

DHS DV Council Minutes
January 19, 2010

Present: Choya Adkison-Stevens, Pam Briggs, Karen Collette, Rhonda Culley, Jayne Downing, Valerie Eames, Chantell Geels, Susan Hughes, Therese Hutchinson, Carol Krager, Julie McFarlane, Cheryl O'Neill, Richard Ott, Angelica Peña, Verona Turner.

Absent: Ardy Birkmeyer, Nanci Jarrard, Audrey Konold, Michelle Reed, Mickey Serice, Chris Sielieky, Linda Pursell, Patti Hurtt.

Introductions: Choya Adkison-Stevens facilitated the meeting and opened the meeting by requesting that everyone introduce themselves and describe their job duties.

Xochitl Esparza, TANF Program Manager and Carol Krager's immediate supervisor was our special guest. Xochitl attended this meeting to surprise Carol Krager by presenting her with the Lifetime Achievement Award from the Domestic Violence Council. The plaque is presented to Carol in honor of all of her work with Domestic Violence. Carol is a very deserving recipient of this award and has worked with Domestic Violence issues for over thirteen years and demonstrates compassion and dedication to this cause. She has increased DV Awareness by providing DHS staff with rules, guidelines and training to help make a difference in the lives of the many people who come to us for service.

Team Building: Jayne Downing created a "How well do you know Carol Quiz" for all of the DV Council members to take and find out just how well we really know Carol. No one answered every question correctly!

Round Table:

- **Current DV Issues:**

The DV Council held a discussion regarding the number of DV incidences that have happened recently. It was suggested that a Fatality Review be created and obtain funding. Then look at these cases to determine what went wrong and what could have been strengthened. Fatalities are happening and one person killed is one person too many. Carol stated that she would be attending a February 2, 2010 meeting with Margaret Carter, Dr. Goldberg and Erin Kelly-Siel to talk about the DV fatality issues. She will keep the DV Council informed regarding the different pieces that are happening at a higher level.

Jayne Downing felt domestic violence, sexual assault and stalking training in the workplace could raise awareness and make a positive impact; but who would train – when there is no funding?

- **Process for Community Complaints:** As a Council we cannot respond to client or individual complaints. If a complaint is received (by email or the web) Verona will forward the complaint to the person representing the department referenced in the complaint. However, if it is a DHS systems complaint we can look at it as a Council. Also, we only work with non-profits and cannot put anything on our website for profit.
- **Verona's Role:** Do not ask Verona for duplicate work, i.e copying or sending the same documents over and over again. Her main duties for the DV Council are to take the minutes.

Communication Request by Dr. Goldberg:

- Carol received a communication requesting answers to a list of questions. The answers to the questions will be used to put together a feature story on the DV Council. It was decided that Carol would take the list of questions back to Patricia Feeny for clarification. Each member will respond to the questions from their perspective. Carol will offer to Patricia the suggestion that they run the article descriptive in a series format (by agency) on what each agency is doing.

Review of the Standards: This discussion was tabled for the next meeting. Carol clarified that we are updating information in the standards, not re-writing the standards. Do not change the content just update the information.

Presentation by Nancy Greenman:

Nancy Greenman gave a very interesting presentation and distributed two handouts. She provided a DV/SA funding flow chart showing how the money is allocated to provide services to every county.

Their vision is:

- 1.) To provide services in every county. To accomplish this goal they needed to find out who was there to provide these services and have a program to take responsibility in an active way.
- 2.) To meet the needs in all counties around access for victims.
- 3.) Provide stability of services and base needs necessary to have a program,

They evaluate everything that they do and are trying to hold the line and move beyond their current base. The bookends of the services they provide are long-term support and prevention. Cheryl O'Neill and Nancy Greenman work collaboratively to achieve these goals.

Review Action Plan:

- **Presentation to the Cabinet**
 - An Action step will be to see when we can get on the agenda for the cabinet. Check with Mickey to obtain a date that he can get us on the agenda for the cabinet.
 - Advise Mickey we want to go before the cabinet to let them know we have the Strategic Plan and the Action Steps in place.
- **Assistance from Kathy Iles for Performance Measures**
 - There is work that needs to be done before we are able to move forward with this action step.

