

**City of Plano Staff Review Checklist
2010 Consolidated Grant Application**

Agency: Children's Advocacy Center of Collin County

Program: Bilingual Forensic Interviewer

Application Type: Program Service Permanent Housing Site/Equipment

- One Copy of Grant Cover Sheet, Application, CD, and Attachments
 - Original signatures on cover sheet
 - Unbound, no staples, loose leaf format
 - Printed on one side of white 8½" x 11" paper,
 - With page numbers
 - All pages included
 - No blank answers

Attachments

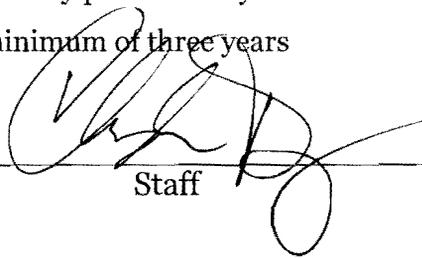
- 1 - Detailed Annual Organization Budget for Current Fiscal Year
- 2a - List of Organization's Officers/Board Members
- 2b - Board Annual Meeting Schedule
- 3 - Resume of Director
- 4 - Copy of Organization's latest tax return accepted by IRS 2007
- 5 - Copy of Organization's Certificate of Good Standing from State Comptroller's Office
- 6 - Copy of Organization's most recent audit of Financial Records (need mgmt letter)
- 7 - Organization's Audit Information Certification Form
- Program Service 8 - Detailed Annual Program Budget

NA Site/Equipment 8 - 2 or 3 bids

Organization Eligibility

- Must use proposed funds for Plano residents
- Non-profit or public agency
- In compliance with any previous City of Plano contracts
- Operation for a minimum of three years

Completed by: _____


Staff

3/19/10 9:30AM
Date & Time

Collin County Children's Advocacy Center
Profit & Loss Budget
Fiscal Year Ending 6/30/2010

	Jul '09-Jun 10
Ordinary Income/Expense	
Income	
4100 · Corporate	55,000
4200 · Foundation	100,000
4300 · United Way	243,569
4400 · Religious	22,000
4500 · Civic	431,453
4600 · Individual	85,083
4700 · Fund Raising Events	1,500,000
4800 · Earned Income	534,233
4900 · Miscellaneous Income	26,027
Total Income	2,997,365
Expense	
7000 · Salaries & Wages	1,271,630
7001 · FICA & Medicare Company	96,132
7002 · Unemployment Tax	555
7100 · Employee Benefits	174,832
8000 · Professional Services	117,545
8100 · Supplies	31,155
8200 · Telephone	28,400
8300 · Postage/Delivery	4,999
8400 · Building Occupancy	311,421
8500 · Equipment	29,150
8600 · Printing & Publications	24,238
8700 · Travel	27,000
8800 · Training	34,550
8900 · Client Services	52,500
9000 · Dues	6,868
9200 · Maintenance Res	87,245
9300 · Insurance	31,345
9400 · Miscellaneous	800
9449 · Merchandise cost	2,000
9500 · Cost of Fundraising	665,000
Total Expense	2,997,365
Net Income	-

