



**Champaign County Children's Advocacy Center  
Governing Board  
Regular Meeting  
Thursday, March 22, 2012  
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  
Ms. Heather Forrest, Child Protection Investigator, Illinois Department  
of Children & Family Services  
Mr. Joseph Gordon, Director, Champaign County Probation & Court  
Services Department  
Officer Dave Parsons, Mahomet Police Department  
Sgt. Bob Rea, Champaign Police Department  
Lt. Bryant Seraphin, Urbana Police Department  
Dr. Deborah Townsend, Champaign County Mental Health Board

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

Others Attending: Michael Williams, Executive Director, CAC

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

**Call to Order and Introductions**

Dr. Buetow, Acting Chair, called the meeting to order at 9:10 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 February 23, 2012 Regular Meeting of the Governing Board. The motion was seconded by Dr. Townsend. There was no further discussion and the motion was approved.

## **Review and Approval of Revised Cultural and Linguistic Competence Plan**

At last month's meeting, Mr. Williams provided Board members with a draft Cultural and Linguistic Competence Plan and requested feedback and input from the Board. The draft CLC Plan follows the template required by the Champaign County Mental Health Board for all agencies receiving CCMHB funding. Mr. Williams met with Project ACCESS Cultural and Linguistic Competency Coordinator Shandra Summerville in January and again in February to review the draft Plan. Changes suggested by Ms. Summerville are found on pages 3 and 4 of the draft Plan.

Mr. Williams stated that he had also discussed the draft Plan with CAC Board Chair Julia Rietz, who expressed reservations about forming a parent/caregiver committee (page 10). Mr. Williams explained that a committee might be another way of gathering information about the services provided by the CAC, in addition to the quarterly surveys, and he had included the committee in the draft Plan as a point of discussion for the Board. After further discussion, Mr. Williams recommended placing the draft Plan on the agenda for the April Board meeting for further review and discussion. In the meantime, Mr. Williams encouraged Board members to contact him with comments and suggested revisions.

## **Budget Report**

Mr. Williams provided Board members with a copy of the Budget Report for the month ended February 29, 2012. Mr. Williams stated that there were no unusual expenditures to report for the month of February and he added that the CAC had a positive cash balance of \$705.71 as of February 29, 2012. Mr. Williams stated that the CAC has since received a quarterly payment from DCFS in the amount of \$17,106.25. We are still awaiting our semi-annual payment from the National Children's Alliance (\$5,000) for the period July-December 2011.

Mr. Williams reported that a renewed Grant Agreement with the Illinois Criminal Justice Information Authority was signed earlier this month. The Grant will provide total funding in the amount of \$50,338 for crisis intervention counseling services (\$43,338) and for a portion of the Case Manager's salary (\$7,000) during the period March 1, 2012 through February 28, 2013. Renewed contracts with Therapists Joanna Kling and Chris Washo have also been executed.

Earlier this week, Mr. Williams received contract renewal materials from DCFS. Our FY13 contract with DCFS will be reduced by 1% (from \$68,425 to \$67,740). Mr. Williams stated that this was the minimum reduction and that other agencies received much larger cuts. Contract renewal materials are due to DCFS by April 13.

At last month's Board meeting, the Board recommended that the CAC again solicit voluntary payments from law enforcement agencies who utilize the Center. On March 6, 2012, CAC Board Chair Julia Rietz sent requests to the following departments: Champaign County, Champaign, Fisher, Gifford, Homer, Ludlow, Mahomet, Rantoul, Thomasboro, Tolono, University of Illinois, and Urbana. The total amount requested is \$10,000 and the assessed amounts are based on each department's pro rata usage of the Center over the past ten years. To date, the CAC has received a payment from the Homer Police Department. In addition, the Rantoul and University of Illinois Police Departments have contacted Mr. Williams with requests for payment information. In response to a question from Officer Parsons, Mr. Williams indicated it is up to each department whether they want to pay the assessment out of their current budget or wait until the beginning of their next fiscal year.

### **Director's Report**

At last month's meeting, the Board appointed State's Attorney Julia Rietz, DCFS Supervisor Tamela Atwood and RPD Sgt. Marc Beach to conduct the annual review of the CAC Protocol and to make recommendations to the Board for any revisions. The committee, along with Mr. Williams, met on March 15. No recommendations for revisions are being made at this time. However, the committee discussed that the CAC will be applying for reaccreditation by the National Children's Alliance in 2013 and changes to the Protocol may be recommended as part of the reaccreditation process.

Mr. Williams reported that he attended the 2012 Champions of Children Conference in St. Charles on March 12-13. As a member of the Children's Advocacy Centers of Illinois Board, Mr. Williams' conference registration fee was waived.

Mr. Williams advised the Board that the CAC is collaborating with the Crisis Nursery and CASA on events for Child Abuse Prevention Month (April). On Friday, March 30, between 6:00 and 8:00 a.m., representatives of all three organizations will appear on the WCIA Morning Show and will be passing out blue ribbons in the parking lot at WCIA Channel 3 in Champaign. The Mayors of Champaign, Rantoul and Urbana will also be in attendance to read proclamations of support. Free coffee and bagels, courtesy of Einstein Bros. Bagels, will be provided to the first 100 people who drive by the WCIA parking lot and receive a blue ribbon. CASA secured a small grant from the Junior League of Champaign-Urbana to purchase 450 pinwheels, each of which represents a child involved in the court system as a result of abuse or neglect. The pinwheels will be displayed on the Courthouse lawn during April. The CAC will again be posting Blue Kids silhouettes at 30+ locations throughout Champaign County during April.

Mr. Williams reported that plans are progressing for the 2012 Champions4Children 5K Walk, which will be held on May 12. An e-mail blast was sent

to over 300 individuals earlier this week. Mr. Williams encouraged Board members to participate in the Walk and to encourage participation by their family, friends and co-workers. Mr. Williams pointed out that online registration through the Twin Cities Twosome website is quick and easy.

Mr. Williams stated that he was recently approached by a representative of ABC Sanitary with an offer to include information about the CAC in its monthly invoices. Mr. Williams prepared a flyer with information about the CAC as well as the Champions4Children Walk and the Champions for Children 2012 Bike Run. ABC Sanitary will print the flyers and distribute them with their invoices during the months of April and May. It is estimated that the flyers will reach 4,000 customers each month.

Each of the Board members was provided with a Summary of CAC Activity for the month of February. During February, 19 children were interviewed at the CAC, which included 14 children who were accepted for case management services, 3 children for whom the CAC did not provide follow-up services, and 2 non-victim siblings/witnesses.

Thus far during the month of March, 15 children have been interviewed at the CAC, which includes 8 children accepted for case management services, 1 child for whom the CAC did not provide follow-up services, 5 non-victim siblings/witnesses, and 1 alleged juvenile offender (age 11). Mr. Williams noted that a representative of the State's Attorney's Office was present at almost every interview conducted at the Center during February and March.

### **Communications**

Mr. Williams stated that he had not received any communications on behalf of the Board.

### **Old Business**

None.

### **New Business**

None.

### **Announcements**

Mr. Williams announced that the next meeting of the CAC Governing Board is scheduled for 9:00 a.m. on Thursday, April 26, 2012.

**Adjournment**

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

Respectfully submitted,

Michael B. Williams  
Executive Director