



# FY19 4th Quarter Meeting

June 12-13,  
**2019**

**Alaska's Council on Domestic  
Violence & Sexual Assault**

**6/12 – 9:00am – 4:30pm**

**6/13 – 9:00am – 4:30pm**

**Teleconference**

**Attend via teleconference**

**by calling:**

**1-800-315-6338    Code: 23872**



Alaska's Council on  
Domestic Violence  
& Sexual Assault



Alaska's Council on  
Domestic Violence  
& Sexual Assault

## CDVSA Quarterly Council Board Meeting

June 12-13, 2019

### Teleconference Meeting

800-315-6338, passcode 23872#

**Vision:** *Alaska, freed from domestic and sexual violence*

**Mission:** *The Council promotes the prevention of domestic violence and sexual assault and provides safety for Alaskans victimized or impacted by domestic violence and sexual assault through a statewide system of crisis intervention and support, and by demanding perpetrator accountability.*

#### **Day One: Wednesday, June 12**

- 9:00 a.m. Call to Order, Roll Call, and Conflict Inquiry.  
Michelle DeWitt, Chair.
- 9:10 a.m. Welcome, Agenda Review and Approval, and introductory comments by any Board members.
- 9:15 a.m. Introduction of new CDVSA Staff members (Ella Nierra and Morgan Erisman)
- 9:20 a.m. Approval of Draft Minutes, March 28-29, 2019 **(VOTE)**.
- 9:25 a.m. Executive Director's FY19 Quarter 4 Report, L. Diane Casto.
- 10:25 a.m. Break
- 10:40 a.m. CDVSA Budget Review/Fiscal Report, SFY19 Budget & Expenditures, Kelly Gohl, Administrative Officer I.
- 11:40 a.m. Discussion regarding internal financial controls of grantee's use of public funding—this topic will include a short Executive Session, followed by a public discussion of next steps and training and technical assistance being offered by CDVSA.
- 12:15 p.m. Lunch break (please be back online by 1:25 to be ready for public comment at 1:30)
- 1:30 p.m. **Public Comment--30 minutes** (if after 10 minutes no one has called in to provide public comment, the meeting will resume).

- 2:00 p.m. FY2020 planned budget expenditures:
- ✓ Disability Response Teams (DART) (**VOTE**)
  - ✓ Alaska Comprehensive Forensic Training Academy (**VOTE**)
  - ✓ UAA School of Social Work Data TA Project (**VOTE**)
  - ✓ Review of continuing contracts/RSAs for FY20
  - ✓ Review and discussion of continuing grantee awards for FY20
  - ✓ Alaska Victimization Survey
  - ✓ Contract for CDVSA Strategic Planning Facilitator

3:30 p.m. Closing remarks by Board members and adjournment.

### **Day 2: Thursday, June 13**

- 9:00 a.m. Call to Order, Roll Call, and review of Day 1, feedback, thoughts, comments and/or action to take, Michelle Dewitt, Board Chair.
- 9:10 a.m. ANDVSA Presentation—Update and Review of Activities and Outcomes, Carmen Lowry, Ph.D.
- 9:50 a.m. Legislative Update – Status of important bills HB 12, 14, 49 and FY2020 budget (including contingency planning for no budget by July 1), Kelly Howell, DPS Special Assistant and April Wilkerson, DPS Administrative Services Director.
- 10:50 a.m. Break
- 11:05 a.m. Staff projects/activities updates:
- ✓ **Prevention Activities--CBIM, RPE, Prevention Summit review, media/outreach plans for FY20 [Ann]**
  - ✓ **Monitoring Activities--Victim Services sub-recipients [MaryBeth]**
  - ✓ **Improved grant and fiscal management of sub-recipients including Financial Desk Reviews [Ella and Kelly]**
  - ✓ **Data projects, review and revision of outcome measures [Morgan and Diane]**
  - ✓ **FY20 projects, plans and focus (Strategic Planning, Language Access Plan, All Grantee Meeting, VOCA RFP)**
- 12:15 p.m. CDVSA Board Priorities for FY2020, Michelle and Diane.
- 12:45 p.m. Discussion regarding FY20 Board Meeting Schedule – Q. 1 (July-Sept.); Q. 2 (Oct.-Dec.); Q. 3 (Jan.-March); and Q. 4 (April – June) – **Please bring your calendars to assist with planning.**
- 1:00 p.m. Closing remarks by Board members and adjournment.