<p align="center">Children's Advocacy Center of Collin County Board of Directors July 2009-June 2010</p>							
Name	Committee	Phone #s	E-mail	Start	Term Expires	Spouse	Ethnicity
<p>1. Mark E. Speese 5600 Champions Drive Plano, TX 75093 Chairman & CEO, Rent-A-Center, Inc.</p>	<p>Board President, Executive Committee</p>	<p>972-596-0455 (H) 972-801-1199 (W) 972-740-0861 (cell) 972-596-6876 (Fax)</p>	<p>mark.speese@rentacenter.com</p>	<p>Oct-05 Sept-08</p>	<p>Sep-08 June-12</p>	<p>Carolyn</p>	<p>Anglo</p>
<p>2. Russ Coolik 901 E. 16th Street Plano, TX 75074-5809 Law Office of Russell G. Coolik</p>	<p>Board Vice President, Executive Committee, Legal Counsel, Vice Chair, Strategic Planning Committee Board Governance Committee</p>	<p>972-423-3115 (H) 972-424-7020 (W) 972-633-8588 (Fax)</p>	<p>rcoolikesq@aol.com</p>	<p>1997 April-07</p>	<p>2006 Mar-10</p>	<p>Connie</p>	<p>Anglo</p>
<p>3. Jon Bradley 680 Lakeridge Drive Fairview, Texas 75069 CPA, Weaver and Tidwell L.L.P.</p>	<p>Board Treasurer, Executive Committee, Chairman, Finance Committee, Audit Committee</p>	<p>972-448-6953 (W) 972-702-8321 (Fax) 214-232-6619 (Cell)</p>	<p>jmbradley@weaverandtidwell.com</p>	<p>April-07</p>	<p>Mar-10</p>	<p>Deborah</p>	<p>Anglo</p>
<p>4. Debbie Braun 981 Country Trail Fairview, TX 75069 Academic Advising, Collin County Community College</p>	<p>Board Secretary, Executive Committee, Board Governance Committee</p>	<p>214-544-1163 (H) 214-457-2831 (Cell)</p>	<p>zoebird01@yahoo.com</p>	<p>July-06 July-09</p>	<p>June-09 June-12</p>	<p>Don</p>	<p>Anglo</p>
<p>5. Jeff Butters 2000 Hwy 78 Wylie, Texas 75098 Assistant City Manager, City of Wylie</p>	<p>Finance Committee</p>	<p>214-677-7066 (Cell/H) 972-442-8125 (W) 972-442-4302 (Fax)</p>	<p>jeff.butters@wylietexas.gov</p>	<p>Dec-07</p>	<p>Nov-10</p>	<p>Angela</p>	<p>Anglo</p>
<p>6. Wendy Engibous 20 Shady Bend Drive Melissa, TX 75454 Community Volunteer</p>	<p>Board Governance Committee, Development Committee</p>	<p>972-838-4497 (H) 972-754-5457 (C)</p>	<p>wengibous@yahoo.com</p>	<p>2001 July-07</p>	<p>2007 June-10</p>	<p>Tom</p>	<p>Anglo</p>
<p>7. Diana Estell 1812 Watermill Court Plano, TX 75093 Community Volunteer</p>	<p>Executive Committee Chairwoman, Development Committee</p>	<p>972-380-9575 (H) 214-498-9575 (Cell)</p>	<p>mrsatilla@aol.com</p>	<p>July-04 July-07</p>	<p>June-07 June-10</p>	<p>Dick</p>	<p>Anglo</p>

Revised 3/16/10

8. Anna M. Flores (W) 8700 N. Stemmons, # 104 Dallas, TX 75247 CPS Program Administrator for Investigations	Partners Committee	214-951-7902 X2581 (W) 214-682-7369 (Cell)	anna.flores@dfps.state.tx.us	Oct-05	Open	Mark	Hispanic
9. David Hoffman 5600 Cradlerock Circle Plano, TX 75093-4207 Retired Accenture	Finance Committee, Strategic Planning Committee	972-769-7584(H) 972-591-4692 (Fax) 214-695-6713 (Cell)	dave@dashhoffman.com	Mar-09	Feb-12	Hiya	Anglo
10. Eric Janson 6529 Crestpoint Drive Dallas, TX 75254 Partner, Pricewaterhouse Coopers	Executive Committee Chairman, Audit Committee, Finance Committee	972-386-7994 (H) 214-754-4560 (W) 813-207-3275 (Fax) 617-834-4900 (Cell)	ericjanson@us.pwc.com	Apr-04 July-07	Mar-07 June-10	Ruth Ann	Anglo
11. May K. Li 5310 W Spring Creek Parkway # 411 Plano, Texas, 75024 Recruiter, Fidelis Biopharm	Development Committee	972-608-0501 (H) 972-770-7904 (W) 214-868-3109 (Cell)	techsrch@gmail.com	Dec-09	Nov-12		Asian
12. Melissa Moffitt 3600 E. McKinney, Ste. B Denton, TX 76208	New Board Member	970-381-3402		Mar-10	Feb-12		Anglo
13. Christopher T. Offner 13444 Torrington Drive Frisco, TX 75035 Private Wealth Manager, UBS	Audit Committee, Development Committee	972-450-4331 (Work) 214-287-0822 (Cell)	ctoffs@hotmail.com	Aug-09	July-12	Allison	Anglo
14. Robert Rankins, MD 4190 FM 2933 McKinney, TX 75070 Owner/Emergency Medical Physician, E-Care Emergency Centers	Development Committee	972-952-2409 (H) 972-548-7277 (W) 972-547-4473 (Fax) 972-489-6083 (Cell)	ranks@e-carecenters.com	2005 June-09	2008 May-12		Anglo
15. Ben Retta 114 Tatum Drive Allen, TX 75013 Senior Director. Support Services Children's Medical Center of Dallas	Executive Committee, Chairman, Personnel Committee Partners Committee	972-359-1050 (H) 214-456-6296 (W) 214-450-3865 (Cell) 214-456-2819 (Fax)	ben.retta@childrens.com	2000 July-07	2007 June-10	Patty	Hispanic
16. John Roach (W) 2100 Bloomdale Road McKinney, TX 75071 Ste., 20004 Collin County District Attorney	Vice Chairman, Audit Committee Partners Committee	972-422-0349 (H) 1-972-548-4330 (W) 1-972-548-4388 (Fax)	jroach@co.collin.tx.us	Jan-03	Open	Mery	Anglo
17. Chuck Ruckel 1200 Ramsay Drive Lucas, TX 75002 Major, Field Operations Collin County Sheriff's Office	New Board Member	972-359-9271 (H) 972-547-5109 (W) 214-686-7124 (Cell)	cruckel@collincountytx.gov	Mar-10	Feb-12	Molly	Anglo

