

**Maryland State Board of Victim Services**  
**Staffed by the Governor's Office of Crime Control & Prevention**  
**Meeting Minutes**  
**October 6, 2016**  
**Anne Arundel County Police Headquarters**  
**8495 Veterans Highway**  
**Millersville, MD 21108**  
**10:00 a.m. – 12:00 p.m.**

**Participating Members:**

Steve Kelly, Chair  
Barbara Bond, Co-Chair  
Dario Broccolino  
Jessica Dickerson  
Glenn Fueston  
Lou Gieszl  
Gary Hofmann  
Scott Beard for Cindy Pease  
Jill Ritter  
Alonzo Robertson

**Guests:**

Michaele Cohen, Maryland Network Against Domestic Violence (MNADV)  
Avery Covert, Washington County State's Attorney's Office  
Lisae Jordan, Maryland Coalition Against Sexual Assault (MCASA)

**Staff:**

Kimberly Herndon, Governor's Office of Crime Control & Prevention  
Justice Schisler, Governor's Office of Crime Control & Prevention  
Jessica Wheeler, Governor's Office of Crime Control & Prevention

**I. Welcome, Introductions, and Chair's Remarks**

The meeting was called to order at 10:08 a.m. Members and guests introduced themselves. Steve Kelly advised of Trish Marshall's resignation as a Public Member. If any members know of anyone interested, communicate to Steve or Kim.

**II. Approval of Minutes**

- ❖ **Motion:** Move to approve July's meeting minutes.
- ❖ **Vote:** Seconded and unanimously approved with an action item.
- ❖ **Action:** Amend and send Board manuals to new members.

### III. General Discussion

#### a. *GOCCP Restructure*

Mr. Fueston advised of changes in the structure of GOCCP. GOCCP will put more emphasis on strategic planning and policy whereas in the past it has been very grant-centered. He emphasized the coordination component of GOCCP. The Office will develop strategic plans for several statewide initiatives that it is undertaking.

Additionally, Justice Schisler is now the Chief of Planning and Implementation and she oversees the Policy Analysts, Juvenile Justice and Victims' units. Jessica Wheeler is now the Senior Director of Juvenile Justice and Victim Services and directly supervises the Juvenile Justice and Victim Services units. Kim Herndon remains the Director of Victims' Services and will continue to provide support to the MSBVS with support from the Juvenile & Victims' Services Program Assistant. Kim is working to develop a statewide victim services strategic implementation plan that will include recommendations made by various stakeholders including the MSBVS members. Laurie Rajala is now the Chief of Programs and will continue to oversee the grant programs.

#### b. *MVOC Grant Review Process*

Ms. Herndon provided members with an overview of the MVOC Grant Review Process and reminded members that MVOC is a competitive application process. GOCCP conducts a three-tier review, to include internal staff and external independent reviewers, of each application submitted in accordance with the Notice of Funding Availability. Recommendations are then submitted for Executive staff review, along with reviewers' scores and comments. Recommendations are based on jurisdictional need to ensure that each jurisdiction has equitable funding. Some agencies expressed concern that there was limited funding and number of awards this year. Next year, more money will be available for distribution.

#### c. *Board Membership*

Kim Herndon will contact members individually whose term has expired. Requests for re-appointments and new appointments are to be submitted directly to the Governor's Appointments office via [Govappointments@maryland.gov](mailto:Govappointments@maryland.gov). Resumes, CV and Ethics form should be emailed to Ms. Herndon after applicants have applied.

#### d. *Restitution*

As a part of the Justice Reinvestment Act, GOCCP is tasked with looking at the current restitution process and making recommendations to improve the process. The state's IT department is examining components and intercepts so that a system is not developed before the office has a process in place. Also, we are studying this process in other states. One option that is being considered is to move restitution out of the Department of Public Safety and Correctional Services to a more centralized location. Also, we are looking at potentially relocating the SAFE exam reimbursement and the Criminal Injuries

Compensation Board (CICB). With moving SAFE exam reimbursement under CICB, they will get an additional \$780,000 per year in Federal match dollars. The funds generated by the match by bringing the SAFE unit under CICB cannot be used for direct services. The funds must be used only to compensate victims or to pay for the administrative costs of the agency. CICB had a significant loss in collections this fiscal year and were approximately \$300,000 down from FY 2015. A report is due to the legislature on December 1, 2016.

