

FAMILY VIOLENCE COORDINATING COUNCIL
January 24, 2007
ROOM 14, GOVERNMENTAL CENTER
5:00 P.M.

MEETING MINUTES

Council in Attendance: Judge Karen Abrams, Tim Cameron, Brian Cedar, John Helldorfer, Maureen Johnson, Laura Joyce, Lanny Lancaster, Kathleen Lyon, Kathleen O'Brien, Ella May Russell, Sue Sabo, Elizabeth Schaeffer, and James Tanavage.

Absent: Rona Harding, Judge John Slade

Recorder: Kathy Arnold

Call to Order:

The meeting was called to order by Dr. Kathleen O'Brien at 5:00 p.m.

Review/Approval of Minutes:

Kathy O'Brien requested Council approval of the November 29, 2006 Meeting Minutes. Maureen Johnson did not receive notice of this meeting and requested her name not be listed as absent. Request noted and meeting minutes duly approved.

Review/Discussion:

- Kathy O'Brien announced that since the first Council Meeting, the Coordinated Community Response Committee and Case Review Team have held meetings with representatives from lead agencies in attendance. Copies of the meeting minutes were distributed to the Council for review.
- Angel's Watch Regional Center is not accepting domestic violence victims. Follow up will be done to inquire the rationale as to why DV victims are not accepted.
- Kathy is working on possibly obtaining grant money or donations to purchase digital cameras for the Sheriff's Office.
- Letters of Support - Council members Lanny Lancaster, Three Oaks Center, and Laura Joyce, Southern Maryland Center for Family Advocacy, provided information on the letters of support requested for their programs. Lanny made note of an amendment regarding the wording in his request for support for a night security staff person. Council voted unanimously in favor of Kathleen O'Brien signing the support letters on behalf of the Council.
- The first Case Review Team Meeting was held today and included representatives from five lead agencies. Laura Joyce, Chair of the Case Review Team, discussed procedures, coordination, forms, and release of information signatures needed in the review process. Meetings will be held weekly in the beginning, and later moved to bi-weekly. The first meeting went well with positive feedback from those attending.
- Ella May Russell expressed concern that Social Services is not represented in the Case Review Team and questioned how that will affect Social Services referrals. Laura indicated that referrals would not be limited to the five lead agencies in the case review.
- Judge Abrams questioned how to refer a person with a Protective Order to the Case Review Team. Laura advised that any team member is a point of entry or contact for referrals. Discussion continued on ways to court order a person to these services. Judge Abrams voiced concern of there being nothing in place to advise the court of referral no-shows or persons following through on counseling orders.
- Judge Abrams will request the Clerk's Office to send notice to Walden when a case involves domestic violence.

- Sue Sabo is working with Bob Kelly, County IT Director, on the tracking system that will make case information accessible, via the County's Intranet, to the courts and involved agencies. Sue requested advisement on what information to include in the tracking system and will ask Bob Kelly to provide a sample at the next meeting.
- Lanny Lancaster expressed concern with a similar tracking system and a federal court case involving a homeless tracking system, HUD/HMIS. Hackers were able to gain access to the information and a court decision is pending to determine if it is legal to have this information available via the internet. Council will cautiously move forward on the domestic violence tracking system.
- Sue Sabo presented the draft Bylaws for discussion and advisement on particular areas including term/s of office, attendance requirements, need for a Vice-Chair, and standing committees. Council discussed and established necessary inclusions for Article IV, Section 2; Article V, Section 2, and Article VIII, Section 2. Revisions noted and Council unanimously voted in favor to approve the Bylaws.
- Election of Vice-Chair – Laura Joyce volunteered, council unanimously voted in favor.

Plans/Next Meeting:

- Kathy O'Brien suggested training opportunities for council members. Kathy recommended the City of Shelter Series, an 8-hour video/facilitator program and distributed a program outline to council members. Training series demonstrates the role of a coordinating council, and includes several videos covering each discipline. Kathy requested volunteers to begin previewing the video for their discipline.
- Tim Cameron, Brian Cedar, Elizabeth Schaeffer, Maureen Johnson, Judge Abrams, and Ella May Russell volunteered to view the City of Shelter series and/or related discipline video. Kathy and her assistant, Lisa Farrell Jones, will make arrangements for the council members to borrow the videos and track who has them.
- Hotline advertising suggestions and discussion – The billboard in Charlotte Hall was previously a good source of advertisement. Suggestions included using local papers and it is possible The Enterprise would publish the ad as a public service announcement – free of charge. Kathy O'Brien will look into the possibility of obtaining donations for advertisements.
- A family member/victim is still needed to serve on the council.
- Standing Committees –
 - Kathy O'Brien will Chair the Coordinated Community Response Committee
 - Laura Joyce will Chair the Case Review Team.
 - Appointment of Committee Chair for the Fatality Review Team – Tim Cameron volunteered to serve as chair, Ella May Russell, who serves on the Child Fatality Review Committee offered to assist Tim with these cases. Chairs of the standing Committees will be responsible for providing reports to the Council.
 - Council will oversee the Public Awareness efforts for now and a decision will be made later if a Chair will be needed.

The next meeting will be held on Wednesday, February 28, 2007 at 5:00 p.m. in Room 14 at the Governmental Center.

Adjournment:

The meeting adjourned at 6:14 p.m.

Respectfully Submitted:

Kathy Arnold, Recording Secretary