1. **Call to Order – Amy Bocks**
   1. Meeting was conducted virtually via Zoom and called to order at 10:02 a.m. by Amy Bocks.

**Attendees**

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| Adam Gendreau, AZ DCS | Isela Devora, Mesa City Prosecutor |
| Amy Bocks, Attorney General’s Office | Jamie Balson, LSCVA |
| Amy Palmisano, EMPACT | Jeni Barrios, Angels on Patrol |
| Anna Berry-Daniels, Scottsdale City Prosecutor Victim Services | Karina Aragon, Mesa PD Victim Services |
| Bianca Harper, ACASI | Kennesha Jackson, VRP AGO |
| Brandi Datcher, City of Phoenix FAC | Kevin Mattingly, City of Phoenix FAC |
| Brooke Fulton, NACASA | Lindsey Kircher, City of Mesa |
| Carla Uyeda, DPS VOCA | Melissa Brickhouse Thomas, Glendale PD |
| Connie Chapman, AVAA | Michelle Linski, USAA |
| Dan Levey, AZ Crime Victims’ Rights Law Group | Narda Rivera, Homicide Survivors Inc |
| Danielle Langel, ACASI | Tara Hugueley, Yavapai County Attorney Victim Services |
| Dorinda Johns, ACJC | Tracey Wilkinson, Scottsdale PD |
| Gretchen McClellan-Singh, ADCRR | Virginia Rodriguez, Pima County Attorney Victim Services |

