

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

October 25, 2012 – SpringHill Suites – Park Center – Boise, Idaho

Members Present: Dr. Karen Neill, Barbara Boyer, Mia Vowels (via telephone), Greg Orlando (via telephone)

Staff Present: Sally Alvarado

Guests Present: Anthony Enos, Beverly Enos

Topic	Discussion	Action
Welcome & Introductions	Dr. Neill, Chairperson, called the meeting to order at 1:05 p.m. Dr. Neill requested everyone introduce themselves and welcomed the guests present, Anthony Enos and Beverly Enos.	
Mr. Anthony Enos	<p>Dr. Neill invited Mr. Enos to address the committee. Mr. Enos requested to be on the agenda. Mr. Enos inquired about the reasoning/decision for the denial of his program application. Mr. Enos indicated he understood that the documentation provided to the CODVOIPS did not meet educational requirements in the standards for program approval. He stated that with his level of experience he felt this should warrant an exception to meeting the educational requirements.</p> <p>After providing Greg Orlando with a brief overview of the CODVOIPS decision made previously regarding program approval, Greg expressed that he could not support an exception as this would set a precedent regarding waiver of educational requirements.</p> <p>Barbara asked if we could explore possible exceptions with more intensive oversight or other conditions? A question was raised as to what other states do for exception requests? Mr. Enos requested the CODVOIPS review the State of Washington standards regarding these types of exceptions. The CODVOIOPS agreed to review the State of Washington standards. Sally informed the CODVOIPS that she had reviewed those standards and the exception was regarding programs that were currently implementing offender intervention programs prior to the development and implementation of the initial standards in the State of Washington which now required providers meet certain education/experience requirements. The standards included a grandfather clause for those programs, however, there did not appear to be any exceptions available for new programs seeking approval.</p>	CODVOIPS to review the State of Washington standards.
July Meeting Minutes	Dr. Neill requested approval/disapproval action on the	Mia made a motion to approve the July

	July 26, 2012, meeting minutes.	meeting minutes. Barbara seconded the motion and it was carried unanimously.
Current Approved Program Updates:	<p>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 however, the program has since withdrew their request to approve Mr. Pardon as a Direct Service Provider, therefore, the program has been granted full approval.</p>	
Program Renewal Applications/Updates	<p>Sally informed the CODVOIPS that the Family Service Alliance of Southeast Idaho-Pocatello is not seeking renewal for the offender intervention program. Dr. Neill reported that she contacted the Executive Director regarding this and the program is stopping services for now based on expansion of other programs and will consider an offender intervention program in the future.</p> <p>Sally stated that Cook & Tafoya-Fisher Behavioral Health is seeking renewal approval, however, their application was not completed and received in time to distribute to the CODVOIPS for this meeting. Sally will distribute the application to the CODVOIPS upon its completion and request a provisional approval from the CODVOIPS Chair with full approval to be considered at the January 10, 2013, CODVOIPS meeting.</p> <p>Sally informed the CODVOIPS that Life Skills NW renewal application reflects a new Supervisor, Ms. Toni Jones, whom is currently approved as the Supervisor for another approved offender intervention program. In addition, the renewal application currently has the background checks pending and the program is requesting an exception to the two year trainee limitation as the current trainee, Ms. Linda Spagon is working on obtaining her degree to meet the education requirements to become a Direct Service Provider.</p>	<p>Barbara made a motion to deny the renewal application, with program approval to be granted upon the receipt of satisfactory background checks. Mia seconded the motion and it was carried unanimously.</p> <p>Barbara made a motion to deny the trainee exception and to request the program obtain a letter on official letterhead and have it submitted directly from Ms. Spagon's Advisor to the office. The letter shall provide Ms. Spagon's current standing, progress, and projected graduation date. Mia seconded the motion and it was carried unanimously.</p>