Revised 3/16/10

18. Jonathan Shapiro 1709 Triple Crown Lane Plano, TX 75093 CEO, Texas Institute	Personnel Committee Strategic Planning Committee	972-248-2414 (H) 972-633-3401 (W) 972-740-4339 (Cell)	JonShapiro@TexasInstitute.org	Oct-05 Sept-08	Sept-08 Aug-11	Sue	Anglo
19. Jason Smith 1807 CR 362 Melissa, TX 75454 Superintendent, Melissa ISD	Partners Committee, Personnel Committee	972-838-9053 (H) 972-837-2411 (W) 972-837-4233 (F) 214-551-5083 (Cell)	jsmith@melissaisd.org	June-09	May-12	Jodie	Anglo
20. Stephanie South 3108 St. Germain Drive McKinney, TX 75070 State Farm Insurance Agent	Executive Committee, Chairwoman, Board Governance Committee, Vice Chairwoman, Personnel Committee	972-547-0501 (H) 972-690-0618 (W) 972-644-3256 (Fax) 972-658-6153 (Cell)	stephanie.south.nysu@statefarm.com	2000 April-07	2006 June-10	Gene	Anglo
21. Frank Stanesic 629 Via Ravello Irving, TX 75039 Community Volunteer	Executive Committee, Chairman, Strategic Planning Committee	972-501-0683 (H) 469-867-5220 (Cell)	frank.stanesic@acs-inc.com	July-08	June-11	Christine	Anglo
22. Joseph Turano 1608 Manor Lane Court Plano, Texas 75093 Attorney at Law, Strasburger & Price	Vice Chairman, Board Governance Committee	972-250-1934 (H) 214-651-4594 (W) 214-912-5101 (Cell)	joseph.turano@strasburger.com	April-07	Mar-10	Anne	Anglo
23. Jayson Turnbull 6899 Branch Trail Frisco, Texas 75036 Community Volunteer	Personnel Committee	972-678-0709 (H) 817-835-2434 (W)	jaysonturnbull@yahoo.com	Jan-04 Dec-07	Dec-07 Nov-10	Robin	Anglo
Lynne McLean 2205 Los Rios Boulevard Plano, TX 75074 Children's Advocacy Center of Collin County	Chief Executive Officer	214-324-5607 (H) 972-633-6601 (W) 214-280-1171 (Cell)	lmclean@cacplano.org	May-09	Open	Paul	Anglo

