

**Alabama Network of Children's Advocacy Centers**  
**Meeting of the Board of Directors**  
**May 22, 2007**

President Emilyn Gipson called the meeting to order at 10:02 a.m. Mary Murphy offered an invocation and shared her vision of the work of child advocacy centers.

Susan Martin, Immediate Past President, was appointed to serve as secretary for the meeting in the absence of Lori Lumsden. The roll was called (see attached attendance roster), and a quorum was declared. The minutes from the meeting of February 13, 2007, were distributed and reviewed. Jerry Renno noted that the Blount County CAC was omitted from the meeting's attached attendance roster and asked that the correction be noted, and that he represented the Blount County CAC at the February meeting. Chris Newlin made a motion that the minutes be approved with the correction noted. This was seconded by Joe Nabors and approved by consensus.

ANCAC State Coordinator introduced Stephanie Jackson as the new director of the Escambia Regional CAC, replacing retiring director Kathy Hill. Tara also introduced J.J. Moody as the recently hired Administrative Assistant for ANCAC state office. Both were welcomed by the Board.

Lynn Hart gave the report of the **Finance Committee** that included a verbal financial report. She noted that currently ANCAC has \$82,104.73 in its money market account and \$320,939.95 in its checking account. She notes that the checking account amount appears large due to the fact the quarterly GF and CTF checks have not been deducted from this amount. Total ANCAC assets are \$148,558.44 at present. She noted that financial statements up through the current quarter had now been received and will be mailed to the members of the Finance Committee, and stated the state office will soon purchase items approved in the budget. Lynn intends to inform Finance Committee members of this as well. Elizabeth Wheatley asks that the practice of sending financial reports to all Board members be resumed. Chris Newlin suggests instead that a quarterly balance sheet along with an income vs. expense sheet be provided. This was revised to be that a summarized version of the 3-months' quarterly report be emailed to all Board members at least two weeks prior to the quarterly Board meeting. Financial reports for the past six months will be scanned and emailed to Board members as soon as possible. There being no further discussion, the financial report was approved by consensus. Emilyn then asked that meeting minutes also be emailed to Board members prior to the meetings as well, if they are available to the ANCAC office.

Tara Johnson gave the **State Office report** that primarily focused on the current legislative activity concerning our funding bills. She reported that the budgets have passed the House of Representatives and are awaiting passage in the Senate. However, the Senate continues to stall further proceedings and the remaining legislative days in the session are dwindling. There is no opposition to our bills, however, which currently provide \$1,729,753.11 for 27 centers, including pilot projects in Escambia County, Pike County, and Clarke County. Each center would receive \$64,064.93. The bill includes \$50,000.00 (\$25,000 each) for the two remaining pilot projects (Morgan County and Central Alabama), and the ANCAC office taking 10% of \$192,194.80 after the deduction for these pilots. Some discussion ensued regarding the increased funding for ANCAC so that these pilot projects can progress, with the question raised regarding this being "one time" funding or if we could expect it to continue. She stressed that this was to be viewed as "one time" funding at the present time.

Emilyn Gipson gave a summary of **Executive Committee** meeting held Monday, May 21, 2007, as follows:

- The legislative poster and letter campaign had been completed and was successful.
- Auburn University swimming coach Richard Quick was amenable to working with ANCAC in developing a public service, promotional and awareness campaign. She directs the Public Relations Committee to begin working with Coach Quick on this initiative.
- New media (print and DVD) publications are to be undertaken by the state office.
- Executive Committee will soon begin scheduling meetings with each standing committee at the state office location to review the work of the committees.

- Executive Committee will not request a special election of a Vice President to serve the remainder of the unexpired term of Cathy Pinion since annual officer elections will occur at the next quarterly meeting.
- Appoints Susan Martin to chair an ad hoc committee to review and make suggested revisions to the current by-laws, and appoints Mary Murphy and Jerry Renno to this committee.
- Emilyn asks the Board for feedback regarding the formulation of a Personnel Committee to deal with all personnel issues and to conduct the annual evaluation of the State Coordinator. Currently this is done by the Board President who is charged with the immediate supervision of the State Coordinator. The Board offered pros and cons to this idea, with the final decision being that all Executive Committee members have input into the evaluation. Perhaps a Personnel Committee could be appointed to deal with broader personnel issues, such as insurance and benefits, policy manual, etc...
- Emilyn addresses the need for ANCAC to develop a screening instrument to move centers toward more objective and evidence-based service delivery. Chris Newlin offered that Southern Regional CAC has some information related to this and he will ask that this be forwarded to all directors for review.
- Emilyn then brings up the current by-laws which states that officers of the Board are elected for one year terms. She shares her thoughts that these offices really need to be two-year terms to afford a more enhanced opportunity for the officers to be effective in their respective roles. She called on Susan Martin to read a recommendation from the Executive Committee, as follows:

*Executive Committee positions and Standing Committee positions are two-year terms.*

Discussion on this topic ensued, with good points being made for both sides of the issue. It is pointed out that since this would necessitate a change in by-laws no action could be taken today due to Article X of the by-laws that stipulates how the by-laws can be amended. The majority consensus of the Board members present was to leave the terms of office as one year terms. Susan made the suggestion that perhaps it would be wise for the nominating committee members to approach prospective nominees with the question of their willingness to serve two years should that be the pleasure of the Board. Emilyn asked to rescind the motion.

