



**Champaign County Children's Advocacy Center  
Governing Board  
Regular Meeting  
Thursday, June 22, 2006  
1601 E. Main Street  
Urbana, Illinois**

***Minutes***

Members Present: Dr. Kathleen Buetow, Secretary/Treasurer, Carle Clinic  
Tamela Atwood, Child Protection Supervisor, Illinois Department of  
Children and Family Services  
Sergeant Tony Brown, University of Illinois Police Department  
Mr. Matt Burgess, Intensive Outreach Services Manager,  
Mental Health Center  
Chief Daniel Driscoll, Mahomet Police Department  
Lt. Joseph Gallo, Champaign Police Department  
Mr. Joseph Gordon, Director, Champaign County Probation and  
Court Services Department  
Lt. Ed Ogle, Champaign County Sheriff's Office  
Superintendent Judy Pacey, Regional Office of Education

Members Absent: Champaign County Mental Health Board  
Champaign County State's Attorney's Office  
Rantoul Police Department  
Urbana Police Department

Others Attending: Michael Williams, Executive Director, CAC

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\*NOTE: Prior to today's meeting, State's Attorney Julia Rietz informed Mr. Williams that she would be unable to attend due to a commitment in court. In Ms. Rietz's absence, Secretary/Treasurer Dr. Kathleen Buetow served as Acting Chair.

Accredited Member

**Call to Order**

After finding a quorum present, Dr. Buetow called the meeting to order at 9:03 a.m.



### **Public Participation**

There was no public participation.

### **Approval of Minutes**

Chief Driscoll offered a motion to approve the minutes of the May 25, 2006 Regular Meeting of the Governing Board. The motion was seconded by Mr. Burgess. There was no further discussion. Motion approved.

### **Report from Subcommittee on Relocation**

In Ms. Rietz's absence, Mr. Williams advised the Board that, on May 2, 2006, the County Facilities Committee approved the issuance of a Request For Information soliciting information from interested parties for the long-term lease or purchase of the old nursing home. Responses to the RFI are due July 27, 2006 and the County has indicated that it intends to reach an agreement on the redevelopment of the old nursing home with an agency/developer no later than September 21, 2006.

### **Ratification of FY 2007 Contract with the Illinois Department of Children and Family Services**

Mr. Williams provided each of the Board members with a copy of our FY 2007 Contract with the Illinois Department of Children and Family Services. Under the terms of the Contract, the CAC will receive \$68,425 from DCFS during the 12-month period beginning July 1, 2006. The CAC has received the same amount from DCFS in each of the two previous fiscal years. In order to expedite finalization of the Contract, Ms. Rietz executed the Contract on behalf of the CAC and Mr. Williams returned the Contract to DCFS earlier this week. Mr. Williams requested ratification of the Contract by the CAC Governing Board.

Lt. Ogle offered a motion to ratify the FY 2007 Contract with the Illinois Department of Children and Family Services in the amount of \$68,425. The motion was seconded by Mr. Gordon. There was no further discussion. Motion approved.

### **Review and Approval of FY 2007 Grant Agreement with the Illinois Attorney General**

Mr. Williams reported that he received an e-mail from our grant monitor on June 14, 2006 indicating that our application for FY 2007 funding from the Illinois Attorney General had been approved at the level funding amount of \$17,000. Although Mr. Williams had hoped to have the Agreement available for review and approval by the CAC Governing Board at today's meeting, it has not yet been received. Mr. Williams stated that ratification of the Grant Agreement would need to be deferred to the July meeting.

LATER: After electing to cancel July's CAC Governing Board meeting, Dr. Buetow suggested that the Board tentatively approve the FY Grant Agreement with the Illinois Attorney General and authorize Mr. Williams to execute the Agreement on behalf of the Board. Motion made by Chief Driscoll and seconded by Mr. Burgess. There was no further discussion. Motion approved. Mr. Williams will provide the Board with a copy of the FY 2007 Grant Agreement with the Illinois Attorney General at its next meeting.