**COUNCIL ON DOMESTIC VIOLENCE  
AND SEXUAL ASSAULT  
(CDVSA)**

**Location:**

State Office Building  
9<sup>th</sup> Floor Conference Room  
333 Willoughby  
Juneau, Alaska

**Quarterly Council Meeting**

March 28 - 29, 2019

**Thursday, March 28, 2019**

**Board Members Present:**

Michelle DeWitt  
Laura Brooks  
Teresa Lowe  
Amanda Price – telephonic  
John Skidmore – telephonic  
Linda Stanford – telephonic

**Board Members Absent:**

Karen Melin  
Albert Wall  
Jody Potts

**Staff:**

Diane Casto  
Angela Wells  
Kelly Gohl

**Minutes Prepared by:** Sheila Garrant, Peninsula Reporting

**CALL TO ORDER - ROLL CALL**

Michelle DeWitt called the meeting to order at 9:05 a.m. Roll call was taken, and a quorum was established.

**AGENDA REVIEW AND APPROVAL**

Teresa Lowe **MOVED** to approve the agenda, **SECONDED** by Laura Brooks. Hearing no objections, the motion **PASSED. (6/0)**

**CONFLICT INQUIRY**

No conflicts of interest were declared.

**WELCOME AND INTRODUCTION OF BOARD MEMBERS**

Michelle DeWitt welcomed the new board members Amanda Price and Laura Brooks. Albert Wall and Karen Melin have also been appointed to the board but were unable to

attend this meeting. Amanda Price introduced herself and stated that she previously directed Standing Better Against Rape and has an understanding of how the Council operates as well as the function and mission of the Council. As the commissioner of the Department of Public Safety (DPS), she has worked with Diane Casto. Laura Brooks, representing the Department of Corrections (DOC), stated that she's been with DOC for 20 years starting as a mental health clinician and is currently the deputy director of Health and Rehabilitation Services. She noted that DOC is not only interested in addressing the needs of the offenders in the system, but also addressing the needs of the between 70 - 80 percent of females in the facilities who report as victims of sexual abuse or sexual assault.

### **APPROVAL OF MINUTES**

Teresa Lowe **MOVED** to approve the November meeting minutes, **SECONDED** by Linda Stanford. Hearing no opposition, the motion **PASSED. (6/0)**

### **OVERVIEW OF CDVSA BOARD OF DIRECTOR'S STATUTORY ROLE, RESPONSIBILITIES AND CROSS-DEPARTMENTAL COLLABORATION**

Michelle DeWitt provided a brief overview of the statutory roles and responsibilities of the board members. According to the bylaws, the CDVSA board is responsible for hiring an executive director and the election of presiding officers.

Michelle DeWitt stated that the Council is responsible for the following:

- Monitoring domestic violence/sexual assault crisis intervention and prevention programs, including school curricula, prevention, and treatment.
- Developing, implementing, maintaining, and monitoring all parts of the Council's role.
- Sustaining coordination across departments and community groups.
- Developing and maintaining standardized data collection.
- Conducting public hearings.
- Both receiving and disbursing state and federal monies.
- Overseeing and auditing the funded programs.
- Providing both fiscal and technical assistance related to implementing and administering domestic violence, sexual assault, and crisis intervention and prevention programs.
- Providing an annual report to the Governor and the legislature on the activities of the Council.
- Adopting regulations and other powers and duties.

Michelle DeWitt stated that collaboration is an essential aspect of the Council. It allows agency representatives to talk about priorities within their agencies related to both addressing and preventing domestic violence/sexual assault and bring forward issues that the Council and board members can collaborate on to solve the problems.

Diane Casto added that the composition of the board is deliberately laid out.

Five members of the Council are representatives from various state departments that are critical to achieving the Council's overall mission of ending domestic violence and sexual assault. The Council also has public members who represent the voices of the communities, and they can also bring a different perspective than those from the administration. The Council board has an active role in how domestic violence/sexual assault issues are addressed in the state, and it is essential to recognize that the power the board has is vital to help move changes forward.