Emilyn dismissed Board members into committee meetings for a working lunch. Upon reconvening, reports from standing committees were heard (with the exception of Finance and Executive Committees, each of which had already given reports).

Chris Newlin gave the report of the **Legislative Committee**. He said the committee would like to request that the by-laws review committee work on clarification the specified tasks of this committee in the course of their work. He further stated the Legislative Committee would be working on several initiatives, as follows:

1. Once the legislative session is completed, ALRS will be requested to provide a summary of all bills related to children's issues during the 2007 session. The committee will break these down into three categories – those passed, those with no legislative action, and those with some legislative action. The committee will then prioritize those not passed, recommend whether further action should be taken, and, if warranted, seek legislative support for re-introduction next session.
2. Encourage definite legislative action on the ANCAC-proposed changes in our current legislated funding mechanism.
3. Review the initiatives proposed in the Attorney General's legislative bills package.
4. The committee will meet on June 27 at the St. Clair County CAC.

Susan Martin gave a combined report for the **Training Committee** and the **Diversity Committee** (in Chair Helen Rardin's absence). Susan makes the Board aware that there were no applicants for any of the three diversity intern stipends available this fiscal year. To that end, the committees make the following recommendation:

*The \$3,750 available yet unused for diversity intern stipends in the 2007-08 year be allocated for a diversity training event for all ANCAC Board members or their center's designee, to be held prior to Oct. 1, 2007.*

The recommendation was approved by the Board. Susan notes that this training event would be a joint endeavor of the Training and Diversity Committees. Early ideas for the event would be to

include ethnic/cultural diversity, religious diversity, physical diversity, as well as a panel dialogue with intern placement coordinators from universities with master's programs. It is hoped this would enhance the probability of interns being placed at advocacy centers and establish relationships with specific universities across the state. To reduce directors' travel costs and time away from centers, the event may be piggy-backed on to the next scheduled Board meeting in some way.

Since we have experienced a lack of diversity stipend applicants in previous years as well, several ideas were offered for future consideration. One idea was to award the stipends to centers in a prospective manner, in order to aid recruitment of an intern. Should no qualified stipend recipient materialize at that center, the stipend would be returned to ANCAC. One concern with this is that the stipend funds must be expended by ANCAC prior to October 1 of each year. A center returning unused funds after that date could pose problems for ANCAC. Another idea was that a qualified intern be recruited to work with the ANCAC office with the specific intent of developing an evidence-based evaluation instrument to enhance provision of services among our centers, such as that discussed earlier in this meeting.

The Training Committee is also working on a couple of other activities. One of these is to develop an agenda for and hold at least annually a "New Board Member Orientation to ANCAC." This would include topics specific to ANCAC, and not leadership/administrator training. It is felt the orientation could be held immediately following a scheduled Board meeting so that additional travel costs would not be incurred. Lastly, Susan shared that the SRCAC-funded multidisciplinary team training events will be held May 31 (Pike County), June 6 (Clarke County), and June 7 (Hale County). Appreciation was expressed to those facilitators who are donating their time, those directors and others who helped by securing venues for the trainings, and for JJ Moody who has been very instrumental in helping with the training brochure and distribution, as well as with the logistical arrangements. Thus far, there are 45-50 registered participants for the events.

Tim Birt gave the **Long-range Planning Committee** report (LRP). He discusses the need for some sort of guideline for ANCAC to move forward in all aspects of its operation (fiscal, programmatic, center development, etc...). The recommendation from the committee is as follows:

*The LRP, with input from the Executive Committee, ANCAC staff, and all Board members, will develop a 5-year strategic plan for ANCAC. This is intended to be an interactive process with all directors invested and participating, resulting in a final document that includes action plans, responsible persons/entities, and target dates for achievement of objectives. Jerry Renno will facilitate this initiative.*

This recommendation was approved by the Board. Tim announced the LRP would meet again on June 22 at Prescott House in Birmingham.