Updates and Follow-Up:

- **Approval of Excellence Nomination Award Document**
 - Karen Collette will send Carol the final edited copy of the document Nomination Award of Excellence.
- **Diversity Conference Evaluations**
 - Carol distributed two handouts rating the DV Council's sponsored presentation at the 2009 Diversity Council. The responses to text and paragraph questions, as well as, bar graphs indicated the over all evaluations.
- **New Member Applications**
 - We have openings for two new members.
- **Gov. Space Update**
 - Carol will make another appointment to meet with Heather to resolve the Gov Space issue. Heather was ill so their last appointment was canceled. Carol will send instructions to keep the DV Council updated.
 - Carol must send a special permission form to the partners and they must accept the invitation to get into Gov Space. **DONE**
 - Carol will send out ASAP instructions to DV members and they will need to sign up and respond. Then Carol will send them the authorization to get into Gov Space. **DONE**
- **DV Standards training issues**
 - What DV training is offered for DHS Training & DHS Standards for First Responders and EMT's?
 - ✓ Carol stated that we do not have people involved from that unit but they are part of the Public Health Department. We

need to check in with Julie about how to approach the issue.

- **Jayne's SPD Training**
 - ✓ Jayne will check with Valerie regarding the DV Standards Training issues. Jayne is working on the outline for the SPD staff with Valerie and she will send this to Carolyn Ross with the addition of the Oppression piece.
- **Review Carol's Guidelines for Line Manager's Training**
 - ✓ Have each person specializing in their agency review the Standards with the group to find out if they have complied with the Standards.

Line Manager's training for SPD and CWS-Point People - DEFERRED
Standards Training for contracted entities - DEFERRED

- **DV in the Work Place Training update**
 - **Addressing e-mail by Judy Gerrard**
 - Show Mickey the email from Judy and ask him to reinforce with Judy that they do need the training.
 - **Information from DAS regarding completed training**
 - Jayne will check in with DAS to see if she can get the numbers. **DONE**
- **Planning for the next meeting**
 - Carol will invite Louise Milton-Breen to talk about the transparency policy. **DONE**
- **Future Presentations**
 - ✓ It was suggested to have a presentation on DV related issues.
 - ✓ A suggested topic for one of our meeting is Prevention.
 - ✓ Jayne will contact Christine Herman to speak at our meeting. **DONE**

Assignments:

- Verona will deliver the thank you card to Mickey. **(DONE)**
- Choya will send an email to everyone containing information on the Portland Metro YWCA's meeting on engaging men in preventing violence against women. This meeting will be held Thursday, February 11, 2010 at 4:00 pm to 5:00 pm at YWCA 1111 SW 10th Avenue, Portland, OR 97205. **(DONE)**

- Chantell will contact the Diversity Conference about next year's conference. Contact name: Marita Baragli
- Chantell will email everyone about taking a half-hour lunch and leaving early. **DONE**
- Carol will send Jayne the new member recruitment packet. **DONE**
- Jayne will review the document by January 26, 2010 and return to Carol. **DONE**
- The new member document deadline (for the new applications to be received at Central Office) is February 10, 2010 at 5:00 P.M.
- Carol will put the new member application on the web page and update the website with the above dates. **DONE**
- Verona will email the new member application information to the Evaluation Committee (Susan, Karen, Jayne, Choya and Audrey) on February 12, 2010. **DONE**
- The new applicant review committee is Choya Adkison-Stevens, Karen Collette, Susan Hughes, Jayne Downing and Audrey Konold. The committee members will meet at lunch on Tuesday February 16, 2010, to review the new applicant's information.
- Karen Collette will send Carol the final edited copy of the Document Nomination of Excellence. **DONE**
- Everyone's assignment is to review the Standards on their own and bring back their input to the February 16, 2010 meeting.
- Carol will send out the handout "Sensitive Practice At-a-Glance" as an email to everyone.
- Everyone's assignment is to bring a dish to the February 16, 2010 meeting for the potluck,

Facilitator: Choya Adkison-Stevens

Team Building: Jayne Downing

Snacks: Potluck Meeting - Everyone bring a dish

Next meeting:

February 16, 2009 – From 9:00-4:00

4074 Winema Place – Salem, OR

Building 53 – Upstairs in D3 conference room