

**Domestic Violence Commission
April 16, 2009 Meeting Minutes
Agronomic Division Conference Room
4300 Reedy Creek Road, Raleigh, NC**

Commission Attendees: Chairperson Lisa Angel, Gwendolyn Burrell, David Elliott, Dr. Mike Evers, Beth Froehling, Kathy Hodges, Cheryl Howell, Jo Liles, Deputy Secretary June Michaux, Marguerite Peebles, Ericka Shearin (representing Senator Doug Berger) and Sheriff Richard Webster

Teleconference participants: Maria Pinto, Julia Freeman, Jill Dinwiddie, Karen Parker Thompson, and Kristin O'Connor (representing Sherry Bradsher)

Department of Administration (DOA) Attendees: Mel Chilton, Robin Colbert, Cindy Olsen, and Christy Agner

Guest Attendees: Meghan Brown (Governor's Office)

A. OPENING/WELCOME – Lisa Angel, Chairperson

Chairperson Angel thanked everyone for being here and announced that some commission members will be participating via teleconference.

B. INTRODUCTIONS – Via Teleconference and In Person

Chairperson Angel acknowledged the Commission members that were participating via teleconference. Maria Pinto, Jill Dinwiddie, Julia Freeman, Karen Parker Thompson and Kristen O'Connor (representing Sherry Bradsher) announced that they were on the line. Commission members who were present at the meeting introduced themselves.

C. APPROVAL OF MINUTES

Chairperson Angel asked if everyone had a chance to review the minutes from the January 8, 2009 DV Commission meeting. There were no questions or comments. Dr. Evers made the motion to approve the minutes and Marguerite Peebles seconded. The minutes were approved as written.

D. ANNOUNCEMENT OF A NEW LEGISLATIVE LIAISON AT THE NC DEPARTMENT OF ADMINISTRATION – Lisa Angel, Chair

Chairperson Angel introduced Christy Agner as the new Legislative Liaison for the Department of Administration. She replaces Robert Zimmers.

E. NC CFW/DVC UPDATE – Mel Chilton, Director

Below are highlights of Ms. Chilton's report:

- Friday, April 17 is the deadline for programs to submit their grant applications. Our goal for the future is to have an online grant process which is included in HB 151. Currently, there are (2) Grant Administrators and (2) Processing Assistants. A third Grant Administrator position is currently frozen. The Grant Administrators have been busy conducting mandatory training for the programs.
- Displaced Homemaker grant applications are competitive grants and will be reviewed by the Council for Women board members. Any Commission members who are willing to participate

in reviewing the Domestic Violence grant applications are welcome to help with that process. Please call Ms. Chilton or Jackie Jordan if you are interested in participating. However, members who are employed by a DV program that receives grant funds from the CFW/DV Commission are not permitted to participate.

