

MARYLAND STATE BOARD OF VICTIM SERVICES
MEETING MINUTES
Wednesday, January 7, 2015
Anne Arundel County Police Department Headquarters

ATTENDEES

BOARD MEMBERS: Ellen Alexander, Anne Bean, Barbara Bond, The Honorable Dario Broccolino, Laurie Rajala for Tammy Brown, Jessica Dickerson, Linda Fleischer, Rea Goldfinger, Dave Wolinski for Rhea Harris, Capt. Brian D. Smith for Sheriff Gary Hofmann, Chief Scott Keller, Molly Knipe, Patricia Marshall, Margery Patten, Scott Beard for Cindy Pease, Debra Tall, Deborah Unitus and Virginia Wolf.

STAFF: Richard Hoffman, Anne Litecky and Monique Mitchell.

GUESTS: Sherry Baines, Scott Beard, Michael Cohen, Dee Gardner, Kim Herndon and Amy Steinly-Marks.

WELCOME AND INTRODUCTION: Ellen Alexander, Chair, began the meeting at approximately 10:11 a.m. and thanked Montgomery County for hosting the November, 2014 meeting.

APPROVAL OF MINUTES

- ❖ **Motion:** Move to approve Minutes of November 5, 2014 Board Meeting.
- ❖ **Vote:** Seconded and unanimously approved

Laurie Rajala on Behalf of Tammy Brown, GOCCP

- Tammy Brown has resigned as Executive Director of GOCCP and has accepted a new employment opportunity. Tammy thanks the Board for their hard work and accomplishments; she has enjoyed working with the Board for the crime victims of Maryland. Anne will forward Tammy's new contact information to the Board.

MVOC Fiscal Report-Amy Steinly- Marks, GOCCP

- Amy is the new Budget Manager. She has managed the MVOC budget since April, 2014.
- There has been a significant drop in income from FY13 to FY14 and an increase in expenses from FY13 to FY15.
- (Handout distributed) The handout displays detailed projections to increase the Fund's balance. The projections are conservative and use the same amount of income from FY14 for FY15 and FY16.
- The goal is to maintain \$450,000 in the Fund at all times.
- Due to the current balance in the MVOC Fund, the Board has agreed not to issue a NOFA for FY16. A message will be placed on the State Board webpage stating no first year MVOC grants for FY16 will be awarded.
- Using the current projections, if no awards are given in FY16 and six (6) awards are given annually at \$35,000, the fund will maintain a balance of \$450,000 from a balance of \$77,000.
- Ellen asked "How did the fund decrease from a million dollars to what it is now?"
 - All money is accounted for; however there was an assurance that the grant given to the MCVRC was fully covered by the MVOC Fund. It was discovered recently that the money was not actually in the Fund. This contributed to the increase in expenses in FY14.
 - FY14 was the first year that all grants were awarded at 100% for all three years; therefore causing the expenses to increase
 - Extensions were given to some recipients allowing them longer time to spend grant funds as opposed to putting the money that wasn't spent back into the Fund.
- Amy and Anne are planning to meet with the State Court Administrator to discuss the issues regarding waiving the court fees and the distribution of court costs.

- Ellen suggested MVOC change the funding stream to also look at underserved victim populations.
 - The majority of funding from GOCCP goes to DV, CACS and SA because federal funds are allocated to these victim populations.
 - CACS are a priority for MVOC, however those funds are received directly from the State Budget and do not come from the MVOC Fund.
- The budget clearly shows there is a problem with income-how the money is collected and distributed. The Board has decided to make the increase in court cost legislative priority for 2015.
- It was suggested the Board researches; how much of court fees have been uncollected on the District Court level and if there is a way to track uncollected court fees. Linda Fleischer agreed to research if there is a way to determine an amount of uncollected fees from the District Court.

VOCA-Kim Herndon, GOCCP

- Congress has tripled the amount of funds released for crime victims. The government has not released how much money will be given to Maryland as of yet, but it looks to be about 33 million as opposed to the current eight million received in federal funds.
- VOCA is a four year award. It has not been decided how the funds will be distributed.
- GOCCP will have an advisory board to assist with the decision of how the funds will be distributed. The Board and MCASA and SALI expressed interest in having representation at the meeting for the allocating of funds for VOCA and VAWA.
- VOCA, VAWA and BJAG all fund victim populations. VOCA and BJAG are broad funding sources that can be used for various victim populations.

ORIENTATION

❖ 2015 Committee Priorities

Each year, the State Board Chair reviews the role and purpose of each committee. Committees are then prioritized as Standing, Ad Hoc and Non-Active. Standing and Ad Hoc committees are the responsibility of each committee chair to coordinate in conjunction with committee members and the Victim Services Coordinator.

❖ State Board Overview

Committee chairs provided a summary of their committee roles and responsibilities. Discussion followed asking committee chairs to conclude with at least one recommendation for a *2015 State Board Priority* to be fulfilled by December 31, 2015.

- The Board consists of twenty-two members, 14 State agencies are represented on the Board.
- The State Board has 3 staff members (State Coordinator, Program Assistant, Compliance Coordinator)
- MSBVS was given administration over the MVOC Fund, which is generated from court fees.
- All meetings follow Robert's Rules and a quorum is met with a vote from 12 members of the board
 - The Board is mandated to have 11 meetings a year; however we have been meeting for only 8 meetings a year. Each member should attend 50% of the meetings (4meetings)
 - A flyer is sent out prior to the meeting to calculate who will not be attending prior to the meeting to determine if a quorum will be reached at the meeting should a motion require a vote.