Amanda Price noted that a tremendous opportunity the leadership from the state departments represented have is the ability to engage with a large number of state employees located geographically throughout the state as an opportunity to improve how they message domestic violence and sexual assault prevention.

Diane Casto reported that the recent activities of the Council include:

- Successfully increasing spending authority
- Reviewing programs
- Working on prevention efforts
- Bringing on four new programs:
  - Kenaitze Indian Tribe, Kenai
  - WAVE, Petersburg
  - Hope, Craig
  - Emmonak Women's Shelter, Emmonak
- Collaboration with partners
- Working on the consistency of SART services through partnerships
- Hiring a contractor to assist with messaging/marketing
- Streamlining the financial structure
- Working on updating regulations.

Michelle DeWitt noted that the Council's pending activities include planning for a software system for data and preparation around the Alaska Victimization Survey.

### **EXECUTIVE DIRECTOR'S FY19 QUARTER 3 REPORT**

Diane Casto directed the Council's attention to the written report included in the board packet and highlighted the following information:

#### Personnel:

- CVDSA staff has been extremely busy with projects, training, meetings, and monitoring and developing new programs and initiatives.
- Requested and received authority to create two new positions.
- MaryBeth Gagnon was promoted to the newly created position of Criminal Justice Planner.
- Recruitment efforts continue to hire for a Program Coordinator II and a Research Analyst II.

#### Newly funded projects:

- Research and evaluation support is going well for CDVSA Victim Services and BIP grantees, a partnership between CDVSA and the UAA College of Health,

School of Social Work. On November 29<sup>th</sup> the Council issued a short application for individualized research/evaluation technical assistance. Seven grantees applied and four were chosen:

- WAVE in Petersburg
- Lee Shore Center in Kenai
- AWARE in Juneau
- Victims for Justice in Anchorage
- The Generalist Forensic Training for nurses and healthcare providers is a partnership between CDVSA and the UAA College of Health, School of Nursing, and they have been working on getting the new Alaska Comprehensive Forensic Training Academy ready to launch. Registration opened March 15<sup>th</sup>, with the first in-person training scheduled for May 14 – 16, 2019.

#### Outreach

- October was Domestic Violence Awareness Month. Activities included a proclamation, publishing op-ed pieces, and TV/radio appearances.
- February was Teen Dating Violence Awareness and Prevention Month. Activities included a proclamation, social media postings, and media calls. This year, the Council supported the work of the Sitka Youth Leadership Committee, which promotes positive values, and they created a social media campaign focused on healthy teen relationships.

#### Meetings and presentations:

- November, board meeting and rural outreach.
- Continue monthly meetings with ANDVSA.
- Presentations at the fall and winter meetings of ANDVSA.
- Continued meetings with Sexual Assault Kit Initiative (SAKI) workgroup.
- Continued meetings with Alaska Criminal Justice Commission, including the Sex Offense Workgroup.
- Site visit with Arctic Women in Crisis in Utqiagvik in October.
- Participated in the Alaska Child Maltreatment Conference in November.
- Met with Anchorage Municipality, Department of Health's DVSA Workgroup in December.
- Represented CDVSA at Annual Public Health Summit in January.
- Presented an update on VAWA reauthorization to Anchorage DV/SA, Child Abuse Caucus, and others in February.
- Participated in a planning meeting with the Alaska Sexual Assault Response Leadership Team in Anchorage in February.
- Participated in meetings with partners to develop a Mass Casualty Plan for Alaska.
- Met with the Alaska Immigration Project to discuss creating a language access plan for CDVSA.
- Moderated a panel discussion on "Mental Health and Substance Abuse: A Retrospective Look at Services in Alaska" in March.
- Throughout February, the Council had been working with Walsh/Sheppard to design the FY2018 Annual Report. A draft of the report is available to share at the Council meeting.

#### Staff activities:

- Kelly Gohl has developed and executed a clear and concise process for monthly reimbursements for federal grant awards to the sub-grantees.
- Angela Wells is working with program coordinators to better coordinate training events. She has also become the key website professional, keeping the website current and organized.
- MaryBeth Gagnon has been working to create, modify, and develop a seamless process for monitoring sub-recipients.
- Meggie Stogner has been working with MaryBeth Gagnon on the monitoring process along with organizing a successful regional SART training and organizing the annual statewide SART training.
- Ann Rausch has been representing CDVSA on several multidisciplinary workgroups, committees, and initiatives. Ann also worked with Strategic Prevention Solutions to develop the two prevention outcome flyers included in the board packet, as well as working on all of the outreach and social media messaging.

