

**FAMILY VIOLENCE COORDINATING COUNCIL**  
**February 28, 2007**  
**ROOM 14, GOVERNMENTAL CENTER**  
**5:00 P.M.**

<b>MEETING MINUTES</b>
------------------------

Council in Attendance: Judge Karen Abrams, John Helldorfer, Laura Joyce, Kathleen Lyon, Kathleen O'Brien, Ella May Russell, Sue Sabo, Elizabeth Schaeffer, and James Tanavage. Julie Yingling attended on behalf of Tim Cameron and Andree Wells attended on behalf of Maureen Johnson.

Absent: Rona Harding, Judge John Slade, Lanny Lancaster, Brian Cedar

Recorder: Kathy Arnold

Call to Order:

The meeting was called to order by Dr. Kathleen O'Brien at 5:08 p.m.

Review/Approval of Minutes:

Kathy O'Brien requested Council approval of the January 24, 2007 Meeting Minutes. Council voted and meeting minutes duly approved.

Review/Discussion:

- Kathy O'Brien introduced Andree Wells, representative from the Commission for Women. Appointed Council member Maureen Johnson is very ill and Ms. Wells will temporarily attend in her place. Ms. Wells informed the Council that unfortunately Maureen Johnson will most likely not be able to fulfill her seat on the Council. Ms. Wells stated that she is willing to serve as a permanent appointment and that she has provided her resume and credentials to the County's Public Information Office. Sue Sabo will check with the PIO and follow up with the requirements to appoint a council member replacement.
- Kathy reported that the Coordinated Community Response Committee met last week, however, the meeting minutes are not available for council review at this time.
- Judge Abrams spoke with the Circuit Court Clerk and requested the clerk's office to fax copies of Domestic Violence court referrals to Walden. Judge Abrams has contacted Judge Slade and requested the District Court Clerk's Office also fax court referrals to Walden. Kathy O'Brien's office staff will track and maintain statistics of court referrals.
- Training discussion: Laura Joyce provided council with handouts on Domestic Trainer/Consultant, Mark Wynn. Laura stated that Mr. Wynn's training workshops cover all involved agencies. Kathy O'Brien noted that she submitted a proposal to Verizon and as a result received a donation of \$7500. Kathy has also received a \$2500 donation from a Domestic Violence victim's family. Donations received to date total approximately \$15,000. These donations are available to fund trainings and Kathy recommended training arrangements be made as soon as possible to be of the greatest benefit and success of the council. Council agreed and Laura will contact the trainer to obtain training options and costs.
- Case Review Team met today. Laura Joyce distributed for council review, a copy of the Lead Service Agency's signed confidentiality agreement. Elizabeth Schaffer stated that a representative from St. Mary's Hospital will be assigned to the Case Review Team. In today's meeting, Julie Fouche indicated that certain types of cases being handled by the State's Attorney's Office may not be shared with the team. The outcome from these meetings has been very positive and progress has been made.
- Ella May Russell questioned how outside agencies, specifically Social Services would be notified of the Case Review Team's plan or recommendation for cases reviewed. Laura Joyce indicated that outreach would be made with other agencies; however, Ella May is concerned that Social Services may already have the case plans outlined. Discussion continued to establish a Social

Services representative on the team and to consider contacting other Coordinating Councils for information on how they have worked this out.

- Julie Yingling indicated that once an arrest has been made in DV cases, the information is public knowledge and cases can be discussed openly with other agencies.
- The Case Review Team will continue to meet bi-weekly, however team members communicate almost daily on cases. Kathy requested a sample of the Case Review Team's case discussion notes with the names excluded, for Council review. Laura will provide the sample.
- Public Awareness - Kathy has contacted the public access channels to advertise DV help and services available. A budget of \$4000 has been requested from the Board of County Commissioners for public awareness costs. Posters, billboards and other information for distribution will need to be updated prior to posting. Discussion continued regarding the efforts of Liz Claiborne and Target to raise public awareness of DV. Kathy has contacted both companies requesting support.
- Kathleen Lyon requested flyers or brochures for distribution in High Schools, and the Public Schools Health Fair.
- Sue Sabo suggested providing FVCC information and DV brochures at the County's Employee Wellness Day on April 27, 2007. Sue volunteered to be in charge of the table for this event.
- City of Shelter Video – Ella May Russell shared key areas she found notable in the Council Role and Hospital Role videos she viewed. Jim Tanavage reported on the Prosecution video he viewed and found that the video's example city ran differently, and therefore did not have many answers for him.
- Kathy O'Brien suggested Council members view other agency videos to gain another perspective outside their own discipline.
- Andree Wells and Sue Sabo requested to view the video/s.

Plans/Next Meeting:

- DV Tracking System – Sue Sabo is working with the County's IT Department to establish a website for agencies access and track DV cases. However, due to the illness of the Programmer, Sue was unable to arrange for a demonstration or sample by this meeting. Laura Joyce provided an outline of what should be included on the website and Sue will continue to work with the Programmer in order to provide a sample for the next meeting.
- Fatality Review Team – Ella May Russell suggested the services of consultant, David Sergeant from the Domestic Violence Network. Mr. Sergeant has assisted Calvert and Ann Arundel Counties and is willing to work with the team, free of charge. Ella May will arrange for Mr. Sergeant to present at the next meeting.
- A DV Family member or victim representative is still needed on the Council. Kathy has contacted someone she thought would be interested, but the person wanted an opportunity to think about it first.

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

Adjournment:

The meeting adjourned at 6:15 p.m.

Respectfully Submitted:

Kathy Arnold, Recording Secretary