*e. Establishment of Committees/Workgroups*

At the previous MSBVS meeting, members discussed the establishment of committees and workgroups. Mr. Kelly, along with Mr. Fueston, discussed driving each committee to work toward the mission, goals & objectives of the Board. The committees will serve as advisory groups to the Board and are outlined below;

- Strategic Initiatives Committee
  - The group will consider strategic priorities related to initiatives and funding that can then be brought to the Board for discussion/implementation.
  - Molly Knipe and Alonzo Robertson are co-chairs. They have identified 7 members to date. Other members have expressed interest in joining the committee. There will be a teleconference in October and an in-person meeting in November. An email will be sent to members with meeting dates/times. The committee plans to report to the full Board at the next meeting.
- Annual Governor's Victims' Rights Conference/Awards Ceremony Committee
  - This workgroup will be responsible for assisting with the conference. A tentative month for the conference is April 2017 during Victim's Rights Week.
  - The Board retreat should be a guide for the conference as well as using the Statewide Victims' Needs Assessment.
  - Trainers, speakers, topics and themes will be determined during February's MSBVS meeting (if scheduled). Members will collaborate on topics and training experts for the conference.
  - Ms. Herndon will contact OVCTTAC to inquire about assistance with the conference.
  - Ms. Cohen volunteered to assist with organizing the training aspect of the conference.
  - It was suggested that the Board continue with honoring individuals for the following three awards, who demonstrate meritorious work on behalf of crime victims in Maryland:
    - Vincent Roper Memorial Award
    - Henry Gleim Memorial Award
    - Virginia Mahoney Memorial Award
- Restitution and the Reorganization of State Government Committee
  - Members will represent the Board on GOCCP's committee for Restitution and the Reorganization of State Government.

- The Board makes recommendations to the Governor. It does not take any positions on legislation.
- Victim Services Committee
  - Members will work to ensure that the Board, along with GOCCP, adheres to statutory requirements for Maryland State Board of Victim Services. (i.e. brochures, VINE and the State Coordinator).
- Grant Review
  - Members will vote on recommended funding for MVOC grant applications.

*f. Annual Statewide Memorial Services*

Invitations will be sent electronically for the 2017 memorial services. Additionally, the services will be promoted through social media and press releases to spread the word. Information can also be provided via local newspapers and radio stations. Local sites will be responsible for notifying participants in their counties. Ms. Herndon will confirm if GOCCP can forward names in the database to the regional sites.

*g. Annual Report*

The MSBVS' Annual Report will serve as Maryland's Strategic Plan moving forward. It is due December 1, 2016. The draft will be circulated via email in early November for Board member review. The report will include strategic planning for the upcoming year outlining where the Board is heading and an overview of success.

*h. Board Member Retreat*

The retreat should be a guide for the Annual Statewide Victims' Rights Conference. Members agreed to have the retreat at GOCCP's office in Crownsville with Mr. Kelly and Mr. Fueston assisting with facilitation. The goals of the retreat will be to focus on an overall mission of the Board and strategic planning for the future. The Strategic Initiatives Committee can assist with drafting the agenda for the retreat.

*i. VOCA Update*

Applications requesting increases and new programs are still under review. A notification has been released stating that all continuation or current sub-recipients will receive at least level funding this year.

#### **IV. Open Forum**

Ms. Cohen provided new Domestic Violence Victim's handbooks and Guides to Obtaining Protective and Peace Orders. Jessica Dickerson suggested adding the status of grant application or updates on the GOCCP webpage. Scott Beard announced that CICB is now accepting Jane Doe exams in lieu of law enforcement reports to apply for compensation.

## **V. Adjournment**

- ❖ **Motion:** Motion to approve July's meeting minutes.
- ❖ **Vote:** Seconded and unanimously approved. All were in favor and the meeting was adjourned at 11:01 a.m.

### **NEXT MEETING:**

January 12, 2017

10:00 a.m. – 12:00 p.m.

Anne Arundel County Police Headquarters

8495 Veterans Highway

Millersville, MD 21108