

**STATE OF ALASKA
COUNCIL ON DOMESTIC VIOLENCE AND SEXUAL ASSAULT**

**MINUTES OF THIRD QUARTER FY09 MEETING
March 6, 2009**

**Department of Public Safety
Commissioner's Conference Room - Second Floor
450 Whittier Street
Juneau, Alaska**

CALL TO ORDER & ROLL CALL

Chair Ann House called the Council on Domestic Violence and Sexual Assault meeting to order at 9:00 a.m. on Friday, March 6, 2009. Four Council members were present at roll call to form a quorum; Beverly Wooley joined the meeting in progress.

Council members present: **Ann House** (chair - public member); **Colonel Audie Holloway** (Department of Public Safety, AST) by teleconference; **Susan McLean** (for Richard Svobodny - Department of Law); **Stephanie McFadden** (public member); **Beverly Wooley** (Department of Health & Social Services)

Council member absent: Cynthia Curran (DEED)

Council staff present: **Chris Ashenbrenner**, Executive Director; **Lauree Morton**, Program Specialist/Grant Writer; **Ella Nierra**, Administrative Assistant; **Ann Rausch**, Associate Coordinator; **Linda Hoven**, Associate Coordinator; **Michael Hildebrand**, Statistical Technician

Others present (in person or by telephone): **Peggy Brown**, Alaska Network on Domestic Violence & Sexual Assault; **Judy Cordell**, Abused Women's Aid In Crisis (AWAIC) in Anchorage; **Ginger Baim**, Safe and Fear-Free Environment (SAFE) in Dillingham; **Cheri Smith**, The LeeShore Center in Kenai; **Brenda Stanfill**, Interior Alaska Center for Non-Violent Living (IAC) in Fairbanks

[Transcriber's Note: There is no recording of the meeting from the start at 9:00 a.m. until the lunch break.]

COUNCIL CONFLICT INQUIRY

Chair House inquired if Council members had a potential conflict of interest with any items on this meeting's agenda.

There were no conflict-of-interest disclosures.

APPROVE MINUTES

STEPHANIE McFADDEN MOVED THAT THE COUNCIL APPROVE THE MINUTES OF THE DECEMBER 11, 2008 REGULAR MEETING AND THE JANUARY 9, 2009 MEETING ON THE STRATEGIC PLAN. COLONEL HOLLOWAY SECONDED. The motion passed unanimously.

2009 CHAIR & VICE CHAIR ELECTIONS - Deferred until later.

APPROVAL OF THE AGENDA

The agenda was approved.

EXECUTIVE DIRECTOR'S REPORT

CDVSA Executive Director Chris Ashenbrenner had submitted a three-page written summary that is on file, and she spoke on the following items:

- GTEA grants and Sexual Assault Serviced Program application.
- Formula Violence Against Women Act (VAWA) STOP grant application.
- House Bill 63 Task Force recommendations implementation - a copy of the draft bill was handed out (on file at CDVSA office).
- Legislative update.
- Stimulus funding.
- National Sexual Violence Resource Center annual board meeting in Alaska in June.
- Staff activities.

A MOTION WAS MADE, SECONDED, AND PASSED UNANIMOUSLY THAT THE COUNCIL WOULD NOT TAKE A POSITION AT THIS TIME ON HOUSE BILL 6, RELATED TO CRUELTY TO ANIMALS.

Chair House called a scheduled break from 10:15 to 10:30 a.m.

STRATEGIC PLAN HANDOUT AND REVIEW

Ms. Ashenbrenner had a one-page handout entitled "2008 Domestic Violence Counts - Alaska Summary" by the National Census of Domestic Violence Services (on file at CDVSA office).

Ms. Ashenbrenner discussed with Council members the Action Plan for achieving the objectives of the CDVSA FY2009-2010 Strategic Plan (both documents on file at the CDVSA office).

ALASKA NETWORK ON DOMESTIC VIOLENCE & SEXUAL ASSAULT REPORT

[taken from staff's notes]

ANDVSA Executive Director Peggy Brown gave a report on the Network's activities. She commented on Bill 110 and HB 3. She said all the programs testified on the budget regarding funding.

Colonel Holloway said "need to do a film about sexual assault, teens and young society. Education film if it's not possible to do television outreach. Look for corporate sponsorship to come up with the media presentation."

Colonel Holloway spoke about uniform crime reporting (UCR) for next year's legislation, background work needs to be done.

