



## **CAMI Advisory Committee Meeting Minutes**

CVSD Conference Room, Suite 150B (Lower Level)  
Thursday, December 11, 2014, 1:00 p.m. – 4:00 p.m.

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***Committee Members Present:*** Stacey Ayers, Kevin Barton, Carol Chervenak, Tina Morgan, Tammi Pitzen, Shelly Smith, Staci Yutzie

***Committee Members via Teleconference:*** Matt Shirtcliff

***CVSD DOJ Staff Present:*** Jordan James-Largent, Mike Maryanov, Robin Reimer, Shannon Sivell

***Committee Members Absent:*** Elisabeth Heskett, Kirstin Heydel, Wendi Steinbronn

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### **Welcome and Introductions**

Robin Reimer opened the meeting at 1:10. Robin introduced Sherree Rodriguez as the new Executive Support Specialist at Crime Victims' Services Division (CVSD). Previously, the position was held by Rozlyn Finrock. Shelly Smith introduced herself as the Child Abuse Multidisciplinary Intervention (CAMI) AC (Advisory Council) board chair. She indicated she would like Robin to continue to move through the agenda.

### **Approval of October Meeting Minutes**

Stacey Ayers moved to approve the October 21, 2014 minutes; Carol seconded. Motion approved unanimously.

### **Network and RSP Reports**

Tammi Pitzen presented the report from the Oregon Network of Child Abuse Intervention Centers (ONCAIC). Oregon Child Forensic Interviewer Training (OCFIT) faculty members are meeting to evaluate the three 2014 trainings and to make adjustments to the 2015 curriculum. The Network is working with the Nonprofit Finance Fund on a proposal to the Meyer Memorial Trust and Ford Family Foundation to bring technical support for finance, business development, and organization sustainability to individual centers throughout Oregon. The Network has a list of priorities that they will present to legislators during the upcoming annual Capital Day.

Shelly Smith presented the Regional Service Providers (RSP) report. The RSPs met in Salem in October and discussed the 5% reduction of the 2015-2017 RSP grants. That 5% would be equal

to approximately \$57,000. Those funds would then be reallocated to the Network to help fund OCFIT. Per the report submitted, RSP Directors expressed some concern about the CAMI RSP funding reallocation and asked that DOJ and ONCAIC advocate for increased funding during the upcoming legislative session to cover this decrease in funding. Robin is working with the RSP Directors to review the core services and evaluate any potential updates or changes of these services for the 2015-17 grant application process.

### **DOJ Updates**

Mike Maryanov reported to the group that there are reports from the federal level that it is likely the Victims of Crime Act (VOCA) funding cap will be raised substantially. Oregon could see an increase of \$5.3 million funding to \$24 million. It is not known if this will be a one-time or permanent increase. CVSD will keep everyone posted as we receive updates.

### **Legislative Update**

Shannon Sivell stated that CVSD had asked the legislature for \$4.3 million for full funding. The governor wrote \$4.2 million into the budget which is very close to full funding. It is not expected that CVSD will be cut from the final budget, but because we did not received the whole requested amount and the division is working to reduce any unnecessary costs.

Shannon also presented that the grant to Oregon Health Authority (OHA) for \$289,000 will support a Commercial Sexual Exploitation of Children (CSEC) shelter for approximately nine to ten girls. The shelter will be operated by Morrison Family Services in Portland. The money will also help support a limited duration CSEC Coordinator at CVSD. There is funding through June 30, 2015. Because the funding is only through June and there is a large amount of money to spend, to the plan is to implement CSEC grants in two to three in other areas of the state. Stacey added that the Multnomah County shelter is taking referrals from all over the state, not just Portland metro area.

Shelly informed the group that KIDS Center will host a MDT regional training regarding the growing CSEC issue. . This is mostly directed towards Central Oregon agencies. Kevin Barton will provide Shelly with a contact for a Department of Human Services (DHS) caseworker who is very knowledgeable on the topic. Shelly also shared that the Network has hired a lobbyist, Doug Riggs, for the upcoming legislative session. Doug and the Network are drafting legislation that would create separate V-codes for centers to use for forensic interviews. Other issues that Doug will be focusing on for The Network include CAMI funding (hoping for increase but stabilized funding at least) and watching carefully any potential revenue that may be made from the legalization of marijuana and if any of those funds will be earmarked for child abuse prevention.

