

Meeting Minutes
Idaho Council on Domestic Violence and Victim Assistance
July 21, 2023: Special Onboarding Meeting
10:00 a.m. MST, via Zoom

Members Present: Wes Somerton, Rachel Kaschmitter, Jona Jacobson, Laura Diaz, Jennifer Beazer

Members Absent: Jessica Uhrig, Clint Lemieux

ICDVVA Employees Present: Dana Wiemiller, Amy Duque, Kristina Larkin, Erin Vlamis

Guests: Adam Warr – Attorney General’s Office

Meeting was called to order at 10:06 am.

1. Introduction of New Region 4 & 6 Council Members

Dana introduced new Council Members. Jenn Beazer (Region 4) and Jona Jacobson (Region 6).

2. Introduction of New ICDVVA Management Assistant

Dana introduced new Management Assistant, Erin Vlamis.

3. Action Item: Minutes from May 24, 2023

Review and approval of May 24, 2023 meeting minutes.

Jona moved to approve, Laura seconded. Passed unanimously.

4. Action Item: Election of Council Chair and Vice Chair

Rachel nominated Wes for Chair. Jona seconded. Motion passed unanimously. Rachel also nominated Jessi (Jessica) for Vice-Chair. Jona seconded. Motion passed unanimously.

5. Action Item: Amendment to ICDVVA Grant Administration Policies and Procedures

Dana Wiemiller presented a revision to the requirement that Council members score applications from only two regions. She proposed adding the words “at least” to allow Council members to score more than two regions which would provide more flexibility in making scoring assignments. Rachel moved to adopt the proposed revision. Jona seconded. Motion passed unanimously.

6. Action Item: Strategic Plan Amendment to Include Performance Measures

Dana Wiemiller presented the state required Annual Performance Measures Report. The ICDVVA Strategic Plan is developed at the beginning of the year, before the Performance Measures Report is developed. Amending the Strategic Plan to incorporate this item as an exhibit will ensure ICDVVA is in compliance with state guidelines.

Rachel moved to approve the amendment. Jona seconded. Motion passed unanimously.

7. Action Item: FY24 Training Coordinator Grant Funding Decision

Dana Wiemiller presented about the Training Coordinator RFP and evaluation process. The staff recommendation is to award the grant to Building Hope Today, who was the sole applicant. The total award will not exceed \$193,600. The decision is not waiting until the August 4 meeting so that the conference planning team can begin work right away. The grant term will end September 30, 2024. Laura moved to award the FY24 Training Coordinator Grant to Building Hope Today. Jona seconded. Motion passed unanimously.

8. Discussion Item: Review of ICDVVA Governance, Policies, & Standards for New Council Members

Adam Warr shared information about the responsibilities of Council members, including basics of Open Meeting law and Public Records law. Manuals about both are available in the Council OneDrive folder. Dana Wiemiller shared a PowerPoint presentation about Councilmember obligations. The information is all available in the Council Governance and Administrative Policies Manual.

9. Director's Update: Remaining gaps/issues for future consideration

- a. Tech Grant Update: Amy Duque provided an update, sharing that Amplifund has been selected as the provider of the new grant management system. Work will begin in the next couple weeks. Goal is to have GMS up and running by October 1st for ICDVVA staff and agencies to utilize.
- b. Luma Transition: The state's transition to Luma has been a little bumpy, but it has been implemented. Dana Wiemiller went over how there has been several trainings, webinars meetings to assist with the transition. The new system incorporates HR, finance, and other key functions. It has been a huge transition and has slowed down several administrative processes.
- c. Interim Director Wiemiller also mentioned ICDVVA received an encumbrance to allow agencies to fully expend their State Bridge funding through September 30.

Meeting adjourned at 11:51 am.