

**Maryland State Board of Victim Services  
Joint Board Meeting/Strategic Planning Retreat  
Staffed by the Governor's Office of Crime Control & Prevention  
Meeting Minutes  
January 12, 2017  
100 Community Place  
1<sup>st</sup> Floor Conference Room  
Crownsville, MD 21032  
11:00 am to 2:00 pm**

**Participating Members:**

Steve Kelly, Chair  
Barbara Bond, Co-Chair  
Bonnie Ariano  
Anne Bean  
Scott Beard  
Dario Broccolino  
Jessica Dickerson  
Major Dwayne Boardman for Sheriff Gary Hofmann  
Adam Lippe  
Molly Knipe  
Jill Ritter  
Alonzo Robertson  
Lisa Spicknall-Horner  
Deb Tall  
Jeanne Yeager

**Guests:**

Michaele Cohen, Maryland Network Against Domestic Violence (MNADV)  
Arnold Eby, Chair, Children's Justice Act Committee (CJAC)  
Lisae Jordan, Maryland Coalition Against Sexual Assault (MCASA)  
Adam Rosenberg, Baltimore Child Abuse Center and Maryland Children's Alliance  
Tiara Caneff, Intern for Steve Kelly  
ChoNayse Sellers, Maryland Coalition Against Sexual Assault/Sexual Assault Legal Institute

**Staff:**

Becky Allyn, Juvenile Justice and Victim Service Program Assistant, Governor's Office of Crime Control & Prevention  
Kimberly Herndon, Director of Victim Services, Governor's Office of Crime Control & Prevention  
Sabraya Knight, Juvenile Justice and Victim Services Intern, Governor's Office of Crime Control & Prevention  
Justice Schisler, Chief of Program and Implementation, Governor's Office of Crime Control & Prevention  
Jessica Wheeler, Senior Director of Juvenile Justice and Victim Services, Governor's Office of Crime Control & Prevention

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

The meeting was called to order at 11:00 a.m. Members and guests introduced themselves.

*a. Ground Rules*

Steve Kelly presented the ground rules for the day:

- Open forum
- Eye to eye outcomes

- Identified action steps & timeline
- Parking lot & offline
- Side bars & devices
- Respectful of agenda/schedule

*b. Approval of Minutes*

Jeanne Yeager moved to approve the October 2016 meeting minutes. Jessica Dickerson seconded the motion. All members were in favor and the minutes were approved.

*c. Victim Information Notification Everyday (VINE)/VINE Protective Order (VPO) Transition to the Department of Public Safety & Correctional Services*

Kim Herndon discussed the VINE/VPO transition to the Department of Public Safety & Correctional Services (DPSCS). Effective January 3, 2017, the Governor’s Office of Crime Control & Prevention and the Department of Public Safety & Correctional Services entered a mutual agreement to transfer full administrative oversight of all functions of VINE/VPO to DPSCS, including troubleshooting, training, sex offender registry, and distribution of brochures. This decision allows DPSCS to have greater oversight and resolve issues promptly. Stanley Lofton is the new VINE Program Manager at DPSCS.

Mr. Lofton’s contact information is:

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 Information Technology & Communications Division  
 Office (410)585-3140  
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**II. Structure of the Board/Roles & Responsibilities**

*a. Overview of the Governor’s Family Violence Council*

Jeanne Yeager, Chair of the Governor’s Family Violence Council (FVC), discussed the mission, background, and accomplishments of the Council. The FVC’s mission is to provide the Governor with timely and accurate information on family violence with recommendations to reduce and eliminate abusive behaviors. The FVC has made significant changes to improve the Abuse Intervention Program (AIP) to include putting certification standards in place and incorporating training required for AIP certification.

