

## Committee for Oversight of Domestic Violence Offender Intervention Programs and Standards Meeting Minutes

July 26, 2012 – Sun Valley Resort – Sun Valley, Idaho

**Members Present:** Dr. Karen Neill, Mia Vowels, Barbara Boyer, Annie Pelletier, Greg Orlando, Lori Anne Fitch

**Staff Present:** Sally Alvarado, Luann Dettman, Anne Chatfield

**Guests Present:** Sue Welch

Topic	Discussion	Action
Welcome & Introductions	Dr. Neill, Chairperson, called the meeting to order. Dr. Neill requested everyone introduce themselves and welcomed our newest members to the committee, Mr. Greg Orlando from Region 1 and Ms. Lori Anne Fitch from Region 7.	
Mr. Anthony Enos	Mr. Anthony Enos had requested to be placed on the CODVOIPS agenda and was placed on the agenda to meet with members as requested. Mr. Enos did not present on meeting date.	
May Meeting Minutes	Dr. Neill requested approval/disapproval action on the May 18, 2012, meeting minutes.	Mia made a motion to approve the May meeting minutes. Barbara seconded the motion and it was carried unanimously.
Current Approved Program Updates:	Sally informed the CODVOIPS at our May meeting, the CODVOIPS granted a provisional approval to the Domestic Violence Intervention Center with full approval to be granted upon receipt of satisfactory background checks and a one year provisional approval for Mr. Jorge Pardon to acquire approved CE units. Sally informed the CODVOIPS that we have received all background checks with the exception of Mr. Pardon's therefore, the program is still under a provisional approval status and after receiving background check for Mr. Pardon the program will be granted full approval however, Mr. Pardon will continue with a one year provisional approval to acquire approved CE units.	
Program Renewal Applications/Updates	There are no program renewal applications to present to the CODVOIPS.	
New Program Applications/Providers	ACES Community Services: New Program Application from ACES Community Services located in Post Falls, Idaho.	Mia made a motion to approve a new offender intervention program, ACES Community Services. Annie seconded the motion and it was carried unanimously.
Mr. Levitt Communication	Sally reviewed the email communication that was received from Mr. Levitt. The email was Mr. Levitt's response to a communication sent to him by Sally, on behalf of the CODVOIPS, informing him of the CODVOIPS recommendation on how to proceed to acquire the required supervised offender intervention group facilitation hours. The CODVOIPS is committed to ensuring	Barbara made a motion to accept Mr. Levitt's email communication as a withdrawal of his program application seeking to become a state approved offender intervention program. Mia seconded the motion and it was carried

	and maintaining high standards for the offender intervention programs and, therefore, after review and discussion of Mr. Levitt's email communication, the committee accepted Mr. Levitt's response as a withdrawal of his program application seeking to become a state approved offender intervention program.	unanimously.
Review/Approve CODVOIPS By-Laws	The CODVOIPS reviewed the proposed changes to the by-laws. Further revisions were made. The CODVOIP members will communicate via email the new proposed bylaws with revisions and a final draft will be presented at the next CODVOIPS meeting.	Sally will send out a draft of the by-laws reflecting the proposed changes to the CODVOIPS by August 15, 2012. The CODVOIPS members will submit any further suggestion, changes, etc., to Sally no later than August 30, 2012. Sally will distribute final draft with suggested revisions incorporated into the document to the CODVOIPS and Council members at least 30 days prior to the next scheduled meeting date.
Review Program Survey Data	Sally distributed aggregate data report of the information obtained from the survey of approved program. Lori asked for clarification on why the CODVOIPS was asking for the data. Dr. Neill reviewed the purpose of the survey, indicating that the CODVOIPS has previously never collected any data and that this was a starting point to gather data that would equip the committee with demographics of programs, identify commonalities across the state, etc. Dr. Neill indicated that at this point in time the data provides descriptive information regarding offender intervention programs in the state, however, would like to further discuss opportunities for data collection that would support program development, grants, research, among other areas. After preliminary review and discussion, the CODVOIPS decided to table and discuss the data outcomes at the next meeting after all members have had time to review more comprehensively and then make a decision regarding how the committee would like to disperse the information to approved programs.	Mia made a motion to table and discuss, at the next CODVOIPS meeting, the survey results and how the committee would like to disperse the information to the programs. Barbara seconded the motion and it was carried unanimously.  The CODVOIPS requested Sally to send to all committee members the original blank survey that was distributed to the programs along with the file containing the aggregate data outcomes.
Review/Approve Revised Program Application	The CODVOIPS reviewed the proposed revisions to the offender intervention program application. Annie suggested that the next time the minimum standards are revised that we should explore adding to "General Ethical Standards"-B.13., other types of criminal/civil action to be reported within 72 hours. Dr. Neill requested Sally to maintain a "tickler file" for future minimum standards revision recommendations. After review the committee approved the proposed revisions to the offender intervention program application.	Annie made a motion to approve the proposed revisions to the offender intervention program application. Mia seconded the motion and it was carried unanimously.  Sally will establish and maintain a "tickler file" for revision recommendations to the standards to be considered during the next

		revision process.
Update/Discuss DVD	The CODVOIPS discussed the distribution of materials using any type of media through the CODVOIPS/Council in conducting business. The decision was made to develop a disclaimer statement to be placed on all materials used in conducting business of the CODVOIPS/Council regarding the fact that the CODVOIPS/Council does not indicate endorsement by distribution.	A disclaimer will be developed that can be placed on appropriate materials related to the conduct of business through the Council.
Monitoring Update	Sally informed the CODVOIPS that the program monitoring for quarter four had been completed. Sally provided each member of the committee with a copy of the monitoring tool that is utilized to conduct the offender intervention program site visits	
Upcoming Meeting Schedule	The next CODVOIPS meeting will be determined at the Council meeting scheduled for tomorrow, Friday, July 27, 2012. The Council will be scheduling their meetings for the next year and the CODVOIPS meetings are conducted the day before the Council meeting dates.	Sally will send committee members the future CODVOIPS meeting dates.
Coalition Update	Dr. Neill requested Annie to provide an update on the Idaho Coalition Against Sexual and Domestic Violence activities. Annie informed the committee that the Coalition has been working on: <ul style="list-style-type: none"> <li>• Domestic Violence Summit to be conducted in October;</li> <li>• How training and technical assistance across the state is being delivered and relooking at this to determine if revamping the system is warranted;</li> <li>• Exploring how information is shared across the state;</li> </ul> Annie reviewed the types of grants the Coalition is currently implementing.	Dr. Neill requested Sally add a Coalition Update as a standing agenda item for all future meetings.
Adjourn	The meeting adjourned.	Mia made a motion to adjourn the meeting. Barbara seconded the motion and it was carried unanimously.