### **MDT/RSP Grant Review Process**

Robin presented that the 2015-2017 MDT (Multidisciplinary Discipline Team) RFA (request for applications) will be released on February 9<sup>th</sup> and the RSP RFA will be released on February 23<sup>rd</sup>. The MDT application will be a noncompetitive process and the RSP application will be a competitive process. Robin asks all AC members to participate in the MDT application review.

She also asked that those who do not have conflicts of interest with any RSP applications participate in the review of the RSP applications. After all applications are due, there will be an internal review of the minimum qualifications, then on April 3<sup>rd</sup> the MDT applications will be forwarded to reviewers and on April 15<sup>th</sup> the RSP applications will be forwarded to reviewers. All RSP scores must be submitted by reviewers by April 29<sup>th</sup> and MDT reviews must be completed and ready for full presentation by May 3<sup>rd</sup> for the CAMI AC meeting. Below is a table of important dates in the grant application review schedule.

\*Please see the below highlighted pieces relate to CAMI AC members.

| TARGET DATE                | ACTIVITY   |
|----------------------------|--|
| March 23                   | MDT Application due through CVSD E-Grants 5PM PST                      |
| March 23-April 3           | MDT Application MQs & review by CAMI Fund Coordinator                  |
| March 30, 2-3:30 PM        | Reviewer Teleconference  |
| April 3-May 3              | AC Reviewers review MDT Applications                                   |
| April 6                    | RSP Application due through CVSD E-Grants 5PM PST                      |
| April 7-14                 | RSP Application review by CAMI Fund Coordinator                        |
| April 15-April 29          | AC RSP Reviewers review RSP  |
| April 20                   | MDT Day  |
| April 29                   | AC RSP Scores due to CVSD  |
| May 1-7 Reviewers/Date TBD | AC RSP Reviewers Meet to discuss RSP Scores                            |
| May 3                      | MDT Review Scores Due to CVSD  |
| May 12, 9 AM to 4 PM       | AC Meeting to review MDT scores and approve RSP scores                 |
| June                       | Attorney General (or designee) approval of final award recommendations |
| June                       | Award notification and grant documents available in E-Grants           |
| July 1                     | 2013-2015 CAMI RSP grant period begins                                 |

Mike provided background about previous grant reviews and would like to have as much internal review as possible to allow the AC members to focus on review of certain sections that have been members have requested to review. Carol Chervenak would like for CVSD to remember that in the month of April that the Clackamas County Child Abuse and Family

Violence Summit is taking place which is often a very busy time. She would also like to look specifically at protocols, intervention plans, goals, and trainings that staff is participating in. Tina Morgan would also like to look at the budgets of the applications to see that the MDTs are accurately valuing key services and positions. Shelly suggested that it might be helpful to provide MDTs with resources regarding protocols and logic models so that they had a solid base to work from which would result in better applications for this group to review.

Robin asked the group if they have specific ways that they would like to look at the applications and if it would work best for the group to be split into teams to look at assigned applications. Tina would like them divided so that everyone would be looking at around five applications that they don't have any conflicts with, but there are too many applications and not enough reviewers. Robin is looking to have members split into review groups of two to three which would mean that each team would need to review approximately nine applications per team. Shelly suggested that the grant applications be provided to the review teams as a PDF rather than having CAMI AC members access the E-Grants system. Jordan will verify that this can be done and will provide this to the reviewers if possible. Robin will go through the criteria for scoring with all reviewers before the review. Shelly suggested that each review team have a mix of more and less senior AC members so that the more experienced members can provide support around the process to the newer members. Shelly also suggested that the smaller groups could discuss their comments about each application and be prepared to present overall summaries at the review meetings. Mike shared that in the past, it has been difficult to get through all of the applications in the meeting.

Shelly suggested that the RSPs about reaching out the MDTs in their regions to offer guidance on developing protocols to help improve the quality of the applications; she is mindful of the need to approach the MDTs respectfully. After a discussion, it was decided that DOJ/CAMI (Robin) would send out strong examples and/or resources that cover both rural and urban counties' needs. Mike shared that Oregon Department of Justice (ODOJ) CVSD often gets public records requests for MDT rosters and protocols, and that often those protocols are either not updated regularly or are not being followed. This can cause problems in court. Mike would like to see protocols updated more regularly to better prepare for possible lawsuits.