### **Review and Approval of FY 2007 Champaign County Budget**

Mr. Williams provided each of the Board members with a draft copy of the CAC's FY 2007 Champaign County budget. Budget materials are due to County Administrator Deb Busey no later than July 10, 2006. Mr. Williams will review the CAC's budget with Ms. Busey on July 12<sup>th</sup>. The County Board is expected to review the tentative budget in September and final approval of the County budget is scheduled for November 21, 2006. Mr. Williams requested that the CAC Board approve the FY 2007 Champaign County budget as presented.

In response to a question from Superintendent Pacey, Mr. Williams indicated that he projected salary increases of 4% in order to calculate salaries and fringe benefits for FY 2007. Mr. Williams believes that the CAC will have sufficient revenues to meet projected increases in salaries and fringe benefits. Recommendations from the County Administrator for FY 2007 salary increases are not expected until September. Mr. Williams will advise the CAC Board of those recommendations when they become available.

Mr. Gordon offered a motion to approve the CAC's FY 2007 Champaign County Budget as presented by Mr. Williams. The motion was seconded by Chief Driscoll. There was no further discussion. Motion approved.

### **Budget Report**

A copy of the CAC Budget Report for the month ended May 31, 2006 was provided to each of the Board members. Mr. Williams stated that there were no unusual expenditures to report for the month of May.

### **Director's Report**

Each of the Board members was provided with a Summary of CAC Activity for the month of May. During the month of May, 18 children were interviewed at the CAC, which included 10 children accepted for case management services, 2 non-victim siblings/witnesses, and two out-of-county courtesy usages of the facility by Vermilion and Ford counties during which a total of 6 children were interviewed. Thus far during June, 17 children have been interviewed at the Center, which includes 12 children accepted for case management services, 1 child for whom the CAC is not providing follow-up services, 2 non-victim siblings/witnesses, 1 alleged juvenile offender, and 1 out-of-county courtesy usage of the facility by Ford County.

Mr. Williams announced that final billings to our FY 2006 contract with the Champaign County Mental Health Board will allow us to meet revenue projections for the fiscal year ending June 30, 2006.

Mr. Williams provided Board members with information regarding the number of interviews conducted at the CAC from 2002-2005, including overall and annual breakdowns by agency/department. Of the 874 interviews conducted at the Center from 2002-2005, 561 (64.2%) were joint Law Enforcement/DCFS, 228 (26.1%) were Law Enforcement only, and 85 (9.7%) were DCFS only. Mr. Williams stated that he is in the process of gathering additional information about the exact number of interviews each agency has conducted at the CAC and he hopes to make that information available to the Board at its next meeting.

Ms. Rietz asked Mr. Williams to advise the Board that she approached local Chiefs of Police at their meeting earlier this month with the idea of law enforcement agencies contributing financial resources to support a full-time child forensic interviewer at the CAC. Ms. Rietz reported that the Chiefs are receptive to the idea, but that each of them will need to explore whether their budgets could support such a financial commitment. Chief Driscoll stated that he attended the Chiefs' meeting and he agreed with Ms. Rietz that the concept of a full-time forensic interviewer was well received by the Chiefs. One concern raised was how to allocate the costs fairly. Mr. Williams added that he hopes the information about the number of interviews conducted at the Center and the agencies that conducted those interviews will be helpful in those deliberations.

### **Communications**

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

### **Other Business**

None.

### **New Business**

None.

### **Announcements**

Mr. Williams announced that the next Board meeting is scheduled for 9:00 a.m. on Thursday, July 27, 2006. After further discussion, the Board elected to cancel July's CAC Governing Board meeting. The next Board meeting will be held at 9:00 a.m. on Thursday, August 24, 2006.

**Adjournment**

There being no further business, the meeting was adjourned at 9:25 a.m.

Respectfully submitted,

Michael B. Williams  
Executive Director