



**Champaign County Children's Advocacy Center
Governing Board
Regular Meeting
Thursday, October 28, 2010
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
Lt. Roy Acree, University of Illinois Police Department
Tamela Atwood, Child Protection Supervisor, Illinois Department of
Children & Family Services
Chief Jerry Gamble, Mahomet Police Department
Joseph Gordon, Director, Champaign County Probation & Court
Services Department
Juli Kartel, Director of Youth and Family Services, Community
Elements (formerly Mental Health Center of Champaign County)
Lt. Greg Lindemulder, Illinois State Police
Lt. Bryant Seraphin, Urbana Police Department
Dr. Deborah Townsend, Champaign County Mental Health Board

Members Absent: Champaign County Sheriff's Office
Champaign Police Department
Rantoul Police Department
Regional Office of Education

Others Attending: Michael Williams, Executive Director, CAC



Call to Order

After finding a quorum present, State's Attorney Julia Rietz, Chair, called the meeting to order at 9:05 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. Townsend made a motion to approve the minutes of the August 26, 2010 Regular Meeting of the Governing Board. The motion was seconded by Dr. Buetow. There was no further discussion and the motion was approved.

Review and Approval of Application for Community Assistance Funds

Mr. Williams provided Board members with a copy of an Application for Community Assistance Funds from the Junior League of Champaign-Urbana. Mr. Williams has requested \$290 from the Junior League to cover the costs of printing our "*Parent's Guide to the CAC.*" The application was submitted to the Junior League on September 17, 2010. The application deadline was October 15, 2010 and applicants are to be notified of the status of their applications by November 15, 2010.

By consensus, the Board approved the Application for Community Assistance Funds from the Junior League of Champaign-Urbana.

Budget Report

Mr. Williams provided Board members with copies of Budget Reports for the months ended August 31 and September 30, 2010. Mr. Williams stated that there were no unusual expenditures to report for the months of August or September; however, he did highlight an expenditure of \$330 on August 11, 2010 to the Children's Advocacy Centers of Illinois. That expenditure was for Champions4Children t-shirts worn by walkers in the 2010 Champions4Children Walk. Each walker paid \$5 for their t-shirt as part of their registration fee.

Mr. Williams noted that the CAC had a positive cash balance of \$7,168.81 on August 31, 2010; however, the cash balance as of September 30, 2010 was -\$2,662.34. Since that time, the CAC has received revenue payments totaling \$32,138.50 as follows:

- \$5,000.00 semi-annual payment from the National Children's Alliance
- \$10,032.25, which represents the unpaid balance of our Fourth Quarter FY 2010 payment from the Illinois Department of Children & Family Services
- \$17,106.25 First Quarter FY 2011 payment from the Illinois Department of Children & Family Services

Mr. Williams noted that the latter two payments were received only after he initiated a special request to the Governor's Office.

Mr. Williams advised the Board that he is projecting a budget deficit of just over \$8,000 for FY 2011 (July 1, 2010 to June 30, 2011). This projection relies on committed funding (i.e., Champaign County Mental Health Board, DCFS, Attorney General,

National Children's Alliance), and does not include revenue which could be raised through payments from local law enforcement agencies that utilize the Center, the 2011 Champions4Children Walk, or miscellaneous donations. The projected budget deficit has been negatively impacted by two recent events: 1) our FY 2011 grant from the Illinois Attorney General was reduced by 5% from \$17,000 to \$16,150, and 2) Champaign County increased the employer rate for IMRF from 8.44% to 9.92% retroactive to January 1, 2010. Mr. Williams explained that all FY 2011 Attorney General grants were cut between 5% and 100%. In response to a question from Dr. Townsend, Mr. Williams stated he was not aware of the criteria used by the Attorney General to determine cuts; however, those grantees whose applications were not complete or those programs which were not in compliance with reporting requirements likely suffered greater cuts.

Mr. Williams also reminded Board members that the FY 2011 budget does not contain salary increases for staff and the projected deficit would grow if we incur any unanticipated expenses.

Although Mr. Williams is projecting a deficit in regular revenue vs. expenditures, he stated that the CAC has uncommitted revenues in the fund balance of just under \$24,000. These funds include revenue from the 2008, 2009 and 2010 Champions4Children Walks, payments from law enforcement agencies, investment interest, and miscellaneous donations. Although these funds could be used to meet the projected deficit in FY 2011, Mr. Williams cautioned that these funds kept the CAC from running an even greater deficit in the fund balance while awaiting payments from the National Children's Alliance and the Illinois Department of Children & Family Services (see above).