❖ Executive Committee, Ellen Alexander

Consists of all the Committee Chairs for the active committees

- See Manual Responsibilities of the Executive Committee and individual members (page 92)

❖ **Grants Committee, Rea Goldfinger**

Grants committee reviews applications on different review panels consisting of two outside reviewers and Board Members. There is a teleconference for a final recommendation. The committee then comes together to make final recommendations to the Board. The Grants committee reviews all MVOC grants; first year and continuation awards.

➤ 2015 priority:

- Determine what type of grants we will began funding based on needs of underserved populations.
- Look at the policies and procedures governing the distribution and administration of MVOC grant funds.

❖ **Public Awareness Committee, Linda Fleisher**

The Public Awareness committee ensures the public is aware the Board exists and that we are the voice of crime victims

➤ 2015 Priorities:

- Distribute information on the web about victims' rights
- Be more visible at crime victim events throughout the state

❖ **Legislative Committee, Barbara Bond**

The Legislative Committee establishes legislative priorities and makes recommendations to the full board

➤ 2015 Priorities:

- Lobby for the increase in court costs.

❖ **Motion:** Move to make the increase in court cost the legislative priority of the Board.

❖ **Vote:** Seconded and unanimously approved.

- It was suggested the Board write a letter to the Chief Judge outlining the current financial situation of the MVOC Fund and how important the increase in court fees is to the Fund, as well as the collection of court fees.

❖ **Compliance, Debra Tall**

Individual complaints are received by GOCCP's complaint line and the complaint forms generated from the GOCCP website. Information is gathered and correspondence is sent to the victim to update them on any issues or findings.

➤ 2015 Priorities:

- Update mandated brochures to include information regarding MDEC (Maryland Electronic Court System)

❖ **Survivors of Homicide**

➤ 2015 Priorities:

- To provide evidence to legislature in an attempt to continue funding for services and provide information to the field of the needs of homicide survivors.

❖ **Memorial Service, Patricia Marshall**

Four annual statewide memorial services of hope and remembrance to honor Maryland's murdered and missing crime victims are held each year in four regional locations. The annual Memorial Service unites families and friends of crime victims, victim service professionals, and public officials. The memorial services are sponsored by the Maryland State Board of Victim Services and the State's Attorney's Offices in each of the four regions.

Each year, the services mark the beginning of Maryland's observance of National Crime Victims' Rights Week and feature inspirational speakers, musical performances, and quiet reflection. Family members and advocate volunteers read the names of over 2,000 Maryland homicide, vehicular manslaughter, and missing crime victims.

❖ **Governor's Victim Assistance Award Luncheon, Margery Patten**

The awards program is designed to show appreciation and recognition to any individual, agency, organization or group who does meritorious work on behalf of crime victims or in furtherance of the crime victims' movement in Maryland. The award recognizes outstanding work done in the area of victim advocacy and services that exceeds expected work and exemplifies a high-level of commitment and dedication to the field of victims' rights and services and to the victims themselves. These awards covered the period from January to December each year. Members of the State Board of Victim Services serving on the Governor's Victim Assistance Awards Committee will review the nominations.

❖ **Board Nominations**

The Board Nominations Committee works to ensure the membership of the Board is filled.

- The Board consists of 22 members: (see Criminal Procedure Article Sec. 11-912) seven (7) ex-officio positions, fourteen (14) positions are appointed by the Governor and one (1) is appointed from the judiciary branch
- Members who have not attended 50% of the meetings have been asked to write a letter stating why they were unable to attend.
- Ellen suggested that an Honorary position be created for an individual who is unable to attend, but is a very important member to the Board
- As of January 7, 2015, Eileen Meier has resigned.

❖ **Sunshine Fund, Linda Fleischer**

The Sunshine Fund recognizes members who have illnesses, bereavement, anniversary, accomplishment or birth events to be recognized.

- There is a balance of \$176.00 in the Sunshine Fund.

INFORMATION SHARING

❖ **Maryland Freedom Conference**

- The Maryland Human Trafficking Task Force in partnership with the Baltimore County Commission for Women, the Governor's Office of Crime Control & Prevention, and the Baltimore County Human Relations Commission are challenging members of every Maryland community to help restore FREEDOM to victims of human trafficking and END THIS atrocity in our state!
 - Conference is being held Saturday, January 31, 2015
 - For more information please visit: <http://www.goccp.maryland.gov/>

❖ **Annual MCASA Reception and Awards Ceremony**

- Honoring: Delegate Luke Clippinger, Member of the House of Delegates; Rosalyn Branson, Executive Director of TurnAround, Inc., Baltimore MD; Laura Neuman, Former Anne Arundel County Executive and Sexual Assault Survivor.
 - Reception is being held Saturday, January 22, 2015
 - For more information please visit: <http://www.mcasa.org/>

- ❖ **Meeting Adjourned:** Guests and Board members are thanked for their participation. The meeting was adjourned at approximately 12:12pm.

REMINDERS

National Crime Victims Rights Week is April 19-25, 2015



2015 Annual Maryland Statewide Memorial Services is Sunday, April 19, 2015



Governor's Victim Assistance Awards Luncheon is Friday, May 8, 2015

**The next Board meeting: Wednesday, February 4, 2015 at 10:00 a.m.
Anne Arundel Police Department Headquarters**