

**Task Force on Services for Survivors of Sexual Assault**  
**Full Task Force**  
Meeting Minutes

March 11, 2024 – 2:00pm-4:00pm

Hybrid Meeting: Zoom & Varina Area Library

<b>Members Present:</b>	<b>Members Absent:</b>	<b>VDH Staff:</b>	<b>Public:</b>
Chair Maria Altonen (in-person)	Delegate Kelly Convirs-Fowler	Camilla Herndon (in-person)	Gliebys Gonzalez
Lindsey Caley (virtual)	Danny Avula		
Delegate Karrie Delaney (virtual)	Chatonia Zollicoffer		
Bonnie Price (in-person)	Ariel Ward (notified out sick)		
Ashley Balcombe (in-person)	Senator Jennifer Boysko		
Michele Laaksonen (in-person)			
Robin Foster (in-person)			
Genevieve Lohr (virtual)			
Caitlin Yerkes (virtual)			
Caren Sterling (in-person)			

Topic/Subject	Discussion	Recommendation
I. Call to Order and Introductions	Chair Altonen called the meeting to order at 2:05pm. Chair Altonen conducted a roll call of members present. Quorum was met.	
II. Review of the Agenda and Approval of Minutes	<p>Chair Altonen reviewed the agenda with the Task Force members. Chair Altonen presented the December Full Task Force meeting minutes. A motion to approve the meeting minutes was made by Bonnie Price and the motion was seconded by Ashley Balcombe. The minutes were approved.</p> <p>Chair Altonen presented the March Educational Materials sub-committee meeting minutes. A motion to approve the meeting minutes was made by Dr. Foster and the motion was seconded by Caren Sterling. The minutes were approved.</p> <p>Chair Altonen presented the January Telemedicine sub-committee meeting minutes. A motion to approve the meeting minutes with edits was made by Dr. Laasksonen and the motion was seconded by Ashley Balcombe. The minutes were approved.</p> <p>Chair Altonen presented the January Educational Materials sub-committee meeting minutes. A motion to approve the meeting minutes was made by Dr. Foster and the motion was seconded by Dr. Caley. The minutes were approved.</p>	
III. Public Comment	No members of the public provided public comment.	
IV. Committee: Remaining Deliverables	<p>Dr. Laasksonen shared updates from the Telemedicine sub-committee. Dr. Laasksonen reported there is limited resources for best practices for telemedicine for sexual assault nurse examiners. Dr. Laaksonen shared the sub-committee will continue to review best practices and begin drafting recommendations.</p> <p>Dr. Foster shared updates from the Educational Materials sub-committee and reviewed key points from the drafted PowerPoint. Task Force members discussed providing services to</p>	

	<p>special populations (military, prisoners, etc.) and how services are mapped. Dr. Foster expressed a concern that guidelines for reporting to adult protective services for incapacitated adults and the elderly was not included in the approved model documents. The Task Force discussed the option to amend the pediatric and adult model documents to include guidelines for reporting to adult protective services. A motion to amend the model documents was made Bonnie Price and the motion was seconded by Dr. Foster. The Task Force made plans to review and amend the pediatric and adult model documents at the next Task Force meeting.</p> <p>The Task Force discussed logos and branding for the educational materials. The Task Force members requested support for branding and logos from VDH Office of Communications to be shared at the next meeting.</p>	
V. Other Business	<p>Chair Altonen shared plans to review and update the Task Force bylaws at the next Task Force meeting.</p> <p>Bonnie Price questioned if there was any feedback from the hospitals on utilizing the model documents and about a list of hospitals that have not submitted treatment and transfer plans. The Task Force members requested updates from VDH Office of Licensure and Certification to be shared at the next meeting.</p> <p>The Task Force discussed mapping availability of sexual assault services across the state.</p>	
VII. Adjourn	<p>The meeting was adjourned by Chair Altonen at 2:59pm.</p>	