

Idaho Council on Domestic Violence and Victim Assistance Meeting Minutes-SpringHill Suites – Boise, January 11, 2013

Members Present: Mia Vowels, Doug Graves

Members Present via Telephone Conferencing: Sue Welch, Chair, Len Humphries, Karen Neill

Members Not Present: Maggie Strowd, Dan Bristol

Staff Present: Luann Dettman, Anne Chatfield

Topic	Discussion	Action
Welcome	Chair Sue Welch welcomed everyone and called the meeting to order.	
Minutes	Sue requested approval/disapproval action on the October 26, 2012 meeting minutes.	Len made a Motion to approve the October 26, 2012 meeting minutes as presented. Karen seconded the Motion, and it was carried unanimously.
Offender Intervention Updates	<p>Karen informed the Council that the CODVOIPS Committee met January 10, 2013. She reported that the Committee had three renewals, and that monitoring is going well with no issues on any probationary status.</p> <p>Karen informed the Council that Annie shared with the Committee that she had received some concerns from the national level regarding some comments that were apparently made from some offender intervention programs at the Domestic Violence Court Conference that was held in October.</p> <p>Karen also reported that one program in Caldwell will no longer be providing services. There will be no gap in service for this area, as there are several other providers in that area. She said that Sally is doing very well with the monitoring process.</p> <p>Mia reported that the second survey requires all programs to complete and return the survey by the February deadline, and that reminder language would</p>	<p>The Committee requested that Annie obtain more information and then work with Sally on drafting a communication to be distributed to the offender intervention programs regarding the concerns.</p> <p>Sally will report on the second survey to the Council at the April meeting.</p>

	<p>read that completing and returning the survey is required and, if not returned, the CODVOIPS Committee could impose sanctions up to and including removal of program approval.</p> <p>The CODVOIPS Committee developed and implemented an Agenda Request Form. Mia informed the Council that the Committee approved the Agenda Request Form. She said that the requests must be received ten days prior to the meeting with materials included to address the Committee. The Committee would like for the Council to implement the same process. This Agenda Request Form meets the standard for the open meeting laws, as this is only for people wishing to address the Committee. This process has been enacted for efficiency for all parties and to ensure that timelines are addressed. This rule does not apply to the public who may be attending the meeting.</p> <p>Sue contacted the IDOC representative that she had spoken with in regards to offender intervention treatment for those incarcerated, and she gave the information to Luann.</p>	<p>Sally will send copies of the Agenda Request Form to the Council for review and for vote at the April meeting.</p> <p>Luann will invite the IDOC representative to the April Council meeting.</p>
Program Monitoring	Luann reported that Sally has completed the 2 nd Quarter monitoring site visits.	
Grant Applications	<p>The Council members will begin receiving grant applications to review by March 11, 2013. The Council should have their individual reviews sent to Luann at the Council office by April 15, 2013. On April 23, 2013, the Council will determine the annual grant awards.</p> <p>Luann informed the Council that the Letters of Intent for the 2013/2014 RFP are due on January 11, 2013.</p>	

	<p>At this time several programs have not submitted their Letter of Intent. Discussion ensued on the importance of the Letter of Intent. As it is currently not stated on the website that it is a requirement for applying for funding, the Council will have to accept grant applications that are submitted without a Letter of Intent this year. The Council elected to make the Letter of Intent a requirement for funding in the future.</p>	<p>Language will be added to the grant application next year making the Letter of intent a requirement for applying for funding in the future. If the Letter of Intent is not received by the due date, the grant application will not be accepted.</p>
Office Updates	<p>Luann reviewed the budget with the Council and indicated the receipts are running about the same.</p> <p>Luann discussed the presentation that she will be making to the Legislature at the JFAQ Committee on January 17, 2013.</p> <p>Sally has contacted the E-Grants and has requested authorization to test the system. A request has been sent by letter and is being processed. Sally is waiting to receive approval or denial.</p>	<p>Sally should be hearing from E-Grants in February, and she will update the Council at the April meeting.</p>
Two Days in June Conference	<p>Anne informed the Council that she is in the process of researching speakers for the 2013 Two Days in June Conference. She has selected several speakers for the Conference. The Conference will be held at the Riverside Hotel in Boise on June 11th and 12th, 2013.</p>	
Standards Rewrite Update	<p>Anne prepared a timeline for the Standards-rewrite process. Anne emailed Sue and Mia a draft copy of the Standards that is currently in the re-type stage.</p> <p>Anne informed the Council that the final rewrite is complete with the exception of the following categories: Training, Dual Training, Board of Directors,</p>	<p>Anne will send an online document for the Council to review, and she will compile a focus group of experts in various fields of interest to review. The Council will review the recommendations and changes, and then Anne will send the final draft to them before the Standards are submitted for the</p>

	<p>Administration, Sexual Assault, Financial, and Children Services. She said that Children Services and Sexual Assault will be incorporated into the each of the existing categories. The Council is working with the Coalition on these.</p> <p>Luann updated the current Duties and Responsibilities document with the recommended changes and provided the updated document to the Council for review and approval. The Council reviewed the document and made additional changes to the Duties and Responsibilities to reflect Legislative language.</p>	<p>Legislative process. Anne will update the timeline and send to the Council. The timeline will be updated periodically throughout the process and sent to the Council.</p> <p>Luann will make the revisions and send them to the Council for review prior to the April meeting.</p>
Strategic Planning	The Council decided that the primary focus at the July meeting will be on strategic funding.	The Council members will individually provide a summary of their priority funding areas for discussion at the April meeting. The funding areas will be compiled for the July meeting.
Executive Session	There was not an Executive Session.	
Adjourn	The meeting adjourned.	Len made a Motion to adjourn the meeting. Mia seconded the Motion, and it was carried unanimously.