

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

October 24, 2019

A meeting of the Advisory Committee to the Court Appointed Special Advocate and Children's Justice Act programs was held on Thursday, October 24, 2019 at the Richmond Police Training Academy, Richmond, Virginia. This was the Committee's strategic planning meeting.

Members Present

Julia Fuller-Wilson, Vice Chair  
Malcolm King  
Allison Gilbreath  
Judge Thomas Sotelo  
Sandy Karison  
Alicia Lenahan  
Shardell Gerald  
Ashley Thompson  
Pat Popp, Chair  
Shannon Hartung  
Giselle Pelaez

Members Not Present

Humberto Cardounel, Jr.  
Robin Foster  
Judge Jerrauld Jones  
Jennifer Newman  
Molly Dellinger-Wray

Guests:

Jane Tingley  
Angella Alvernaz

Staff Present

Laurel Marks (DCJS)  
Melissa O'Neill (DCJS)  
Terry Willie-Surratt (DCJS)  
Jenna Foster (DCJS)

- I. **Call to Order:** Pat Popp, Committee Chair, called the meeting to order at 9:11 AM. Attendees introduced themselves.
- II. **Approval of Minutes:** The committee received and reviewed the draft minutes of the August 9, 2019 meeting. Judge Sotelo made a motion to approve the August 9, 2019 minutes. Ashley Thompson provided a second. Motion was approved.
- III. **Overview of Planning Process** – Jenna Foster provided the committee with an overview of the purpose and guidelines of the Children's Justice Act. and requirements of the three-year plan.
- IV. **Child Fatality Review** – Jane Tingley, Office of the Medical Examiner, provided a presentation on the Child Fatality Review teams from the state and regional levels.
- V. **Child Protective Services/Citizen Review Panel** – Shannon Hartung, Child Protective Services Program Manager, Virginia Department of Social Services, provided an overview of the child protective services program. She provided the committee with information on new projects such as Human Trafficking, Hotline responsiveness and child fatalities due to child abuse and neglect.

- VI. **Human Trafficking** – Angella Alvernaz, State Trafficking Response Coordinator, provided an overview of the state efforts related to Human Trafficking, focusing on the intersection of human trafficking and child welfare.
- VII. **Committee Member Presentations** – Committee members made presentations based upon individual professional disciplines, discussing strengths, needs, concerns and ideas for improving the state’s investigative, administrative, and judicial handling of child maltreatment cases. Members offered input from the area of expertise or constituent group they represent.
- VIII. **Identification of Priorities for Recommendations for the Next Three-Year Plan** - Committee members engaged in several activities designed to synthesize information from presentations to establish priorities for Recommendations in the next Three-Year Plan. Four groups were created to address high level areas of need: policy/legislation, training, judicial handling, and other. The committee reviewed themes identified by committee members during presentations and categorized them by areas of need. Each individual group then worked together to develop recommendations that aligned with themes presented. All recommendations were shared with the larger group. DCJS staff will provide a final draft of recommendations at the January 2020 meeting.
- IX. **Adjourn** – Meeting adjourned at 4:30pm.