#### BIP Programs:

- Continue to work toward change for the BIP programs, gather data, and look for ways to offer outcome-orientated programming.
- A survey has been completed of all the currently approved programs, and a report of the survey was done by the Alaska Judicial Council.
- Work will continue to bring together a small workgroup to help move the BIP issues forward.

Diane Casto reported that the tentative date for the Second Annual All Grantees Meeting is November 13 – 14, 2019 at the Anchorage Embassy Suites.

#### **CDVSA BUDGET REVIEW/FISCAL REPORT/SFY19 BUDGET & EXPENDITURES**

Kelly Gohl joined the meeting and directed the members' attention to the financial documents, current March 5, 2019, contained in the board packet for review. Kelly highlighted the following information:

- Page 1 – Program Budget FY 2019
  - Total budget authority, \$22,045,200
  - Total operating budget, not including grants, \$3,503,100
  - Total program budget, \$18,456,020
  - Total budgeted obligations, \$21,959,120.
- Page 2 – Grants Awarded FY 2019
  - Total grant award authority, \$18,542,100
  - Total awarded to programs, \$18,456,020.
- Page 3 – Detailed Sub-Award Plan for FY 2019
  - Total spending plan, \$18,456,020.
- Page 4 – Obligations & Encumbrances FY19
  - Total amount currently encumbered, \$880,529
  - Total of obligated expenses, \$1,085,129.
- Page 5 – FY19 Remaining Balances
  - Total remaining balance across all appropriations, \$1,226,591.

Diane Casto noted that nearly 86% of funds go out to services. She encouraged board members to contact Kelly Gohl at the Council if they have questions or want clarification on the financial matters of the Council.

## **PUBLIC COMMENT**

A public comment period was offered, and a full transcript was prepared.

## **UPDATE ON CDVSA AND UAA SCHOOL OF SOCIAL WORK PARTNERSHIP**

Michelle DeWitt reported that the UAA School of Social Work's partnership with CDVSA is to provide technical assistance and resources to CDVSA grantees on data collection outcome measures and evaluation. They have recently selected four programs to partner with for technical assistance. Diane Casto directed the members' attention to the November meeting minutes, pages 8 and 9, for a summary of what was proposed and accepted.

Dr. Heidi Brocious joined the meeting to give the Council an update on the CDVSA partnership with UAA's School of Social Work. She shared the following information:

The design of the project that was proposed and implemented was to build capacity so grantees could understand better, leverage data, and feel comfortable in using their data as a way to tell their story as an entity. Three separate activities were proposed:

- Data bites
- Individual grantee project support
- Webinars.

### Data Bites:

- Delve into existing research and make it digestible in ways that programs can use without having to dig deeply into the methods, essentially a prescreening of data. They summarize the data and present it to the program in a relevant and useable way thereby making it accessible. They will choose a topic each month during the project to summarize. They will be looking to programs for recommendations on what kind of data they would be interested in. She noted that they include the full article to ensure they aren't missing the methodology piece of the data and offer support to programs if they have questions or want to know more.

### Individual Grantee Project Support - the most significant component of the work:

- Identified four grantees that had data-specific projects they wanted to undertake, and determined what sort of technical assistance would be needed.
- The Council did a mini RFP process, and four programs were selected as follows:
  - Lee Shore Center in Kenai:
    - Lee Shore Center's proposal included engagement from the legal community on the BIP program, getting a quality recidivism rate from the program, and assessing what changes might need to be

made to their program. The plan is to audit how they currently collect recidivism data and make recommendations more in line with a standard process to define and collect data.

