

Meeting Minutes
Idaho Council on Domestic Violence and Victim Assistance
April 29, 2022
9:00 a.m. MST
Via Zoom

Members: Alan Boehme, Wes Somerton, Jodi Nafzger, Rachel Kaschmitter, Jessica Uhrig, Clinton Lemieux, Alan Boehme

ICDVVA Employees: Heather Cunningham, Jessica Marshall, Dana Wiemiller, Kristina Larkin, Amy Duque

Members Absent & Excused: Laura Diaz

ICDVVA Intern: Harmony Beagley

The meeting was Called to Order at 9:05 AM

1. Action Item: Minutes from February 25, 2022 meeting

Review and approval of the February 25, 2022 meeting minutes

Action: Wes Somerton monitored to approve the meeting minutes from February. Jessi Uhrig Second. Motion passed unanimously

2. Action Item: Minutes from March 31, 2022 Meeting

Review and approval or revision of March 31, 2022 Meeting Minutes

Action: Wes Somerton monitored to approve the meeting minutes from February. Jessi Uhrig Second. Motion passed unanimously

3. Action Item: Approval of Proposed IDAPA 16.05.04 Revisions

Presentation by Director Cunningham and Council vote to approve the proposed revisions that

are the result of the four negotiated rulemaking sessions. Director Cunningham gave an overview of the four legislative rulemaking sessions and walked the Council through the specific changes under each funding source. Agencies voted on Model B for VOCA, which was the more flexible of the option and was a hybrid of having a percentage being allocated to each region and then a percentage that gave the Council more discretion on how funds could be distributed throughout the state. For FVPSA, 10% will be distributed to each region with 30% of the funds being discretionary. The State DV funds were not changed in this rulemaking session. The hope is to change it during the next legislative session. Director Cunningham is proposing the Council approve these new rules based on subrecipient/stakeholder feedback. There were no questions or concerns presented at this time.

Action: Wes Somerton monitored to approve the revised IDAPA rules. Alan Boehme Second. Motion passed unanimously

4. Action Item: Approval of FY22 Extension Budgets

ICDVVA is requesting approval of the proposed budget extensions for currently funded agencies to add three (3) months of funding to their FY22 awards (July 1 – Sept 30) and transition grants to the federal fiscal year. This will move ICDVVA's grant year for FY23 awards to Oct 1, 2022 – Sept 30, 2023. Grants Supervisor, Dana Wiemiller, walked the Council through the extension budgets and how ICDVVA staff determined funding availability. The Budget Extension Spreadsheet was shared and highlighted "Amount Requested" vs "Amount Available". For the supplemental funds through FVPSA, the amount available was determined by taking the total number and dividing it by 8 quarters (24 month period, 3 months in each quarter). In regards to the regular VOCA, FVPSA, and State DV funds, each agency submitted a 3-month budget to ICDVVA with the knowledge that VOCA funds are drastically decreasing. For agencies that have multiple funding streams, staff looked at moving their VOCA needs into other funding sources to help bridge the gap in funding. After moving funds around, there was still more VOCA requested than available. After doing a percentage cut across all VOCA requests, staff decided to dip into the State Bridge funds in the amount of \$302,790. Agencies will be receiving award letters that clearly outline the process, the amount of funds they are receiving in each funding source, and a reminder that cuts were necessary as we enter the steep decline in VOCA. Once approved, these award letters will be sent out to the agencies so they can start their budget planning as soon as possible. Councilmember Somerton requested to view the draft award letter and draft budget for an agency that has a large discrepancy in what was requested vs what was awarded. There were no further questions or comments.

