



## CVSD Advisory Committee Meeting Minutes

CVSD Conference Room, Suite 150A (Lower Level)  
Thursday, August 7, 2014, 8:30 a.m. – 12:30 p.m.

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***Committee Members in Attendance:*** Cheryl O'Neill, Michele Roland-Schwartz, Jenna Harper, Amy Holmes-Hehn, Kelsey LeBrun Keswani, Lynne Whiteman, Shirley Didier, Barb Palicki, Steve Bellshaw, Bob Robison, Allison Cleveland, Sybil Hebb, Justin Nelson, Leona Ike, and Desiree Coyote

***Committee Members via Teleconference:*** Terri Neiman, Becky Orf, and Chanpone Sinlapasai

***Guest:*** Lauri Stewart

***CVSD DOJ Staff Present:*** Shannon Sivell, Mike Maryanov, Becky Smith, Cathy Relang, Jeanette Ewald, Mackenzie Gray, Diana Fleming, and Caitlin Brown

***Committee Members Recused for Conflict of Interest:*** Erin Ellis, Yelena Hansen, Kathryn Kelley, Kim Larson, Merle Weiner, and Letetia Wilson

***Committee Members Absent:*** Vanessa Becker, Kris Billhardt, Tawna Sanchez, Robin Selig, Daniel Staton, and Vanessa Timmons

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### **Welcome and Introductions**

Jeanette welcomed the committee members and CVSD staff in attendance, and everyone introduced themselves. Both chairs are not here today, Robin is on a sabbatical and Kim is an applicant so she is recused for conflict of interest.

### **Minutes**

The last CVSD Advisory Committee (AC) meeting was held May 22, 2014.

- Amy moves to approve minutes.
- Jenna seconds the motion

*The motion to approve the May CVSD AC meeting minutes passed unanimously.*

### **Revision to the Bylaws: Jeanette**

Jeanette sent out a Doodle to the AC and received 23 votes in favor of the revision to the bylaws to address quorum concerns:



- Six AC members are applicants and would not be allowed to attend AC meetings that address the review process of the grants applied for.
- Concern about making quorum when some members are recused for conflict of interest due to grant applications in the review process discussed.
- Revision to the bylaws proposed is to not count grant applicants in the required quorum for voting purposes.

*This revision to the CVSD Advisory Committee Bylaws is now in effect as of August 7, 2014.*

**Joint DV/SA Subcommittee: Becky S.**

The Joint application combines grant streams from CVSD and Department of Human Services (DHS) with DV/SA. In the spring of 2015 the new Request for Application (RFA) will be released for the next biennium. In preparation for that, CVSD and DHS are convening a subcommittee combined with this AC and the DHS AC. We want to make improvements and changes for this next application round, a description of the committee was sent out and we are now asking for volunteers to participate in this subcommittee.

Part 1 of the Subcommittee Duties: Meet from September to December to look at combining the Tribal RFA and the original RFA for non-profit DV/SA programs so that it is inclusive of all applicants.

We want to have a committee that is composed of members representing tribal nations, various parts of the state, DV/SA, and DHS/CVSD. If there are gaps after our volunteers we will seek others to join the committee.

- Amy: How often and where would this subcommittee meet?
- Becky S.: I anticipate once a month with some emails in-between those meetings. Meeting location will be dependent on the members of the committee and will always be accessible by phone.
- Bob: How long will this subcommittee commitment be?
- Becky S.: September to December, so 4 in-person meetings and email work in-between. It will be intense but interesting.
- Sybil: Have there been any volunteers yet?
- Becky S.: Four from the DHS AC, representatives from Eugene and Salem, a community member representative, representatives from SATF, Mid Valley, and SASS. We are still looking for rural and tribal representation.
- Cheryl: We are hoping for someone from the coalition as well.

CVSD AC members and DHS AC members have been asked to email Becky S. or Cheryl if they are interested in volunteering for the Joint DV/SA Subcommittee. We will be sending out a Doodle survey to schedule the first meeting in September.



### **VOCA Application Review: Fund Coordinators**

The fund coordinators and review team representatives would like to go over the applications and get final recommendations for CVSD to submit to the AG for approval. The goal is to get a final list of recommendations across the five funding categories.

Cathy presented a PowerPoint with the five steps of the competitive process starting with the evaluation done by CVSD and ending with the selection and notification of grant awards. We are at step four in the process today and will be creating the list of recommendations to take to the AG for approval. CVSD will then notify all applications of their grant application status.

This review process is confidential and those with any conflict of interest in the review teams will not participate in any discussions, nor did they during the review team meetings.

Reminder to the AC members present today, some AC members are not present today due to being an applicant and have been recused from this meeting.

We had applications submitted to CVSD from across the state with more counties represented than previous years. CVSD completed a Minimum Qualifications (MQ) review internally; this was done by the fund coordinator assigned to the applicant's county. Only one application did not pass the MQ review and did not get passed on to the VOCA-Competitive review teams. The 49 remaining applications were assigned to the VOCA-Competitive review teams.

There was one review team per priority category, except Domestic Violence (DV). The DV priority category had too many applications for one review team to score so they were split into one team solely DV and then CVSD added some of the DV applications to the Sexual Assault (SA) review team.

VOCA-Competitive Priority Categories: Jeanette  
OVC mandated four VOCA Priority Categories:

- Child Abuse (CA)
- Domestic Violence (DV)
- Sexual Assault (SA)
- Underserved (U)

CVSD added a fifth Priority Category:

- General Victim Services (GV)

For the first time this year only culturally specific (CS) agencies could apply in the underserved category. This made it so the CS agencies only competed against each other in this category.

New this year to the VOCA-Competitive application is the VOCA Subcommittee deciding to award frontier bonus points of up to 10 points on applications that meet the minimum 70% score after being reviewed. SASP also included frontier bonus points and all applicants who served frontier counties received 10 points. However, after going through the SASP application process



the VOCA RFA was amended to read “up to 10 points.” The applications received 10 points if they primarily serve and reside in the frontier county. If the applicant provides services to a frontier county but are not residing in one then they received 5 points.

The purpose of these bonus frontier points is to address our awards geographically around the state. It is the belief of CVSD, and requirement of our funders, to have equitable geographic dispersion.

Frontier counties were selected based on having a population of six or less per square mile of the county. We have 10 counties in Oregon that fall into this definition: Baker, Lake, Wallowa, Gilliam, Malheur, Wheeler, Grant, Morrow, Harney, and Sherman.

*The minutes on the discussion and recommendations for the VOCA Competitive Application Review process are confidential.*

### **Summary and Next Meeting**

The AC members will hear from CVSD shortly for scheduling the special teleconference on the final decision for VOCA applications. The next regularly scheduled meeting will be on Thursday, November 6<sup>th</sup> at 9:00 a.m. It will be at the CVSD office in Salem.

The meeting adjourned at 12:30 p.m.