- WAVE in Petersburg:
  - WAVE's proposal included performing a community-based needs assessment and service preference for the Petersburg region.
- AWARE in Juneau:
  - AWARE's proposal included two parts. One was related to staff stress; do a time study to look at what activities they are involved in during shifts. AWARE noted that they feel like residents are not engaged in service, and the case management services are not always the standard they want to deliver, so what is the system that isn't letting that happen? Dr. Brocious noted that they found so far one of the overriding issues is interruptions, that advocates do many things at once. When doing long-term planning, intervention, and building relationships through connection, interruptions are not good.
  - Secondly, AWARE wants to know why long-term residents are reluctant to engage in case management type services, and they are asking for a qualitative assessment to find out why.
- Victims for Justice (VFJ) Fairbanks project:
  - VFJ's project proposed looking at proactive advocacy with a goal of victims receiving more services and to help individuals be more collaborative and cooperative with law enforcement. The contractor plans to do an audit of the current data collection system to ensure a complete set of data points relative to victims and recommend changes if needed. They will look to developing a survey of the community in Fairbanks, law enforcement, and of the district attorney's office to ask about their perceptions.

#### Webinars:

- Work on the webinars has not begun. The intent is for training webinars for agencies and grantees on topics around managing their data and using research to help improve storytelling with data, for example, how to analyze surveys, writing quality survey questions, and presenting a data story.

Diane Casto shared that they are hoping that at the All Grantee Meeting in the fall, that project will be at a point where they can do a presentation on each of the sites with some initial outcomes.

### **LEGISLATIVE UPDATE**

Kelly Howell joined the meeting and shared a PowerPoint presentation related to the CDVSA operating budget and highlighted the following information:

- From the FY2016 to the FY2020 proposed budget, there is a 62.5 percent increase in CDVSA's budget, specifically federal fund increases.
- Looking at other funding sources, unrestricted general funds shows a slight decrease.

- The significant change in the designated general funds is the recidivism reduction funding through SB 91.
- CDVSA's proposed FY202 operating budget includes \$251,000 in new funding from the restorative justice account and a \$4 million increase in federal receipts authority for VOCA funds.
- With regards to the mental health budget bill, the budget includes \$2 million in continuing funding through the recidivism reduction fund.

Kelly Howell shared that with regards to the 31<sup>st</sup> Legislature, 116 bills were introduced by the House, and 2 passed the House, 0 passed the Senate. In the Senate, 99 bills were introduced; 3 passed the Senate, 0 passed the House.

Kelly Howell was joined by John Skidmore to talk about bills of significance to the work of CDVSA introduced in the legislature as follows:

- HB 12, protective orders:
  - Action: Referred to the State Affairs Committee and the Judiciary Committee, and passed out of both committees.
- HB 14 (SB 12), assault, sexual assault offenses, sentencing aggravator:
  - Action: Referred to State Affairs Committee and the Judiciary Committee. It passed out of the State Affairs Committee and had its first hearing in the Judiciary Committee. It is waiting to be called up a second time in the Judiciary Committee.
- HB 20, sexual assault examination kits:
  - Action: Referred to the State Affairs Committee and the Finance Committee.
- HB 33, sexual assault; sex offender registration
  - Action: Referred to the State Affairs Committee and the Judiciary Committee.
- HB 52 (SB 35), crimes, sex crimes, sentencing, parole:
  - Action: Referred to the Judiciary Committee and the Finance Committee. It had two hearings in Judiciary, but not been passed out of Judiciary yet.
- HB 62, gun violence protective orders
  - Action: Referred to the Judiciary Committee and the Finance Committee. No hearings yet.
- SB 3 harassment, sex offender registration, sexually motivated crime:
  - Action: Referred to the Judiciary Committee and the Finance Committee, not scheduled for hearings in either committee yet.
- SB12, assault: sex offenses, sentencing credit:
  - Action: Referred to the Judiciary Committee and the Finance Committee. It passed out of the Judiciary Committee and is now in the Finance Committee.
- SB 35, crimes, sex crimes, sentencing, parole:
  - Action: Referred to the Judiciary Committee and the Finance Committee. It passed out of the Judiciary Committee and has been referred to the Finance Committee.
- SB94, Sexual Assault Awareness Month:

- Action: referred to the State Affairs Committee.

John Skidmore commented that the Council might need to have some discussion related to next year's legislature's intent to change the definition of consent in the state of Alaska.

