

Idaho Council on Domestic Violence and Victim Assistance
April 23, 2021 Minutes
9:00 a.m.
Zoom Meeting

Council Members present: Sarah Swanson, Len Humphries, Wes Somerton, Doug Graves, Rachel Kaschmitter, Jodi Nafzger, Alan Boehme

ICDVVA Employees: Heather Cunningham, Angie Lindsey, Amy Duque, Dana Wiemiller

Others Present: Margie Harris, Erin Floyd

Doug Graves, Chair, called the meeting to order at 9:04 am

- 1. Review and approval of Minutes from March 5, 2021 meeting. Action Item:**
Councilmember Nafzger moved to approve the March 5, 2021 minutes.
Councilmember Humphries seconded. Motion was unanimously approved.

- 2. Action Item: Executive Session re Employee Compensation pursuant to I.C. § 74-206(1)(b)**
Councilmember Boehme motioned to enter Executive Session. Councilmember Nafzger seconded. Roll Call. Councilmembers unanimously vote yes. Motion approved at 9:30 am. *Executive Session, Erin Floyd in attendance.* After Executive Session, the open meeting re-convened. Council Chair Graves discussed the CEC recommendation for Director Cunningham and the Council noted that the Director's performance had been of an exemplary nature and that DHW HR Erin Floyd had outlined to the Council the relevant criteria. The Council considered whether to stay consistent with the staff increases of 4.92% for exemplary ratings or deviate. Councilmember Humphries moved that a recommendation be made for a Director salary increase in line with the other ICDVVA staff with exemplary ratings; Councilmember Somerton seconded. Motion was unanimously approved; Erin Floyd indicated she would get the necessary letter to the Chair to submit to the Governor.

- 3. FY21 Reallocations and Reversion**
Director Cunningham reviewed the FY21 reverted funds and shared spreadsheets showing supplemental fund reallocations and reverted funds. Director Cunningham indicated letters were sent to each agency requesting FY21 funds with information on the criteria used for the awards for transparency and that direct services were given priority. Councilmember Somerton noted that the categories used for decisions were not an area that had not been emphasized in years past and additional transparency was useful.

- 4. FY22 Funding Formula & Regional Totals**
Director Cunningham presented information on the current IDAPA funding formulas and the difficulties in making changes to the formula; changes are made through the legislative rulemaking process. Director Cunningham suggested that revisions to the funding formulas may be warranted, since VOCA funds are determined based on a

population and area ratio with no regard to need or demand for services, FVPSA funds are divided evenly among the regions, and State DV funds are determined based on the number of marriage licenses issued per county, with no regard to the number of DV shelters per region. Questions regarding making changes were answered by Director Cunningham. Director Cunningham explained the data used in the formals to determine the amount of VOCA, FVPSA and State DV funds to be awarded in each region for the FY22 grant cycle and provided those figures to the Council. process used this year for funding and the evaluation criteria that was used. Programs were measured and a final weighted scoring summary was given as a scorecard. Councilmember acknowledged the efforts given on focusing on grading the applications.

5. Underserved Categories Defined for FY22

Action Item:

Director Cunningham presented the current guidance from both VOCA and FVPSA regarding the definitions of underserved categories and discussed proposed revisions to the Council's definition for FY22 (the strategic plan calls for annual revisions based on best available data). Councilmember Nafzger requested more clarity on the definitions currently being used. Director Cunningham reviewed the current definition of underserved – victim type and victimization type may both be included. The majority of agencies serve sexual assault and domestic violence victims but agencies do not serve LGBTQ only or other underserved populations; some victims are in more than one category. Councilmember Nafzger suggested asking better questions to break down information and percentages. Director Cunningham suggested tying data reported to VOCA as a more reliable source than merely what the application indicates. The Council suggested various categories for inclusion in the definition. Councilmember Nafzger wants more work made on definition for funding decisions for FY23 and suggested a possible subcommittee on the issue. Councilmember Nafzger moved to accept the definition of underserved circulated by Director Cunningham based on the Council discussion during the meeting. Councilmember Humphries seconded. Motion was unanimously approved.

6. Action Item: FY22 Grant Application Review

Director Cunningham emphasized the importance of fairness and transparency as, due to declining VOCA funds, \$3 million must be cut from FY21 award in FY22 awards and due to the VOCA funding formula, the cuts have disproportionate impacts in the various regions. Director Cunningham presented scoring results and walked through scoring spreadsheets supplied to the Council, including recommendations for FY22 awards based on the scoring. Director Cunningham explained the tools utilized in the application review process and the weighted scoring system and consideration of various factors, including historical funding, priority underserved, geographic isolation, newer programs, reliance on ICDVVA funding, dollars per victim served, compliance with ICDVVA deadlines and policies/completeness of reimbursement requests. A cover sheet for each agency was proved to councilmembers showing the scores, historical funding and FY22 funding recommendations. Chairman Graves said that

