



Arizona Coalition for Victim Services (ACVS)

Meeting Minutes

May 17, 2017

2120 N Central Avenue, Phoenix, AZ

- I. **Call to Order:** Debbie Olsen, Chair, called the meeting to order at 10:03 a.m.
- II. **Welcome and Introductions:** Debbie Olsen welcomed everyone and reminded them to please sign the sign-in sheet and utilize the tent cards. She also reminded everyone to leave the tent cards after the meeting so that they can be reused. The meeting was then turned over to Vice Chair Amy Bocks.

Present

Amy Bocks, AZ Attorney General	Julie Williams, Maricopa County Attorney
Amy Palmisano, EMPACT	Kennesha Jackson, AZ Attorney General
Angela Rose, City of Scottsdale	Laura Penny, Pima County Attorney
Barbara Bogart, ChildHelp	Marc Tetzlaff, HSI
Bob Steward, Prescott Valley Police Dept.	Mimi Kaplan, JFCS Shelter
Candice Hewitt, Phoenix FAC	Nancy Larsen, Pinal County Attorney
Connie Chapman, AVAA	Renee Werner, MCSO
Debbie Olsen, Yavapai County Attorney	Sandra Munoz, Glendale Police Dept.
Dina Aguilera, Gilbert Prosecutor	Sheri Doll, AZ Dept. of Public Safety
Dorinda Johns, AZ Criminal Justice Comm.	Stephanie Bradley, Gilbert Prosecutor
Jaquel Moody, AZ Dept. of Corrections	Thea Walsh, ACESDV
Jerron Grimm, AZ Dept. of Public Safety	Wendy Glover, Phoenix Fire Dept.
Joanne Scott, Student	

- III. **Approval of July Minutes:** Kennesha Jackson made a Motion to approve the March Meeting Minutes. Motion seconded by Marc Tetzlaff. Motion passed unanimously.
- IV. **Victims' Rights Using TraCS software:** Deputy Dan Clancy and Dianne Gallets from the Maricopa County Sheriff's Office (MCSO) were present to provide information about the TraCS system and a demonstration of how MCSO is utilizing the software.

TraCS was developed by the Iowa Department of Transportation with funding assistance from several federal agencies. TraCS was designed and developed using a flexible architecture that, with minor modifications, could be transferable and easily adapted and customized for use by other states/jurisdictions.

TraCs is free. The Arizona Department of Transportation will make available to any law enforcement agency, as long as the agency can support it.

Currently MCSO officers (Lake Patrol) are using TraCs to input their Incident Reports (IR). They have not yet implemented the use of the electronic Victims' Rights Form. It has been added to the system, but will not go live until July/August 2017.

Once an Officer inputs data into TraCS for their IR, data needed for the top portion of the Victim Form will auto-populate. Officers on the scene will still have to input the victim information on the bottom of the form. They will then print the Form from their patrol vehicle and provide a copy to the victim. The brochure that accompanies the current Victim Form will be a separate document that will also be provided to the victim.

The Form will then be sent electronically to MCSO Victim Services. This will eliminate having to re-enter data (and data entry errors) and ensures that the victim information is legible.

The system is totally customizable. It can be set up to have required fields so that officers cannot move forward without inputting the data. Pop-ups can also be added to prompt officers to ask specific questions of the victim, or to remind them to tell the victim specific information.

If a minor or incapacitated adult is entered into the Form, a prompt shows up requiring the identity of a representative.

Kennesha Jackson advised that the Attorney General's Office is creating a Technical Assistance document on how TraCS can be implemented in other jurisdictions. Right now, when agencies are placing their order for new Forms, they can order paper copies and/or a pdf fillable form that has been developed.

V. 2017 Legislation Priorities:

- a. Kennesha Jackson** provided a handout of the Bills being tracked by the Attorney General's Office. She highlighted the following Bills:
 - HB241, which requires that upon the filing of a Notice of Appearance, counsel for the victim must be endorsed on all pleadings. *This Bill was signed by the Governor 4/18/2017.*
 - HB2269, which provides for modernization of language, makes technical corrections to statute references, updates one area of the juvenile code to coincide with the adult code, and requires probation to provide victim notification to ADOC when probation has been revoked. Additionally, in any civil action, a monetary judgment cannot be paid to a person who is or was previously incarcerated in the DOC before all restitution and incarceration costs owed by the person are paid if the monetary judgment is against the state, a political subdivision, correctional

facility or officer or agent of a correctional facility. If the monetary judgment is not sufficient to pay both restitution and incarceration costs owed, the judgment must first be used to pay any outstanding restitution. Restitution proposals include the victims' right to file a pre-conviction restitution lien. *This Bill was signed by the Governor 5/1/2017.* Kennesha advised that there will be some additional reporting requirements for those who receive VRP funding.

b. Arizona Coalition to End Sexual and Domestic Violence. Thea Walsh highlighted the following Bills:

- HB2268 (supported by ACESDV) would require health care facilities to notify law enforcement with 24 hours after collection of evidence via a sexual assault kit and for law enforcement agencies to take possession of said kit within five days and submit it for forensic analysis within 15 days of receipt. It also requires law enforcement agencies and public accredited crime laboratories to submit a report on the sexual assault kits to the Arizona Criminal Justice Commission by August 30 of each year and for a compilation of those reports to go to the Governor and the Legislature by December 1 of each year. *This Bill was signed by the Governor 3/21/2017.*
- HB2444 (supported by ACESDV) would provide sexual assault victim advocates the same privilege communications granted to domestic violence victim advocates when working with sexual assault survivors in civil cases. *This Bill was signed by the Governor 3/24/2017.*

VI. Updates from ACESDV. Thea Walsh reported the following:

- The FY2017 Federal Budget has finally passed. It is mostly level funding. Funds have been transferred from Victims of Crime Act (VOCA) to Violence Against Women Act (VAWA).
- For the FY2018 Budget, increases are being sought for VOCA, VAWA and the Family Violence Prevention and Services Act (FVPSA). In terms of VOCA, a Tribal funding stream is requested.
- ACESDV is preparing and will be providing a training/webinar on the Sexual Assault Advocate Privilege. More information will be forthcoming.
- The National Network to End Domestic Violence has released their annual census. Arizona numbers are down. The report can be viewed at: <http://nnedv.org/downloads/Census/DVCounts2016/Arizona.pdf>
- ACESDV Lay Legal webinars are held monthly, the next one is Friday, May 19, 2017. The webinars feature a variety of topics (e.g., public benefits, immigration, etc.). See <http://www.acesdv.org/events/lay-legal-webinar-domestic-violence-criminal-law-and-the-court-process/>
- You can access all of the trainings offered by ACESDV at <http://www.acesdv.org/events/month/>

VII. Grant Sources Updates:

a. VOCA: Sheri Doll advised that:

- All five regional Community Conversation meetings have been completed. There was a good representation of all services providers at each meeting. A report of what transpired at the meetings is currently being compiled.

- The Department of Public Safety is working towards the release of the grant solicitation the first part of June 2017. VOCA budget requests will be for three years. You can build in additional staff and/or raises in subsequent years (if appropriate). Unlike previous years, budgets do not have to remain flat in subsequent years.
- The WAGS system is undergoing an upgrade. It is recommended that all agencies who will be submitting a grant application attend a Pre-Application Conference, as some of the Guidelines will be changing. More information regarding the Conference will be forthcoming.

b. ACJC: Dorinda Johns reported that the Arizona Criminal Justice Commission (ACJC) meets tomorrow (May 18, 2017) and will make decisions on the FY2018 Victim Assistance Grant and the FY2017 Extension Grant. Grant Agreements should be out by mid-June 2017.

c. VRP: Kennesha Jackson reported the following:

- FY2018 Performance Reviews (renewal applications) have been completed; currently waiting for the final appropriation from the Legislature. Agencies will be notified once the FY2018 Budget Proposal is available in GMAN.
- If FY2017 vacancy savings is anticipated, please complete and submit a budget modification before June 30, 2017.
- Agencies receiving VRP funds are encouraged to complete the VRP Satisfaction Survey by June 30, 2017. A link to the survey was sent to the primary contact for each agency. Contact Kennesha should you need to have it sent again.
- Order forms for the Victim Rights Request/ Waiver Forms were distributed earlier this month. Order forms must be completed and returned to OVSVRP@azag.gov by June 17, 2017. Agencies can order the Forms in hard copy and/or a pdf fillable version.
- Refer to the Attorney General's Office website for a list of upcoming trainings at www.azag.gov. The next basic and advance training will be held on June 7 and 8 in Tucson.

VIII. Arizona Victim Assistance Academy (AVAA). Connie Chapman reported the following:

- The Basic Academy being held at the Desert Willow Conference Center in Phoenix June 12 – 16, 2017 is full; you can still get on the waiting list.
- A second Basic Academy is being planned for Flagstaff August 7 – 11, 2017. As soon as the VOCA training Grant is signed by all parties, registration for this Academy will be opened. Scholarships will be available.
- An Advanced Academy (2 days) is being planned for February 2018 wherein Dr. Wilson will present on how trauma affects the brain, vicarious trauma and how supervisors can identify and respond to vicarious trauma in their staff.
- An additional Advanced Academy (one day) is being planned related to Human Trafficking.
- A Leadership Training, similar to the one held in 2015 is also being considered.

Contact Connie (avaacademy@gmail.com) if you have any ideas for topics to be presented.

- Attendance at a Basic Academy is not a prerequisite for attendance at an Advanced Academy.
- Later today the planning group will be meeting to further discuss these trainings.

Sherry Doll added that the Department of Public Safety received a Discretionary Training Grant and several interesting training events are being planned for the next year and a half. These events will either be free of charge or reasonably priced.