- It was pointed out that the current grant application process is burdensome and should be streamlined to reduce the amount of time and paperwork that is required. At the same time, ensuring that there is accountability.
- Ms. Chilton responded to questions regarding the grant review process by stating that there are currently 352 grant applications to be reviewed and processed. Our grant funds have been reduced by 9% and the 3rd quarter funds of \$10,476.64 for marriage license and divorce filing fees are currently on hold. The question was asked as to whether the time given to use the funds will be extended since the funds are late in going out to the programs. Chairperson Angel stated that she would like to receive updates on the status of the grant funds that are currently on hold.
- Our new Deputy Secretary is June Michaux, who comes to us from the State Property Office. Ms. Chilton stated that with a new administration in place, performance measures have been created and put in place to collect fiscal information on our monthly cost reports. This includes tracking our grant contracts for timeliness and error free paperwork. An increase of 5% in the area of education from the programs is expected. These measures will be collected monthly and posted on our website. The goal is for the programs to provide more outreach and education in their communities. Marguerite Peebles asked who would be providing education on domestic violence. Ms. Chilton stated that it would be up to the programs in each county throughout NC. Chairperson Angel recommended that the commission be involved in assisting the programs with performance measures and offering them feedback.
- The question was asked as to what percentage of time does the Council spend on the grant process. Ms. Chilton responded by stating that we have 20 employees which includes our grant staff who manage grants full-time. Our Assistant Director, Robin Colbert, supervises the Region staff who are involved in the programmatic monitoring part of the process. The Region Directors are in the field 80% of the time conducting annual on site visits, providing technical assistance and board and program staff training, etc.
- We are responding to the need for assistance from the bilingual community and have put together information for our Regional and Raleigh Office. This includes policies on handling calls for assistance from individuals who do not speak English. We have created a list of phone numbers to refer individuals to for help. We also have a 1-800 number in place. David Elliott, Beth Froehling and Marguerite Peebles all offered their assistance through a resource person in their office. Robin Colbert stated that she has spoken with the contact at the Coalition against DV and has set up a time for them to come and participate in some of the program meetings.
- Ms. Chilton reminded Commission members that many of their terms of office will be expiring on August 31, 2009. Members are encouraged to view our website for your term expiration date and to contact your appointing office to let them know if you are interested in being re-appointed.

Chairperson Lisa Angel checked in with the teleconference participants to see if they had any questions or comments. There were none.

F. REPORT FROM NEW LEGISLATIVE LIAISON – Christy Agner

- Chairperson Angel introduced Deputy Secretary June Michaux and Christy Agner who joined the meeting after attending an early morning legislative meeting.
- Ms. Agner began by giving an overview of Governor Perdue’s budget which included no new reductions in grant funding. It does include a realignment of the Council for Women with regards to regional offices. The Senate has recommended a 6.4% reduction in all grant funds across the board as well as recommending a 5% reduction in agency funds. They have requested that the Department of Administration set aside a million and one half dollars to be put into a discretionary fund. A more accurate version of the budget will be available after May 1 once tax revenue information has been received.
- HB 115 has had a second reading and the bill has moved forward. The CFW/DV Commission should have an opportunity to voice their concerns regarding the bill before it is finalized.
- Concern was expressed regarding the CFW/DV Commission being labeled as an advocacy agency versus a victim services agency and the cuts that are being made to program services.
- Ms. Agner stated that if there is any information that you would like to see addressed as it relates to the legislature, please let her know and she will be happy to provide that.
- The Governor’s Crime Commission should be hearing soon about the allocation of Federal stimulus money that will be coming. There will be requirements on how quickly the dollars should be spent and guidelines that state that federal money cannot be used to supplant any state money that programs currently receive.
- Ms. Dinwiddie asked Ms. Agner if she had any suggestions for members who would like to advocate for additional program funding. Ms. Agner recommended that members address their concerns regarding the number of families affected by funding cuts in services and the staff that may be affected.
- Ms. Gwendolyn Burrell stated that the Recovery Act Funds Application process opened yesterday (April 15) and ends on May 8. For further details, please visit their website at: <http://www.ncgccd.org/applications/recoveryact2009>. Beth Froehling added that the Coalition Against Domestic Violence will be helping to get the word out.

Ms. June Michaux introduced herself to the commission members and stated that her door is always open and members should feel free to call on her anytime.

G. COMMITTEE REPORTS

- Beth Froehling gave a legislative update and distributed copies of the Coalition’s 2009 Legislative Agenda. She gave a brief synopsis of the status of each bill that affects the Domestic Violence Commission.
- Dr. Mike Evers gave a report of the Legislative subcommittee’s Feb. 23 meeting and his recommendation to amend the AOC form to opt out of supervised probation by checking the box on the form. Statistics from AOC showed that over a four year period, 10,200 cases resulted in unsupervised probation due to the box on the form not being checked. This change is due to too many instances where the box was inadvertently not checked which resulted in unsupervised versus supervised probation.
- Jo Liles reported that she and Kathleen Balogh were recently given the opportunity to attend a Judges conference. It was brought to her attention at the meeting that the form used to refer an abuser to an abuser treatment program also had a box that had to be checked. There were too many instances where the box was not checked. The form has not been changed. Chairperson

Angel recommended that this issue be looked at further.

