

**Idaho Council on Domestic Violence and Victim Assistance Meeting Minutes—Coeur d’ Alene, ID—October 23, 2014**

**Members Present:** Maggie Strowd, Chair, Len Humphries, Doug Graves, Mia Vowels, Dan Bristol

**Members Absent:** Sue Welch, Dr. Karen Neill

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

**Guests Present:** Eric Kiehl, Captain Greg McLean, Post Falls Police Dept., Katie Coker, NIVPC, Becky James, Boundary County Victim Services

<b>Topic</b>	<b>Discussion</b>	<b>Action</b>
<b>Welcome</b>	Maggie Strowd, Chair, called the meeting to order.	
<b>Minutes</b>	Maggie requested approval/disapproval action on the July 18, 2014 meeting minutes.	Mia made a Motion to approve the July 18, 2014 meeting minutes as presented, Len seconded the Motion. The Motion was carried unanimously.
<b>Grant Application Rewrite</b>	Luann reported that the Grant Application Review Committee held a meeting via telephone conference. The Committee reviewed the current grant application, the IDAPA rules and the new VOCA proposed reporting questions. Utilizing these three documents, the Committee revised the current grant application. Luann provided the Council with a draft of the revised grant application for their review and approval. The Council made additional changes to the revision. The Council also worked on updating the grant reviewer score sheet to reflect these changes.	Luann will make the additional changes to the revised grant application and update the grant reviewer score sheet to reflect the changes. Both documents will be sent to the Council prior to the Request For Proposals announcement.
<b>Two Days in June Conference Discussion</b>	Anne informed the Council that the 2015 Two Days in June Conference dates are June 4 <sup>th</sup> and 5 <sup>th</sup> , 2015 at the Riverside Hotel in Boise. Anne also informed the Council that she had received a call from the Riverside Hotel notifying her that their 2016 calendar was filling up, so dates for 2016 would need to be set soon. Mia inquired about holding the 2016 Conference at the Grove Hotel. Following discussion, the Council requested Anne to research the feasibility of having the	Anne will research The Grove Hotel, Boise, on cost and logistics and report via email to the Council for final determination.

	<p>2016 Conference at the Grove Hotel in Boise prior to making a commitment to the Riverside Hotel.</p> <p>Anne is currently researching and contacting potential speakers. Luann proposed to the Council that, for the 2015 Conference, we have a tract with sessions related to local and state programs that provide resources, such as Mental Health, Substance Abuse, and Cultural Services, etc., which could be accessible resources for programs to utilize for victim services. The Council was in agreement to add this tract to the 2015 Conference.</p>	
<b>Program Presentations</b>	<p>Program presentations were provided to the Council from the following Region I funded programs:</p> <p>Boundary County Victim Services—Executive Director, Becky James</p> <p>Post Falls Police Department Victim Service—Captain Greg McLean</p> <p>North Idaho Violence Prevention Center—Executive Director, Katie Coker</p>	
<b>Offender Intervention Update</b>	<p>Sally informed the Council that the CODVOIPS Committee was unable to have a meeting due to committee members’ schedules, and will be scheduling a future meeting date as soon as possible.</p>	
<b>Office Update</b>	<p>Luann reported that the office is busy working on the federal funding reports. The timeline for the announcement and due date for the Request For Proposals will be set soon. Luann asked the Council if they would like to receive the RFP’s via flash drives again this year. The Council responded unanimously</p>	<p>Luann will send via email the timeline for the announcement and due date for RFP’s to the Council once they are set.</p>

	that they preferred the flash drives and requested she send the RFP's via that route again this year.	
<b>Program Updates</b>	<p>Luann reported the following program changes:</p> <p>Deborah Gabardi, Executive Director, Crisis Center of Magic Valley, is no longer with the agency.</p> <p>Kary Ledbetter, Executive Director, Lemhi County Crisis Intervention/The Mahoney Family Safety Center, is no longer with the agency.</p> <p>Both programs are actively looking for new Executive Directors.</p> <p>The Council discussed action to be taken when a program fails to provide a response within the 30 day timeframe given on non-compliance issues or allegations of non-compliance issues. The Council elected to send a notice of Consideration of Funding Suspension allowing the program one week (7 days) to submit a response. If a response is not submitted within that one week (7 days) timeframe, funding will be suspended to that program.</p>	<p>Mia made a Motion to approve sending a Consideration of Funding Suspension letter to Programs that do not respond to non-compliance issues or allegations of non-compliance issues within the 30 day timeframe. A one week (7days) timeframe will be given for a response to the suspension letter. If no response is submitted, funding will be suspended to that program. Doug seconded the Motion. The Motion was carried unanimously.</p>
<b>Program Monitoring</b>	<p>Sally reported that she is currently working on the Second Quarter monitoring cycle. Sally informed the Council that she had sent the Council an updated spreadsheet for monitoring visits.</p> <p>Discussion ensued on the program monitoring process. Luann stated that we need to include a more in-depth look at how services are being provided. The Council</p>	

	was in agreement. The Council directed Sally to begin providing them with the monitoring report, as well as a narrative report with an overview of the program at the completion of each monitoring site visit.	Sally will provide the Council with monitoring and narrative reports beginning with the next site visit.
<b>Executive Session</b>	The Council did not go into Executive Session.	
<b>Adjourn</b>	The Meeting adjourned.	Len made a Motion to adjourn the meeting. Dan seconded the Motion. The Motion was carried unanimously.
<b>Council Members toured Shoshone County.</b>		