IX. Committee Reports:

a. Executive Board Report. Amy Bocks reported the following:

- An ACVS Meeting will be held in July. There had been a suggestion to possibly cancel the meeting; however ACVS By-Laws require six meetings per every twelve months.

b. Treasurer's Report. Angela Rose reported the following account balances:

- ACVS, \$15,108.57
- AVAA, \$48,384.29
- Relocation, \$599.29

She also reported that the AVAA balance is up from last meeting due to the receipt of RICO funds and registrations for the June Basic Academy.

- c. Membership Committee.** Amy Bocks reported that Membership Brochures for the next fiscal year are now available. Some were provided at the meeting and they will also be emailed out to the membership in June 2017. The Agency fee is now \$150 and the Individual fee remains \$50. Amy encouraged everyone to share the information with non-member agencies/individuals. The website will be updated with the new fee structure. VOCA funds can be used to pay for memberships.
- d. Relocation Committee.** Tracey Wilkinson advised that a couple of requests were made and staffed but not approved for funding. There are four boxes of used cellular telephones ready to be sent in. Connie Chapman added that an announcement will be made at the Academies regarding the donation of cellular telephones to benefit the Relocation Fund.

Angela Rose relayed that ACVS recently received \$36 from the Fry's Rewards Program and \$13 from Amazon Smile.

- e. Website Committee.** Amy Bocks is diligently working to keep the AVCS website current. Continue to send her your events and job posting so that they can be added.

X. New Business/Open Forum:

- Amy Bocks congratulated the Arizona Department of Corrections Office of Victim Services for their recent receipt of the Governor's Distinguished Service Award for Service Coordination.
- Amy also congratulated the El Mirage Police Department Victim Assistance Unit for their receipt of the Governor's Distinguished Service Award for Innovative Practices.
- The Attorney General's Office of Victim Services Agency Support Team was also congratulated for their recent receipt of the Crime Victims' Rights Award from the U.S. Department of Justice's Office for Victims of Crime.
- Kennesha Jackson advised that another national award winner was the International Cruise Victims Association, which is comprised of family who have lost loved ones on a cruise, or who have gone missing while on a cruise.
- Stephanie Bradley wondered whether any other agencies received requests from defense attorney's wanting to interview Victim Advocates and have their notes disclosed. Angela Rose reported that civil staff at the City of Scottsdale has successfully argued about the confidentiality of the conversations between the Advocate and the victim. They have also engaged in discussions about what Advocate should put in their notes and where those notes should be kept. Connie Chapman stated that when she was at the City of Phoenix Advocates did not retain notes on conversations with victims; they only recorded services provided. She added that even if the notes are kept in a "confidential" location in the file or case management system, they are still subject to disclosure if so ordered by the court. Debbie Olsen relayed that such a request came from defense recently. Final resolution has not yet been reached, but the prosecutor is starting with having the defense counsel be required to file a motion as to what specifically they want to know and why.
- Stephanie Bradley asked if Advocates are receiving written consent from victims to share their conversations with prosecutors. Most agencies present are getting verbal consent.
- Marc Tetzlaff reported that U-VISAs are backed up 10 years. He provided a flyer on the Victims of Immigration Crime Engagement (VOICE) Victim Information Notification Exchange (VINE) program. The program began in April and they are still working through the bugs in the system. It is designed to send notifications to registrants who have been affected by crimes committed by a removable alien in US Immigration and Customs Enforcement (ICE) custody. Marc further advised that child pornography cases are being turned over to the State to prosecute; they will not be handled in Federal Court.
- Laura Penny wondered whether ACVS as an organization would ever take a formal position with respect to the recent ACLU lawsuit regarding defense counsel's displeasure with being required to go through the prosecutor to contact the victim. Angela Rose advised that ACVS has done so in the past. In that particular instance, language was drafted and voted upon by the membership. Amy Bocks stated that she believes that Arizona Voice for Crime Victims is drafting something regarding this issue and that maybe ACVS can join them.

- Laura Penny announced that she will be retiring in July 2017. Pima County will be initiating an open competitive recruitment if anyone is interested.
- Tracey Wilkinson reported that The Committee on the Impact of Domestic Violence and the Courts (CIDVIC) is in the process of updating information on how to obtain protective orders. Any suggestions can be sent to Tracey at twilkinson@scottsdaleaz.gov.
- Tracey Wilkinson advised that the Scottsdale Police Department is sponsoring community training on Mental Health Crisis Planning. It will be held tomorrow, May 18, 2017 between 6:00pm and 8:00pm at 8401 East Indian School Road, Scottsdale.

XIII. Next Meeting: July 19, 2017, at 10:00 a.m. at the Phoenix Family Advocacy Center, 2120 N. Central Avenue, #250, Phoenix, AZ.

XIV. Adjournment: The meeting was adjourned at 11:44 a.m.

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