**BOARD OF DIRECTOR'S
EXECUTIVE COMMITTEE
MEETING DATES
FY 2009-2010**

DATE	EXECUTIVE COMMITTEE MEETING 8:00 a.m. at Rent-a-Center Hdq.	BOARD OF DIRECTORS MEETING 6:00 p.m. at CACCC
Wednesday, July 1, 2009	X	
Tuesday, August 11, 2009	X	
Wednesday, August 19, 2009		X
Tuesday, September 8, 2009	X	
Tuesday, October 6, 2009	X	
Thursday, October 15, 2009		X
Tuesday, November 10, 2009	X	
Tuesday, December 8, 2009	X	
Thursday, December 17, 2009		X
Tuesday, January 12, 2010	X	
Tuesday, February 9, 2010	X	
Tuesday, February 16, 2010		X
Tuesday, March 16, 2010	X	
Tuesday, April 6, 2010	X	
Tuesday, April 13, 2010		X
Tuesday, May 11, 2010	X	
Tuesday, June 8, 2010	X	
Thursday, June 17, 2010		X

**Lynne McLean
1606 Lakeland
Dallas, Texas 75218
214-280-1171 (cell)
214-324-5607 (home)
lynnie0201@sbcglobal.net**

PROFESSIONAL EXPERIENCE

May 2009 –
Present

COLLIN COUNTY CHILDREN'S ADVOCACY CENTER POSITION: CHIEF EXECUTIVE OFFICER

RESPONSIBILITIES:

- Provide leadership to ensure that CCCAC provides quality advocacy, intervention and therapeutic services to all reported victims of child abuse and their families
- Ensure that multi-disciplinary team relationships are strong and functioning at the highest level to ensure safety and justice for victims of child abuse
- Actively seek, develop and nurture partnerships and other collaborative efforts that contribute to the well being of all children
- Work with Board of Directors and CCCAC staff to develop and implement strategic plan
- Inform and educate the general public on issues related to child abuse, its prevention and resolution
 - Develop, implement and manage annual budget of 3 million
 - Oversee the development/implementation of effective programs to meet client needs
 - Oversee the development/implementation of partner training programs
 - Supervision and management of 4 Department Directors: Clinical, Operations/Programs, Development, and Finance
 - Oversee the development/implementation of short and long range fundraising plans
 - Oversee the management of grant requirements including statistical and financial information
 - Oversee the development/implementation of community education materials and programs
 - Serve as agency spokesperson

February 2002-
April 2009

GREATER TEXAS COMMUNITY PARTNERS
POSITION: EXECUTIVE DIRECTOR

RESPONSIBILITIES:

- Established Greater Texas Community Partners as statewide umbrella organization providing goods and services to 124 volunteer groups, operating 136 Rainbow Rooms and serving 187 Texas Counties
- Expanded the Community Partners program model throughout Texas, from 65 Rainbow Rooms in 2002 to 136 in 2008
- Set up first independent office space for agency in Wilson Historic District, courtesy of Meadows Foundation
- Established the *Purchasing Partnerships* program, providing essential items to Rainbow Rooms at bulk prices, saving local sites more than \$300,000
- Coordinated statewide Programs (i.e., Adopt-A-Caseworker, Rainbow Rooms) providing continuity and quality control
- Developed and coordinated statewide projects such as the Back to School Drive
- Solicited funds to support annual budget through appeals to individual donors, foundations, and corporations
- Assisted with coordination of special events, such as Children's Medal of Honor Luncheon and The Reel Event
- Provided training for local groups regarding volunteer recruitment and board development
- Coordinated 6 Annual Statewide Conferences, including arrangement of keynote speakers, workshops, signage, written materials, and coordination with Conference hotel location
- Assisted with creation of GTCP web site, video and brochure
- Provided consultation to local groups as requested, regarding grant writing, 501c.3 status, and other non profit issues
- Developed and maintained relationship with CPS State office leaders
- Prepared quarterly agency newsletter and maintained web site
- Developed Annual Budget

April 1999-
February 2002

COMMUNITY PARTNERS OF DALLAS
POSITION: EXECUTIVE DIRECTOR

RESPONSIBILITIES:

- Program oversight for Rainbow Room, Adopt-a-Caseworker, Foster Friends, and Kids in Crisis
- Managed 4 Program Coordinators
- Board development and recruitment
- Developed two new programs: Foster Friends and Kids in Crisis
- Fundraising, including grant writing and sponsorship solicitation
- Assisted Board of Directors in raising \$1,534,575 through events, grant writing and individual solicitations
- Worked in collaboration with community agencies to serve the needs of CPS, including the American Society of Interior Designers and Target Kids in Court
- Public speaking regarding the needs of CPS and Child Abuse issues
- Managed \$700,000 budget
- Participated in community coalitions regarding Child Abuse

June 1995 –
April 1999

CHILD AND FAMILY GUIDANCE CENTER
POSITION: PROGRAM DIRECTOR OF FAMILY LIFE
EDUCATION

RESPONSIBILITIES:

- Managed Department of 8 Family Advocate Counselors
- Coordinated and developed parenting curricula and program components
- Expanded Family Life Education Department from 3 curricula to 11 curricula offered
- Expanded Dallas Our Kids Divorce Education program from 2 classes offered monthly to 6 classes offered monthly
- Participated in community planning regarding Child Abuse Prevention and parenting education
- Liaison with CHANCE Advisory Board
- Planned and coordinated of Junior League volunteer support of programs
- Collaborated with community agencies such as YMCA and Aids Services of Dallas regarding provision of parenting education services
- Grant writing and preparation
- Managed \$425,000 departmental budget

December 1991-
June 1995

**TEXAS DEPARTMENT OF HUMAN SERVICES/TEXAS
DEPARTMENT OF PROTECTIVE AND REGULATORY
SERVICES
POSITION: PROGRAM DIRECTOR OF CHILD
PROTECTIVE SERVICES**

RESPONSIBILITIES:

- Managed 5 CPS units providing investigation and CVS case management services
- Managed Sexual Abuse Group Treatment Program, serving 300 clients weekly
- Supervised 5 supervisors, 2 caseworkers, and 2 clerical staff
- Planned community and agency projects
- CPS representative to agency boards

October 1990-
December 1991

POSITION: COMMUNITY SERVICES COORDINATOR

RESPONSIBILITIES:

- Coordinated and implemented Adopt-A-Caseworker Program
- Recruited and supervised graduate and undergraduate field students
- Coordinated CPS Community Partners Board
- Community education regarding Child Protective Services

December 1985-
October 1990

**POSITION: CHILD PROTECTIVE SERVICES
SUPERVISOR**

RESPONSIBILITIES:

- Supervised 3 caseworkers engaged in investigating reports of child abuse/neglect
- Supervised 4 ongoing caseworkers engaged in providing treatment services to families and children
- Provided training and guidance to caseworkers regarding CPS procedures and the characteristics and dynamics of various types of child maltreatment
- Participated in committees involved in CPS and community planning

November 1981-
December 1985

**POSITION: CHILD PROTECTIVE SERVICES
CASEWORKER**

RESPONSIBILITIES:

- Investigated reports of abuse, neglect, and sexual abuse of children
- Prepared cases for civil action in Dallas County Courts
- Assessed levels of danger to children in order to determine appropriate type and level of protective intervention
- Preparation and placement of children in foster care

CONCURRENT RESPONSIBILITIES

- *Alumni Leadership Texas, class of 2007
- *Vice Chair, Dallas County Child Welfare Board, appointment of Commissioner Maurine Dickey, 2007 to present
- *Chair, Child Abuse Prevention Awareness Event, April 2008
- *Member, TexProtects, 2003-2008
- *Member, Child Abuse Prevention Advocacy Committee, 2000-2004
- *Member, Crisis Respite Care Coalition, 1998-2001
- *Member, Dallas Our Kids Commission, 1996-1999
- *Team Leader of Total Quality Management Project, 1995
- *Chairperson, Sexual Abuse Intervention Network of Dallas, 1995-1997
- *Child Abuse Prevention Coalition (CAPCO), public awareness chairperson, 1996
- *Group leader for sexually abused children, 1986-1995
- *Liaison to local police departments, 1985-1991

RECOGNITION: Recipient of Prism Award, the Lightner Sam's Child Advocate of the Year, 2005
Listed in *Who's Who in America*, 2002
Nominated for Women's Advocacy Awards, 2001
Selected as Employee of the quarter, September 1989
Recommended for Performance Bonus, January 1995