PUBLIC COMMENTS

[taken from staff's notes]

At the scheduled time of 11:30 a.m., Chair House opened the floor for public comment from people present in person or listening by teleconference. The following people were all on teleconference.

Cheri Smith, Executive Director of The LeeShore Center in Kenai, spoke about budget issues and financial difficulties.

Ginger Baim, Executive Director of Safe and Fear-Free Environment (SAFE) in Dillingham, talked about grant application, matches of federal funds - improper requirement for rural programs that has an adverse impact on programs.

Brenda Stanfill, Executive Director of Interior Alaska Center for Non-Violent Living (IAC) in Fairbanks, commented on the CDVSA FY2009-2019 Strategic Plan.

Judy Cordell, Executive Director of Abused Women's Aid In Crisis (AWAIC) in Anchorage, said funds are fairly restricted for effective core services implementation. She spoke about shelter conditions at AWAIC, concern about the new building codes that come up, a matter of life and health issues.

LUNCH BREAK

The Council recessed for lunch at about noon and reconvened at 1:30 p.m.

PREVENTION ACTIVITIES

CDVSA Associate Coordinators Linda Hoven and Ann Rausch gave a report to the Council on the Rape Prevention Education Planning Group.

Colonel Holloway, who also attended the RPE Planning Group meeting, said a lot more has to be done on rape prevention, but he understands the grant funding just has not been available. He was initially concerned that the meeting would be long on emotion and short on what actually has to happen. He was glad to see the group really focus on what they can do to elevate rape prevention education to where it ought to be. Teaming up with the Division of Public Health is definitely the way to go with this. The Centers for Disease Control (CDC) has dealt with other public health issues like smoking and recognizes that getting a big message out about prevention starts with little incremental steps and builds from there. The RPE Planning Group came up with how to get started and what to work with, and did not attempt to produce a finished product in two days. He now feels better about rape prevention being a public health issue.

Ms. Wooley asked about the next steps. *[Answer inaudible.]* Ms. Ashenbrenner said something about capitalizing on the resources already out there. And if the CDVSA is fortunate enough to get the \$200,000 increment for prevention in the budget, then the planning will be in place.

Ms. Rausch also talked about the DELTA Statewide Steering Committee meeting. Alaska first got a DELTA grant in 2004, administered by the Network. The state is now in its fifth year of funding in phase three of the project. Phase one and two were for the four communities that received the funds for primary prevention projects: Juneau, Dillingham, Sitka and Valdez. Valdez will not be moving ahead into phase three, but Ketchikan will be coming on board as a new community for DELTA. Phase three is focusing on implementation of the activities that have already happened. Evaluation is another important piece. The goal of the Statewide Steering Committee is to identify goals and objectives for collaboration at the statewide level, which is what the last meeting was about.

Ms. Rausch distributed a draft of the goals, outcomes and strategies of the DELTA plan, prepared by Laurie Grassgreen, the DELTA project director at the Network *[on file at the CDVSA office]*. People are encouraged to provide comments to Ms. Grassgreen. The finalized plans from each community should be reviewed by the Statewide Steering Committee and ready for submission to CDC in April.

The overarching goal of the DELTA program is to create an infrastructure of statewide coordinated efforts to promote healthy relationships and prevent the intimate partner violence from occurring in the first place. An example of what the Statewide Steering Committee is working on right now is a grant proposal to submit to the National Institute of Justice to put a pre-evaluated Canadian curriculum for intimate partner violence within three DELTA communities and three non-DELTA communities in Alaska.

Ms. Brown spent a few minutes talking about proven evidence-based strategies for prevention.

Ms. Rausch said that part of the DELTA funding cut was no more travel money for the steering committee to get together. But participants have been thinking of ways to continue working as a group and build sustainability, even with reduced resources.

Ms. Rausch stated that she is working with the CDVSA, the Network, the Office of Children's Services, the University of Alaska, and a number of Native groups to come together and look at how they can all work more collaboratively to assist families that are impacted by domestic violence to receive better and more appropriate services if they also come in contact with the Office of Children's Services (OCS). The most recent discussions started in 2007, and in February there was a meeting in Anchorage called "Enhancing Safety for Alaskan Families Impacted by Domestic Violence." The objectives were to build inter-disciplinary relationships, agency staff appreciation, to identify specific areas where inter-disciplinary training and collaboration can enhance the safety of Alaskans, and to construct a timeline for achieving short-term, mid-term and long-term actions. All those objectives were started at the February meeting. CDVSA, at the invitation of OCS, is working on policies and a domestic violence screening tool to be used at intake and throughout a person's involvement with the OCS system.

