



## City of Abilene

### Child Advocacy Center Board Agenda

Notice is hereby given of a meeting of the Abilene-Taylor County Child Advocacy Center Board to be held on November 4, 2025, at 4:00 p.m., at the Taylor County Courthouse, District Attorney's Office, 300 Oak Street, Abilene, Texas, for the purpose of considering the following agenda items.

#### CALL TO ORDER

#### PUBLIC COMMENTS

Public Comments on Any Item on the Agenda

#### MINUTES

1. Approve minutes from 09/02/2025 meeting

#### AGENDA ITEMS

2. Nomination and Election of Officers for 2026 Term

#### ADJOURNMENT

#### *Notice*

*In compliance with the Americans with Disabilities Act, the City of Abilene will provide for reasonable accommodations for persons attending meetings. To better serve you, requests should be received forty-eight (48) hours prior to scheduled meetings. Please contact the City Secretary's Office at 325-676-6208. Telecommunication device for the deaf is 325-676-6360.*

#### **CERTIFICATION**

*I hereby certify the above meeting notice was posted on the bulletin board at the City Hall of the City of Abilene, Texas, on the 29th day of November, 2025, at 9:00 a.m.*

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*Shawna Atkinson, City Secretary*



**Child Advocacy Board  
Meeting Minutes  
9/2/2025**

**Attendance:**

CAC Board Members: Angie Cross, Aubri Wad, James (Jim) Hicks, Heather Hadlock, Kerri Barber, Tim Bundick, Phil Crowley, Alana Jeter, Kyle McAlister, Janey Wawerna, Craig Shaw

City of Abilene Staff: Cynthia Vause, Stanley Smith

**Call to Order at 4:04pm**

A chance for public comment was given, none were offered

1. Minutes from 7/15/2025 were discussed
  - a. Jim Hicks motioned to amend number 4 of the 7/15/2025 minutes to read Discussion on the by-laws was held. No action taken (striking items i-iii)
  - b. Motion Second: Tim Bundick
  - c. Motion to amend the minutes passed
  - d. Jim Hicks motioned to approve the 7/15/2025 minutes as amended.
  - e. Second: Heather Hadlock
  - f. Motion to approve the amended minutes passed
2. By-laws Discussion
  - a. Current ex officio members are: Phil Crowley, Jim Hicks, Nikki Hill, Angie Cross, Janey Wawerna and Alana Jeter
  - b. Jim Hicks proposed a resolution to allow Phil Crowley and Alana Jeter to remain as acting chair and secretary, respectively, for the remainder of their term (until January). In the spirit of former ex officio members who have held officer positions within the CAC board.
  - c. Second: Heather Hadlock
  - d. Motion to present the resolution passed
3. Election of Officers
  - a. Craig Shaw motioned to take no action at this time on the election of new officers
  - b. Kyle McAlister seconded
  - c. Motion to take no action on the election of new officers passed
4. CAC Policy Updates

- a. Cynthia presented the following new/updated policies for approval
    - i. Background Policy
    - ii. Equipment Policy
    - iii. Records Retention Policy
    - iv. Travel Policy
  - b. Jim Hicks motioned to approve the polices are presented
  - c. Phil Crowley seconded
  - d. Motion to approve the Background Policy, Equipment Policy, Records Retention Policy, and Travel Policy as presented passed
5. CAC Funds Request
- a. Cynthia reported that the current CAC Board account balance from the change for change fundraiser is \$12,291.37
  - b. Requesting for \$1,000 for center items, including food gift cards, gas gift cards, emergency clothing items, Ring camera for security, and teen items
  - c. Requesting for \$500 for candy for the National Night Out event
  - d. Janey Wawerna motioned to approve \$1,500 for the activities presented
  - e. Tim Bundick seconded
  - f. Motion to approve \$1,500 in CAC board funds approved
6. Adjournment
- a. Motion to adjourn Kyle McAlister
  - b. Second Craig Shaw
  - c. Meeting adjourned at 5:04pm

Next Meeting: 11/4/25 at 4pm in the same location