Action: Wes Somerton monitored to approve the FY22 budget extension awards. Chairwoman Nafzger Second. Motion passed unanimously

5. Safety & Resilience Conference Updates/Council decisions

Grans Supervisor Dana Wiemiller announced that registration is officially open. To date, there are 121 registrants. All sessions are filled including Keynotes to kick off each day. The Council needs to let ICDVVA staff know what hotel arrangements they will need and to determine whether or not travel/hotel costs will be covered for OIP Committee members. The deadline for hotel room reservations is May 6th, so finalizing travel information for OIP and Council members should be completed as soon as possible. Dana wanted to give a big 'Thank you' to Jessica Kashmitter. Through our conference app Whova, we can communicate with registrants and speakers as needed. One issue we are running up against is being able to host a 'Happy Hour'. Because of the State issued per diem, the amount allowed per person is limiting. ICDVVA was hoping to secure a sponsor, but the potential sponsorship can only contribute \$1,000 and a hosted bar w/ two drinks is over \$5,000. Director Cunningham asked the Council to let us know if they have any other sponsor suggestions. Depending on what funding can be secured, the happy hour may or may not happen. Heather Cunningham also noted the increased registration fee. The increase is because the original \$55 will not cover the current costs of hosting a conference.

6. Update: NAVAA Board

Director Cunningham has been appointed to the National Association of VOCA Assistance Administrators and will be serving as a regional representative for Region 3.

10:15 a.m. Mid-Morning Break (15 minutes)

7. Workshop: Sample FY23 Application & Scoring

Jessica Marshall took the Council through a sample FY23 application and scoring so Council members can see how scoring is setup, have a chance to review together a demonstration of the scoring of an application, and discuss and agree on logistics and deadlines to have scoring completed. ICDVVA staff mentioned that it would be helpful for Councilmembers to make notes about what they like and don't like about the application scoring process, that way staff can work to refine the process and make it more streamlined for the Council in the future. Director Cunningham said that having the scores in by July 15th is best, since that is a week before the Council meeting. Jessica Marshall indicated that this timeline will give the Council a month, June 15 to July 15, to score all their assigned applications. There were no further questions or comments.

8. Action Item: Elmore County DV Complaint.

Presentation by ICDVVA Staff and discussion of next steps, questions. ICDVVA Staff shared information regarding the complaints, including claims of mismanagement of funds regarding salary of two grant funded employees. An investigation will commence and no action is requested at this time, but due to the serious nature of the issues, Staff wanted to ensure Council members had seen the complaints prior to proceeding. A response from the agency has been requested and will be reviewed when received.

12:00 MST/11:00am PST Mid-day Lunch Break (*1 hour*)

9. Historical Research Update: Shoshone

Presentation by Intern Harmony Beagley and ICDVVA Staff regarding research on historical examples of ICDVVA funding being pulled from programs; these examples provide lessons regarding what we need to address in the future in terms of structure, transparency, etc. Harmony specifically went over the past defunding of the Shoshone County Women's Center. A memo with back up documentations was presented that explained the defunding situation and how there appear to have been many instances of miscommunication. Director Cunningham indicated that this is not an action item, just an information item to learn how/why programs were defunded and to evaluate how to address similar situations going forward. There were no other questions or comments.

10. Action Item: Crossroads Harbor Complaint

Presentation by ICDVVA Staff and discussion of next steps, questions. ICDVVA Staff summarized documents which were sent to the Council prior to this meeting regarding a series of concerning complaints against Crossroads Harbor. ICDVVA is still waiting on official responses to some of the complaints from Crossroads Harbor; at this time there is no action item for the Council but the Council should be aware of the serious nature of the complaints and have the opportunity to review them. There were no other questions or comments.

11. Budget Update: FY23 Budget and VOCA 20 Award 12 Month Extension

Presentation Director Cunningham and Council Discussion

The approved ICDVVA FY23 Budget, Request for a VOCA 20 Extension and plan to stabilize grant funding for the 24 months that will comprise FY23 and FY24 ICDVVA Awards. Director Cunningham informed the board that our ARPA State Fiscal Recovery funding request from the state legislature has been approved for FY23. This \$6,000,000 will help bridge the decline in the VOCA funding over the next two years. She also shared a visual that demonstrates how funding will be more stabilized with the approved funding. The stabilization is also in part to our VOCA award being extended. Another budget change is that ICDVVA received an additional \$300K in general funds, which will help pay for administration of offender intervention.