Ms. Ashenbrenner mentioned that the Council approved the use of VAWA administrative funds from the earmark grant to pay for the CDVSA portion. She said that absent any objection she planned to set up a subsequent meeting around July to keep this initiative going.

RECOVERY ACT STOP FUNDS

CDVSA Program Specialist Lauree Morton had a one-page handout summarizing this agenda item [*on file at the CDVSA office*]. She said the application was posted on the grants management system today, to be followed shortly by the solicitation. The application due date is March 24. The award period will be 24 months starting May 1, 2009.

Ms. Morton reviewed the VAWA Recovery Act STOP grant requirements. She noted that while the 14 regular statutory purpose areas for STOP funds remain in place for the Recovery Act funds, grantees also have to look at projects that will create jobs, maintain jobs, and/or stimulate the economy. So in addition to the application, when the grant has been awarded, states have 120 days to develop a separate plan for the funding. The money must be tracked separately from all other grant awards. A 25% match is required, so for Alaska that will be \$267,875. CDVSA staff has requested an answer from the program manager on whether the court system, law enforcement, and prosecution allocations of the Recovery Act STOP grant must be put out for competitive bid — because those allocations in the regular STOP grants go directly to the court system, department of public safety, and department of law in Alaska.

A question arose about paying for forensic examinations. Ms. Morton replied that Alaska does not pay for them out of STOP grant funds. Individual law enforcement agencies currently pay for forensic exams; Alaska State Troopers pay from general fund dollars. Ms. Wooley added that it depends on where forensic exams are being conducted. If it is at the Municipality of Anchorage, which provides forensic exams for people around the state that are flown in, the cost of the exams is not being charged back to the local agencies. Much of that funding came in a special appropriation through Senator Murkowski with that understanding. Ms. Morton said there is a special STOP appropriation that law enforcement has set aside to pay for the anonymous

forensic exams, if and when anonymous reporting gets implemented.

Ms. Morton stated that CDVSA staff and others have a teleconference set up for March 10 with the Office on Violence Against Women (OVW) attorney to work through questions about the Alaska statutes related to whether the firearms of a person convicted of a domestic violence type offense can be seized.

Ms. Morton related a possible difficulty for subgrantees that must have a DUNS number and register with the central contractor registration (CCR) in order to receive Recovery Act STOP funds. She also noted that there will be increased grant monitoring by the OVW Office.

REVIEW OF TWO-YEAR FUNDING PROCESS (MAY MEETING)

Ms. Morton handed out several pages pertaining to the process for staff and Council member review of the FY2010-2011 grant applications [*on file at the CDVSA office*]. She reviewed the request for proposal (RFP) and grant award timeline. The goal is to get the proposals to Council members in the first week of April so there is a whole month to review them. The funding meeting will be May 4-6 in Anchorage. Ms. Morton also briefly explained the score summary page and noted that full scoring sheets would be provided when Council members get the RFPs. She said each Council member is responsible for reading every grant proposal, but it has proved helpful to assign primary and secondary reviewers for each proposal. The scoring documents will be collected after the meeting and filed as part of the record with the grant proposals that stay in the CDVSA office.

Ms. Morton said that every program will have a time slot at the funding meeting to give a verbal presentation and to respond to questions from Council members. She cautioned that Council members who know or have personal relationships with program managers should not have communication with them outside of the funding meeting format itself, to avoid the appearance of anything untoward or unethical in the process.

Colonel Holloway suggested that it would be more understandable to refer to the first scoring as "preliminary," because it is based on review of the written proposals. The final scoring would be when Council members do their deliberations. Ms. Morton said the scoring is just one tool the Council uses to make funding decisions. There is space on the score summary sheets, when the Council discusses the proposals, where they can change or adjust the scoring and justify how they did that.

Ms. Ashenbrenner said that for any proposal evaluation committee she has ever been on it has been okay to rethink and make a significant change to scores. Colonel Holloway said he writes scores in ink so there is a record if he makes a change, because sometimes someone raises an important point in the discussion that he missed in reading the proposal. He is grading the proposal, not on how well it is written, but on the value of what a program is trying to do for their constituents.

Ms. Brown raised the question of whether the programs would get feedback afterward on how their proposals could have scored higher.

Ms. Wooley said that at a minimum an individual grantee could come in to see what Council members had written down as far as strengths and weaknesses, etc. She added that she is surprised that more people do not ask for everyone's evaluations from last year to see exactly what the scorers thought were strengths and weaknesses. She supported Colonel Holloway's suggestion about having an initial scoring and a final scoring, without designating whether the final score is based on the written proposal or the oral presentation. She agreed that Council members are subject-matter experts who have dealt with issues in different ways, and their input in the discussion phase can be very helpful to the way that others may be looking at a proposal.