much of the information provided is what the Council had been asking for across several years but had never been provided and noted his appreciation at the level of detail and the amount of information provided. Councilmember Humphries suggested moving to approve the FY22 funding recommendations based on the information presented. Councilmembers Swanson, Humphries, and Somerton commented that the materials provided and the additional eyes on each application were very helpful, and that staff deal with the agencies all the time and the weighted scoring system that takes into account more data makes sense. Chair Graves indicated his approval on the weighted scoring. Councilmember Nafzger stated she had no concern for the process but would like clarification on agencies in Region 4 that are given less than in FY21. Ms. Duque discussed the lack of VOCA funding in Region 4 based on the formula and walked through the application of the weighted scoring to determine the amount of the cuts to each program. The agencies in Region 4 were not funded fully due to the decrease in funding. Councilmember Humphries moved to approve the FY22 awards recommended by the ICDVVA staff without revision. Councilmember Somerton seconded. Motion was unanimously approved.

7. Moving to Federal Fiscal Year Grant Cycle Starting FY23

Director Cunningham reviewed the difficulty with grants based on the State of Idaho fiscal year and proposed changing the grant year to match with the Federal fiscal year. The change in fiscal year will avoid overlap between federal awards and will make the funding process easier/cleaner for everyone. Contracts could be redone in July with amendments and keeping track of priority categories and having correct SARs would be far easier. The Council indicated that the change made sense as long as did not create conflicts with state requirements.

8. Action Item: Suggestions for Reworking Grant Application and Scoring for FY23

Director Cunningham presented the need to rework the applications for FY23. There are missing components in the current application. Changes would provide more data for the demand for services, such as waiting lists, occupancy and referrals. The changes would allow for funding based on need for services, addressing gaps in service, and consideration of victims that are not served. Councilmembers discussed the letters of support only being necessary every 3 years rather than each year. The questions that need to be on the application were discussed by the councilmembers. More data needs to be collected on who is needing more funding or the same amount of funding. Evaluating the needs of the agencies is more important now that less funding will be available. Asking the agencies about their other funding sources and identifying their funding from other resources is key. It is important to educate agencies to be less dependent on one funding source. This information can be collected from the applications. The goals on the application should be tied to the strategic plan goals. The tools provided with data collection will help in future funding decisions and to comply with IDAPA requirements. Councilmember Humphries made a motion to have ICDVVA staff revamp the grant application in line with the discussion. Councilmember Boehme seconded. Motion was unanimously approved.

9. Audit Update

Director Cunningham informed the Councilmember the DOJ 2019 audit had been closed out and that one federal audit tied to the State 2019 audit remained open. There will be audit findings relating to the FY20 LSO audit as everything is measured based on past points in time. The improvements made by ICDVVA staff will improve compliance in the future and should hopefully eliminate audit findings moving forward.

10. DHW Relationship Update

Director Cunningham explained that she prepared a memo detailing some of the issues with the assignment of the Council to DHW for administrative and budgetary purposes and suggested that a different assignment be considered. Director Cunningham met with Director Jeppson, who is open to Council reassignment. The decision lies with the Governor's Office.

11. ISP Relationship Update

Director Cunningham explained the move to Idaho State Police would benefit with combined monitoring and an improved collaboration and overview with other states.

12. MMIP Update

Director Cunningham discussed the need to determine the priority geographic areas.

13. Complaint Reported

Director Cunningham mentioned a complaint was filed, more information on the complaint and on the agency's response will be gathered by ICDVVA staff a status will be provided.

14. FY21 Update – Financial Report (Year to Date Grant Expenditures)

Ms. Duque shared the FY21 budget with the council. Monitoring the agencies spending will achieve the goal to have all funds fully expended by the agencies by the end of the fiscal year. Allocations will be made to other programs in need if an agency is unable to spend their funds.

15. Reimbursement Tracking Update

Director Cunningham explained the progress implemented to tracking reimbursements, to avoid audit findings and to be accountable to programs for making timely reimbursement payments pursuant to grant awards. The ICDVVA staff's development of the reimbursement tracking system is more efficient and shows the workflow from beginning of reimbursement request to the payment of that request so that any bottlenecks can be identified. The continuing goal for staff is to keep payments at no more than 30 days from submission to payment. The timing of reimbursement payment vs requests will be a standing agenda item to keep the Council informed.

16. Monitoring Update

Ms. Duque discussed the progress of the new monitoring forms and monitoring plan created in December, and updated the Council on progress towards the goal of

monitoring all programs by the end of the year (ICDVVA is on track). Agencies have received checklists of documents needed and are now better prepared for monitoring. Director Cunningham indicated programs have provided positive feedback about the new process for monitoring.

17. Conference Update

Director Cunningham provided a status on the upcoming 2021 Safety & Resilience Conference in June; registration is open and the agenda is available.

Councilmember Humphries made a motion for adjournment at 3:02 p.m. Councilmember Swanson seconded. Motion was unanimously approved.

Adjourn/Doug Graves