Tara Johnson gave the report of the **Public Relations Committee** (PR), as emailed to her by chair Sherryl Walker who is absent from the meeting. She relates that the campaign to deliver posters and letters from both the ANCAC office and specific centers to all legislators has been completed. Additionally, ANCAC packets were distributed to the Attorney General's Office, Office of Prosecution Services, and others with whom ANCAC has or needs to develop working relationships. The committee will also be involved in the upcoming work to develop various media publications and presentations as mentioned previously.

Elizabeth Wheatley reported on the work of the **Standards Committee**. She stated that the committee had met in April and May, with another meeting planned for mid-June. The committee makes the following recommendations:

*ANCAC contract with retired center director Richard Davy, Ph.D., to conduct on-site monitoring visits, accompanied by a member of the Standards Committee.*

Liz clarifies that his contract would include reimbursement of travel expenses only, which is already budgeted. The Board approves this recommendation.

The next recommendation from Standards is as follows:

*Escambia Regional, Pike Regional, and Regional (formerly Clarke County Regional) Advocacy Centers be elevated to associate member status, retro-*

*active to October 1, 2006. They have previously submitted required paperwork, have met standards for such and, during the current fiscal year, have received the proper legislative funding for associate member status.*

Discussion was heard, with opposition to the recommendation made stating that the wording of it once again links membership status to available legislative funding. The ANCAC Board has taken initiative in during the previous year reduce the link between membership status and legislative allocation of funds and this seems to be taking a step backwards. Several Board members voiced concurrence for this sentiment, but in general felt the recognition of associate member status for these centers was deserved. The recommendation passed, with one vote in opposition. Due to this action, Liz notes that these three centers, along with centers in Bessemer, Montgomery, Tuscaloosa and West Alabama, will be scheduled for on-site monitoring reviews this summer. All other centers and pilot projects will receive information for documentation requirements for annual standards compliance review.

There was no **Old Business** to be discussed.

**In New Business:**

1. Emilyn asks all directors to email to her information on how they are addressing the issues of children abusing other children. She notes this is a growing issue for all centers, and that Dr. Ray Sumrall (University of Alabama) and Dr. Barry Burkhart (Auburn University) are working with Department of Youth Services on some initiatives, but that we could all benefit from sharing specific information on how our individual centers respond to this.
2. Emilyn appoints Paul Young to chair the Nominating Committee charged with presenting at the September Board meeting a slate of nominees for Board officers for the coming year. Other committee members appointed are Nancy Green and Kathy Smyth.
3. Chris Newlin notes that National Children's Alliance (NCA) is forming committees to work toward eliminating vagaries in the language of their membership standards. They are soliciting persons who are interested in working on this project if any Board members are interested.
4. Tim announced that the State Hospital Auxiliary Association has selected child abuse as their area of interest/service project for this year. He urges Board members to contact their local hospitals for further information.
5. The annual meeting of the ANCAC Board is scheduled for September 25, during which officers for the 2007-08 year will be elected.

Susan Martin makes a motion that the meeting be adjourned, with Lynn Hart seconding. This was approved and the meeting was adjourned by Emilyn Gipson at 1:40 p.m.

Submitted by

Susan Martin  
Immediate Past President

**ANCAC Board of Directors Meeting -- May 22, 2007**  
**Attendance Roster**

1. ANCAC/State Office	Tara Johnson and JJ Moody
2. Barrie Center/Gadsden CAC	Sarah Wilhite
3. Bessemer Cut-off CAC	Debbie Land
4. Blount County CAC	Jerry Renno
5. Brooks' Place/Cullman	Susan Martin
6. Butler County CAC	Kathy Smyth
7. CAC of Mobile	Pat Guyton
8. Calhoun/Cleburne Children's Center	Joe Nabors
9. Care House/Baldwin County	absent
10. CAC of Cherokee County	absent (E. Wheatley as proxy)
11. Central AL CAC/Selma	absent
12. Child Protect/Montgomery	absent
13. Cramer Children's Center/Florence	Monica Haddock
14. DeKalb County CAC	Elizabeth Wheatley
15. East AL CAC/Opelika	Emilyn Gipson
16. Escambia Regional CAC	Stephanie Jackson
17. Marshall County CAC	absent
18. Morgan County CAC	Teresa Young
19. National CAC/Huntsville	Chris Newlin
20. Owens House/Shelby County	Jennifer Birch (proxy for Helen Rardin)
21. Palmer Place/Talladega	Nancy Green
22. Pike Regional CAC	absent
23. Prescott House/Birmingham	Mary Murphy
24. Russell County CAC	Lynn Hart
25. St. Clair County CAC	Pam Hendrick-Kelley
26. Southeast AL CAC/Dothan	absent (E. Wheatley as proxy)
27. Regional CAC/Clarke County	Mary English
28. Tri-County CAC/Chambers County	Timothy Birt
29. Tuscaloosa CAC	Patty Steele
30. West AL CAC/ Lamar County	Paul Young