1. **Welcome and Introductions**
2. **Approval of November Meeting Minutes**
   1. No comments or corrections.
   2. Motion to approve by Kennesha Jackson, 2nd by Dan Levey
   3. Minutes were approved via hand raise reaction function
3. **Annual Fee Structure Discussion & Vote**
   1. Amy Bocks advised membership that each January the Executive Committee takes a look at the membership fee structure for the coming year. This year, the Executive Committee is not recommending a fee increase ($150 agency and $50 individual) but that membership is down compared to past years. The recommendation is to have a further discussion later this year to determine if a membership fee increase should be implemented for next year.
   2. Dan Levey agreed it was a good idea to discuss at a meeting later this year.
   3. Kennesha Jackson requested that the Treasurer provide a report for members to consider that may show the need for an increase in the membership fee.
   4. Adam Gendreau indicated that the Executive Committee discussed trying to increase membership instead of increasing the fee.
      1. Membership can be pretty broad and include any agency that provides service to crime victims and their allies.
      2. Dorinda Johns suggested a Membership Committee be formed to explore other ideas for increasing membership such as a new member discount, etc.
      3. Kevin Mattingly inquired whether the membership list on the ACVS website was current. The list will be updated soon now that the Vice Chair position has been filled. If you want to know whether your agency or you are a paid member you can email Isela Devora or any member of the Executive Committee.
      4. Dan Levey shared that he has been working with the CEO of CASS on victim related issues and that they may be interested in joining. He will reach out to them. Amy Bocks reminded everyone that ACVS is also always looking for programs to present to the group on how their agency helps victims.
      5. Karina Aragon suggested that ACVS membership be mentioned at the AVAA Academies. Connie Chapman will take brochures to the Basic Academy next week.
      6. Virginia Rodriguez volunteered to head up the Membership Committee. If you are interested in joining please email her at [Virginia.Rodriguez@pcao.pima.gov](mailto:Virginia.Rodriguez@pcao.pima.gov). Dan Levey volunteered for the Committee.
      7. Tracey Wilkinson suggested in the chat that Domestic violence programs would be a good source for potential memberships. The programs are frequent requestors for assistance from the Relocation Project and not usually ACVS members.
4. **Executive Committee Elections, 2022-2023 term**
   1. Treasurer – There will not be a vote today. Isela Devora is staying on as Treasurer until the next meeting in March when there will be a vote.
      1. Karina Aragon is interested in the position and introduced herself to the attendees.
      2. If anyone else is interested in being on the ballot for Treasurer in March please contact a member of the Executive Committee. If anyone has questions about the duties of the position please reach out to Isela Devora.
5. **Legislative Priorities**
   1. Kennesha Jackson, AZ Attorney General’s Office - If anyone has any victims’ rights legislation for the upcoming legislative session that they would like supported or tracked by the AGO, please contact Kirstin Flores at [Kirstin.Flores@azag.gov](mailto:Kirstin.Flores@azag.gov) or Kennesha Jackson at [Kennesha.Jackson@azag.gov.There](mailto:Kennesha.Jackson@azag.gov.There) will be an updated tracking sheet ready for the next ACVS meeting.
   2. Jamie Aragon, ACESDV – Not present
6. **Updates from ACESDV, Jamie Aragon - Not Present**
7. **State Agency Coordinating Team (SACT) – Funders Reports**
   1. VRP – Kennesha Jackson, Arizona Attorney General’s Office:
      1. FY 2022/23 Funding Update – Agencies will receive their FY22 VRP second installment end of January/beginning of February. VRP FY23 Performance Reviews have been issued and are due February 14, 2022. If your agency is in the VRP Program and anticipates vacancy savings for FY22, please submit a budget modification request form. They encourage agencies to all spend of the VRP monies.
      2. Victims’ Rights Education: Please refer to the AGO website for a list of upcoming trainings at [www.azag.gov](http://www.azag.gov). Outreach and education presentations will be conducted via webinar. Please note that the Basic as well as new Advanced training curriculum is available for registration. For more information on the schedule, to register, or to request a private presentation for your office please contact [OVSTraining@azag.gov](mailto:OVSTraining@azag.gov).
   2. ACJC – Dorinda Johns:
      1. At the January Crime Victims’ Committee meeting they discussed funding priorities for the FY2023 Victim Assistance grant. The recommendation that will go to the full Commission is that the program size be increased to $500,000 and that the priorities remain the same as the current year (non-VOCA allowable and then personnel costs).
      2. The FY2023 Victim Assistance Orientation meeting will be held (in person and via live stream online) February 1, 2022 at 10am. It will be recorded and available after that date. The solicitation period is expected to open February 4, 2022 and close March 18, 2022.
      3. There is some good news for Victim Compensation. There are additional funds available from the Governor’s office for the current year and potentially into the next grant year. The Governor’s FY2023 budget may also have funding for Victim Compensation and ACJC will be looking at how those funds will be utilized.
         1. Dan Levey mentioned that ACJC Director Andy Lefevre shared information in the VRAC meeting about two bills that may increase Victim Compensation and the Victims’ Rights Enforcement Fund.
         2. Dorinda shared that ACJC conducted a gap analysis based on arrest data and found a significant gap exists for Victim Compensation funding.
   3. VOCA – Carla Uyeda:
      1. The next grant cycle solicitation period is expected to open during spring 2023 and there are no other current updates.
      2. DPS VOCA is conducting site visits with current grantees via a virtual platform.
   4. DES – Not Present
   5. DHS – Not Present
8. **Arizona Victim Assistance Academy (AVAA) – Connie Chapman**
   1. The AVAA Basic Academy will be held next week. There are currently 34 registrants out of 40 slots available. There have been some changes to the format which now includes some pre-work by attendees.
   2. There will be an Advanced Academy held in June and another Basic Academy held in August.
   3. There are MAP (Mobile Advocacy Program) training opportunities available. They will bring training to you (urban or rural areas) and have a variety of topics available with a list on the AVAA website <http://www.azcvs.net/trainings/mobile-advocacy-training-program/>.
      1. The most commonly requested MAP trainings are on topics such as: Vicarious Trauma, Ethics, Conflict Resolution, Communication and Child Victims.
9. **Committee Reports**
   1. Executive Board Report – Amy Bocks
      1. The fee schedule, membership and the treasurer position were previously discussed.
   2. Treasurer’s Report – Isela Devora as of December 31st, 2021
      1. ACVS: $20,174.92 - ACVS had a slight decrease due to administrative fees
      2. AVAA: $2,206.73 - AVAA had decrease due to Basic Academy costs
      3. Relocation: $180.79 - Relocation had an increase due to some donations from the phone recycling and Fry’s donations.
      4. TOTAL: $22,562.44
   3. Vice Chair – Adam Gendreau
      1. Adam will be updating the ACVS website. If you have anything for the website or listserv please email it to Adam [adam.gendreau@azdcs.gov](mailto:adam.gendreau@azdcs.gov).
   4. Relocation Committee – Tracey Wilkinson
      1. This month the Relocation Committee met to discuss procedures and possible changes to the process. Once the proposed changes are outlined they will be forwarded to the Executive Committee for consideration. Some of the proposed changes discussed were:
         1. Taking a look at guidelines for victims who are unable to relocate due to aiding in prosecution and truly assisting individuals who are relocating.
         2. Exploring possibilities of using apps like Venmo and Zelle to avoid expenses to send checks via mail.
         3. Cleaning up language and reformatting the application to be more user friendly.
         4. Increasing the amount of cash assistance for food from $20/day to $25/day.
         5. Creating a list of commonly asked questions and either add them to the application or provide to the referral advocates up front to avoid back and forth between the advocate and the Committee.
            1. Questions would focus on things like the victim’s vehicle reliability, what other funds may be available, the victim’s safety plan in the new location, the victim’s support system in the new location, etc.
            2. Jamie Balson inquired about the reason for these questions and her concern that it may be a barrier for victims who need this resource.
            3. Tracey clarified that not all questions are applicable in every case and that the purpose for the questions is to assess and assist the victim with safety planning. These questions are not used to ‘screen out’ victims but rather ‘screen in’ victims and ensure the best possible chance for success with relocation.
            4. Amy Bocks clarified that identifying these questions up front will speed up the application approval process. Tracey confirmed that is the goal and that many advocates don’t know the process.
            5. Adam Gendreau asked if these questions are generally answered by the advocate who has done the safety planning with the victim. Tracey confirmed that is the typical process.
         6. The Relocation fund is now in a positive balance but it is still low. Tracey encouraged agencies to hold cell phone drives and she is available to answer any questions on those if needed [twilkinson@scottsdaleaz.gov](mailto:twilkinson@scottsdaleaz.gov).
   5. Website Committee – Amy Bocks
      1. No updates
10. **New Business/Open Forum**
    1. Gretchen McClellan-Singh announced that ADCRR will have an Advocate position open by the end of the week. Please contact her with any questions [gmsingh@azadc.gov](mailto:gmsingh@azadc.gov).
    2. Virginia Rodriguez announced that they have their Basic Crisis training starting February 8, 2022 with the orientation January 25, 2022. Training will be at the Tucson PD substation and is open to attendees with priority given to PCAO volunteers.
    3. Amy Palmisano announced that the Annual Take Back the Night event will be held virtually on Thursday, April 7, 2022 from 5pm-7pm. She will send a flyer to Adam Gendreau for distribution and details.
    4. Amy Bocks announced that the annual Victims’ Rights Week event will be held as a virtual event during Victims’ Rights Week in April. More details to come.
11. **Next Meeting**
    1. March 16, 2022 at 10:00 am, TBD if it will be held via Zoom or in person at the FAC with a virtual option.
12. **Adjournment –** Meeting was adjourned by Amy Bocks at 11:11 a.m.