

**Offender Intervention Programs & Standards Committee**  
**May 18, 2023**  
**Minutes**

**Members Present:** Wes Somerton-Chair, Trevor Castleton (by phone), Jeff Matsushita, Heidee McMillin, Amber Moe, Kimberly Talbot, Ursula Warden

ICDVVA Staff Present: Heather Cunningham, Jessica Marshall, Dana Wiemiller

10:00 a.m. – **Call to Order** by Wes Somerton, Chair

**1. Action Item: Review & Approve Minutes from February 16, 2023, Meeting**

Jeff Matsushita motioned to approve. Amber Moe seconded. Motion passed unanimously.

**2. Action Item: Review & Approve Program Renewal Applications**

a. Affinity Behavioral Health

Amber Moe motioned to approve renewal for the program and staff. Jeff Matsushita seconded. Motion passed unanimously.

b. Good Relationships Counseling

Amber Moe expressed concerns about the continuing education units (CEUs) included in the application, noting that several units were not specific to domestic violence. Kimberly Talbot noted that this program provides other types of counseling services and the CEUs may be support those other counseling efforts. The Committee suggested reminding the program about the need for more DV specific education hours for next renewal. Heidee McMillin motioned to approve the program and staff with a reference in the approval letter to Section 5.2 in the Minimum Standards about the need for CEUs specific to intimate partner violence. Jeff Matsushita seconded the motion. The motion passed unanimously.

c. High Country Behavioral Health

Jessica Marshall mentioned that this program has been consistently late in submitting quarterly data reports. Kimberly Talbot mentioned they have experienced similar difficulties receiving reports. Committee suggested noting data submission requirements in their letter. Amber Moe motioned to approve program and all staff with a reference in the approval letter regarding data reporting requirements. Kimberly Talbot seconded. Motion passed unanimously.

**3. New Program Application, Alas Intervention Services**

Ursula Warden expressed concerns about including master's program hours in CEUs, indicating a master's program doesn't necessarily include any DV-specific training. Removing the hours of master's education would not meet the require 60 hours. Amber Moe mentioned that this program continued to provide intervention services after she was not renewed in 2021. Heidee McMillin motioned to deny the application and to include a reference in the letter to CEU requirement and the opportunity to re-apply after obtaining adequate CEUs. Jeff Matsushita seconded. Motion passed unanimously.

**4. New Trainee Application, Melinda Romayor/Trivium**

Amber Motioned to approve the application. Kimberly Talbot seconded. Motion passed unanimously.

**5. Action Item: Complaint Follow-up Status**

Heidee McMillin provided an update on the complaint regarding Serenity Treatment, providing a summary of her documents review and two site visits. Serenity Treatment provided all requested documents and are in compliance with Minimum Standards. Heidee moved to close-out the complaint. Amber Moe seconded. Motion passed unanimously.

**6. Action Item: OIP Provider Monitoring Plan**

Dana Wiemiller proposed a working group to develop a monitoring plan which could include outside contracted assistance for monitoring, but also revising the application process to request additional program documents for review and evaluation prior to approval or renewal. Amber Moe, Kimberly Talbot, Jeff Matsushita, and Heidee McMillin agreed to participate in a working group to develop recommendations for monitoring. Jeff mentioned trying to develop opportunities for provider peer groups.

**7. Reporting & Data Collection**

Jessica Marshall provided an update on OIP data collection and reporting, indicating that everything going well and she's seen a significant improvement in compliance and data quality. Many programs have reported that they are supportive of the data collection effort.

**8. Provider Questions**

Dana Wiemiller shared recent questions received from programs for Committee discussion:

a. Program Supervisor Requirements

Melissa Bishop is a current Direct Service Provider (DSP). She formerly served as probation officer and has been doing offender intervention services for a number of years. DSP standards include an exception for experience and Melissa is inquiring if the Committee would include an exception to the requirement for Program Supervisor's to have a Master's Degree. Ursula Warden said she believes there's value in higher education, but believes most knowledge comes from direct experience and that the Committee should have some leverage in establishing standards for a Program Supervisor. Kimberly Talbot agreed that the Committee could consider an exception. Wes Somerton also agreed; however, indicated that the Committee should establish clear standards on what those exceptions would be.

b. Facilitation by Former Offenders

A program inquired about the ability of a former offender becoming a Direct Service Provider. The Committee agreed that a former offender can participate in group in a guest speaker role; however, would need to follow Minimum Standard guidelines which state that an applicant must be five years post-conviction in order to be approved as a Trainee. Committee agreed they were not inclined to make changes to the Minimum Standards.

**9. Executive Director's Report**

Director Cunningham reminded the Committee that she's leaving ICDVVA June 30. She advised the Committee that the bill to establish rulemaking authority for the OIP Committee did not move forward during the legislative session.

Amber Moe advised the Committee that she is leaving her position with the court but would

still like to continue participating on the committee as a citizen. The Committee agreed that she should be able to continue her tenure on the Committee.

**10. Committee Roundtable Discussion**

Time to adjourn. No discussion.

2:00 p.m. - **Adjourn** by Wes Somerton, Chair