1. **Call to Order – Amy Bocks**
   1. Meeting was called to order at 10:05 a.m. by Amy Bocks

**Attendees**

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| Adam Gendreau, DCS Victim Services | Jaquel Moody, AZ Department of Corrections |
| Amy Bocks, AZ Attorney General’s Office | Katelyn Osselaer, PHX FAC |
| Amy Palmisano, EMPACT | Kennesha Jackson, AZ Attorney General’s Office |
| Angela Rose, New Life Center | Lois Rees, Yavapai County Attorney’s Office |
| Beckie Miller, POMC | Mimi Kaplan, JFCS Shelter |
| Carolee Holbrook, POMC Volunteer | Natalie Gruner, Phoenix City Prosecutor |
| Colleen Clase, AZ Voice for Crime Victims | Iris Verdoza, Department of Public Safety |
| Connie Chapman, AZ Victim Assistance Academy | Javier Martinez, Prescott Valley PD |
| Daniel Torrez, AZ Department of Corrections | Mariah Grill, ADC Intern |
| Elizabeth Hartley, MADD | Suzie Checkett, MCAO Victim Services |
| Gina Winn, Glendale Police Department | Tracey Wilkinson, Scottsdale Police Department |
| Isela Devora, Mesa City Prosecutor |  |

1. **Welcome and Introductions**
2. **Approval of May Meeting Minutes**
   1. Beckie Miller moved to approve minutes. Kennesha Jackson seconded the motion. Minutes were approved unanimously.
3. **Speaker unable to attend**
4. **Discussion and Vote on ACVS By-Laws and Operational Guidelines**
   1. By-Laws
      1. Discussion ensued regarding Page 2, A.1. Change “will” to “may”. “The immediate past chair ‘may’ be a part of the executive committee.”
      2. Kennesha Jackson moved to accept by-laws as amended above. Jaquel Moody seconded the motion. Passed unanimously.
      3. By-laws will be posted online.
   2. Operational Guidelines
      1. Executive Committee made one change regarding staff policies and procedures. Sechler Morgan required additional policies/procedures.
      2. Under Personnel, Page 7 a paragraph to add that there are policies and procedures available.
      3. Beckie Miller moved to approve the guidelines as amended. Kennesha Jackson seconded the motion. Passed unanimously.
      4. Operational Guidelines will be posted online.
5. **Legislative Updates – Kennesha Jackson**
   1. Please contact Kennesha if you have any victims’ rights legislation that you would like supported by the AGO.
6. **Updates from ACESDV, Samantha Hinchey**
   1. No updates.
7. **State Agency Coordinating Team (SACT) – Funders Reports**
   1. VRP – Kennesha Jackson, Arizona Attorney General’s Office
      1. Will send out contact information for SACT.
      2. FY 2020 Funding Update: Award agreements have been issued and funding will be disbursed upon receipt of signed award agreements. Funding will be distributed in two payments throughout the fiscal year. WE are also currently in the process of reviewing annual reports and any modifications that are required will be requested in October.
      3. Legislation: If anyone has any victims’ rights legislation for the upcoming legislative session that they would like supported by the AGO, let Kennesha know in person or by email at [Kennesha.Jackson@azag.gov](mailto:Kennesha.Jackson@azag.gov).
      4. Victim Request/Waiver forms: Updated 2019/2020 R/W Forms (paper and electronic version) have been distributed to all law enforcement agencies. Law enforcement agencies should use the new updated forms as there have been multiple changes to the information and resource sheet. We also highly recommend law enforcement begin using an electronic version of the R/W form.
      5. Victims’ Rights Education: Please refer to the AGO website for a list of upcoming trainings at [www.azag.gov](http://www.azag.gov). For more information on the schedule or to request a private presentation for your office, please contact OVSTraining@azag.gov.
   2. ACJC –– No report. Heather Bonnet is the new program manager but was unable to attend today.
   3. DPS, Iris Verdoza – DPS is in the process of conducting site visits. No contract process for year three of VOCA. Solicitation for the next VOCA three-year Grant period will be open in spring of 2020.
   4. DES – No report
   5. DHS – No report
8. **Arizona Victim Assistance Academy (AVAA), Connie Chapman**
   1. AVAA Advanced Advocate Training will be held November 18. Cost is $85 for members.
   2. Basic Academy will be held in January of 2020
   3. Leadership Training will be held in June of 2020
   4. Announced the Mobile Advocacy Training Program.
      1. AVAA has received a grant from ACJC to fund this program.
      2. Training will be held at the requesting agency.
      3. Agency is responsible for providing a facility and at least 10 attendees.
      4. The program is looking for trainers in various subjects.