Each year, the FVC forms workgroups to study pertinent family violence issues and make recommendations to the full Council and Governor. The Fiscal Year 2017 areas of study are:

- Gun Removal Implementation
- Healthy Teen Dating/Social & Emotional Learning

*b. Overview of the Children’s Justice Act Committee*

Arnold Eby, Chair of the Children’s Justice Act Committee (CJAC), provided an overview of the CJAC. The Children’s Justice Act (CJA) program was established in 1986 by Congress as Section 109 of the Child Abuse Prevention and Treatment Act (CAPTA) and provides grants to States to improve the investigation, prosecution and judicial handling of case of child abuse and neglect, particularly child sexual abuse and exploitation, in a manner that limits additional trauma to the child victim. This also includes the handling of child fatality cases in which child abuse or neglect is suspected and some cases of children with disabilities and serious health problems who also are victims of abuse and neglect. The CJAC establishes priority areas and criteria for funding based on a triennial assessment of the

administrative, judicial and investigative handling of child maltreatment in the State, with an emphasis on child sexual abuse. Overall, the three immediate goals of the CJA Program are to:

- Reduce the secondary victimization of children by the administrative/investigative/legal system,
- Increase the chances of successful prosecution of the abuser or molester, and
- Improve the procedures for protecting all children from maltreatment.

*c. Overview of the Maryland State Board of Victim Services*

Steve Kelly, Chair of the Maryland State Board of Victim Services (MSBVS), provided a presentation of the history of the MSBVS, the mission, and the short and long-term goals. Mr. Kelly also discussed goals, successes and challenges of past Boards.

The current mission statement is to ensure that all crime victims in the state of Maryland receive justice and are treated with dignity and respect. The legislative duties of the MSBVS are:

- (1) Submit to the Governor an annual report including review of administration of the Maryland Victims of Crime (MVOC) funding;
- (2) monitor the service needs of victims;
- (3) advise the Governor on victims needs;
- (4) recommend the Victim Service Coordinator (VSC) to the Executive Director;
- (5) review and approve the VSC's plans and annual reports, and the VSC's implementation, operation, and revision of programs;
- (6) approve or disapprove grant applications submitted by GOCCP;
- (7) advise the State's Attorney's Coordinating Council on the adoption of regulations regarding victim witness relocation;
- (8) advise the State's Attorney's Coordinator on the administration of the Victim and Witness Protection and Relocation Program;
- (9) develop pamphlets to notify victims of the rights, services, and procedures provided under Article 47 of the Maryland Declaration of Rights or State law;
- (10) develop notification request form.

Justice Schisler and Jessica Wheeler provided an overview of GOCCP's funding sources, the funding process, and an update on the Victims of Crime Act (VOCA) funding and other boards/councils staffed by GOCCP.

### **III. Strategic Planning**

Molly Knipe and Alonzo Robertson, Co-Chairs of the MSBVS' Strategic Initiatives Committee, summarized the Statewide Victims Needs Assessment priorities to include:

- Infrastructure (transportation, housing, location)
- Staff (including bilingual, case managers, legal, cultural awareness, collaboration)
- Training (certifying, experts to do presentation, minimal expectations of providers)
- Technology (more access to technology, use for data collection, outreach, etc.)

Using these priorities, the Co-Chairs asked participants to identify the Needs Assessment priority that they determine is most pressing. Participants formed smaller discussion groups based on their focus area with a series of questions and reported out to the full group. The final step was to come back as a large group to identify specific committees to advance these goals/objectives.

#### **IV. Next Steps/Moving Forward**

Participants discussed the need to establish committees to reach its goals. Additionally, members discussed developing a realistic timeline for developing objectives/strategies and action plans for each committee, outlining a mechanism for reporting and keeping the process advancing, and board self-assessment/evaluation for accountability.

#### **V. Action Items**

The Board members requested GOCCP staff to report back with the following information:

1. Average amount of MVOC funds available and put on the street annually over the last three years
2. How much VOCA funds remain to be allocated (verify amount)
3. Listing of the VOCA and MVOC awards, by organization for the past three years
4. Updated victims funding sources/program document to include a column with the approximate amount of grant funds available per funding source annually
5. The outputs vs outcomes fact sheet
6. A listing of the current Board committees and smaller groups.

#### **VI. Adjournment**

The retreat adjourned at 2:15 p.m. Board members were invited to attend Governor Hogan's Victims Initiative: Announcement on Delivering Justice for Maryland's Victims of Crime.