Michelle DeWitt forwarded a request from Senator Micciche's office for a letter of support for SB 12. Diane Casto reminded the board that because of the nature of the way bills change through the legislative process, the staff has encouraged the board to write a letter of support for the concepts in particular bills, not the bills themselves. With that, the following motions were made:

John Skidmore **MOVED** to support in the form of a letter an increase in sentencing for strangulation, **SECONDED** by Laura Brooks. A roll call vote was taken, and the motion **PASSED. (5/0)**

John Skidmore **MOVED** to support in the form of a letter the concept that unwanted contact with semen should be considered a sex offense, **SECONDED by Laura Brooks.** A roll call vote was taken, and the motion **PASSED. (5/0)**

John Skidmore **MOVED** to support in the form of a letter the concept of the practice of pretrial electric monitoring should not be a basis for reducing a sentence, **SECONDED** by Teresa Lowe. A roll call vote was taken, and the motion **PASSED. (5/0)**

Diane Casto stated that she would develop letters of support, ask John Skidmore to review them, and respond to Senator Micciche's office outlining the Council's policy on letters of support.

### **CLOSING REMARKS**

Michelle DeWitt opened the floor for closing remarks. No remarks were made.

### **RECESS**

Teresa Lowe **MOVED** to recess for the evening, **SECONDED** by Laura Brooks. Hearing no opposition, the motion **PASSED**, and the meeting recessed at 4:31 p.m.

**COUNCIL ON DOMESTIC VIOLENCE  
AND SEXUAL ASSAULT  
(CDVSA)**

**Location:**

State Office Building  
9<sup>th</sup> Floor Conference Room  
333 Willoughby  
Juneau, Alaska

**Quarterly Council Meeting**

March 28 - 29, 2019

**Friday, March 29, 2019**

**Board Members Present**

Michelle DeWitt  
Laura Brooks  
Teresa Lowe  
Linda Stanford  
Albert Wall – telephonic  
Jody Potts - telephonic  
John Skidmore - telephonic

**Board Members Not Present:**

Karen Melin  
Amanda Price

**Staff:**

Diane Casto  
Angela Wells  
Kelly Gohl - telephonic  
MaryBeth Gagnon - telephonic

**Minutes Prepared by:** Sheila Garrant, Peninsula Reporting

**CALL TO ORDER-ROLL CALL**

Michelle DeWitt called the meeting to order at 9:03 a.m. Roll call was taken, and a quorum established.

**REVIEW OF DAY ONE**

Michelle DeWitt opened the floor for comments from Council members in the review of day one as follows:

- The consensus of the board was that there was a lot of information packed into the first day.
- They appreciate the work that is being done on the newly funded projects.
- They would like to see if there is anything the Council can do in response to the spike in domestic violence/sexual assault in Bethel and addressing the responder burnout and PTSD.

- The legislative proposed bills look promising.

Diane Casto thanked the board members for their involvement on day one. She noted that the presenters were impressed with how engaged the board was.

### **ANDVSA PRESENTATION**

Michelle DeWitt welcomed Carmen Lowry, who joined the meeting to give a Network presentation. She gave a brief history of her career as it relates to sexual assault and domestic violence. She shared a PowerPoint presentation and highlighted the following information:

- The Network formed in 1978 with five programs. The Network is a highly collaborative, consensus-oriented organization with roots in equity.
- The Network is a collective movement to end violence and oppression through social change. They are a membership-based organization, 19 voting members with statewide representation.
- The Network has recently gone through the process of changing its bylaws and redefining membership.
- There are eight areas of required work in the Family Violence Prevention and Services Act (FVPSA) for statewide coalitions:
  - 1) Training and technical assistance to DV programs & conduct a needs assessment.
  - 2) Work with the state on planning & monitoring distribution of sub-grants.
  - 3) Work with underserved and minority populations.
  - 4) Work with housing, healthcare, mental health, social welfare, or business to support the development and implementation of effective policies, protocols, and programs.
  - 5) Work with judicial and law enforcement agencies to encourage appropriate responses.
  - 6) Work with family law judges, criminal court judges, child protective service agencies, and children's advocates to develop appropriate responses to child custody and visitation issues in cases of child exposure to DV and/or child abuse.
  - 7) Prevention.
  - 8) Work with tribal communities.
- The State also has a mandate when they accept FVSPA funds that says, "The State will consult with and provide for the participation of the State Domestic Violence Coalition in the planning and monitoring of the distribution of grants to eligible entities as described in Section 10408(a) of this title and the administration of the grant programs and projects."

