

Meeting Minutes
Committee for Oversight of Domestic Violence Offender Intervention
Programs and Standards
December 1, 2022
1:00 pm MST
Zoom Meeting

Members Present: Amber Moe, Jeff Matsushita, Heidee McMillin, Kimberly Talbot, Ursula Warden, Trevor Castleton

Members Not Present: Wes Somerton

ICDVVA Staff: Heather Cunningham, Dana Wiemiller, Meredith Shoen, Jessica Marshall

Call to Order

Amber Moe called the meeting to order at 1:05 p.m.

New ICDVVA Member Introduction

New Administrative Assistant 2, Meredith Shoen, introduced herself, noted she worked in corrections for over 20 years, most recently as a Presentence Investigator.

1. Action Item: Review & Approve Minutes from August 16, 2022, Meeting

Heidi McMillin moved to approve the August 16, 2022, minutes. Jeff Matsushita seconded. Motion carried unanimously.

2. Action Item: Follow-up on Conditional Approvals

A Restored Life - Wendy Perez, Program Supervisor

Committee agreed the additional CEUs submitted by Ms. Perez were acceptable.

Amber Moe suggested that Ms. Perez be reminded that CEU topics should focus on domestic violence and intimate partner violence.

Heidee McMillin moved to approve Ms. Perez as Program Supervisor and grant full program approval to A Restored Life. Amber Moe seconded. Motion carried unanimously.

3. Action Item: Review & Approve Program Applications

a. New Programs:

1. Tamarack Treatment & Counseling Center

- i. Dana Wiemiller reported Janice was working with Sue Manley Larson to open a program in Bonner County. An additional program in north Idaho would be beneficial. Amber mentioned Janice has been a long-time DV evaluator, counselor, and works well with the courts. Janice also has offender experience through drug court, other courts, but has not led any DV group interventions. Heidee noted Janice has good references and experience. Jeff Matsushita and Ursula Warden also stated they appreciated that Janice has such experience and will be working with Sue Larson.

Heidee McMillin moved to approve the program and to approve Janice Miller as a Program Supervisor and Direct Service Provider. Ursula Warden seconded. Motion carried unanimously.

b. New Direct Service Providers:

1. Janice Miller, Solutions & More Counseling
 - i. Amber Moe moved to approve Janice Miller as a Direct Service Provider. Heidee McMillin seconded. Motion carried unanimously.
2. Caitlin Elam, Treatment & Recovery Clinic (TARC)
 - i. Heidee McMillin had questions about online treatment training. Amber Moe shared that MRT is online but interactive. Ursula Warden wanted to verify the degree required. Amber noted only a bachelor's degree is required, which Ms. Elam has. Kimberly Talbot approved of Ms. Elam's victim related education and treatment. Heidee McMillin moved to approve Caitlin Elam as a Direct Service Provider. Kimberly Talbot seconded. Motion carried unanimously.
3. Makale Fitzgerald, Terry Reilly
 - i. Amber Moe mentioned Ms. Fitzgerald has had training in Utah and Safety & Resilience. Heidee McMillin expected a reference letter and does not see one. Dana Wiemiller stated the reference letter requirement was removed but said she had discussed this application with Gabriel at Terry Reilly, who said he supports the application and hopes to have Ms. Fitzgerald approved. Amber Moe suggested that the application could be revised to include a signature from the program supervisor to ensure a program knows and approves of an applicant for their program. future a letter from the program supervisor should be provided to make sure the program is okay with the applicant. Kimberly Talbot mentioned she likes all of Ms. Fitzgerald's prior experience. Heidee McMillin moved to approve Makale Fitzgerald as a Direct Service provider. Jeff Matsushita seconded. Motion carried unanimously.
4. Cristy Schroeder, Payette Family Services
 - i. Amber Moe asked if Ms. Schroeder was a trainee. Dana Wiemiller noted she was in 2021. Heidee McMillin noted it would be valuable to have that information on the application. Dana Wiemiller said it could be added. Heidee McMillin moved to approve Cristy Schroeder as a Direct Service Provider. Jeff Matsushita seconded. Motion carried unanimously.

c. Telecommunications Application:

1. D7 Treatment
 - i. Heidee McMillin moved to approve the D7 for telecommunication services. Ursula Warden seconded the motion. Motion carried unanimously. (Jeff Matsushita was not present.)

4. Action Item: Complaint Discussion

Dana Wiemiller provided an overview of a complaint that was filed and the OIP complaint process. Heidee McMillin agreed to conduct the investigation but would like direction as this would be her first investigation. Ms. McMillin, Amber Moe, and Dana Wiemiller will meet to discuss next steps.

5. **Provider Question on Client Risk Assessments**

Dana Wiemiller shared a question received from Gabriel Hofkins/Terry Reilly asking for clarification on whether a DV evaluation must be ordered/referred prior to intake for DV offender intervention. The language in the Minimum Standards on this issue is unclear. Amber Moe noted that often there is not a requirement for the evaluation to be completed to enter treatment; however, providers should review an evaluation, if available, as part of their initial assessment at intake. Ursula Warden noted she believes an evaluation can help hold the offender accountable. Trevor Castleton shared a defense attorney's perspective saying he would be reluctant to require a DV evaluation for everyone entering an intervention program—may not be appropriate for everyone or every case. Multiple committee members agreed there is inconsistency in the Minimum Standards. Amber Moe suggested support and education for judges would be beneficial in addressing the inconsistency of ordering an evaluation or not. Committee agreed that a domestic violence evaluation is not required prior to offender treatment.

6. **Executive Director's Report**

Director Cunningham provided an overview of proposed 2023 legislative items that involve OIP, including:

- A provision to allow honorariums for OIP committee members consistent with what is currently provided for Council members
- Proposal to include rulemaking authority in statute for the OIP committee. Currently, OIP committee does not have rulemaking authority but is charged with setting minimum standards. Regardless, this should not impact the ability to make changes to the Minimum Standards. If passed, this would also include official membership terms for OIP committee members.

7. **2023 Meeting Schedule**

Dana Wiemiller shared proposed dates for 2023 committee meetings. Committee agreed to have an in-person meeting - possibly in May to review renewal applications. Dana will email the committee the proposed dates for 2023 quarterly meetings.

Standing Items:

8. **OIP Provider Monitoring Status**

Dana Wiemiller provided a summary of the monitoring visits with two OIP programs in Region 1. Both meetings were productive discussions; however, she still has additional work and documents to review before finalizing. ICDV staff will be discussing OIP monitoring and staffing at an internal planning meeting in December. Ursula Warden and Amber Moe volunteered to conduct monitoring. Ms. Wiemiller will prepare a 2023 schedule and plan to present at the next committee meeting.

9. **Reporting & Data Collection**

Research Analyst Jessica Marshall shared that there were no issues with data submissions this last quarter. There were no results to report this meeting since it was included in the last meeting. Terry Reilly will start submitting additional information.

Additional Provider Question

Dana Wiemiller shared an additional question received from Melissa Bishop/Trivium Life Services regarding whether a master's degree is an absolute requirement for a Program Supervisor. Kimberly Talbot noted the current Minimum Standards do not allow for flexibility. Trevor Castleton agrees with her assessment. Amber Moe said the Committee could consider a change to the requirement but would first like to receive input from OIP providers.

Adjourn:

Amber Moe adjourned the meeting at 2:45 p.m.