1. **Call to Order – Amy Bocks**
	1. Meeting was conducted in person at the Phoenix Family Advocacy Center and virtually via Zoom and called to order at 10:00 am. by Amy Bocks.

**Attendees**

|  |  |
| --- | --- |
| Adam Gendreau, Dept of Child Safety | Kennesha Jackson, AZ Attorney General's Office |
| Amy Bocks, AZ Attorney General's Office | Kevin Mattingly, Phoenix FAC |
| Amy Filingim, Prescott PD | Liesl Lang, La Frontera |
| Amy Palmissano, La Frontera AZ | Marc Tetzlaff, ICE/HIS |
| Bianca Harper, ACASI | Patricia Abeyta-Young, Surprise PD |
| Carla Uyeda, DPS VOCA | Robert Swinford, AVCV |
| Connie Chapman, AVAA | Ryan Clark, AGO  |
| Dan Levey, AZCVRLG | Sharon Woodard, Pinal Co Attorney's Office |
| Emily Baird, Mesa City Prosecutor's Office | Stacy Rodriguez, Yavapai Co Attorney's Office |
| Erica Williams, MCAO Victim Services | Tara Hugueley, Yavapai Co Attorney's Office |
| Heather Harpest, Defenders of Children | Veronica Driz, AGO |
| Jackie Allen, AZ DPS |   |

1. **Welcome and Introductions**
	1. Introductions by in person and virtual attendees.
2. **Approval of September 2022 Meeting Minutes**
	1. No comments or corrections.
	2. Motion to approve by Kennesha Jackson, 2nd by Tara Hugueley.
	3. Minutes were approved with majority vote.
3. **Discussion on Elections for Chair and Secretary**
	1. Chair – Amy Bocks elected to continue as Chair for next term by all voting members.
	2. Secretary – Erica Williams, MCAO Victim Services Bureau Chief, elected as Secretary for next term by all voting members.
4. **Discussion on Bylaws and Operational Guidelines**
	1. Discussion held regarding removing the specific names of those in the bylaws.
	2. Request from any membership for their suggestions for edits. No edits are discussed from Membership.
	3. Motion to annually approve bylaws - Dan Levey motions to approve – Patti Young seconds.
	4. Updated documents will be on the website by the end of the week.
5. **Legislative Priorities**
	1. Kennesha Jackson, AZ Attorney General’s Office:
		1. No new updates.
	2. Discussion on ARS 13-4433(B) - Dan Levey shares that LSCVA and AVCV have been in communication and understands the AGO may file a notice of injunction. This is concerning for community because it opens the door to uncomfortable communication between defense investigators and victims. The line is not clear on whether those defense staff are asking questions. National Crime Victim Law Institute is also involved. The Advocate program at AGs office, has conveyed the message to victims because of their high-profile capital cases, where they have known that defense has been wanting communication. All death penalty cases have been notified from AG's office. Victims were asking if their personal information was being disclosed by victim services agencies. No Victim Services Agencies are providing victim contact info.
		1. Amy Bocks - this may have been for discussion mitigation.
		2. Erica Williams - MCAO have been sending out letters of notification. DPS, Jamie Balson, AG's office and ACVS have all sent out notice. ACVS will share the notice via email that Jamie drafted.
		3. Kennesha Jackson - In the Victim’s Rights Statutes it states that victims have the right to refuse a defense interview.
	3. Brooke Fulton, ACESDV – not present
6. **Updates from ACESDV:**
	1. ACESDV - None
7. **State Agency Coordinating Team (SACT) – Funders Reports**
	1. VRP – Kennesha Jackson, Arizona Attorney General’s Office:
		1. . FY 2022/23 Funding Update – FY23 VRP second installments will be disbursed in January 2023. We are currently preparing for FY24 grant period. FY24 Performance Reviews will be issued Mid-December. If your agency is in the VRP Program and your agency anticipates vacancy savings for FY23, submit a budget modification request form. We encourage agencies to spend their full award amount.
		2. Distinguished Service Awards (DSA) – We are currently soliciting nominations for 2023 DSA awards. Please share with your agency’s employees and contacts. Nominations are due Friday, December 23, 2022. Awardees will be recognized during the National Crime Victims’ Rights Week event during the week of April 23th-29th, 2023. Nominations can be completed on online at https://www.azag.gov/dsanomination-form . Keep in mind, you can nominate those you’ve nominated in the past who were not selected.
		3. Victims’ Rights Education – Outreach and education presentations will continue to be conducted via webinar. New Advanced training curriculum and updated Basic are 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 or visit https://www.azag.gov/criminal/victim-services/training. As a reminder, victims’ compensation training will not be included in the Basic and will only be available through the ACJC website. Advanced curriculum this year will cover the juvenile justice system.
8. ACJC – Dorinda Johns – not present
9. VOCA – Carla Uyeda:
	* 1. VOCA has held five crime victim fund discussion meetings - 150 attendees. If you weren’t able to attend reach out to Carla or Kate to have a 1:1 discussion on what was covered. Due to the health of the crime victim fund, DPS is tentatively planning for 1-year renewal for 2024 at 50-60% less from year three of previous award.
		2. This is not official they won’t have something till March of 2023. DPS may set up future meetings depending on what takes place.
		3. Contact Carla with any questions: cuyeda@azdps.gov
10. DES – Not Present
11. DHS – Not Present
12. **Arizona Victim Assistance Academy (AVAA) – Connie Chapman**
	1. At the last training there were 66 people registered and 62 in attendance for the training.
	2. The next Basic Academy is set for January 23rd to the 27th. Registration will be open soon. They will be able to register about 40 to 44 people and the training will be held in Phoenix. Anticipating approximately same price from last time.
	3. Leadership in Victim Services training – email Connie with topics related to leading victim services programs. AVAAACADEMY@Gmail.com They are discussing having the leadership training in June.
	4. If your agency decides not to request training funds in your 2023-2024 VOCA amendment/application it would be helpful for AVAA to know by February or March. Please let Connie know via email.
13. **Committee Reports**
	1. Executive Board Report – Chair Amy Bocks
	2. Treasurer’s Report – Karina Aragon
		1. ACVS: $4,470.70 – minimal changes administrative costs.
		2. AVAA: ($12,161.04) – Negative balance due to late grant reimbursements.
		3. Relocation: $0.00 – There was a successful cell phone drive for the month of October. Those funds will be used towards the relocation project.
		4. Total: ($7,690.34)
	3. Vice Chair – Adam Gendreau
	4. Relocation Committee – Tracey Wilkinson – not present
	5. Website Committee – Adam Gendreau
14. **New Business/Open Forum**
	1. No updates.
15. **Next Meeting**
	1. Next Meeting – We are back at the FAC reserved for the year.
	2. January meeting dates have been sent out and will be posted to the website.
	3. If you have any suggestions or requests for speakers this upcoming year let the Executive Committee know.
16. **Adjournment –** Meeting was adjourned by Amy Bocks at 12:00 p.m.