Carmen Lowry stated that the Network had chosen three strategies to effect change that include the following:

#### Advocacy:

- Sexual Assault Response Leadership Team
- Promising practices guide for grantees

- Emphasizing:
  - Understanding service provision at the intersection of violence and substance abuse
  - Compliance with federal guidelines
  - Supporting programs with implementing through a trauma-informed lens.

#### Legal:

- Types of legal advocacy include civil, family law, custody, protective orders, housing/foreclosure, tribal courts
- Advocacy through direct representation, pro and low bono services, technical assistance to programs serving victims/survivors, ongoing education to attorneys and advocates, free legal services hotline, coordination with other legal service providers.

#### Prevention:

- Statewide leadership and support through DELTA funding and the Steering Committee.
- Technical assistance to member programs.
- Coordination with the state on programming and funding opportunities for youth engagement, male engagement, and community-based coalitions.

#### Policy:

- Pay equity.
- Revising consent definition.
- Articulating victim notification and engagement language of new FVPSA and state regulations.
- Strangulation and revising/enhancing sexual assault bill.

Carmen Lowry stated that the Network is uniquely connected to the Council. She described the current opportunities for collaboration between the Network and the Council on the following common issues of importance as:

- Tribal partners dialogue.
- Research on accessibility for underserved populations.
- Expanding civil legal services.
- Convening research roundtable.
- Intimate Partner Violence Fatality Review (IPVFR).
- Increased coordination and collaboration on planning.

Carmen Lowry noted that in the meeting packet, she shared a copy of the “State of Arizona Guidelines for Comprehensive Coordinated Community Response for Survivors and Victims of Sexual Assault,” and a copy of the Network’s “Pathways to Prevention Statewide Plan.”

### **PROJECT PROPOSAL: LANGUAGE ACCESS PLAN (LAP)**

Kari Robinson, the deputy director with the Alaska Institute for Justice (AIJ), joined the meeting along with Barb Jacobs, the program director of the Language Interpreter Center to present the LAP project proposal.

Diane Casto stated that there is a federal requirement that the Council has language access for their funded programs and services. Currently, there is not a program in place. The Council reached out to AIJ to help develop a plan.

Kari Robinson shared that the Council requested a bid from the AIJ create a comprehensive language access plan and provide training for staff to comply with federal laws including Title VI of the Civil Rights Act and other regulations for organizations receiving federal funding. She directed the members' attention to the complete proposal included in the meeting packet and shared that AIJ proposes offering the following services:

Workshops on:

- Language access information
- Language access program planning
- Working with interpreters
- Bilingual staff training
- The basics of interpreting in different settings
- An introduction to interpreting.

The detailed bid itemizing the projected costs for the project could be found on page 62 of the meeting packet. The plan includes the CDVSA federally compliant policy and procedures, a needs assessment, plan development and plan implementation, the costs for the workshops, and travel. The total for the proposed project is \$20,000.

Diane Casto noted that there is a continuing training component for staff, there are the compliance issues to meet federal requirements, a component of future planning in terms of outreach and how to produce information and materials for the broader public, and then potentially a board engagement aspect when facing communication language access issues.

### **CONTINUED LEGISLATIVE UPDATE**

Diane Casto brought forward that during day one's discussion on letters of support related to the proposed legislation, HB 12, which relates to protective orders, was omitted from that conversation.

John Skidmore **MOVED** to support in the form of a letter the concept of the change to protective orders, **SECONDED** by Teresa Lowe. A roll call vote was taken, and the motion **PASSED. (7/0)**

### **PROJECT PROPOSAL: CONNECTING ALASKA VICTIMS TO THE VIOLENT CRIMES COMPENSATION BOARD (VCCB)**

Diane Casto directed the members' attention to the VCCB 2018 Annual Report as well as a copy of the project proposal contained in the board packet.

Kate Hudson, the executive director of the VCCB, along with Grace Call from the Council on State Government's Justice Center joined the meeting to present the project proposal "Connecting Alaska Victims of the Violent Crimes Compensation Board."

