

Virginia Sexual and Domestic Violence Program Professional Standards Committee

Virtual Meeting via Zoom
FINAL MEETING MINUTES

Wednesday, October 21, 2020
1:00 p.m. – 4:00 p.m.

Members Present:

Jennifer Bourne, Director, Clinch Valley Community Action Inc.
Cathy Easter, Executive Director, Safe Harbor
Debbie Evans, Division Chief of the Sexual Assault Center & Domestic Violence Program,
City of Alexandria Department of Community & Human Services
Robin Gauthier, Executive Director, Samaritan House
Sheree Hedrick, Executive Director, Hanover Safe Place
Candy Phillips, Executive Director, First Step: A Response to Domestic Violence
Stacey Sheppard, Director of Housing & Human Services, Total Action for Progress
Kristina Vadas, Victims Services Manager, DCJS
Kristi VanAudenhove, Executive Director, Virginia Sexual and Domestic Violence Action Alliance

Members Absent:

Linda Ellis-Williams, Director of Programs, YWCA of Central Virginia
Kandy Hayes, Domestic Violence Program Director, Southside Center for Prevention Inc.
Maria Simonetti, Executive Director, The Collins Center & Child Advocacy Center
Laura Beth Weaver, Executive Director, Women's Resource Center of the New River Valley

Others Present:

Meghan Gaulding, Policy Analyst, Virginia State Crime Commission
Chrissy Wengloski, Victims Services Grant Program Specialist, DCJS

Welcome and Remarks

Cathy Easter welcomed all attending members and called the meeting to order at 1:10 p.m., although quorum was not established and would not be for the duration of this meeting. The meeting began with an ice breaker in which all attending persons shared "one thing that no one knows about you."

Review and Approval of September 16, 2020 Meeting Minutes

September minutes were not reviewed or approved because of lack of quorum.

Application Release Update

Kristina Vadas provided a summary of the release of the Professional Standards Application email. She shared that there will be a webinar available in November for applicants, and she is seeking a volunteer from the committee to be available during that webinar. Once a date for the webinar is set, information will be sent to the 18 applying agencies. A suggestion was made that an update be sent to all sexual and domestic violence agencies on what is currently happening in the process.

Cathy Easter requested an update on DCJS filling the Professional Standards Coordinator position. Kristina Vadas shared that there is no timeframe yet on when this position will be advertised.

Discussion on Application Appeals Process

Kristi VanAudenhove shared the former process for handling appeals, which included having a committee who handled all appeals which might include outside directors who are not presently on the committee, the consultant, and members of the current committee. In the former process, the appeals committee was comprised of seven people, and at least four of those seven were needed to meet and make determinations.

It was suggested that Kristina Vadas be part of an appeals committee, along with the consultant (who conducted site visit), and current/former committee members. It was suggested that staff from the Virginia Department of Social Services also be considered.

It was noted that committee members would not be allowed to hear appeals from agencies in their own regions. Cathy Easter stated that more discussion would be held next meeting when the committee would have quorum.

Review Revised Timeline

Committee members viewed and discussed the timeline and schedule of future meetings. Committee members suggested there should be a meeting held shortly after the first round of applications are received to be able to discuss feedback from that process. Sheree Hedrick suggested that the November meeting should address any feedback brought back from webinar. Committee members suggested that questions raised during the webinar should be added to the Professional Standards FAQ webpage. Kristi VanAudenhove suggested that in order to ensure consistency in applying the standards, anything except technical changes might only be made once every 3 years so everyone becomes accredited under the same standards and guidelines. Committee members agreed.

Initial Discussion: Materials Presented to PSC for Voting on Applicants

Kristina Vadas recommended the committee discuss what they would like to see from the coordinator and consultant when the recommendations are brought to the committee for review

and vote. Committee members suggested using a checklist of the standards from the coordinator/consultant for each applicant, which could be reviewed as a summary by the committee. The committee members discussed the merits or challenges of agencies sharing policies and other practices that may be proprietary to each agency. It was also discussed that committee members would not review the full applications.

Meeting Schedule Going Forward

Committee members discussed that once the appeals process is approved, it may be possible move to quarterly meetings. It was also suggested to move the November meeting to early December to ensure quorum is met.

The meeting was adjourned at 2:26 p.m.

No Other Member Announcements or Public Comment

Next Meeting: TBD

Meeting Summary

Action Items:

- Committee member volunteer needed for application webinar.
- Kristina Vadas will forward application email to all members.
- Kristina Vadas will send a poll to reschedule the November meeting.

Decisions/Votes:

- The committee agreed that major revisions to the standards should not be made until after the first full cycle of accreditation is completed.