

**Meeting Minutes**  
**ID Council on Domestic Violence and Victim Assistance**  
**December 6, 2019**  
**Senate Majority Caucus Room**  
**4th floor, State Capitol**  
**9:00 a.m. – 5:00 p.m.**

**Members present:** Len Humphries, Doug Graves, Sarah Swanson, Wes Somerton, Alan Boehme

**Others present:** Nicole Fitzgerald, Sandy Shea, Sheena Gilbert, Dr. Lane Gillespie

*This agenda is subject to change in accordance with the provisions of the Idaho Open Meeting Law. Items may be addressed in a different order than appears on this agenda. Individual items may be moved from one place on the agenda to another by the Board. Time frames designated on this agenda are approximate only. The Board will continue its business in the event that an agenda item is resolved in less than the allotted time.*

<b>Time</b>	<b>Description</b>	<b>Person Responsible/Discussion</b>
9:00 a.m.	Call meeting to order	Doug Graves, Chair
	Approve October 11 meeting minutes	<b>Action:</b> Len motioned to approve October 11 minutes, Wes seconded. Unanimously approved.
9:10 a.m.	Application Review	Lane Gillespie provided recommendations based on research of other state applications and Idaho's current needs. Suggested updating to electronic form, provide information in one place and clarify application questions.
10:30 a.m.	Break	
10:45 a.m.	Service provision for LGBTQ Survivors	Bryan Lyda, Jennifer Martinez <i>Idaho Coalition Against Sexual and Domestic Violence</i> provided information on the LGBTQ community and engaged the group in breakout discussions. They addressed service provisions for LGBTQ survivors.
12:00 p.m.	Working Lunch – ICDVVA Updates	Nicole Fitzgerald provided update on

	<i>Lunch will be provided</i>	ICDVVA staffing.
1:00 p.m.	Break	
1:15 p.m.	Policy and Procedure Review	Discussion was held regarding the Council's response and development of policies and procedures for the OIG audit.
4:30 p.m.	Action Item: Approve policies and procedures to be submitted to DOJ for audit close.	<b>Action:</b> Council discussed #1, #2 and #4 audit findings and agreed on changes and recommendations to close out audit. Len motioned to approve, Sarah seconded. Unanimously approved.
4:45 p.m.	Action Item: Identify meeting dates and times for 2020	Dates for 2020 Council meetings: March 6, May 8 (funding decisions), September 18, and December 11. No June meeting; Council will attend ICDVVA conference.
5:00 p.m.	Adjourn	<b>Action:</b> Wes motioned to adjourn, Sarah seconded. Unanimously approved.