

**Idaho Council on Domestic Violence and Victim Assistance Meeting Minutes-La Quinta Hotel, Twin Falls, ID
February 4, 2011**

Members Present: Susan Hazelton, Chair, Dr. Karen Neill, Dan Bristol, Len Humphries, Sue Welch via telephone

Staff Present: Luann Dettman, Gail Johnson, Sally Alvarado

Absent: Mia Vowels, Maggie Strowd

Guests: Deborah Gabardi, Sam Sites, Tricia Swartling, Kerry Koontz

Topic	Discussion	Action
Welcome and Introductions	The Council Chair, Susan H. called the meeting to order and welcomed everyone.	
Approval of Minutes	Susan H. requested to have approval/disapproval action on the meeting minutes from the November 5, 2010 Council meeting.	Dan made the Motion to approve the minutes, and Len seconded the Motion. The Motion carried unanimously.
Action Items	<p>Susan read the action items from the November meeting.</p> <p>Susan H. met with the Executive Director from one of the programs to discuss issues pertaining to submitting reports and reimbursements in a timely manner.</p> <p>She contacted potential presenters regarding trainings for Boards of Directors.</p> <p>Susan H. reported that she received responses regarding the evaluation of the Executive Director, and she will compile these responses for the Council.</p>	
Program Updates	Luann reported on the program updates.	

	<p>She mentioned that two new programs have submitted Letters of Intent for grant funding for this year.</p> <p>Luann reported that the funding should be close to the funding amount that was received for last year, with an additional \$30,000 that was saved from office operating expenses from the prior year.</p>	
Two Days in June Update	<p>Luann reported that there would be excellent speakers again this year at the Two Days in June Conference. She said that contracts have been mailed to the speakers. She added that work on the Conference course book and registration materials has begun.</p>	
Grantee Training Update	<p>Luann reported that she is still working on the Grantee Training and that the agenda for the Grantee Training is still being worked on. She and Sally have been talking about needed topics.</p> <p>Discussion followed on topics for the Grantee Training.</p>	<p>Susan H., Luann, and Sally will work on an agenda for the Grantee Training.</p>
BTX Committee Update	<p>Karen and Sally provided an update on the BTX Committee.</p>	<p>Please refer to the BTX Committee meeting minutes from February 3, 2011.</p>
Presentation by Deborah Gabardi	<p>Deborah Gabardi, Crisis Center of Magic Valley, gave a presentation on current challenges with the VOCA Recovery Act Grant for her program. The Council directed her to submit an amended</p>	

	project revision request for consideration.	
Program Monitoring Update	<p>Sally provided a program monitoring update to the Council. She stated that there were several administrative issue findings that perhaps we could address at the Grantee Training.</p> <p>It was reported that the Corrective Action Plans from the previously monitored programs were satisfactory.</p>	
Office Update	<p>Luann reported on the budget and she said that the ICDVVA has not yet received the Family Violence or VOCA funding amounts for this year.</p> <p>Luann said that Gail has resigned her position and that she will be moving to Arizona.</p>	Susan H will assist Luann in filling this position.
Grant Application and Scoring	<p>Luann discussed the process for scoring grant applications. She said that the funding is awarded based on the grant application and program performance, accuracy on reports, submitting reports on time, and submitting the Letter of Intent on time.</p> <p>Discussion followed on the updated Grant Application and possible scoring.</p> <p>Council members will not be reviewing grant applications from their regions; however, they would still want to have copies of the grant applications from their regions sent to them.</p>	<p>Gail will send the latest draft of the score sheet to the Council members.</p> <p>Luann will facilitate a conference call for scoring the grant applications in mid-March.</p>

Presentations by Program Directors in Region V	<ul style="list-style-type: none"> • Sam Sites, Twin Falls County • Tricia Swartling, the Advocates • Kerry Koontz, Magic Valley CARES 	
Program Standards Discussion	<p>Luann said that she had spoken with Kelly Miller from the Coalition, and our standards need to be redone, She said that Kelly offered to help with revising the Program Standards. Luann discussed the process for revising the Program Standards.</p> <p>Discussion followed on who should serve on the committee to revise the Program Standards.</p> <p>Council members would like to be part of the committee.</p>	Luann will prepare a timeframe outline for revising the Program Standards.
Upcoming Meeting Schedule	<p>BTX Committee Meeting on April 28, 2011 in Boise Council Meeting on April 29, 2011 in Boise</p> <p>BTX Committee Meeting on July 28, 2011 in Coeur d'Alene Council Meeting on July 29, 2011 in Coeur d'Alene</p> <p>BTX Committee Meeting on October 27, 2011, location to be determined Council Meeting on October 28, 2011, location to be determined</p>	
Executive Session	Discussion followed on the results of the Executive Director performance evaluation.	Karen made the Motion to go into Executive Session, and Len seconded

		<p>the Motion. The Motion carried unanimously.</p> <p>The Motion was made and seconded to reopen the meeting. The Motion carried unanimously.</p>
Adjourn	The Meeting adjourned.	