

MARYLAND STATE BOARD OF VICTIM SERVICES MEETING MINUTES

Wednesday, January 5, 2011

Anne Arundel County Police Department Headquarters

ATTENDEES

BOARD MEMBERS: Ellen Alexander, Barbara Bond, Walter T. Coryell, Jessica Dickerson, Linda Fleisher, Rea Goldfinger, Laura Martin, Kathleen O'Brien, Margery Patten, Roberta Roper, Bonnita Spikes, Debra Tall, Mary Ann Burkhart on behalf of Frank R. Weathersbee, and Virginia Wolf.

STAFF: Shirley Haas, Anne Litecky, and Nakita Long.

GUESTS: Debbie Bradley, Lisae C. Jordan, and Elaine Witman.

WELCOME AND INTRODUCTION: Roberta Roper began the meeting at approximately 10:00 a.m. and welcomed today's presenters, Debbie Bradley and Elaine Witman.

APPROVAL OF MINUTES

- ❖ Motion: To approve Minutes of December 1, 2010 Board Meeting.
- ❖ Vote: Seconded and unanimously approved with the following correction:
 - Change "*pass* bad acts issues to *past* bad acts issues."

PRESENTATION

- ❖ **Roper Victim Assistance Academy of Maryland (RVAAM)**
 - The 8th annual RVAAM will be held May 16-20, 2011 at the Bon Secours Spiritual Center in Marriottsville, MD. Scholarships are available and the application can be downloaded online at www.rvaam.org. All questions regarding RVAAM should be emailed to Dr. Debra Stanley at dstanley@ubalt.edu.
 - RVAAM will host two days of advanced trainings at the University of Baltimore.
 - Thursday, February 10, 2011, Trainer Sabrina N'Diaye, LCSW-C will present "Reframing the Other: Embracing Diversity in Ourselves and Others."
 - Friday, February 11, 2011, Trainer Yehuda Bergman, Ph.D. will present "Advanced Expressive Therapy Tools & Techniques to Work with Self and Others in Non-Clinical Settings."
- ❖ **Roper Victim Assistance Academy of Maryland Certification Program**
 - Debbie Bradley, Victim Services Coordinator for Harford County Sheriff's Office, provided an update on the progress of creating a certification process for Maryland victim service providers. The three different levels for the Maryland Victim Service Certification Program (MVSCP) were discussed.
 - Level I-Basic (CVAS-I)
 - Application will be required to be completed
 - Minimum of two years experience (employed or volunteer)
 - 40 hours of training from national or state academy
 - Written multiple choice exam (study guide will be made available online)
 - \$50 application processing fee.
 - Level II-Intermediate (CVAS-II)
 - Application will be required to be completed
 - Minimum of five years experience (employed or volunteer)

- 80 hours of training (40 hours from national or state academy and 40 hours advanced training and or college coursework)
- 3 hours of victims' rights training and 3 hours of ethics training
- Essay /short answer exam
- \$75 application processing fee.
- Level III- Advanced (CVAS-III)
 - Application will be required to completed
 - Minimum of eleven years experience (employed or volunteer)
 - 120 hours of training (40 hours from national or state academy, 80 hours of advanced training and/or college coursework)
 - 3 hours of victims' rights training and 3 hours of ethics training
 - Oral presentation
- The renewal process will be every three years. All information regarding the Certification will be made available online.
- Approximate Timeline for MVSCP
 - Late January through February 2011 - Pilot testers
 - March 2011 - Technology (web page, applications, webinars, etc)
 - March through April 2011 – Marketing
 - June 2011 – Operational

COMMITTEE REPORTS

❖ VINE Committee

- The VINE public service announcement, "Victims of Crime are Not Forgotten. There is Still Help in Your Community," will start later this month and will run for six weeks in Prince George's County. 211 and Maryland Community Service Locator (MCSL) have been contacted and made aware of the ad that will be running. The Maryland Crime Victim Resource Center (MCVRC) will educate staff at 211 and MCSL to make sure they are making the appropriate referrals.
- It was suggested to list the Sexual Assault Legal Institute (SALI) on VINE material in place of the duplicate listing of MCVRC.
- New VINE brochures, posters and tear-offs will be available at the end of January.

❖ Governor's Luncheon

- The 2011 Governor's Victim Assistance Awards Luncheon will be held on April 29, 2011 at Club Meade in Fort Meade, Maryland. Tickets are \$30 each. A free musician, minister and photographer have been secured. Suggestions for a keynote speaker were welcomed.