EDUCATION

University of Texas at Arlington:
Master of Science in Social Work, May 1981

University of Texas at Arlington:
Bachelor of Science in Social Work, December 1979

TRAINING PROGRAMS PROVIDED TO THE COMMUNITY

The Texas CPS System: Functional Comparisons Mid 1980's to present. CPS Roundtable, November 2008

Collaborating for Success: Establishing a Public Private Partnership. 2008 Family Preservation Institute Conference, September 2008

UTA School of Social Work Spring Symposia, May 2008

Health and Human Services Committee. Testimony regarding interim charges regarding CPS, February 2008

Presentations regarding GTCP in Abilene, Longview, Houston, Alice, Edinburg, Waco, Stephenville, Lubbock, Plainview, San Antonio, Athens, and Gainesville 2006-08

Rainbow Rooms Across Texas and the State of Texas CPS. Unitarian Church Dallas, December 2006

Stages of Board Development. TDPRS Contractors Conference, February 2003
Engaging Your Community in Your Project. Prevent Child Abuse Texas Conference,
February 2003

Preventing Child Abuse. Irving Candlelight Vigil. April 2002

The State of Children's Health and Safety in Dallas County. Lover's Lane United
Methodist Church. April 2002

Making the Most of Your Donation. Junior League of Dallas. December 2001

Stages of Board Development. Greater Texas Community Partners Conference,
October 2001

Rainbow Rooms Throughout the State of Texas. Texas State Elks Conference,
June 2001

Minimizing Trauma to Children in the CPS System. Texas Loves Children Conference,
May 2001

Dynamics of Abuse/Neglect. Dallas CASA, April 2001

CPS Resources. Training for Guardians Ad Litem, March 2001

Where's the Outrage? The Status of CPS in Dallas. Women's Council of Greater
Dallas, 2001

Getting to the Heart of the Matter: Motivating Volunteers. Greater Texas Community
Conference, October 2000

How to Talk to Your Children About Sexuality: Tots to Teens. Lakewood Early
Childhood PTA, November 1998 and January 1999

Facilitation of Psycho educational Divorce Education Programs. University of Texas at
Austin, November 1998

Factors Impacting Decision Making Regarding Visitation with Children 0-3 years old. For
Judges and family law attorneys, Texas Loves Children, September 1998

Preventing Child Abuse in the Faith Community. CAPCO, presented to numerous
churches, 1996-1998

The Dallas Our Kids Divorce Education Program. Dallas Bar Association, 1998-99

The Impact of Divorce on Children. Dispute Mediation Services, semi-annual training,
1997-2000

Child Abuse Recognition and Prevention. First United Methodist Church, annual
training for church members, 1997-1999

The Impact of Divorce on Children. Women and Children First Conference, 1997

Development of Collaborative Educational Project Regarding Sexual Abuse Issues with
Dallas Independent School District. Texas Association Against Sexual Assault,
1997

Developmental Aspects of the Impact of Divorce on Children. Texas Psychological Association Annual Conference, 1997

Preventing Child Abuse in Faith Communities. Connections Child Advocacy Conference, April 1997

Keys to Family Treatment Engagement. Juvenile Sex Offender Annual Conference, May 1996

From Battling Ex-Spouses to Co-Parents. American Association of Psychiatric Services to Children, Annual Conference, March 1996

A Comprehensive Look at the Juvenile Sex Offender: Arrest Through Treatment. Crimes Against Children Seminar, August 1995

Abuse and Sexual Abuse Dynamics. FOCAS (Dallas CASA), quarterly presentation, 1987-1995

Impact of Sexual Abuse on Victims. University of Texas Austin, quarterly presentation, 1992-1995

Providing Treatment for Juvenile Sex Offenders and Their Families. Regional Network for Children Conference, Austin, Texas, March 1994

What Happens After You Make That Call? Child Protective Services Procedure. School of Social Work Conference, Austin, Texas, 1993 & 1994

Recognition of Sexual Abuse in Children. Vogel Alcove Day Care Providers, February 1994

Sexual Abuse Dynamics: Victims and Offenders. YMCA Annual Training, Keynote Speech, September 1993