	<p>Greg made a suggestion to revise the application checklist to include providing a page number on each respective line on the checklist.</p>	
<p>New Program Applications/Providers</p>	<p>Family Services Counseling Center is requesting approval of two new Trainee's, Kelly Lynn Carson and Jose Alfredo Hernandez. Sally informed the CODVOIPS that the criminal background checks are pending on both of the trainees.</p> <p>The CODVOIPS reviewed and discussed the new program application request from Community Services Counseling-Boise. After discussion the CODVOIPS denied the application based on the lack of satisfactory documentation of supervised experience hours as required by the standards for victims and offenders and lacking documentation for the required number of continuing education hours and an updated signed statement from Ms. Nations reflecting Community Services Counseling as the agency.</p> <p>The CODVOIPS reviewed and discussed the new program application request from Nations Therapy & Consulting-Caldwell. The program is proposing to utilize the same Program Supervisor, Ms. Viann Nations, from the above mentioned program, Community Services Counseling-Boise. After discussion, the CODVOIPS denied the application based on the reasons indicated for the Community Services Counseling application. In addition, the CODVOIPS stated additional letters of support from sources such as; domestic violence victims services program, judge, probation officer, prosecutor, domestic violence evaluator, trial court administrator, etc, need to be submitted as the CODVOIPS determined two of the letters of support (Larry Banta and Joyce Davis) that were submitted were not from acceptable sources.</p>	<p>Barbara made a motion to deny approval of the Trainees, Kelly Lynn Carson and Jose Alfredo Hernandez with full approval to be granted upon the receipt of satisfactory criminal history background checks. Greg seconded the motion and it was carried unanimously.</p> <p>Mia made a motion to deny approval of the new program application from Community Services Counseling-Boise based on the lack of satisfactory documentation of supervised experience hours as required by the standards for victims and offenders and lacking documentation for the required number of continuing education hours and an updated signed statement from Ms. Nations reflecting Community Services Counseling as the agency. Greg seconded the motion and it was carried unanimously.</p> <p>Mia made a motion to deny the new program application from Nations Therapy & Consulting-Caldwell based on the reasons indicated for the Community Services Counseling application. In addition, the CODVOIPS stated additional letters of support from sources such as; domestic violence victims services program, judge, probation officer, prosecutor, domestic violence evaluator, trial court administrator, etc, need to be submitted as the CODVOIPS determined two of the letters of support (Larry Banta and Joyce Davis) that were submitted did not meet requirements for letters of support as detailed in the standards. Greg seconded the motion and it was carried</p>

		unanimously.
Disclaimer Statement	Sally informed the CODVOIPS that she had worked with Mia and Annie to create a disclaimer (action item from July 2012 meeting) to be included on all printed materials and media presented or available through the ICDVVA. The disclaimer reads as follows: The views, opinions, findings, conclusions, and recommendations expressed in this publication, program, exhibition, and/or workshop are those of the author(s)/presenter(s) and do not necessarily reflect the views of the Idaho Council on Domestic Violence and Victim Assistance.	Barbara made a motion to approve the disclaimer statement as presented and recommend approval to the Council. Mia seconded the motion and it was carried unanimously.
Review/Approve CODVOIPS By-Laws	The CODVOIPS reviewed the final draft of the by-laws that was distributed via email to both the CODVOIPS and the Council members on September 18, 2012.	Mia made a motion to approve the by-laws as presented. Barbara seconded the motion and it was carried unanimously.
Review Program Survey Data	Karen informed the Council that the CODVOIPS discussed the data collection survey and the committee had decided that a survey will be sent out to CODVOIPS programs on an annual basis. The committee also discussed and decided that it will offer to send aggregated data results to offender programs by request.	Sally will inform the offender intervention programs that the survey results are available by request and will attach a copy of the current survey requesting completion of the survey for the 7-1-2011 to 6-30-2012 year.
Review/Approve Revised Program Application	<p>Sally reminded the CODVOIPS that we updated the program application to require applicants to have official transcripts submitted from the respective educational institutions and the committee needs to approve this update to the application.</p> <p>Greg expressed concern with the current process of requests to address the CODVOIPS without any prior information as to the purpose of the request, etc. After discussion, the CODVOIPS decided to create a form that would facilitate the request of an individual wanting to address the CODVOIPS at the meetings. The committee agreed that the meeting request form would be posted on the ICDVVA website and would include information on topic, date and time to present at a CODVOIPS meeting, time allotment requested, and any additional information that would be useful to the CODVOIPS prior to the scheduled meeting. The form would be completed by the person requesting to speak to the committee and would be required to be submitted at least 48 hours prior to a scheduled meeting.</p>	<p>Barbara made a motion to approve requiring applicants to have official transcripts submitted from the respective educational institutions. Mia seconded the motion and it was carried unanimously.</p> <p>Sally will develop a meeting request form and distribute to the CODVOIPS for review and feedback and upon finalizing the form will post on the ICDVVA website.</p>
Monitoring Update	Sally provided the CODVOIPS with the latest monitoring schedule	

	<p>sheets that provide an overview of the program monitoring schedule. Sally also provided an outline for all programs and when the monitoring will take place.</p>	
Coalition Update	<p>Annie was unable to attend this meeting due to a previous commitment, therefore, we did not have a coalition update.</p>	
Upcoming Meeting Schedule	<p>The next CODVOIPS meeting is scheduled for January 10, 2013, at the SpringHill Suites ParkCenter – Boise, Idaho at 1:00 p.m.</p>	
Adjourn	<p>The meeting adjourned.</p>	<p>Barbara made a motion to adjourn the meeting. Mia seconded the motion and it was carried unanimously.</p>