OLD/NEW BUSINESS

❖ Sunshine Fund

- The Sunshine Fund, in 2010, had \$142.00. There were no collections. There were two expenditures.
- There is a balance of \$41.30 in the Sunshine Fund.
- Contributions were requested.

❖ District and Circuit Court Imposed Fines (follow up)

- A letter was written to Judge Wilner requesting that the Rules Committee clarify the definition of indigency. No reply has been received.
- A letter was to also be sent to Speaker Bush and President Miller to request an audit of court collection fines; however, Chief Judge Bell recommended that Roberta Roper contact Judge Marcella Holland, Chair of the Conference of Circuit Court Judges.

- In an effort to follow protocol, a letter will be written to Judge Marcella Holland instead of sending a letter to the Speaker and to the President.
- Kristen Mahoney and Roberta Roper are tentatively scheduled to present to the Circuit Court judges on March 21.
- Judge Holland also recommended that it would be more productive to meet individually with the Administrative Court Judges.
 - It was recommended that each Board member schedule a time to go to the District Court and Circuit Court in a separate county to meet with the Administrative Judge in that county to speak about various issues regarding the imposition of court costs in criminal cases. Anne Litecky was asked to provide talking points for Board members.

❖ **2011 State Board Meeting Planner**

- The State Board will meet at 10:00 AM on the first Wednesday of January, April, June, and December 2011. A retreat will be held in September. The date and location are to be determined. The Executive Committee is scheduled to meet April 6. Due to the reduced meeting dates, Committee Chairs are asked to meet and/or email Committee members in the interim.

❖ **Attorney General's Victim Services Program**

- The Attorney General is a member of the State Board. However, a designee may represent the Attorney General at the State Board meetings.
- The Attorney General is required to notify victims of appellate case events.
- The Attorney General through the Opinions Division gives legal opinions, many of which involve victims' issues to various agencies of the State as well as provide additional legal advice to Secretaries of various state government agencies.
- The Director of Victim Services for the Attorney General's Office is tasked with responding to all inquiries via telephone or email related to victim matters.
- Crime Victim Notification Forms are matched up with the appellate court dockets of cases handled by the Criminal Appeals Division. Victims are notified of upcoming hearing. The case is tracked through the appellate process and the victim is notified of appeal results and provided additional information regarding the appeals.
- Board members were advised that the Attorney General's Office also has an Identity Theft Program.

❖ **Revised State Board Manual**

- Board members were asked to review the revised State Board Manual and bring it with them to the next State Board meeting to discuss any edits, corrections and/or additions.
- Board members were also asked to email Anne Litecky if they wish to sign up for a Committee.

INFORMATION SHARING (round-robin)

❖ **Governor's Transition Summit**

- Governor O'Malley is having a Transition Summit on January 13 with criminal justice and public safety leaders from across the state to develop a transition plan for his 2nd term. The Governor will provide an overview of his success over his first term in public safety including victim services. There will be 5 regional breakouts which will be facilitated with specific agenda items, specific to the following Governor's agenda items:
 - Reducing violent crime by 10%
 - Reducing violence against women and children by 25%
 - Homeland Security

❖ **Sentencing Guidelines**

- A letter was written on behalf of the Board expressing the Board's position in opposition to streamline the Sentencing Guideline Worksheet by taking out the victim information. The letter was well received. Russell Butler who was on the original steering committee expressed his view at the public open meeting and well received.

❖ **Illuminations**

- \$7,000 is being funded from the Edward J. Byrne Justice Assistance Grant Program (BJAG) and is designated to go to Illuminations. The funding will allow a total of 250 officers from Baltimore City and Baltimore County Police Department, Department of Juvenile Services, Department of Public Safety and the Maryland State Police to attend.

❖ **Maryland Citizens Against State Executions (MCASE)**

- MCASE is hosting a Homicide Victim Legislative Training on January 31, 2011
- MCASE is hosting a Victims' Town Hall Meeting at Prince George's Community College on February 8, 2011 from 7:00 p.m. until 9:00 p.m.
- Additional information will be sent to Board members regarding these two events.

❖ **Criminal Injuries Compensation Board (CICB)**

- CICB and the Secretary of the Department of Public Safety have now met all 17 recommendations from the Kaizen group.
- CICB has created an advisory Board consisting of community members, including victims.

REMINDERS

National Crime Victims Rights Week is April 10-16, 2011.



2011 Annual Maryland Statewide Memorial Services is Sunday, April 10, 2011



Governor's Victim Assistance Awards Luncheon is Friday, April 29, 2011

**The next Board meeting will be held at
Anne Arundel Police Department Headquarters
on
Wednesday, April 6, 2011 at 10:00 a.m.**