Robin will develop review team assignments.

### **RSP RFA Core Requirements**

Mike gave a brief history of how in 2007 the CAMI AC worked to clarify RSP core services. KIDS Center, Children's Advocacy Center of Jackson County, and CARES NW were the only three RSPs at that time and were included in the conversation. In the beginning, it was unclear what services RSPs were supposed to provide; there was confusion around whether or not direct services were RSP core services. The AC determined that direct services were not RSP core services. The current core services definitions developed from that conversation. RSPs are designed to be the technical assistance (TA) for centers and MDTs within their regions.

Robin shared that during the previous 2013-2015 grant process \$300,000 of the MDT budget was redirected to the RSP budget with the intention that those funds be used to support training and technical assistance to MDTs. The primary means by which RSPs meet the education and training requirement is through participation in OCFIT. Last week Mike and Robin had a teleconference with the RSP directors to see what can be done to take some of the burden off of the RSPs in light of the 5% redirect of funds from RSP budgets to the Network for support of OCFIT. The RSPs asked that the CAMI Program further clarify the core services. They also asked that technical assistance be added back to the description of core services. Robin offered to revise the way the core services are structured in CAMI documents so that the structure mirrors the administrative law that defines core services and to try to add some clarifying language. The conversation also shed light on some lack of clarity in the reporting requirements and Robin offered to convene a workgroup to review the reports. She invited RSP representatives to contact her if they would like to participate.

Robin could include a question on the RSP report that would capture those outside of region services that are provided so that we are able to track them. Tina supports that idea but also would like to have RSP reports better reflect all the in-region services as well. Because she does not think that the RSPs are receiving proper credit for all of the services that they are actually providing.

Tina suggested that there may be less of a burden on the RSPs to provide OCFIT because of how work has shifted to the Network and DOJ. She thinks that the 5% is a reasonable amount for RSPs to redirect as support for the OCFIT and feels that it could have been as high as 10% (5% redirect is equivalent to \$28,000/year). Kevin asked if the burden was the same for each RSP to provide trainers for each OCFIT training. Tina stated that she feels that the burden falls to the smaller centers. Tammi anticipates that as OCFIT continues, it will not require as much of a time commitment from trainers, as long as the trainings are spread out across all RSPs. Mike has noted significant differences among RSP budgets and their ability to move assets around when extra funds are needed in other places. This is often a problem for the smaller centers that do not have as much money to move around.

### **OCFIT Training Cost**

Robin shared that there has been discussion about extending the training from three days to three and a half days for 2015. Currently, OCFIT compresses a five day training into three days and there has been some feedback from PSU, participants and faculty that three days is too little time. As such, the network provided a 3.5 day budget. Shelly explained that one of the most difficult aspect of the OCFIT training has been the timing of when funding is available versus when it is needed. Also there are so many restrictions on how state and federal funding can be spent, which makes the OCFIT budget complex and multilayered. Also, there may be opportunities to offer OCFIT training to professionals outside the state as a way to have a higher profit. Despite the number of individuals already trained, Oregon still has a high demand for more trained interviewers due to many factors like turnover.

There has been an issue with DHS's ability and wiliness to pay for the training. Stacey explained that individual offices are now overseeing their own training budgets. This is often complicated by the fact that each employee has a specific amount set aside for training which often gets committed to other required trainings.

Shelly mentioned the need for future money to be set aside for improvements to technology for OCFIT. Such budget items are not included in the current budget. There is a great need to improve the registration system, payments, and communications with participants that will allow for less FTE to oversee.

### **MDT Update**

Robin presented to the group that CAMI will be holding an MDT Day training on Monday April 20, 2015, which will kick off the week of the Clackamas Child Abuse & Family Violence Summit. Jordan has sent out a survey to the MDT list serve to gather responses of possible topics. Robin is working to line up potential presenters. Kevin asked if there was any possibly of having DHS present their differential response program. Stacey thinks that it may be too soon since it will take until 2017 to be fully implemented. Stacey does think that in the future it could be a good topic to spread more awareness of the new processes.

### **Scheduling Next Year's Meetings**

The AC agrees to forgo the quarter one meeting of 2015 to instead use that time for 2015-2017 grant application review. Jordan will send out a Doodle Poll to all members to schedule the upcoming 2015 meetings.

Meeting adjourned at 4:20pm.