

COURT APPOINTED SPECIAL ADVOCATE/CHILDREN'S JUSTICE ACT  
PROGRAM ADVISORY COMMITTEE  
MEETING MINUTES

August 9, 2019

A meeting of the Advisory Committee to the Court Appointed Special Advocate and Children's Justice Act programs was held on Friday, August 9, 2019 at the Richmond Police Training Academy, Richmond, Virginia.

Members Present

Judge Jones  
Judge Sotelo  
Sandy Karison  
Alicia Lenahan  
Shardell Gerald  
Ashley Thompson  
Pat Popp, Chair  
Robin Foster  
Shannon Hartung  
Jennifer Newman  
Giselle Pelaez

Members Not Present

Humberto Cardounel, Jr.  
Julia Fuller-Wilson, Vice Chair  
Malcolm King  
Allison Gilbreath  
Molly Dellinger-Wray

Staff Present

Shannon Dion (DCJS)  
Jenna Foster (DCJS)  
Laurel Marks (DCJS)  
Melissa O'Neill (DCJS)  
Terry Willie-Surratt (DCJS)

- I. Call to Order:** Pat Popp, Committee Chair, called the meeting to order at 10:05 AM. Attendees introduced themselves.
- II. Approval of Minutes:** The committee received and reviewed the draft minutes of the May 10, 2019. Alicia Lenahan made a motion to approve the May 10, 2019 minutes. Judge Sotelo seconded the motion. Giselle Pelaez abstained. The motion was approved.
- III. Schedule 2020 Meeting Dates:** The proposed meeting dates for 2020 include January 31, April 24, and July 21, 2020. A doodle poll with possible dates for the 2019 planning

meeting will be sent by Melissa to the Advisory Committee. The planning meeting is typically 1.5 days.

- IV. By-law Amendments:** The proposed changes allow the McKinney Vento Act Homeless Coordinator and the Department of Behavioral Health and Developmental Services (DBHDS) representative to serve without term limits. Alicia Lenahan made a motion to approve the amended by-laws. Ashley Thompson seconded the motion. Giselle Pelaez abstained. The motion was approved.
  
- V. CASA Program Update:** Melissa O'Neill, State CASA Program Coordinator, sent a written program update to members in advance of the meeting. At the meeting, she distributed the final version of the National CASA Core Model to committee members and pointed out changes that were made to the Core Model after Virginia expressed concerns which initially would have had Virginia programs out of compliance. These changes allow programs to remain in compliance  
  
Ms. O'Neill also shared with the group details about the National CASA branding grant for \$60,000 which was awarded to CASA of Central Virginia. DCJS partnered with CASA of Central Virginia for the application. The campaign will run in the Coastal Virginia and Roanoke/Lynchburg market areas and will include 14 out of the 27 CASA programs statewide. The campaign is scheduled to run during the months of October and November 2019
  
- VI. CJA Program Update:** Jenna Foster, CJA Coordinator, sent a written program update to members in advance of the meeting and reviewed the various components at the meeting. Most notably, Ms. Foster introduced Nancy Oglesby and Mike Milnor from Justice 3D, the organization that won the contract to develop a model child death investigation protocol. Nancy and Mike explained the genesis behind the RFP for the development of the protocol to the group, and invited them to attend a Stakeholder meeting on Wednesday, October 9, 2019 to provide feedback on the draft protocol.
  
- VII. VDSS Citizen Review Panel Update:** Shannon Hartung, VDSS, led the group, as the Citizen Review Panel, through the proposed recommendations for DSS. There was some discussion around these recommendations, and the group will consider them further at the fall planning meeting.
  
- VIII. Human Trafficking:** Chairwoman Pat Popp provided an overview of what is taking place in schools around human trafficking.
  
- IX. New Business:** The committee had no new business.
  
- X. Adjourn:** There being no further business, the meeting was adjourned by Pat Popp at 12:06 p.m.

Next meeting dates:

- CASA/CJA Advisory Committee Retreat: TBD in October/November 2019
- January 31, 2020
- April 24, 2020
- July 31, 2020