

# ***Kendall County Children's Advocacy Center Board Meeting***

Kendall County Courthouse State's Attorney's Conference Room  
September 19, 2018  
11:00 a.m.

## ***Meeting Minutes***

- I. State's Attorney Eric Weis called the meeting to order
- II. Roll call- present were the following:  
  
Captain Richard Wilk, ISP; Sheriff Dwight Baird, KCSO, Michelle Meyer, Mutual Ground; Rhonda Layer, DCFS; Terry Klingel, YPD; Joe Weber, APD; Chief Jeff Burgner, OPD; Amaal Tokars, KCHD; Chief Jonathan Whowell, PPD; Eric Weis, SAO; Chief Rich Hart, YPD; Brenda Karales, SAO
- III. New business
  - a) Nomination and Election of Vice-Chairman:  
  
After a discussion of Vice Chairman candidates was completed, Jeff Burgner motioned to nominate Jeff Burgner, seconded by Dwight Baird. Motion carried. Jeff Burgner is the Vice Chairman
  - b) Nomination and Election of Secretary  
  
After a discussion of Secretary Candidates was completed, Jeff Burgner motioned to nominate Dwight Baird, seconded by Dwight Baird. Motion carried. Dwight Baird is the Secretary.
  - c) Approval of Appointment of Associate members by Chairman
  - d) Discussion of designating a representative for the Executive Board  
  
Each member was given a designee form if they wish to designee
  - e) Approval of designated representative for Executive Board -- Not necessary
  - f) Discussion on proposed Constitution and By-Laws  
  
No changes were found to be needed
  - g) Vote on approving Constitution and By-Laws to be sent to the CACI for review  
  
Jeff Burgner motioned to approve the Constitution and By-Laws as presented to be sent to the CACI for review. Amaal seconded. Motion carried. Brenda Karales will send the protocol to the CACI for review.
  - h) Discussion on proposed Protocol and Coordinated Response

Amaal brought it to the Board's attention that the mission statement in the Protocol was not the same in the by-laws. A brief discussion was had and Brenda will be changing the mission statement so that it is consistent.

- i) Vote on approving Protocol and Coordinated Response to be sent to the CACI for review

Amaal Tokars motioned that the Protocol with the change to the mission statement be approved to submit to the CACI for review. Jeff Burgner seconded. Motion carried. Brenda Karales will send the protocol with the changes to the CACI for review.

- j) Brochures for the CAC. Brenda will be ordering more brochures to hand out
- k) Sex Assault cards for officers were given out and additional ones will be available upon request
- l) Training: Brenda is looking into having Dr. Rangala do the training she did a while ago. More information will be forwarded.
- m) Other

IV. December 19, 2018 at 2:30 will be the next meeting

V. Adjournment