



**Champaign County Children's Advocacy Center  
Governing Board  
Regular Meeting  
Thursday, February 24, 2011  
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  
Ms. Tamela Atwood, Child Protection Supervisor, Illinois Department  
of Children & Family Services  
Inv. Jody Ferry, Champaign County Sheriff's Office  
Mr. Joseph Gordon, Champaign County Probation & Court Services  
Department  
Lt. Greg Lindemulder, Illinois State Police  
Lt. Bryant Seraphin, Urbana Police Department  
Det. Rodney Sullivan, Rantoul Police Department  
Dr. Deborah Townsend, Champaign County Mental Health Board

Members Absent: Champaign County State's Attorney's Office  
Champaign Police Department  
Community Elements  
Mahomet Police Department  
Regional Office of Education

Others Attending: Michael Williams, Executive Director, CAC

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

**Call to Order**

After finding a quorum present, Dr. Buetow called the meeting to order at 9:07 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.

## **Approval of Minutes**

Lt. Seraphin made a motion to approve the minutes of the January 27, 2011 Regular Meeting of the Governing Board. The motion was seconded by Lt. Acree. There was no further discussion and the motion was approved.

## **Review and Approval of Application for Continued Grant Funding from the Illinois Criminal Justice Information Authority – Agreement #210216 (\$50,338)**

Mr. Williams provided Board members with a copy of the CAC's application for continued grant funding from the Illinois Criminal Justice Information Authority. Mr. Williams explained that funds from the Authority are used to contract for crisis intervention counseling services with Joanna Kling and Christine Washo. Our designation for the grant year beginning March 1, 2011 has been reduced from \$70,566 to \$50,338 based on our billings for the current grant year. Billings for crisis intervention services totaled \$29,007.98 for the 11-month period ended January 31, 2011. In addition to funding crisis intervention counseling services, the Authority has agreed to the use of \$4,400 in grant funds towards the salary of the CAC Case Manager. This will help us reduce or eliminate the projected shortfall in funding for the Case Manager's salary during the next year. Mr. Williams had hoped to use additional funding from the Authority for salaries; however, there was some concern that to do so would be supplanting existing funding in violation of Authority regulations. Mr. Williams is continuing to work with our grant monitor to ensure that all required documentation is submitted in a timely manner. Mr. Williams requested approval of the application.

In response to a question from Dr. Townsend, Mr. Williams stated he is very pleased with the services provided by Ms. Kling and Ms. Washo. He noted that Ms. Kling and Ms. Washo both have almost unmatched experience working with abused children and their families. Mr. Williams added that, whenever possible, they are present at the CAC for interviews and each of them makes considerable efforts to follow up with clients in order to get them to engage in services. Dr. Buetow added that she has also been impressed with the services being provided by Ms. Kling and Ms. Washo and she echoed Mr. Williams' statements regarding their efforts to follow-up with families.

Mr. Gordon made a motion to approve the Application for Continued Grant Funding from the Illinois Criminal Justice Information Authority in the amount of \$50,338 for the period March 1, 2011 through February 29, 2012. The motion was seconded by Lt. Seraphin. There was no further discussion and the motion was approved.

## **Review and Approval of Renewed Contracts for Crisis Intervention Counseling Services with Joanna Kling and Christine Washo**

Mr. Williams provided Board members with a copy of a proposed Contract for Crisis Intervention Counseling Services. Mr. Williams explained that the CAC has

contracted for these services with Joanna Kling and Christine Washo since March 1, 2010. Our current contracts with Ms. Kling and Ms. Washo will expire on February 28, 2011. Mr. Williams recommended continuing our contracts with Ms. Kling and Ms. Washo for another year. Funding for the services provided under these contracts is provided by the Illinois Criminal Justice Information Authority (see above). In response to a question from Lt. Lindemulder, Mr. Williams indicated that the contracts have been updated where necessary and shortened to remove superfluous language but, otherwise, are in much the same form as our existing contracts with Ms. Kling and Ms. Washo.

Dr. Townsend made a motion to approve Contracts for Crisis Intervention Counseling Services with Joanna Kling and Christine Washo for the period March 1, 2011 to February 29, 2012. The motion was seconded by Lt. Lindemulder. There was no further discussion and the motion was approved.

