



**Champaign County Children's Advocacy Center  
Governing Board  
Regular Meeting  
Thursday, April 22, 2010  
201 W. Kenyon Road, Suite 1  
Champaign, Illinois**

***Minutes***

Members Present: Dr. Kathleen Buetow, Secretary/Treasurer, Carle Clinic  
(In-Person) Lt. Roy Acree, University of Illinois Police Department  
Sgt. Marc Beach, Rantoul Police Department  
Lt. Joe Gallo, Champaign Police Department  
Tara Gilman, Child Protection Supervisor, Illinois Department of  
Children & Family Services  
Amy Hurst, Intensive Outreach Services Supervisor, Mental Health  
Center of Champaign County  
Lt. Greg Lindemulder, Illinois State Police  
Lt. Ed Ogle, Champaign County Sheriff's Office  
Superintendent Jane Quinlan, Regional Office of Education for  
Champaign & Ford Counties  
Inv. Duane Smith, Urbana Police Department  
Dr. Deborah Townsend, Champaign County Mental Health Board  
Janet Wells, Adult Services Supervisor, Champaign County Probation &  
Court Services Department

Members Absent: Champaign County State's Attorney's Office  
Mahomet Police Department

Others Attending: Michael Williams, Executive Director, CAC

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***Note: In the absence of State's Attorney Julia Rietz, Chair, Secretary/Treasurer Dr. Kathleen Buetow served as Acting Chair. Sgt. Beach and Ms. Wells joined the meeting in progress.***



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

## **Call to Order**

After finding a quorum present, Dr. Buetow, Acting Chair, called the meeting to order at 9:05 a.m. Introductions were made.

## **Public Participation**

There was no public participation.

## **Approval of Minutes**

Dr. Townsend made a motion to approve the minutes of the March 25, 2010 Regular Meeting of the Governing Board. The motion was seconded by Ms. Hurst. There was no further discussion and the minutes were approved as presented.

## **Budget Report**

Mr. Williams provided Board members with a copy of the Budget Report for the month ended March 31, 2010. 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 \$25,436.45 as of March 31, 2010. Mr. Williams added that he recently learned that, like many CACs around the state, our Fourth Quarter payment from DCFS, which might normally be received in May, may be somewhat delayed.

Mr. Williams reminded the Board that he had projected a budget shortfall of approximately \$3,000 for the fiscal year ending June 30, 2010. Because of savings realized over the past year, the projected deficit is now less than \$400. That deficit will be covered by assessments received from local law enforcement agencies over the past year. Mr. Williams also reminded the Board that, as was discussed at last month's meeting, he is projecting a budget shortfall of between \$5,700 and \$7,420 for the fiscal year beginning July 1, 2010. The latter amount is the projected deficit if 3% salary increases for staff are implemented for County FY 2011, and the former amount is the projected deficit if no salary increases are awarded. The projected deficits also assume no increased or additional expenses or any decreases in current revenue. The projected deficit could be reduced or eliminated if assessments from law enforcement agencies are paid and/or the Center is able to increase revenue through fundraising events such as the Champions for Children Walk.

## **Director's Report**

**2010 Champions for Children Walk:** Mr. Williams reported that planning for the 2010 Champions for Children Walk/Twin Cities Twosome is proceeding. Mr. Williams reminded the Board that the Walk will be held on Saturday, May 15<sup>th</sup>. Participants will gather at the Courthouse Plaza at 8:00 a.m. and we will join the Twin Cities Twosome at Crystal Lake Park at 9:00 a.m. Registrations are beginning to trickle in and Mr. Williams asked all Board members to register to walk/run themselves and to encourage their employees, family and friends to do so as well. Donations are also being accepted and can be sent to the Children's Advocacy Center or made online at

[www.caci.online.org](http://www.caci.online.org). The CAC will be hosting a pre-race happy hour on the evening before the Champions for Children Walk/Twin Cities Twosome. The happy hour will be held at The Philo Tavern on Friday, May 14<sup>th</sup>, from 5:00-7:00 p.m. Free appetizers and soft drinks will be available. We are also soliciting gift certificates from local restaurants and merchants to give away as door prizes (must be present to win).

Mr. Williams reported that peer review sessions for investigators who conduct interviews at the Center were held earlier this week (Tuesday and Wednesday). The sessions were hosted by the State's Attorney's Office and State's Attorney Julia Rietz and her staff were available to provide feedback. A total of 11 law enforcement and DCFS investigators attended these peer review sessions. The sessions lasted two hours and the Team reviewed two interviews during each session. Mr. Williams stated that the sessions went well and he feels they will continue to be an important training tool and educational forum for our forensic interviewers.

The first session of our child victim support group for girls ages 8-11 was held at the CAC on March 30<sup>th</sup>. Subsequent sessions have been held each Tuesday evening since then and the group will continue to meet until June 15<sup>th</sup>. The group is being facilitated by Therapist Joanna Kling and CAC Intern Charmaine Robertson. Because of the advance work done by Ms. Robertson and CAC Case Manager Elaine Carter, which included letters, telephone calls and home visits, attendance at the support group has been up significantly.

Mr. Williams reported that Dr. Cheryl Peterson, Children's Justice Administrator for the Department of Children & Family Services, conducted a site visit at the Champaign County CAC on April 14<sup>th</sup>. Mr. Williams stated that the site visit went well and Dr. Peterson was very complimentary of the work being done by our Center.

During March/April, CAC staff attended the following trainings:

- On March 31, 2010, CAC Case Manager Elaine Carter attended *Automated Victim Notification* training. This training program was sponsored by the Illinois Attorney General and was held in Urbana.
- On April 2, 2010, Mr. Williams attend *Peer Review Facilitation* training. This training program was sponsored by the Children's Advocacy Centers of Illinois and was held in Springfield.
- On April 19, 2010, Ms. Carter and CAC Intern Charmaine Robertson attended *HEALING: Community Collaboration in Response to Children Affected by Violence*. This conference was held in Bloomington.
- On April 20, 2010, Mr. Williams attended *Children & Sexual Abuse: Being Aware of Signs and Risks*. This workshop was held at Parkland College and was sponsored by the Champaign County Child Abuse Prevention Coalition, of which Mr. Williams is a member.

Regrettably, Mr. Williams reported that the *Finding Words Illinois* session scheduled for May 3-7, 2010 has been cancelled. It is expected that the course will be offered next in October.

During April, which is National Child Abuse Prevention Month, Mr. Williams was invited to make presentations to the following groups:

- April 7<sup>th</sup> - United Methodist Women.
- April 8<sup>th</sup> - The Exchange Club of Urbana. Mr. Williams noted that The Exchange Club made a donation of \$300 to the CAC.
- April 13<sup>th</sup> - Kappa Delta Kappa's Annual C.H.I.L.D. Week.

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, which included 9 children who were accepted for case management services, 4 non-victim siblings/witnesses, and one child who was interviewed at the CAC by investigators from the Piatt County Sheriff's Office and DCFS. Thus far during the month of April, 10 children have been interviewed at the CAC, which includes 8 children accepted for case management services, 1 non-victim sibling, and one child who was interviewed at the CAC by an investigator from the Piatt County Sheriff's Office.

### **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 27, 2010.

### **Adjournment**

There being no further business, the meeting was adjourned at 9:28 a.m.

Respectfully submitted,

Michael B. Williams  
Executive Director