

Committee for the Oversight of Domestic Violence Offender Intervention Programs and Standards (CODVOIPS)

Meeting Minutes – December 10, 2015 – The Riverside – Boise, Idaho

Members Present: Dr. Karen Neill, Chair, Barbara Boyer, Jennifer Landhuis

Members Present via Conference Call: Lori Anne Nichols, Aaron Hooper

Staff Present: Luann Dettman, Anne Chatfield

Members Absent: Greg Orlando, Doug Graves

Topic	Discussion	Action
Welcome and Introductions	Dr. Karen Neill, Chair, called the meeting to order and welcomed everyone.	
Approval of September Meeting Minutes	Karen requested approval/disapproval action on the September 10, 2015 meeting minutes.	Jennifer made a Motion to approve the September meeting minutes. Aaron seconded the Motion, and the Motion was carried unanimously.
New Program Applications/Renewals	<p>Cook & Tafoya-Fisher Behavioral Health (Region 3) is requesting approval for renewal.</p> <p>Life Skills NW (Region 1) is requesting approval for renewal.</p> <p>Center for Behavioral Health (Region 4) is requesting approval as a new program.</p>	<p>Jennifer made a Motion to grant full approval of the renewal application for Cook & Tafoya-Fisher Behavioral Health. Lori seconded the Motion, and the Motion was carried unanimously.</p> <p>Lori made a Motion to grant full approval of the renewal application for Life Skills NW. Aaron seconded the Motion, and the Motion was carried unanimously.</p> <p>Lori made a Motion to grant full approval of the new program application for Center for Behavioral Health. Jennifer seconded the Motion, and the Motion was carried</p>

		unanimously.
New Program Supervisor Applications	Center for Behavioral Health is requesting approval of new Program Supervisor, Todd Rosenberger.	Aaron made a Motion to approve Center for Behavioral Health, new Program Supervisor Todd Rosenberger. Jennifer seconded the Motion, and the Motion was carried unanimously.
	Center for Behavioral Health is requesting approval of new Program Supervisor, Lori Farrens. The CODVOIPS determined that Ms. Farrens did not appear to have the required sixty (60 hours) of domestic violence education from an advocacy service program, and requested that Ms. Farrens submit a Trainee Application until documentation for these hours could be submitted.	Barbara made a Motion to deny new Program Supervisor Lori Farrens and approve Ms. Farrens as a Trainee, at this time. Lori seconded the Motion, and the Motion was carried unanimously.
New Direct Service Provider Applications	Mental Wellness Center is requesting approval of new Direct Service Provider, Barbara Hodges. The CODVOIPS determined that the application did not contain sufficient documentation for the required sixty (60 hours) of domestic violence education from an advocacy service program.	Aaron made a Motion to deny new Direct Service Provider Barbara Hodges. Jennifer seconded the Motion, and the Motion was carried unanimously.
	Lemhi Valley Social Services is requesting approval of new Direct Service Provider, Kristyn Hamblin. The CODVOIPS denied Ms. Hamblin's Direct Service Provider application at the April 2015 CODVOIPS meeting, pending resolution on the conflict of interest in functioning in a dual role with Lemhi County Crisis Intervention/Mahoney House. Ms. Hamblin provided the CODVOIPS with a letter stating that she was no	Lori made a Motion to approve new Direct Service Provider Kristyn Hamblin. Barbara seconded the Motion, and the Motion was carried unanimously.

<p>New Trainee Applications</p>	<p>longer providing Counseling services at Lemhi County Crisis Intervention/Mahoney House.</p> <p>Abundant Wellness Center is requesting approval of new Trainee, Jennifer Jackson.</p>	<p>Jennifer made a Motion to approve new Trainee Jennifer Jackson. Aaron seconded the Motion, and the Motion was carried unanimously.</p>
<p>Application Discussion</p>	<p>The CODVOIPS discussed the documentation submitted with the applications. At the April 30, 2015 meeting, the CODVOIPS elected not to review incomplete applications or grant provisional approvals in the future. The CODVOIPS will also will no longer accept unsigned letters that document hours or letters of support, electronic transcripts, or background checks not conducted through the Idaho Department of Health and Welfare.</p>	<p>A letter will be sent by ICDVVA to all approved Offender Intervention Treatment Providers notifying them of the application submission requirements.</p>
<p>Survey Discussion</p>	<p>The first draft of the revised Offender Intervention Treatment Program survey has been completed. The CODVOIPS discussed the revised draft, and Karen requested that CODVOIPS members review the updated survey and submit any additional recommendations within the next few weeks. The survey will be for the 2015 calendar year. The information obtained from the surveys will provide the CODVOIPS with outcome data regarding the Offender Intervention Programs and the services that they are providing.</p>	

<p>Standards Update Discussion</p>	<p>The March 3, 2016 CODVOIPS meeting will be extended to a full day to begin working on the revision of the current Minimum Standards for Domestic Violence Offender Intervention Programs that were adopted in 2011, in preparation of having any revisions completed by July, 2016, in order to meet the deadline for the 2017 Legislative Session.</p>	
<p>Program Monitoring/Process</p>	<p>Luann informed the CODVOIPS that there were no Offender Intervention Program site visits conducted during this quarter. Luann also informed the CODVOIPS that the monitoring schedule for the coming year is currently being set, and that Anne will be taking over the monitoring duties for the office.</p> <p>CODVOIPS members, in conjunction with the scheduled office monitoring site visits, will be completing some site visits to offender intervention program groups(s), which will include drop-in visits. There is currently funding to support this, which will further inform CODVOIPS members about offender intervention programs in the state.</p>	<p>A letter will be sent by ICDVVA to all approved Offender Intervention Treatment Programs informing them that, in addition to the scheduled site visits, periodic visits to the offender intervention sessions will be conducted by CODVOIPS members and will include drop-in visits.</p>
<p>Training Discussion</p>	<p>Luann informed the CODVOIPS that the Council had received a VOCA Training and Technical Assistance Grant. This grant is a three year grant to provide training and technical assistance to programs working with crime victims. Three trainings per region will be conducted over the three year period and will be free of charge to all treatment service providers. Luann stated that these trainings are victim centered;</p>	

	<p>however, utilizing other funding, the CODVOIPS could schedule training for Offender Intervention Programs in conjunction with these trainings, which would allow treatment service providers to have the opportunity to obtain the continuing education requirements at a minimal cost to their program. The CODVOIPS will add further discussion on this topic to the March 3, 2016 meeting agenda.</p>	
<p>Updating Application Forms</p>	<p>The CODVOIPS elected to add the application forms update to the March 3, 2016 meeting agenda in order to allow sufficient time to compare the forms with the Standards.</p>	
<p>Coalition Update</p>	<p>Jennifer provided the CODVOIPS with an update on the Idaho Coalition Against Sexual and Domestic Violence.</p>	
<p>Adjourn</p>	<p>The meeting adjourned.</p>	<p>Jennifer made a Motion to adjourn the meeting. Barbara seconded the Motion, and the Motion was carried unanimously.</p>