12. FVPSA SA Funding: ISP Subaward

Director Cunningham explained that the Council is now subgranting ISP \$206,000 to purchase Cortexflo machines for forensic interviews throughout the state. These funds will also be used to provide trauma-informed training which will be incorporated into the 2022 regional roundtables. Jessica Marshall deployed a QR code that will go on each machine that will be scanned each time it is used for data collection. This collaborative effort will make quick and effective use of the supplemental sexual assault specific grant funds.

13. Action Item: Region 7 Program Meetings

Council staff met in March with Upper Valley CAC (Rigby), Family Crisis Center (Rexburg) and Domestic Violence and Sexual Assault Center (Idaho Falls) regarding collaboration and service delivery concerns in Region 7. Director Cunningham mentioned that one of the issues is that there were conflicting opinions on whether or not medical examiners should be attending forensic interviews. Upon research, Director Cunningham believes that there is a disconnect based on if the forensic interview is for an adult vs a child; some training on this may be useful for programs and benefit victims. ICDVVA staff was invited to attend Upper Valley CAC's board meeting on April 26th. The board had questions for ICDVVA regarding our role in monitoring board policy and procedures. The Council has explained to all three programs in Region 7 that our main priority is ensuring victims needs are being met. This situation will be ongoing and ICDVVA will keep the Council updated as things change.

14. VOCA Monitoring Updates

Director Cunningham updated the Council that we have a federal VOCA monitoring underway. ICDVVA staff has been uploading documents for review, but all items are due on May 2nd. The monitoring will be on the VOCA 19 grant which is the money that ICDVVA is currently spending. There is not much concern for this monitoring because ICDVVA staff has updated many policies and procedures to ensure federal compliance since the 2019 monitoring. The only concern are the items that involve DHW. There were no other questions or comments.

Standing Items:

15. FY22 Update – Financial Report (Year to Date Grant Expenditures)

Presented by Grants Supervisor Dana Wiemiller. Dana shared the current financial report with the Council that breaks out the percentage of award spent for each agency. Most agencies are on track to spend out their award on time with the exception of Post Falls, U of I, and WICAP. Post Falls has indicated that they have not needed as much legal assistance as they initially anticipated which is why their grant is not on target. WICAP is a new agency and has just recently submitted their first draw which is for the month of February. Overall, the grants are close to being right on track in regard to percentage spent and percentage of grant year completed. There were no further questions or comments.

16. Monitoring Update

Grants Supervisor Dana Wiemiller shared that 23 programs have closed monitorings, and that the remaining programs still have time to work on their concerns and get their monitoring closed out. She also shared what ICDVVA will be doing in 2022 in regard to monitoring agencies. 24 programs are scheduled to be monitored this year and this was determined by their risk assessment score, if there was turnover in key staff, and/or if they are a new agency. Dana also explained that there have not been any completed to date, due to the fact that staff will be conducting monitoring in person around the regional roundtable dates where possible. There were no questions or comments.

17. Reimbursement Payment Timing Update

Jessica Marshall shared that the extension budgets will require 30 day vs. 45 day submission moving forward to ensure adequate time for federal financial reporting. Jessica shared a graph that shows submission rate over time. The percentage of agencies submitting on time remains around 80 to 81 percent. Staff believes that it will increase once the 30-day submission is fully implemented in policy. Grants Supervisor, Dana Wiemiller, wanted the council to be aware that the “GM review to Paid” date will fluctuate due to DHW financial staff turnover. There were no further questions or comments.

18. Travel for Councilmembers:

Councilperson Somerton shared that Councilmembers may have the ability to pay for travel through their employer. Most employers have training budgets for staff and the Safety and Resiliency conference would be an eligible travel cost. Wes stated that it is important during this time of decreased funding that Councilmembers do what they can to get their travel paid for through other means. Dana Wiemiller noted that we like to get Council input since this can be a somewhat of a tough decision to land on. Chairwoman Nafzger concluded that if Councilmembers can approach their employers, to do that but if not to connect with ICDVVA staff to determine what the cost of travel will be.

2:45 pm – Adjourn