Ms. Ashenbrenner added that a program manager's verbal response to a Council member's inquiry may have the same type of impact and sway the final scoring.

Ms. McFadden said she wanted to make sure that every grantee is informed that if they cannot attend the funding meeting in person it is an important part of their proposal to call in and participate. Ms. Morton said a schedule will let people know ahead of time that they have the option to come to the meeting or to call in. Ms. McFadden proposed a confirmation mechanism so the CDVSA has a record that programs received that piece of information.

Ms. Morton indicated she would amend the scoring form to incorporate the suggestions put forth today.

DATABASE UPDATE

Michael Hildebrand, CDVSA's statistical technician, provided an update on the 2-1/2 year process of constructing a new data collection system for CDVSA statistics that complies with federal confidentiality requirements. Collecting data is required by Alaska statute, and it is the basis for the federal reporting. The programs have to be in control of their own raw data, and the CDVSA wants to get as much of that data as possible without impinging on confidentiality rules. He described the incident form and the services provided form. The CDVSA contracted for a software program that was put onto each shelter program's computer to read the non-identifying data, and the programs send that information to the CDVSA office. He gets those extracts and uploads them to a state server in Anchorage. At each point in the construction of this database, smart, well-meaning people made decisions, and all those decisions also complicated the matter. In addition, the Microsoft Access database that lives on the program machines was derived from a federal effort that was massaged and customized by various parties to be of use. There were some difficulties in the design and implementation of the database that led to glitches in the reporting.

Mr. Hildebrand stated that the database functions and is on the cusp of being updated. The CDVSA gets the data, but the problem is not being able to quickly validate, cross-check, and report statistics with confidence. The current process is laborious and requires checking with

individual programs or doing cross-field searches. The problems were being smoothed out day by day, but unfortunately the state's software contractor pulled out of business in Alaska at the end of their contract. The programmer, who stayed in Alaska, has continued to be helpful as a courtesy.

Mr. Hildebrand said staff has decided that the logical thing to do is to go out by task order and seek another software contractor for the final tuning, for application of the programs to version two of the database, and for long-term maintenance. The contractor (RDI) that is very familiar with the revised Network database is in the state's task order pool, and staff is hoping it will be fairly easy to get a modest contract with them to finish things up.

Ms. McFadden asked how much the CDVSA has spent so far for the database, and if the contract said the contractor had to provide a workable database system. Mr. Hildebrand said the cost was about \$23,000, and he thought the CDVSA got its money's worth. Ms. McFadden asked what staff estimated the cost would be to finish things up. Mr. Hildebrand estimated \$25,000 at most, and that would include the long-term maintenance. Ms. Ashenbrenner said she wanted at least an 18-month task order to have technical support, because the Department of Public Safety does not have that type of expertise in-house.

Mr. Hildebrand explained that the abstract problem with the data is that it does not even purport to address the whole world of intimate partner violence. All the CDVSA will be able to report is what happens in the 19 funded programs, and that is victims deciding to come in and self-report.

There was a brief discussion that the data measures reporting but is not an accurate measure of the number of domestic violence and sexual assaults. Do the self-reports represent 90% of the incidents of violence or 10%? There is no way of knowing from the data collected. So the data, at best, is useful in a regulatory compliance or audit way, but it is not a good research tool.

Mr. Hildebrand said the database system, if pushed a bit further right now, will satisfy the statutory mandate, which is not too ambitious. On the other hand, the Council has tasked itself in the strategic plan to obtain consistent and complete data, to coordinate with others, and to support and encourage independent academic research. So that is lurking in the long term, which requires further thinking about the data and spending more money on it.

MOTION BY BEVERLY WOOLEY THAT THE COUNCIL AUTHORIZE STAFF TO EXPLORE AND TO ENTER INTO A CONTRACT RELATIONSHIP WITH RDI TO FURTHER DEVELOP AND REFINE THE EXISTING EXTRACTOR AND DATA REPORTING SYSTEM, TO A LIMIT OF \$25,000. COLONEL HOLLOWAY SECONDED.
The motion passed unanimously, with five members present.

FINANCIAL REPORT

Jo Griggs was absent due to illness. Ms. Ashenbrenner said the quarterly financial reports were included in the meeting binder for Council members to review. Expenditures are on track for this

point in the budget year.

