

Idaho Council on Domestic Violence and Victim Assistance Meeting Minutes-Oxford Suites Boise, July 30th, 2010

Members Present: Susan Hazelton, Dr. Karen Neill, Dan Bristol, Sue Welch, Mia Vowels via Conference Call, Maggie Strowd

Staff Present: Luann Dettman, Gail Johnson, Sally Alvarado

Members Absent: Len Humphries

Topic	Discussion	Action
Welcome	The Council Chair, Susan H., called the meeting to order, and she welcomed everyone.	
Approval of Minutes	Susan H. requested approval/disapproval action on the meeting minutes from the April 30, 2010 meeting.	Dan made a Motion to approve the minutes. Maggie seconded the Motion, and it was carried unanimously.
Action Items	Susan H. reviewed the Action Items from the April 30, 2010 meeting.	<p>Luann said that the new contracts are all completed. The Department of Health & Welfare is now doing all of the processing on the contracts.</p> <p>Luann reported that Margie is compiling all of the comments on the grant applications from everyone who reviewed the grant applications. Margie will send the comments for each grant application to the specific programs. She will also send the grant application comments to Council members for the regions that they represent.</p>
Program Updates	<p>Luann reported on the Program Updates.</p> <p>Discussion followed on the programs that are now working in additional areas. Luann stated that Boise WCA has been mentoring the Elmore County DV Council. Rose Advocates has integrated into Long Valley utilizing the previous Executive Director from that area, which has made that</p>	

	<p>transition run smoothly. The programs did an excellent job this year in transitioning between closing out the old contract and starting the new one. The programs are also doing a great job of submitting their reports on time.</p> <p>Susan H requested that we invite Kelly Miller, Executive Director, Idaho Coalition on Domestic Violence and Sexual Assault to our meeting on November 5, 2010, to give an overview of the trainings/program support that the Coalition provides, and to enhance the collaboration efforts between the Council and the Coalition.</p>	<p>Luann will extend an invitation to Kelly Miller.</p>
<p>Two Days in June Update</p>	<p>Luann sent an email to all of the programs informing them that the Grantee Training will be held at the Two Days in June Conference in 2011. She said that she received positive feedback from the majority of the programs.</p> <p>Dan suggested that we move the Council Roundtable from the Two Days in June Conference to the Grantee Training. It could be held during the lunch hour. The Council members concurred.</p> <p>Luann said the evaluations received at the Two Days in June Conference for several of the speakers and the topics presented were very positive. The office will look at securing these speakers for the next year. The majority of comments for the overall conference were positive, and there were some suggestions that will be taken into consideration for the next year.</p> <p>Luann said that the Two Days in June Conference will be held on June 7, 8, and 9, 2011 at the Doubletree Riverside, Boise.</p>	<p>In the future the Council Roundtable will be held during the Grantee Training.</p>

Office Updates	<p>Office staff has been busy with the fiscal year close out. Actual expenditures for the 2009-2010 fiscal year were in line with the budget amounts. However budget figures are reflecting additional Trustee and Benefits available, which is a result of additional federal funding. Luann stated that she has requested with the Legislature to increase Trustee and Benefits for next year, which, if approved, will result in more funding available for programs.</p> <p>Sue W. asked what percentage of funding is spent on administrative costs. Luann reported that less than 5% of the annual budget was spent on administrative costs.</p>	
BTX Update	<p>Karen stated the CODVBTPS has two recommendations for the Council’s approval. The first item is a language change in the revised Minimum Standards for Domestic Violence Offender Intervention Programs document. The CODVBTPS is recommending a change to paragraph 4 on page 2 to read as follows: Research and supporting literature were used in revising the standards. The Council recognizes that these are minimum standards for treatment. The Council emphasizes that in order to be effective, programs shall integrate clinical expertise with the best available external evidence that includes, but is not limited to, research. The expectation is that providers enhance practice, clinical effectiveness, and the delivery of services based on the awareness and knowledge of current evidence inclusive of research and related literature. Further, the expectation is to collaborate with representatives of victim service programs, the judicial system, and members of the community.</p>	<p>Dan made a Motion to approve the revised Minimum Standards for Domestic Violence Offender Intervention Programs with the language change to be incorporated into the standards. Sue seconded the Motion, and it was carried unanimously.</p>

	<p>The next recommendation item from the CODVBTPS is requesting the Council’s approval of the Proposed Rule Docket, which incorporates by reference the approved revision of the Minimum Standards for Domestic Violence Offender Intervention Programs document. Sally explained the rulemaking process to the Council and the approval requirements necessary to move forward with the revised standards document. Sally informed the Council members that the Pending Rule Docket will be on the November meeting agenda, and the Council will be requested to approve the Pending Rule Docket with any amendments, if applicable.</p> <p>Karen provided a brief update on other business of the CODVBTPS, which was conducted on July 29, 2010. Please refer to the CODVBTPS meeting minutes from July 29, 2010.</p>	<p>Maggie made a Motion to approve the Proposed Rule Docket. Dan seconded the Motion, and it was carried unanimously.</p>
<p>Program Monitoring</p>	<p>Sally provided a program monitoring update to the Council members. She stated that she has conducted onsite monitoring visits to:</p> <p style="padding-left: 40px;">Boundary County Youth Crisis and Domestic Violence Hotline program in Bonners Ferry, Idaho; Solutions and More Batterer Treatment Program in Post Falls, Idaho.</p> <p>In addition, an unannounced onsite visit was conducted at the Tom Wilson Counseling Center in order to ensure compliance with the previously submitted corrective action plan. Sally reported that the program was in compliance with the corrective action plan as submitted; however, during the visit an additional non-compliance item was found, and, as a result, the CODVBTPS is continuing the current</p>	

	<p>probationary status for the Tom Wilson Counseling Center.</p> <p>Sally stated that she will be scheduling monitoring visits to be conducted in Region 7.</p> <p>Luann informed the Council members that Health & Welfare underwent an internal audit and one of the onsite program monitors was included in the audit. Luann was pleased to report to the Council that the internal audit revealed no issues or concerns with the program monitoring that was conducted by the office.</p>	
Grant Application Format	<p>Discussion ensued on revising the grant application to include additional information to glean specific and targeted data from applicants to strengthen the evaluation and scoring of the grant application. The Council members agreed that a revision to the score sheet will need to be made to account for the additional information. This will be conducted at the November 5, 2010 meeting.</p>	<p>Gail will make the additions to the current grant application and send the revised grant application to the Council members.</p> <p>Karen made a Motion to not have the Council members score their own regions. The Motion was not acted upon.</p> <p>Dan made a Motion to have a “trial” basis this next year to not have the Council members score their own regions. He added that if this process works, it should be set in stone for the next year. Karen seconded the Motion, and it carried unanimously.</p> <p>Karen made a Motion to score all grant applications including new applications and all have equal opportunity for funding. Dan seconded the Motion, and it carried unanimously.</p>

Discussion of Executive Director Evaluation	Discussion ensued on the evaluation for the Executive Director.	Luann will email the job description for the Executive Director to Susan H.
Adjourn	<p>The Meeting adjourned.</p> <p>The next Council meeting will be held on November 5, 2010.</p>	