- Ms. Mel Chilton reported on the Victim Services Committee. The committee came up with a DRAFT of the Domestic Violence Program Guidelines. It has been reviewed by DOA's legal staff. The committee would like to have input from the commission members. Robin Colbert reported that some of the requirements had to be tweaked.

Below are some areas that required revisions:

- On page 3, under Volunteer Expenses, viii b. Unallowable costs had to be removed.
- On page 6, under Liability Insurance/Bonding, 1.a. the language needed to be changed.
- On page 9, under Reporting Requirements, D.4. was deleted.
- On page 13, under Program Service Area, 6.f. the word counseling was changed to make it more legal. A statement regarding criminal background checks was added.
- On page 14, under Staff Training, 9.a. Wording needs to be changed to address dual programs and the number of training hours that are needed. Also, wording that addresses creating a standard measuring tool to ensure that the required training is completed.

Listed below are additional concerns raised by Kathy Hodges:

- On page 6, under Board of Directors, D.2. wording needs to include confidentiality for survivors of domestic violence who serve on boards.
- On page 12, under Transportation Services, 5.a. Wording regarding programs must provide or coordinate other community transportation services is burdensome. Need to include the words – “if available locally”. Also, the wording regarding needed services is vague and needs to be more specific.
- On page 12, under Shelter Services, 6.c. Wording needs to be modified to include the statement – “when occupied by a client”.
- On page 14, under Staff Training, 9.a.1. Wording regarding new employees must receive a minimum of 24 hours of domestic violence training. Include wording that says that experience can substitute for training in cases where the employee may have already had training with a previous employer.
- On page 15, under Interpreters/Translators, 11.b. Wording regarding time to train these interpreters should be deleted. Interpreters do not need training. Also, 11.c. Wording should change to include a better resource besides Google or delete the entire sentence. Chairperson Angel recommended that several people look into finding some helpful resources and report back to the DV Commission at our next meeting. VAWA information may have some resources.

The request was made for DV Commission members to receive a revised copy of the report after the above changes have been made and before it is sent back to legal for review. Also, advise members on the deadline for making comments or changes to the report. Beth Froehling offered the assistance of the Coalition, if needed.

- Jo Liles gave a report from the Abuser Treatment subcommittee. She distributed a copy of the final draft of their mission statement and requested the approval of the commission members.
- The motion was made by Kathy Hodges to approve the mission statement and Beth Froehling seconded. The mission statement was approved as written.
- Ms. Liles reported that the formal complaint that had previously been received from a

program has been resolved. No corrective action was needed.

- Robin Colbert reported that the Abuser Treatment committee reviewed (8) Abuser Treatment applications and only (1) was not approved. Their next meeting is scheduled for April 22.
- Jo Liles stated that having different reviewers to look over the applications has helped their committee to create a list of 12 different areas of best practices that they will review.
- Kathleen Balogh and Jo Liles were invited to participate in an April 2 meeting with 75 judges present. It gave them an opportunity to voice the importance of certification of Abuser Treatment Programs and share the perspective of providers of Abuser Treatment services.

Kathy Hodges reported that the Pro Arrest & Law Enforcement subcommittee will meet on May 5.

Chairperson Lisa Angel asked if there were any other announcements or concerns. She thanked everyone for attending and reminded members that the next Domestic Violence Commission meeting is scheduled for Sept. 10, 2009 at the Agronomic Division Conference room. The plan is to have Dr. Ludwig give a presentation on Domestic Violence Involving Children.

H. MEETING ADJOURNED

Submitted by Cindy Olsen