Ms. Brown questioned if the court system has not drawn down its VAWA STOP funding for prior years. Ms. Ashenbrenner said it may have to do with when the court system actually pays for any contracts, but she would check on that and email an explanation to Council members. Ms. Brown said she inquired because the Network has asked the Office on Violence Against Women if unspent VAWA Recovery Act STOP grant money can be lapsed back into the pool to allow the Council to spend it.

SEPTEMBER MEETING LOCATION AND DATE

Ms. Ashenbrenner said that after the CDVSA Legislative Task Force held public meetings around the state last year, the Council talked about holding a quarterly meeting somewhere other than Juneau or Anchorage.

Ms. Wooley said her only concern was fiscal, in light of the CDVSA budget possibly taking a significant hit in the legislative process. She agreed it is important to get into rural areas, but that has to be balanced against the Council spending the money wisely. Perhaps Council members will have to try individually to visit remote locations when they are in an area for other reasons.

Ms. McLean noted that departments are experiencing a hold on any non-essential spending statewide. She wanted to see what the CDVSA FY2010 budget looks like before making a decision. A second point is the perception that the CDVSA has money to transport people to rural locations while it is possibly cutting essential services. The Council has to be sensitive to that.

Ms. McFadden mentioned that there are flights into and out of Bethel from Anchorage that would eliminate the cost of staying overnight.

Ms. Ashenbrenner offered to cost out the travel to some locations and bring the information back for the Council to review.

Colonel Holloway said he was in favor of holding a meeting in a rural location after checking on the finances first.

After a brief discussion, the fall meeting was tentatively set for Thursday, September 17, 2009.

2009 CHAIR & VICE CHAIR ELECTIONS

COLONEL HOLLOWAY NOMINATED STEPHANIC McFADDEN AS CHAIR OF THE COUNCIL ON DOMESTIC VIOLENCE AND SEXUAL ASSAULT FOR A ONE-YEAR TERM.

STEPHANIE McFADDEN NOMINATED ANN HOUSE AS CHAIR OF THE COUNCIL ON

DOMESTIC VIOLENCE AND SEXUAL ASSAULT FOR A ONE-YEAR TERM.

Both motions failed for lack of a second. The floor was opened for nominations again.

COLONEL HOLLOWAY NOMINATED STEPHANIC McFADDEN AS CHAIR OF THE COUNCIL ON DOMESTIC VIOLENCE AND SEXUAL ASSAULT FOR A TERM OF ONE YEAR.

Ms. McFadden accepted the nomination.

STEPHANIE McFADDEN NOMINATED ANN HOUSE AS CHAIR OF THE COUNCIL ON DOMESTIC VIOLENCE AND SEXUAL ASSAULT FOR A ONE-YEAR TERM.

Chair House accepted the nomination. There were no other nominations, and nominations were closed.

Colonel Holloway reminded everyone that the Council at one time had made an informal rule that public members would serve as chairs so that agency members, for good reasons, would never hold those positions. Second, it is never certain how long public members will stay on the Council, so it is helpful for all the public members to get a chance to serve as chair.

Chair House said she would like to stay in the chair position for at least one year, and she just became chair in September 2008 so has not yet served one year.

Ms. McFadden said she did not have the inside information on the Legislature that Chair House possesses, but she has spent time with the Network's Peggy Brown, attended the strategic planning, and has visited shelters. Her strength is getting familiar with the basics and asking lots of questions. She is not comfortable with just the doing the norm and is a results-driven person.

On an outcry vote, Ms. McFadden received one vote and Chair House received four votes. Chair House thanked her fellow Council members and promised to do a good job as chair.

Nominations were opened for the position of vice chair.

SUSAN McLEAN NOMINATED STEPHANIE McFADDEN AS VICE CHAIR OF THE COUNCIL ON DOMESTIC VIOLENCE AND SEXUAL ASSAULT FOR A TERM OF ONE YEAR.

Ms. McFadden accepted the nomination. There were no other nominations, and the vote was unanimous.

NEXT MEETING DATE

The funding meeting is scheduled for May 4-6, 2009 in Anchorage.

ADJOURNMENT

There being no other business, the chair adjourned the meeting at 4:15 p.m.

Note: The summary minutes are extracted from staff's tape recording of the meeting and are prepared by an outside contractor. For in-depth discussion and presentation details, please refer to tapes of the meeting and staff reports on file at the CDVSA office.

Confidential Office Services
Karen Pearce Brown
Juneau, Alaska