

Virginia Sexual and Domestic Violence Program Professional Standards Committee

Approved Meeting Minutes

Shelter for Help in Emergency's Community Outreach Center
Charlottesville, VA
June 10, 2019

Members Present:

Jennifer Bourne, Director, Clinch Valley Community Action Agency
Cathy Easter, Executive Director, Safe Harbor
Mary Carter Lominack, Executive Director, Shelter for Help in Emergency
Candy Phillips, Executive Director, First Step
Kristi VanAudenhove, Executive Director, VSDVAA
Laura Beth Weaver, Assistant Director, Women's Resource Center of the New River Valley
Rebecca Weybright, Executive Director, SARA Charlottesville

Members Present Remotely per 2.2-3708.1

Debbie Evans, Division Chief of the Sexual Assault Center & Domestic Violence Program, City of Alexandria Department of Community & Human Services
Caroline Jones, President/CEO, Doorways for Women & Families

Absent Members:

Teresa Christin, Executive Director, Avalon
Linda Ellis-Williams, Director of Programs, YWCA of Central Virginia
Kandy Freeman, Domestic Violence Program Director, Madeline's House
Maria Simonetti, Executive Director, The Collins Center & Child Advocacy Center
Kristina Vadas, Manager of Victims Services, DCJS

Others Present:

Courtney Meyer, Professional Standards Coordinator, DCJS

Welcome & Remarks

The meeting started at 10:13am without a quorum present. Jennifer Bourne welcomed everyone and asked members to introduce themselves.

Review May Minutes

Ms. Bourne presented the May 29, 2019 minutes for review. A committee member suggested clarifying "The implementation of standards would end June 2023." Due to a lack of quorum, the committee will vote on the May minutes in August.

Training Matrix Review

Laura Beth Weaver shared an updated version of the training matrix for the committee to review. The committee decided to add more clarification regarding the training matrix in the matrix's introduction paragraph. Caroline Jones drafted content for the clarification, and the committee liked the content and decided to vote on the addition at the August meeting.

Organizational Assessment and Cover Sheet (RFC)

Courtney Meyer shared the organizational assessment in an Excel version. The committee reviewed the assessment and discussed how to score the assessment. There was discussion about the first round consisting of a certain number of agencies with the highest scores and the committee briefly discussed cut-off scores. Then, the committee focused on the cover sheet for the organizational assessment and brainstormed items to include on the cover sheet. Ms. Meyer will formally draft up the cover sheet for the organizational assessment for the committee to review in August.

Update Training Language

Ms. Bourne led the committee through reviewing the language in Standard 2 to ensure the language was consistent with the training matrix. After updating language in Standard 2, the committee decided to review all of the standards for language consistency and made minor changes. The changes made will be voted on in August.

Updated Timeline and Implementation Plan

The committee reviewed the updated timeline. Ms. Bourne shared her concern with having the first 20 agencies with the highest organizational assessment scores being selected for the first round of accreditation applications. The committee discussed the selection process more and decided to randomly select agencies, regardless of their organizational assessment score, who indicate on the cover sheet that they are "Ready" to apply for accreditation.

Application and Attachments

The committee began reviewing the Action Alliance's accreditation application and tried to match questions to the current professional standards. The committee struggled with this and switched methods. Instead, the committee went through all the standard's measure and marked each standard's measure as either: a) application question; b) attachment; and/or c) site visit.

Scoring, Tiers, and Fees

The committee discussed how the application and site visit would be scored. This discussion connected to a question about having tiers. The committee decided that it is too late to have tiers and that instead, based on the application and site visit, agencies would be given either provisional or full accreditation. For the fees, Ms. Meyer shared that DCJS has the ability to house the accreditation application fees and that it would be up to the committee to decide how the fees would be utilized. Ms. Meyer shared how the code states, "May adopt...fees...", and that Kristina Vadas interpreted that part as the committee could or could not have fees for accreditation. The committee discussed what the fee could be used for such as certificate plaques or bigger training. The committee decided that a reasonable fee for a three (3) year accreditation is \$150. The committee will vote on this fee in August.

Ms. Bourne asked Rebecca Weybright to share an update on her conversation with Nancy Fowler from VDSS regarding tying funding to accreditation. Ms. Weybright said that Ms. Fowler

has three (3) year grants being released soon and does not plan to tie accreditation to the grants being released. Ms. Weybright also shared how Ms. Fowler felt that VDSS has not felt connected to the current professional standards process.

Closing Remarks

Ms. Meyer will ask Kristina Vadas for the current draft of the crime commission's survey to be shared with committee for them to use as a basepoint for creating professional standards questions for the survey. The committee listed what they would have to vote on in August:

- May Minutes
- Training Matrix
- Standards
- Format of Organizational Assessment
- Cover Sheet for the Organizational Assessment
- The standard's measures marked as a Question, Site Visit, and/or Attachment for the application process
- Scoring as Provisional and Full
- Fees
- Glossary

In August, the committee would also like to discuss having a confidentiality statement for the committee when reviewing applications, a grievance policy, and the appeals process. The meeting adjourned at 3:52pm.

Actions before next meeting

Ms. Meyer will connect with Cartie Lominack to determine if the meeting space would be available on September 9th or 11 for September's meeting date. Ms. Meyer will draft a cover sheet for the organizational assessment and send out to the committee for review.

Public Comment

There was one member of the public present on the phone who did not have any comments.

Next Meeting: Wednesday August 28, 2019

10am-4pm

Shelter for Help in Emergency in Charlottesville, VA