Mr. Williams reported that the 2011 Champions4Children Walk is scheduled for Saturday, May 14, 2011. On that date, CACs from around the state will again hold walks in their communities to raise funds and to raise awareness about the work being done by CACs. Mr. Williams reminded the Board that we partnered our local walk in 2010 with the Twin Cities Twosome. All indications are that we will be invited to do so again next year. Mr. Williams expects that the Twin Cities Twosome planning committee will begin meeting after January 1st. Mr. Williams asked for the Board's guidance on participating in the 2011 Champions4Children Walk. After further discussion, it was the consensus of the Board that the CAC should participate in the 2011 Champions4Children Walk and that the CAC should again pursue a partnership with the Twin Cities Twosome.

Mr. Williams stated that another potential source of revenue is payments from local law enforcement agencies who utilize the Center. In July 2009, Ms. Rietz sent letters asking law enforcement agencies to pay a voluntary assessment prorated on their usage of the Center. Payments totaling \$4,490 were received from several departments. Of that amount, the CAC expended \$223 to meet fringe benefit obligations not covered by grant funds, leaving a balance of \$4,267.

Director's Report

Mr. Williams was pleased to report that Whitney Kampwerth, a student at the University of Illinois College of Law, donated a framed photograph to the Children's Advocacy Center. The photograph, which was taken by Ms Kampwerth's uncle, award-winning photographer Charles Howard, is hanging in the play area and Mr. Williams encouraged Board members to take a look at it after the meeting.

Mr. Williams also thanked the Champaign Police Department for their donation of two lock boxes to the CAC. Mr. Rob Wyre of the Court Services & Probation Department mounted the lock boxes on a wall in the observation room. The lock boxes will allow officers to secure their weapons and other valuables while conducting interviews at the Center.

On September 8, 2010, the Champaign County CAC, along with CACs in Kankakee and McLean Counties, conducted the first regional peer review for child forensic interviewers. Although LaSalle County is also assigned to our region, they were unable to participate in the initial peer review session. A total of 7 investigators/interviewers attended the session on September 8th, which was hosted by the McLean County CAC in Bloomington. Mr. Williams facilitated. The team reviewed three interviews during the four-hour session. The team discussed the techniques used and provided constructive comments on the interviewers' strengths as well as areas the interviewers can improve upon. Regional peer review sessions will be held on a semi-annual basis and will complement, not replace, local peer review being held in Champaign County.

The next local peer review is scheduled for November 9, 2010. Mr. Williams sent information about that session to law enforcement and DCFS supervisory personnel and requested that they register their investigators who conduct interviews at the CAC. In response to a question from Ms. Rietz, Mr. Williams stated that nobody had yet contacted him to register for peer review, but he expects that will change as the date draws closer. Mr. Williams added he would be sending a reminder e-mail later this week.

Ms. Rietz initiated a discussion on interviewing teenagers at the CAC. It is Ms. Rietz's suggestion that investigators contact her office before scheduling interviews with teenagers, especially in those cases when the victim and the alleged offender are in a "girlfriend/boyfriend" relationship.

Each of the Board members was provided with Summaries of CAC Activity for the months of August and September. During August, 20 children were interviewed at the CAC, which included 14 children who were accepted for case management services, 3 non-victim siblings/witnesses, 1 alleged juvenile offender (age 13), a follow-up interview with 1 child who was initially interviewed at the CAC earlier in 2010, and 1 child interviewed in a Ford County case.

During September, 9 children were interviewed at the CAC, which included 7 children accepted for case management services, and 2 non-victim siblings/witnesses. In

addition, 1 child who was too young to be interviewed at the CAC was accepted for services.

Thus far during the month of October, 16 children have been interviewed at the CAC, which includes 11 children accepted for case management services, 3 children for whom the CAC is not providing follow-up services, 1 non-victim sibling, and a follow-up interview with 1 child who was initially interviewed at the CAC earlier in 2010.

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, November 18, 2010. The meeting is one week earlier than usual, so as not to conflict with Thanksgiving. Mr. Williams also noted that the November meeting is designated as the Annual Meeting of the CAC Governing Board and, in accordance with the CAC Constitution and By Laws, officers are to be elected at that time.

Ms. Kartel announced that the Mental Health Center recently changed its name to "Community Elements." This change followed an extensive review and it is believed that the new name more accurately reflects their identity and the services they provide. It is also believed that the new name will eliminate confusion of the agency with the Mental Health Board and will help correct the misperception that they are a government agency.

Adjournment

There being no further business, the meeting was adjourned at 9:35 a.m.

Respectfully submitted,

Michael B. Williams
Executive Director