

**Task Force on Services for Survivors of Sexual Assault
Full Task Force and Model Documents Committee
Meeting Minutes**

September 22, 2023 – 2:00pm-4:00pm

Hybrid Meeting: Zoom & Glen Allen Branch Library

Members Present:	Members Absent:	VDH Staff:	Public:
Chair Maria Altonen (in-person)	Delegate Kelly Convirs-Fowler	Camilla Herndon (in-person)	R. Brent Rawlings (in-person)
Senator Jennifer Boysko (in-person)	Danny Avula	Vanessa Walker-Harris (in-person)	Moira Holdren
Delegate Karrie Delaney	Chatonia Zollicoffer	Kimberly Beazley	Theresa Mulherin
Caren Sterling	Scott Sparks		Renee Pullen
Melissa Harper	Bonnie Price		Rachel Becker (in-person)
Dawn Scaff	Patricia Hall		Jean Cheek
Sara Jennings			Ashley Balcombe
Robin Foster			Sarah Brogan
Lindsey Caley			Kristine Hall
Adam Hade present for Allyson Tysinger (in-person)			Ruthanne Risser
			Megan Pond
			Jen Andrews
			Christina Presenti
			Catherine Wooten
			Amy Krupa
			Kathryn Laughon
			Heather ---
			Gleibys Gonzalez
			Kristen Snider

			#1 unknown participant joined by phone
			#2 unknown participant joined by phone

Topic/Subject	Discussion	Recommendation
I. Call to Order and Introductions	Chair Altonen called the meeting to order at 2:02pm. Chair Altonen conducted a roll call of members present. Introductions were completed and quorum was not met at this time.	
II. Review of the Agenda	Chair Altonen reviewed the agenda with the Task Force participants. Chair Altonen presented the minutes from the July 17, 2023 meeting for members review. Quorum was not met, so voting did not take place at this time.	
III. Public Comment	No public comment from those in attendance.	
IV. Committee Review of Model Documents and Approval of Minutes	<p>R. Brent Rawlings reviewed the pediatric transfer agreement, transfer plan, treatment plan (full), and partial treatment plan with the Task Force. R. Brent Rawlings answered the Task Force members' questions and described how they aligned with the OLC checklists. No edits were made to the documents. Two members arrived late to the meeting and quorum was met. A motion to approve the pediatric model documents was made by Melissa Harper and the motion was seconded by Senator Boysko. The pediatric model documents were approved.</p> <p>Since quorum was met, Chair Altonen reviewed the meeting minutes from July 17, 2023 for the members to review again. No changes were requested. A motion to approve the minutes was made by Melissa Harper and the motion was seconded by Robin Foster. The minutes were approved.</p> <p>R. Brent Rawlings reviewed the adult transfer agreement, transfer plan, and treatment plan with the Task Force. Senator Boysko questioned how the proposed legislation referenced in the model documents aligns. R. Brent Rawlings reviewed the Virginia code relating to Prophylaxis, contraception, and consent. Kimberly Beazley reported the regulations are still under review. The Task Force decided to review the documents and plan to vote at the next meeting.</p>	

	<p>R. Brent Rawlings provided an update on the drafted MOU model documents with rape crisis centers. VHHA pulled from other states codes and gathered feedback from rape crisis centers to draft the MOUs. It is unclear if child advocacy centers are included in the Virginia code, but R. Brent Rawlings reported the MOUs will include child advocacy centers.</p>	
V. Other Business	<p>Camilla Herndon reviewed the Task Force's annual report that is due December 1st. No edits were made to the report.</p> <p>Chair Altonen will send out a poll to schedule the next task force meeting for a Friday at 2pm.</p>	
VII. Adjourn	<p>The meeting was adjourned by Chair Altonen at 3:35pm.</p>	

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