

# Virginia Sexual and Domestic Violence Program Professional Standards Committee

## Approved Meeting Minutes

Shelter for Help in Emergency's Community Outreach Center  
Charlottesville, VA  
August 22, 2018

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### **Members Present:**

Jennifer Bourne, Director, Clinch Valley Community Action Agency  
Teresa Christin, Director, Avalon  
Cathy Easter, Executive Director, Safe Harbor  
Linda Ellis-Williams, Director of Programs, YWCA of Central Virginia  
Debbie Evans, Division Chief of the Sexual Assault Center & Domestic Violence Program, City of Alexandria Department of Community & Human Services  
Kandy Freeman, Assistant Executive Director, Madeline's House  
Caroline Jones, Executive Director, Doorways for Women & Families  
Mary Carter Lominack, Executive Director, Shelter for Help in Emergency  
Tamy Mann, Executive Director, Safehome Systems  
Regina Pack Eller, Executive Director, Family Resource Center  
Kristina Vadas, Manager of Victims Services, DCJS  
Rebecca Weybright, Executive Director, SARA Charlottesville

### **Absent Members:**

Kristi VanAudenhove, Executive Director, VSDVAA

### **Others Present:**

Courtney Meyer, Professional Standards Coordinator, DCJS  
Kat Monusky, Prevention Director, VSDVAA (representing Kristi VanAudenhove)

### **Welcome & Remarks**

The meeting started at 10:10 am with a quorum present. Tamy Mann asked everyone to introduce themselves. Ms. Mann announced that she left her position at Safehome Systems and is now working in Victim Witness in Giles County; in turn, she will be leaving this committee.

### **September Online Comment Period**

The Professional Standards Coordinator, Courtney Meyer, shared with the committee more details about how the online comment period would be set up and the tentative dates the comment period would run for, of September 10th-28th, based on the DCJS's Research team's availability. The committee discussed options for completing the measures in time for the

September comment period. After discussion, the committee was agreeable to Ms. Meyer finishing the measures, if need be, to meet the goal for the comment period in September.

### **Approve Minutes from May, June, and July 2018 Meetings**

Ms. Mann presented the May 15, 2018 minutes for approval. There were no corrections made to the minutes. Caroline Jones made a motion to approve the minutes. The motion was seconded by Kandy Freeman and approved. Ms. Mann presented the June 19, 2018 minutes for approval. There were no corrections made to the minutes. Rebecca Weybright made a motion to approve the minutes. The motion was seconded by Teresa Christin and approved. Ms. Mann presented the July 17, 2018 minutes for approval. There were no corrections made to the minutes. Cathy Easter made a motion to approve the minutes. The motion was seconded by Debbie Evans and approved. Ms. Jones found a correction for the May 15, 2018 minutes post-approval. Ms. Jones made a motion to re-approve the minutes with the correction of "September" changed to "August" under the 'Election: Chair and Co-Chair' section of the minutes. The motion to re-approve the minutes with the correction was seconded by Kandy Freeman and approved.

### **Finish Cleaning Up Performance Measures**

The committee started where they left off in July with Standard #12 by cleaning up the performance measures. For Standard #14, a committee member brought up universal consent and if that was something to consider for this standard. The committee decided that Standard #16 was already addressed in Standard #15 and removed that standard. For Standard #20, the committee discussed the importance of defining and providing examples of prevention as well as possibly creating tiers for this standard to encourage programs to take their prevention efforts to the next step.

Once the committee finished cleaning up the measures for the last standard, the committee went back through all of the standards and measures to see if any other changes needed to be made. In Standard #1, "immigration status" had been added at the July meeting but there was not a quorum at that meeting to approve that addition to the standard. Regina Pack Eller made a motion to approve the addition of "immigration status" to Standard #1. The motion was seconded by Caroline Jones. The committee discussed and agreed upon adding VAWA's language around confidentiality standards to Standard #6. The language "compliant database" was used a number of times throughout and the committee decided to remove that language. Under Standard #2, a committee member asked whether 20 hours of continuing education is too much to ask of program staff, especially part-time staff. The committee discussed the possibility of decreasing the number of hours for continuing education, but decided to leave it for now and see how the number is received by all the programs during the online comment period. A committee member asked the Professional Standards Coordinator if for the online comment period, after the last standard, there could be a comment box for programs to put suggestions for the glossary or useful resources that the committee may not have thought of/know about. The Professional Standards Coordinator said that can be added to the online comment period. Ms. Mann asked for a motion to approve the standards and measures as they are now to be posted for the online comment period. Kandy Freeman made a motion to approve the standards and measures for the online comment period. The motion was seconded by Rebecca Weybright and approved.

**Closing Remarks**

The meeting adjourned at 3:42pm.

**Actions before next meeting**

The Professional Standards Coordinator will prep the standards and measures to be posted online for the comment period by re-numbering the standards and checking for spelling and grammar. The Professional Standards Coordinator will then send the final version to the committee to review once more prior to sending the final version to DCJS's Research Team to be posted online for the comment period.

**Public Comment**

There was one member of the public present who did not have any comments.

**Next Meeting: Monday September 24, 2018**

**10am-4pm**

**Shelter for Help in Emergency in Charlottesville, VA**