Managing Sexually Abused Children in Foster Care. Mesquite Foster Parent Association, August 1993

Child Protective Services Reporting Procedures. Dallas Independent School District, Annual Principal's Meeting, August 1993

Dynamics of Sex Offenders. Volunteer Center, June 1993

Protecting Your Children from Sexual Abuse. Richardson Methodist Church, June 1993

Adolescent Sex Offenders: Dynamics and Treatment. Dallas County Juvenile Probation Department, February 1993

Managing Sexually Abused Children in Foster Care. Dallas County Therapeutic Foster Parents, February 1993 & October 1994

Child Protective Services Procedure. Coalition for the Prevention of Child Abuse (CAPCO), January 1990

Understanding the Child Protective Services System. Catholic Charities, September 1989

Prevention of Sexual Abuse for Teenagers. Salesmanship Club, August 1989

Recognition and Treatment of Sexual Abuse. UTA Community Service Clinic, July 1989

Sexual Abuse Dynamics. Galaxy Center, July 1989

Sexual Abuse Intervention and Treatment. Dallas Area Professional Development Association, August 1989

Child Protective Services Procedure and Sexual Abuse Dynamics. Mental Health Association, August 1988

Child Protective Services Procedure. Dallas County Juvenile Department, July 1988

Developing a Group Treatment Program for Incest Families. San Antonio DHS, July 1988

Impact of Sexual Abuse on Victims. Texas Association of Services to Children, June 1988

Sexual Abuse Dynamics. CHANCE Center, quarterly presentation, 1988 to 1995

Identifying Abuse, Neglect, and Sexual Abuse in Children. City of Grand Prairie, April 1988

The Role of Professional Social Work. UTA-GSSW, March 1988

Child Protective Services Investigation Procedure. Lawyers Against Domestic Violence, February 1988

Impact of Sexual Abuse on Victims. Group Treatment Program mothers and offenders, February 1988

Sexual Abuse Dynamics. Texas Association of Services to Children, February 1988

Child Protective Services Procedure. Dallas Black Professionals, December 1987

Child Abuse Dynamics. TWU Family Violence Class, October 1987

Child Protective Services Procedure. Irving Independent School District, August 1987

Use of Anatomical Dolls with Children. UTA Community Service Clinic, July 1987

Videotape Training for Child Protective Services Caseworkers. Periodic training, 1987 to 1995

CITY OF PLANO
2008 BUFFINGTON COMMUNITY SERVICES GRANT
QUARTERLY REPORT

October 1, 2008 - September 30, 2009

Section 1: Basic Grant Information

AGENCY NAME Collin County Children's Advocacy Center

Grant Amount \$ 20,000

Allowable expenses:

Reporting on: People Families

Section 2: Table of Total Expenditures and Demographics

	Grant Funds Spent	Total Assisted	Race				Ethnicity H
			AA	W	A	O	
1st Quarter Totals	\$5,524.65	18	6	12	0	0	8
2nd Quarter Totals	\$4,165.40	14	2	12	0	0	12
3rd Quarter Totals	\$5,626.95	21	3	18	0	0	13
4th Quarter Totals	\$4,683.00	20	2	7	1	0	10
Annual Totals	\$20,000	73	13	49	1	0	43

Section 3: Specific Grant Expenditures

1st Quarter

October 1 thru December 31, 2008: **Due by January 31, 2009**

\$5,524.65 was spent on the salary of CCCAC's bilingual forensic interviewer .

2nd Quarter

January 1 thru March 31, 2009 : **Due by April 30, 2009**

\$4,165.40 was spent on the salary of CCCAC's bilingual forensic interviewer.

3rd Quarter

April 1 thru June 30, 2009 : **Due by July 31, 2009**

\$5,626.95 was spent on the salary of CCCAC's bilingual forensic interviewer.

4th Quarter

July 1 thru September 30, 2009 : **Due by October 31, 2009**

\$4,683.00 was spent on the salary of CCCAC's bilingual forensic interviewer.

