

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

October 27, 2011 – Quality Inn – Clarkston Washington

Members Present: Dr. Karen Neill, Susan Hazelton, Mia Vowels

Staff Present: Sally Alvarado

Guests Present: Loren Caudle

Topic	Discussion	Action
Welcome & Introductions	Chairperson, Dr. Neill called the meeting to order at 8:39 a.m. and welcomed everyone. Introductions were conducted.	
Program Presentations	Loren Caudle provided an overview of the transition of Nez Perce County Court Services program to Phoenix House program. Dr. Neill thanked Loren Caudle for presenting to the committee.	
July Meeting Minutes	Dr. Neill requested approval/disapproval action on the July 28, 2011 meeting minutes.	Susan made a motion to approve the July meeting minutes. Mia seconded the motion and it was carried unanimously.
Current Approved Program Updates:	Sally reviewed the current program updates with the committee. We have received a current satisfactory criminal history background check on Trainee, Mr. Tom Van Fossen, from Solutions and More, therefore, the program has been granted full approval.	
New Program Applications/Providers	Sally stated that a provisional approval was previously granted for Trainee, Ms. Katherine Medina, from Advocates Against Family Violence and requested the CODVOIPS grant full approval. Sally stated that a provisional approval was previously granted for Direct Service Provider, Ms. Graciela Fonseca, from Cook & Tafoya-Fisher and requested the CODVOIPS grant full approval. Sally stated Pathways Counseling is requesting approval of Direct Service Provider, Rikki Gonser. Sally stated Pathways Counseling is requesting approval of Direct Service Provider, Mr. Jon Lang.	Susan made a motion to grant full approval of Trainee, Ms. Katherine Medina, from Advocates Against Family Violence. Mia seconded the motion and it was carried unanimously. Susan made a motion to grant full approval of Direct Service Provider, Ms. Graciela Fonseca, from Cook & Tafoya-Fisher. Mia seconded the motion and it was carried unanimously. Susan made a motion to approve Direct Service Provider, Rikki Gonser, from Pathways Counseling. Mia seconded the motion and it was carried unanimously. Susan made a motion to approve Direct Service Provider, Mr. Jon Lang, from Pathways Counseling. Mia seconded the motion and it was carried unanimously.

	<p>Sally stated The HUB for Incident Prevention in Twin Falls is seeking approval as a new offender intervention program. After review of the application and discussion regarding the request to grant an exception to the licensure requirements for the Program Supervisor the committee denied the application and the request for exception.</p> <p>The CODVOIPS entered into an Executive Session at 10:23 a.m.</p> <p>The meeting was re-opened from Executive Session at 11:35 a.m.</p>	<p>Susan made a motion to deny The HUB for Incident Prevention application and request for exception to the Program Supervisor licensure requirements. Mia seconded the motion and it was carried unanimously.</p> <p>Susan made a motion to enter into Executive Session. Mia seconded the motion and it was carried unanimously.</p> <p>Susan made a motion to re-open the meeting from Executive Session. Mia seconded the motion and it was carried unanimously.</p>
<p>Temporary/Pending Rule Domestic Violence Docket #16-1504-1101</p>	<p>Sally presented the Pending Rule Docket #16-1504-1101 to the CODVOIPS. Dr. Neill stated that the standards document appears to have a "grammatical" typo as it states in B.4., ...implemented provided. Sally stated that she will have the document corrected to remove the word provided.</p>	<p>Susan made a motion to recommend to the Council to approve the Pending Rule Docket #16-1504-1101 with change of grammatical error. Mia seconded the motion and it was carried unanimously.</p>
<p>Offender Intervention Program Survey Update</p>	<p>Sally informed the CODVOIPS members that to date we have received about ½ of the survey's back from programs. The due date to have them submitted to the Council office was October 14, 2011. After discussion it was recommended that a reminder be sent out to those programs that have not returned the survey and request the survey be completed and returned by November 11, 2011.</p>	<p>Sally will send out reminders to the programs that have not returned their survey and request the survey be completed and returned by November 11, 2011.</p>
<p>Review/Revise CODVOIPS By-Laws</p>	<p>The CODVOIPS members reviewed the by-laws. Sally stated that the committee's name and acronym need to be changed and updated throughout the document to be consistent with the revised minimum standards. Susan requested we discuss with the Council whether or not we should increase the committee membership to have representation from all regions which would increase the membership from five members to seven. If this action is taken then we would need to change the quorum requirements in the by-laws. Dr. Neill suggested adding under Section 3., Terms of Office the following language: Terms of office will be documented. Susan requested we discuss with the Council whether or not the Chairperson of the Council needs to be an automatically appointed member to the CODVOIPS. Susan stated that she did not feel this is necessary and it may serve the</p>	<p>Sally will develop a "terms of office" tracking system which will reflect staggered terms and will provide this information to the Council for replacement or reappointment of members when terms of office expiration dates are approaching.</p>

	committee better to have that membership vacancy open to an individual that may have more expertise than the Council Chairperson.	
Monitoring Update	Sally provided the CODVOIPS with an updated monitoring schedule. After review and discussion, Mia requested that Sally provide updates to the CODVOIPS on the status of the site visits as they are completed.	Sally will provide regular updates to the CODVOIPS on monitoring status.
New Program Applications	<p>The CODVOIPS entered into Executive Session at 1:27 p.m.</p> <p>The meeting was re-opened from Executive Session at 1:57 p.m.</p> <p>The CODVOIPS reviewed and discussed the new program application submitted from Phoenix House.</p>	<p>Susan made a motion to enter into Executive Session. Mia seconded the motion and it was carried unanimously.</p> <p>Susan made a motion to re-open the meeting from Executive Session with the action to deny The Hub for Incident Prevention new program application as the minimum qualifications for the Direct Service Provider were not demonstrated in the application. Mia seconded the motion and it was carried unanimously.</p> <p>Susan made a motion to approve the new program application from Phoenix House. Mia seconded the motion and it was carried unanimously.</p>
Upcoming Meeting Schedule	The next CODVOIPS meeting is scheduled for January 26, 2012 with the meeting location to be determined.	
Adjourn	Meeting adjourned.	