### **Budget Report**

Mr. Williams provided Board members with copies of the Budget Report for the month ended January 31, 2011. Mr. Williams stated that there were no unusual expenditures to report for the month of January and he noted that the CAC had a positive cash balance of \$17,552.38 as of January 31, 2011.

Dr. Townsend made a motion to approve the Budget Report. The motion was seconded by Dr. Buetow. There was no further discussion and the motion was approved.

### **Director's Report**

Mr. Williams stated that plans for the 2011 Champions4Children Walk, which will again be partnered with the Twin Cities Twosome, are progressing. The date of the Champions4Children Walk/Twin Cities Twosome is May 14, 2011. We are hoping to have online registration for the Champions4Children Walk available through the Twin Cities Twosome website. The registration fee will again be \$20. Thus far, Fetch! Pet Care, the Pavilion, Reynolds Towing, and Urbana FOP Lodge 70 have agreed to sponsor the CAC again this year. Mr. Williams is hoping that Thrivent Financial for Lutherans will also renew their sponsorship. Mr. Williams added that State Representative Naomi Jakobsson has agreed to serve as Grand Marshal this year. Additional information, including registration materials, will be provided in the coming weeks.

Mr. Williams announced that four area motorcycle clubs are staging a Poker Run on May 21, 2011 and they have graciously designated the Children's Advocacy Center as the beneficiary of the event. The organizers plan to donate the registration proceeds as well as the proceeds from a live auction to the CAC. They will also solicit additional donations on behalf of the CAC. Mr. Williams will be available on the day of the Poker Run to give tours of the CAC to interested participants.

Mr. Williams reported that the second Regional Peer Review for child forensic interviewers will be held at the McLean County CAC from 10:00 a.m.-2:00 p.m. on March 8, 2011. Details about peer review were sent to law enforcement and DCFS

supervisory personnel earlier this month and Mr. Williams encouraged them to register their investigators for peer review.

The second annual *Champions of Children Conference* will be held in St. Charles, IL on March 14-15, 2011. Mr. Williams sent information about the Conference to law enforcement and DCFS supervisory personnel and he provided Conference brochures to Board members. This year's Conference features a day-long workshop on Advanced Forensic Interviewing. Although not noted in the brochure, CACI Executive Director Billie Larkin advised Mr. Williams that investigators interested only in attending the Advanced Forensic Interviewing workshop would be eligible for a one-day rate of \$75.

On a related note, the Midwest Regional Children's Advocacy Center will again be offering Child Forensic Interview Training in Bloomington, MN from May 3-6, 2011. The MRCAC will cover airfare, lodging and tuition and will provide breakfast and lunch each day. Participants are responsible only for the \$49 application fee and dinners. Again, this information was sent to law enforcement and DCFS supervisory personnel earlier this month.

Mr. Williams announced that the CAC support group for girls ages 8-11 would begin tonight. The support group will be facilitated by Therapist Joanna Kling. Ms. Kling will be assisted by Colleen Hurley, our Intern from the University of Illinois.

Each of the Board members was provided with a Summary of CAC Activity for the month of January. During January, 10 children were interviewed at the CAC, all of whom were accepted for case management services. Thus far during February, 8 children have been interviewed at the CAC, which includes 4 children accepted for case management services, 1 child for whom the CAC did not provide follow-up services, and 3 non-victim siblings. In addition, 1 child who was not interviewed at the CAC was assessed and accepted for services.

### **Communications**

Mr. Williams stated that no communications had been received on behalf of the Board.

### **Old Business**

None.

### **New Business**

None.

### **Announcements**

Mr. Williams congratulated Dr. Townsend on her recent election as President of the Champaign County Mental Health Board.

Mr. Williams also announced that the next meeting of the CAC Governing Board is scheduled for 9:00 a.m. on Thursday, March 24, 2011.

**Adjournment**

There being no further business, Lt. Seraphin made a motion to adjourn. The motion was seconded by Dr. Buetow. There was no further discussion and the motion was approved. The meeting was adjourned at 9:35 a.m.

Respectfully submitted,

Michael B. Williams  
Executive Director