

Virginia Sexual and Domestic Violence Program Professional Standards Committee

Approved Meeting Minutes

Shelter for Help in Emergency's Community Outreach Center
Charlottesville, VA
May 29, 2019

Members Present:

Jennifer Bourne, Director, Clinch Valley Community Action Agency
Cathy Easter, Executive Director, Safe Harbor
Linda Ellis-Williams, Director of Programs, YWCA of Central Virginia
Debbie Evans, Division Chief of the Sexual Assault Center & Domestic Violence Program, City of Alexandria Department of Community & Human Services
Mary Carter Lominack, Executive Director, Shelter for Help in Emergency
Caroline Jones, President/CEO, Doorways for Women & Families
Candy Phillips, Executive Director, First Step
Maria Simonetti, Executive Director, The Collins Center & Child Advocacy Center
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

Kristina Vadas, Manager of Victims Services, DCJS

Absent Members:

Teresa Christin, Executive Director, Avalon
Kandy Freeman, Domestic Violence Program Director, Madeline's House
Kristi VanAudenrove, Executive Director, VSDVAA

Others Present:

Courtney Meyer, Professional Standards Coordinator, DCJS

Welcome & Remarks

The meeting started at 10:10am with a quorum present. Caroline Jones welcomed everyone and asked members to introduce themselves.

Approval of February and April Minutes

Ms. Jones presented the February 13, 2019 minutes for approval. There were no corrections made to the minutes. Maria Simonetti made a motion to approve the minutes. The motion was seconded by Debbie Evans and approved. Caroline Jones and Laura Beth Weaver abstained. Ms. Jones presented the April 25, 2019 minutes for approval. There were no corrections made to the minutes. Laura Beth Weaver made a motion to approve the minutes.

The motion was seconded by Maria Simonetti and approved. Jennifer Bourne, Debbie Evans, and Cartie Lominack abstained.

Crime Commission Survey & Advisory Committee

Ms. Jones shared an update from a phone call conversation with the Crime Commission's Executive Director, Kristen Howard. Ms. Howard told Ms. Jones how the Crime Commission was updating data to a survey done a few years ago to obtain a current pulse on the field. Ms. Howard explained how the survey has been delayed several times and that there is no rush; June is not a hard deadline. Ms. Jones said that Ms. Howard stated, "my timeline is your timeline." Ms. Howard asked Ms. Jones how the survey can be strategically helpful by being released in the summer before the standards are released or in the fall when the field will have the standards on hand. Ms. Howard also welcomed the committee to write questions for the professional standards section of the survey.

Ms. Jones discussed her concerns about releasing the standards when some agencies didn't receive all the funding they requested under the VOCA Victims Services Grant Program (VSGP) and that in FY22 there is a possibility that VOCA funding could decrease again. Ms. Jones also discussed how this committee should advocate and work together with the Advisory Committee since the Advisory Committee has legislators at the table who can make legislative changes. Ms. Jones would like to set up a proactive way to keep connected to the Advisory Committee to work in harmony and partnership. Jennifer Bourne suggested forming a similar connection with the Governing Body of the Action Alliance since both the Advisory Committee and Action Alliance are responsible for appointing members to this committee.

The committee discussed the timing of releasing the standards and the best time to suggest to Ms. Howard for the Crime Commission's survey to be released. The committee would like to know the timeline for them to write questions for the survey and the Crime Commission's turn around time for writing their final report after all the survey data is collected. Ms. Howard had shared how in order to make any legislative changes, the Crime Commission has to have the survey's final report by the end of December. Ms. Jones will follow-up with Ms. Howard regarding a timeline for writing survey questions and the Crime Commission's turn around time for the final report.

Resources Discussion

Ms. Jones shared information about resources moving forward from a phone conversation between herself, Jennifer Bourne, Courtney Meyer, Kristina Vadas, and Kristi VanAudenhove. Ms. Jones discussed how DCJS will not link the standards to funding per Ms. Vadas. Ms. Jones provided clarification that DCJS will be able to provide a contract position to conduct the site visits (per Ms. Vadas). This led to a discussion on communicating with other funders and asking them to not tie the standards to funding. Rebecca Weybright offered to reach out to VDSS. Ms. Jones discussed ensuring that a professional standards site visit and a funder/monitoring site visit are different. The committee discussed the incentive to become accredited with not having funding tied to the standards as well as the impact of the VSGP grant awards on the standards. The committee decided that there was not going to be a perfect time to release the standards and to continue moving forward.

Training Matrix

Laura Beth Weaver led the committee in a review of the training matrix that she re-organized. The committee reviewed the training matrix and made changes as necessary. The committee decided to wait to vote on the training matrix at the June meeting.

Timeline and Implementation Plan

Ms. Jones discussed how the committee would focus on completing the application and marketing pieces at their June and August meetings. Ms. Meyer shared the Doodle poll results for the August meeting and the committee decided on Wednesday August 28th. Ms. Jones talked about having a reference library for agencies regarding different organizations who can provide TA. The committee listed scoring sheets that will need to be created for the following: a) Organizational Assessment, b) Application, and c) Site Visit. Ms. Bourne reminded the committee about creating a grievance process and Ms. Jones added that to the committee's to-do list. The committee decided that accreditation would be good for three (3) years and then agencies would re-apply. Candy Phillips emphasized how the committee will need to think through the re-accreditation process.

The committee discussed and created a timeline for implementing the standards. The committee plans on creating a save-the-date to be sent to all agencies on September 1st so agencies are aware of the standards' release. Ms. Jones presented the timeline below for approval. Candy Phillips made a motion to approve the timeline. The motion was seconded by Debbie Evans and approved.

Date	Task
Oct/Nov 2019	Roll out standards to all SDV Providers Organizational assessment—submit Request for Consideration (RFC) plus self scores/First 20 with score of ____ or above
Dec 2019	1 month: PSC Coordinator coordinates with DCJS Contract position to set-up site visits and invite first round applications
Jan-Feb 2020	First round complete applications
March-July 2020	5 months for 20 site visits to be completed by the DCJS Contract position and for application scoring
Rolling	PSC voting on Applications

The first round of accreditation will be complete by June 2023.
Accreditation will begin for each agency when they are approved.

Application Fees

The committee discussed the application fee and suggested \$250 for agency's applying for three (3) year accreditation. Ms. Meyer will ask Ms. Vadas how the fee, if implemented, will be handled by DCJS.

Closing Remarks

Ms. Jones discussed that at the June meeting the committee will update the standards with training language and decide the format for the application. The meeting adjourned at 3:50pm.

Actions before next meeting

Ms. Weybright will connect with VDSS about not tying the standards to funding. Ms. Meyer will send out a Doodle poll to determine September's meeting date.

Public Comment

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

Next Meeting: Monday June 10, 2019

10am-4pm

Shelter for Help in Emergency in Charlottesville, VA