

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

MEETING MINUTES

July 31, 2015

A meeting of the Advisory Committee to the Court Appointed Special Advocate and Children's Justice Act programs was held on Friday, July 31, 2015 at the Richmond Police Training Academy, Richmond, Virginia.

Members Present

Rita Katzman
Jane Lissenden for Lelia Hopper
Malcolm King
Alicia Lenahan
Terry Morris
Patricia Popp
Viola Vaughan-Eden

Members Not Present

Robin Foster
Julia Fuller-Wilson
Donna Gilles
Kirk Marlowe
Robin Morgan
Nancy Oglesby
Jim Pope
Eric Reynolds
Frederick Rockwell*

*Special Advisor for CJA

Staff Present

Patrick McCreery
Melissa O'Neill
Mary Wilson

- I. **Call to Order** – Chairperson Viola Vaughan-Eden called the meeting to order at 10:05 AM. In as much as a quorum of members was not in attendance, several agenda items were carried over to the next meeting slated for October 30, 2015. These items included the approval of minutes, election of officers and the approval of by-laws.
- II. **Schedule of Meeting Dates** – Members present selected the following dates for future quarterly meetings: October 30, 2015, January 29, 2016, April 29, 2016 and July 29, 2016.
- III. **CJA Program Update** – The committee was previously provided with a written update regarding the Children’s Justice Act program. Mary Wilson directed the committee’s attention to a variety of accomplishments and trainings during the last quarter. These highlights included three Committee members attendance at the CJA annual grantees meeting in Washington; CACVA’s ChildFirst Trainings, and the Trial Advocacy Training Program focusing on a child abusive head trauma case. The CJA Coordinator continues to be involved with the Interagency Workgroup on Maternal Substance Use and Substance Exposed Infants and a workgroup charged with developing a Missing Person Family Resource Guide.
- IV. **Citizen Review Panel** – Rita Katzman provided the attendees with an overview of the Child and Family Service Plan (CFSP) and the Annual Progress and Services Report (APSR). The APSR for 2015 includes plans to update the state hotline and implement the Structured Decision Making tools in Child Protective Services for risk reassessment and family strengths and needs assessment. Ms. Katzman also reviewed the Child and Family Services Review (CFSR) structure and provided an overview of the safety, permanency and well-being outcomes in anticipation of Virginia’s review slated for 2017. She illustrated numerous areas of common interest with the CJA focus and how the committee needs to encourage partnering toward shared outcomes.
- V. **CASA Program Update** – The committee was supplied a written update regarding the Court Appointed Special Advocate Program. Melissa O’Neill highlighted her attendance at the NCASAA State Directors meeting, National Conference and State Steering Committee meetings. On a local level, she reviewed the status of new program development; the ongoing CASA Manager implementation and the 25th/30th CASA Anniversary Celebration scheduled for October 29th at the State Capitol.
- VI. **New Business** – There was no new business identified by the participants.
- VII. **Adjourn** - There being no further business to discuss, the meeting adjourned at 12:02 pm.