Accomplishments/Narrative
October 1, 2008 – September 30, 2009

Bilingual Forensic Interviewer

In the Center's last complete fiscal year (7/1/08-6/30/09) 787 forensic interviews were conducted. Almost 100 more children received a forensic interview this year than in fiscal year 2007-2008. This increasing number of clients continues to threaten our ability to continue serving 100% of abused and neglected children in Collin County, which is why community support is imperative.

During the City of Plano grant period, 73 Plano residents received Spanish speaking interviews.

Forensic Interviews are essential to the process of child abuse investigations. Each interview gathers crucial information to determine if abuse has occurred and if non-offending family members are protective of the child. By conducting these interviews, law enforcement and CPS can take immediate action to ensure the child's safety.

With the support of the City of Plano, the Center's bilingual forensic interviewer was able to continue conducting non-leading interviews in a child safe environment for Spanish speaking children and their families. The interviewer was also able to coordinate with advocacy center partners, participate in Case Staffings, refer clients for therapy and community resource assistance, testify in court on behalf the child and participate in Peer Reviews.

Forensic interviews are critical to the safety of abused and neglected children in our community. The Center's bilingual interviewer ensures all children, English and Spanish speaking, receive equal attention and care.

To the Audit Committee
Attn: Lynn McLean
Collin County Children's Advocacy Center
2205 Los Rios Blvd.
Plano, TX 75074

In planning and performing our audit of the financial statements of Collin County Children's Advocacy Center as of and for the year ended June 30, 2009, in accordance with auditing standards generally accepted in the United States of America, we considered Collin County Children's Advocacy Center's internal control over financial reporting (internal control) as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control. Accordingly, we do not express an opinion on the effectiveness of the Organization's internal control.

A control deficiency exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A significant deficiency is a control deficiency, or a combination of control deficiencies, that adversely affects the Organization's ability to initiate, authorize, record, process, or report financial data reliably in accordance with generally accepted accounting principles such that there is more than a remote likelihood that a misstatement of the Organization's financial statements that is more than inconsequential will not be prevented or detected by the Organization's internal control.

A material weakness is a significant deficiency, or a combination of significant deficiencies, that results in more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected by the Organization's internal control.

Our consideration of internal control was for the limited purpose described in the first paragraph and would not necessarily identify all deficiencies in internal control that might be significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control that we consider to be material weaknesses, as defined above.

We have also attached other matters that could further strengthen internal controls.

This communication is intended solely for the information and use of management, the Audit Committee and others within the Organization, and is not intended to be and should not be used by anyone other than these specified parties.

Sincerely,

Thomas Stephen & Company, LLP
THOMAS STEPHEN & COMPANY, LLP

Collin County Children's Advocacy Center
Other Matters
June 30, 2009

Retention of Records

Our internal controls procedures in conjunction with cash disbursements disclosed that supporting documentation could not be located for certain disbursements. Missing accounting records such as these, while typically indicative of general disorganization, can be a flag of much more severe issues such as fraud or other such abuse. A significant effort should be undertaken to ensure that all disbursements and their support be properly filed and retained.

Track Restricted Net Assets

The financial statements of the Organization now present a temporarily restricted fund category which includes pledge receivables. We recommend that the Organization maintain documentation on all restricted contributions, monitor and track the restricted net assets and make sure it is properly addressing activity in and balances of the restricted net assets on its accounting records throughout the year, to ensure that the requirements of the restriction are met and funds are relieved when the restrictions have been met.

Check Signing: Two Signatures Required

Collin County Children's Advocacy Center's current policy is that all checks over \$10,000 require two signatures. However during our audit, we found certain areas where there was noncompliance. When strictly followed, this process allows for strong control over cash disbursements process. We recommend that the Organization consider increasing the number of authorized check signers to ensure that a second signature can always be obtained.

Sequence Control of Issued Checks

While reviewing the bank statements for the year ending 2009, we noted that checks were written in advance and held. As such, this practice causes the pre-written checks to be excluded from the bank reconciliation and accounts payable. We recommend that all checks be written and issued strictly in sequence.

Management's response is as follows:

Management acknowledges there were some opportunities to strengthen internal control and have addressed them. Subsequent to year end, a new Director of Finance was hired and has made several key management decisions to strengthen the department overall. Recordkeeping has been enhanced and procedures have been established to ensure transactions have proper approval and documentation and fall within policy.