      5. This will be in a pilot stage until June 2020.
      6. Discussion ensued.
9. **Committee Reports**
   1. Executive Board Report, Amy Bocks
      1. Thank you for the speaker suggestions. November will be Jamie Balson with LSCVA and Tony Bidone with updates at APD. Will have someone from ACJC in January to discuss the new Orders of Protection portal.
      2. Jaquel Moody shared information on MyPlan app for DV victims.
      3. November meeting will have elections for Vice-Chair and Treasurer for a two-year term from January 2020 – December of 2021. Please let Amy know if you are interested in running for a position by November 15. Please include a resume. Marcy is willing to continue as Vice-Chair.
   2. Treasurer’s Report – Gina Winn – Balances as of June 30, 2019:
      1. Gina will not be able to continue as treasurer. Please put your name in if interested in being considered for the treasurer position. Gina reported that the books have been cleaned up and Sechler-Morgan is on top of things. If you have questions about the position, please see Gina. The time commitment is about one hour per week. Executive Committee typically meets via telephone the week before the ACVS meeting.
      2. Gina has created some step-by-step instructions on how to complete the required tasks.
      3. ACVS: $21,026.56 – Increase is due to membership dues.
      4. AVAA: $26,784.98 – Decrease is due to Academy facility fees.
      5. Relocation: $671.47 – Decrease is due to two reimbursements. One was for St. Vincent De Paul and one was for a Greyhound bus ticket for a victim at A New Leaf.
      6. Sechler-Morgan has requested a list of accomplishments for 2018. Gina provided a list to members. Additional accomplishments should be sent to Gina.
      7. Discussion ensued regarding getting ACVS on the state’s Combined Charitable Campaign to allow state employees to donate.
   3. Membership/Website Committee, Marcy Morales
      1. If you have not paid for the 2019-2020 membership year, please do so as soon as possible.
      2. Membership brochures are available in the back. Please feel free to hand them out to others.
      3. Send any website postings to Marcy.
      4. Any brochures that were left over from the NOVA conference are in the back. Please pick them up before you leave.
   4. Relocation Committee, Tracy Wilkinson
      1. Has made changes as discussed at the last meeting.
      2. Amy Bocks asked if there was any additional discussion prior to voting on approval. No questions.
      3. Forms will be on the website eventually. Click on “Advocates Only” button for the relocation request form.
      4. Jaquel Moody moved to accept the revised. Relocation Project Referring Agency and Advocate Procedures. Beckie Miller seconded the motion. Passed unanimously.
      5. Relocation balance is low. Grand Canyon donated a box of phones so a check is on the way. Current process is that we don’t spend money that is not in the relocation budget line. Discussion ensued regarding adding additional monies to the Relocation Budget. Determined that the Executive Committee could approve an amount.
      6. Reminder that cell phones, tablets, etc. can be recycled and the monies received go into the Relocation Budget.
10. **New Business/Open Forum**
    1. Parents of Murdered Children will be hosting the National Day of Remembrance for Murder Victims on Saturday, September 20. Check-in is at 4:30. Event starts at 5:00.
       1. October 3, 4:30 – 7:30 Enchanted Island will be holding a fundraiser. Funds will go to the National Day of Remembrance Commemoration Event.
    2. MADD
       1. Phoenix Walk – November 3 at 7:00 am
       2. Candlelight Vigil – November 18 at 6:00 pm
    3. City of Mesa Prosecutors Office
       1. Domestic Violence Awareness Night – October 23, 5:30 – 6:30, Pioneer Park, Mesa.
    4. City of Phoenix
       1. Paint the Town Purple – Flyers will be sent out
    5. City of Scottsdale
       1. Education Engagement and Understanding Event – October 17, 2019 from 1:30 – 4:30 p.m. at the Grandview Senior Center.
    6. MCAO – Collecting items for New Life Center
    7. AZ Voice for Crime Victims –
       1. Case pending before the Supreme Court.
       2. Kicked off partnership with DCS on August 1.
       3. Case going before the Supreme Court regarding Abatement October 15. State vs. Reed.
    8. MADD is hiring a Development Officer and Program Specialist in Phoenix office.
11. **Next Meeting**
    1. November 20, 2019, 10:00 a.m., Phoenix Family Advocacy Center, 2120 N. Central Avenue, 2nd Floor Community Conference Room, Phoenix, AZ
12. **Adjournment**
    1. Meeting was adjourned at 11:36 p.m.