

COURT APPOINTED SPECIAL ADVOCATE/CHILDREN'S JUSTICE ACT
PROGRAM ADVISORY COMMITTEE
MEETING MINUTES

July 28, 2017

A meeting of the Advisory Committee to the Court Appointed Special Advocate and Children's Justice Act programs was held on Friday, July 28, 2017 at the Richmond Police Training Academy, Richmond, Virginia.

Members Present

Molly Dellinger-Wray
Robin Foster
Julia Fuller-Wilson
Donna Gilles (term ended 6/30/17)
Sandy Karison
Alicia Lenahan
Robin Morgan
Jim Pope
Pat Popp
Eric Reynolds
Chris Spain
Ellen White

Members Not Present

Hum Cardounel, Jr.
Allison Gilbreath
Allison Jackson
Malcolm King
Nancy Oglesby
Frederick Rockwell III

Guests

Shoshana Newman-Lindsay, MD,
VCU Intern

Staff Present

Tom Fitzpatrick
Melissa O'Neill
Mary Wilson

- I. **Call to Order:** Julia Fuller-Wilson, Vice-Chairperson, called the meeting to order at 10:02 AM. Attendees introduced themselves.
- II. **Approval of Minutes:** The committee received a copy of the draft minutes. Upon a motion by Alicia Lenahan and seconded by Pat Popp, the committee unanimously approved the minutes of April 28, 2017.

- III. Introduction of New Member and Recognition of Members Completing Terms:** The Vice-Chairperson, Julia Fuller-Wilson, welcomed new committee member, Molly Dellinger-Wray from the Virginia Commonwealth University Partnership for People with Disabilities. Molly now holds the seat previously held by Donna Gilles. Donna was presented with a certificate of recognition thanking her for her two terms of service on this committee. It was noted that Viola Vaughan-Eden's term has ended as well, although she was not in attendance for this meeting. Her service was acknowledged by the committee and a certificate of recognition will be sent to her.
- IV. Election of Officers:** Jim Pope and Pat Popp served as the Nominations Committee. Jim Pope reported the committee recommended Pat Popp to serve as Chair and Julia Fuller-Wilson as Vice-Chair for the next year. Both consented to their nominations. Upon a motion by Ellen White and seconded by Jim Pope, the committee approved both appointments by acclamation. As newly elected Chairperson, Pat Popp, led the remainder of the meeting.
- V. Schedule Meeting Dates for FY2018:** The following dates were scheduled for the committee's meetings for FY2018: November 2, 2017; January 26, 2018; April 27, 2018; and July 27, 2018.
- VI. By-Laws Revision:** The Committee received revisions to the by-laws prior to the meeting. Changes include electing officers biennially for two-year terms instead of annually, and voting for officers at the last meeting of the state fiscal year prior to July 1, with terms beginning July 1. (*NOTE: According to Article IX of the by-laws, amendments to the by-laws must be submitted in writing to the committee at one meeting before a vote can be taken at the next regular meeting. The committee may vote on the by-laws at the next meeting.*)
- VII. CASA Program Update:** The committee was previously provided a written update regarding the Court Appointed Special Advocate Program.
- CASA Guidance Policy Review:** The committee was previously provided a copy of all the current CASA policies and guidance along with suggested revisions. The committee reviewed the policies and discussed additional changes. Final revisions will be submitted to the committee for approval at the next meeting.
- VIII. Citizen Review Panel:** Chris Spain, VDSS Child Protective Services (CPS) Program Manager, provided an overview of VDSS initiatives impacting CPS. Of particular interest were the VDSS diversion study to collect data from 32 pilot local departments and work with Child Trends and Annie E. Casey Kinship Diversion Study to analyze the data with the goal of defining elements of best practices for kinship diversion. Mr. Spain highlighted statewide training VDSS conducted on new CPS policy; the CPS Structured Decision Making Tools study to update and validate the tools; and the Substance Exposed Infant Workgroup's efforts to study barriers to treatment.

- IX. CJA Program Update:** The committee was previously provided a written update regarding the Children's Justice Act Program.
- X. New Business:** The committee had no new business.
- XI. Adjourn:** There being no further business to discuss, the meeting adjourned at 12:20 PM.

Next meeting dates:

- November 2, 2017
- January 26, 2018
- April 27, 2018
- July 27, 2018