

**Meeting Minutes**  
**ID Council on Domestic Violence and Victim Assistance**  
**October 11, 2019**  
**304 N. 8<sup>th</sup> Street Boise, ID - Room 146**  
**9:00 a.m. – 4:00 p.m.**

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

**Excused Absent:** Alan Boehme

**Others present:** Nicole Fitzgerald, Dr. Laura King, Dr. Lisa Bostaph, Sandy Shea, Sondra Johnson, Sheena Gilbert

*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 August 6 <sup>th</sup> meeting minutes	<b>Action:</b> Len motioned to approve Aug. 6 Minutes, Wes seconded.
	Victim Services & Victimization Report Update	Lisa Bostaph & Boise State Research Team presented updates on the Victim Services and Victimization Report updates. The team will work with ICDVVA staff to review the grant application currently being used, establish a standardized code book for victim services data used for reporting. The Research Team will also work with stakeholders to identify other sources of data, conduct multiple surveys and site visits to a sample of victim services organizations. The Council and Research Team will work collaboratively on community outreach and develop a website with information on the bi-annual report.
	Victims Rights and Resources Brochure	Sheena Gilbert provided copies of three surveys that will be utilized to provide a

		template to update the Victim Services Brochure. The three survey categories are Victim Services; Law Enforcement; Victim/Survivor. The Council reviewed the survey questions.
	Review of audit findings & recommendations	Nicole Fitzgerald provided an update of the Department of Justice, Officer of Inspector General audit findings and recommendations. While the audit recommendations have been resolved, Council staff will develop policies and procedures to close out the audit over the next few months.
10:30 a.m.	Break	
	Continue review of audit findings and recommendations	ICDVVA will develop policies and formal written performance reporting to ensure compliance with requirements of the DOJ Grants Financial Guide, CFR, and OVC .
	Develop Application Sub-Committee	Subcommittee to be established; Len and Wes will be part of the committee. Nicole will contact the ID Coalition Against Sexual and Domestic Violence and the Dept. of Health and Welfare for representation on the subcommittee.
12:00 p.m.	Lunch <i>Lunch will be provided</i>	Council broke for lunch.
	Strategic Plan Dashboard Update	Nicole shared the strategic plan dashboard and will update the factors with the status for the December 6 meeting.
	Council Bylaw Review <ul style="list-style-type: none"> <li>Action Item: Vote on final bylaw draft</li> </ul>	Tabled for next Council Meeting.
	ICDVVA Updates	Temporary staff position filled by Sondra Johnson; Grants/Contract Officer Kimberly Stewart to return to the office on November 4;

		new Grants/Contract Officer position will be posted very soon with goal to have position filled in December.
2:45 p.m.	Executive Session	<p>General meeting adjourned for Executive Session.</p> <p>Wes moved at 2:45 p.m. that the Council go into Executive Session pursuant to Pursuant to Idaho Code 74-206 (1) (b) To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student.</p> <p>Len seconded</p> <p>Council discussed Employee A</p> <p>Len moved the Council go out of Executive session at 3:15 p.m. Sarah seconded.</p>
3:30 p.m.	Adjourn	Len moved the Council adjourn. Sarah seconded.