adjournment

There being no further business, the meeting was adjourned at 10:02 a.m.

Respectfully submitted,

Michael B. Williams
Executive Director