Kate Hudson gave a brief overview of the Compensation Board and what they do. She stated that their mission is to help mitigate financial losses which are the direct result of violent crimes that occur to Alaskans and visitors to Alaska. The board also helps foster victim recovery and services and promotes victim recovery. The restoration is done in a few different ways as follows:

- Empowering and validating victims of a violent crime.
- They can provide tangible, practical help: pay bills, prevent somebody who is already in crisis from going further into debt or suffering adverse credit consequences.
- They can help someone escape an unsafe situation by relocating them or paying to fly them to a different state.
- They can finance access to mental health counseling, which can be vital in helping someone in their healing and recovery from trauma.

Kate Hudson reported that the board consists of three members who serve overlapping three-year terms. The statute requires that one is a doctor, one is an attorney, and that they have a public member. They have a staff of three based in Juneau.

From the activity summary in the annual report, she shared the following information:

- In 2018, there were a total of 956 new applications
- Paid out a total of \$1.3 million
- 34% of all claims received were related to child abuse, which has been the pattern for the past several years;
- 19% was domestic violence;
- 13% sexual assault;
- 12% homicide.

Basic eligibility requirement includes the following:

- Must be a victim of a violent crime listed in the statute
- Crime has to have been reported to law enforcement within five days
- Application has to be received within two years of the crime occurring
- The victim must have been cooperating with law enforcement and prosecution, and they must not have been engaged in something illegal at the time.
- There are exceptions to the time limits in cases of children when they've been victims of sexual abuse.

Kate Hudson reported that the board has also adopted different policies and guidelines over the years to maximize the amount of funds available and also to try and strive for consistency in decision making. The board meets roughly six times a year, and they are the ones who decide the claims. If the board denies a claim, the victim does have a right to appeal to the Office of Administrative Hearings.

Kate Hudson reported that some claims never make it to the board for adjudication. In 2018, 27 percent of the claims they received were closed before they got to the board primarily because either they lost touch with the claimant or because the claimant didn't produce the necessary information to document their expenses. She shared that overall, 15 percent of claims were denied by the board and 52 percent of claims were approved. She noted that they receive claims from a variety of sources: 37 percent overall come from domestic violence shelters and other advocacy agencies that provide direct services to victims, and approximately 25 percent come from Child Advocacy Centers, and others from law enforcement, offices, social workers, medical providers, and a variety of different sources.

Grace Call introduced herself and was joined by Tori Shanklin, executive director for Victims for Justice, and Kathy Buckley with the Justice Center. Grace reported that the proposed project is a partnership between the Alaska Violent Crimes Compensation Board, Victims for Justice, and The Council of State Governments (CSG) Justice Center.

Grace Call shared that particularly in states with increases in violent crime, it is critical that compensation programs provide robust training to advocates and allied professionals, as well as outreach, to ensure they are connecting to victims who experience violent crime and can ultimately help to mitigate financial loss. Unfortunately, state compensation administrators are reporting restrictions in travel and outreach activities due to state budget reductions. The Connecting Victims to the Alaska Violent Crimes Compensation Board Project provides resources to prioritize training for advocates and allied professionals. The project also has an option to create an online interface for certified advocates to directly input applications and required documentation on behalf of victims to the Violent Crimes Compensation Board. The bulk of the contract with the Violent Crimes Compensation Board is to purchase system upgrades and an online presence so advocates can directly track application progress and submit any additional information needed.

Grace Call reported the following information from the proposal:

- The goal of the Connecting Victims to the Alaska Violent Crimes Compensation Board Project is to reduce the number of applications denied for administrative reasons, increase the number of applications submitted, and improve both the quality and quantity of claims submitted to state compensation programs.

The proposal was outlined as follows:

1. Perform a scope and data analysis of who is accessing the comp program, what type of benefits are they getting, and determine where the potential gaps in need are for victims in the state of Alaska.
2. Establish better ways for advocates to connect and access the comp program so that they can work better with victims to get them eligible for benefits
3. Bring technology to Alaska and training advocates on how to utilize the system and provide advanced training and understanding of the comp program so advocates are prepared to connect victims to the benefits.

4. Use data to find out where the referrals are coming from, which professionals in the state victims are using to access the comp program, to see if there are areas where they can strengthen the referral process, information about the program, or the connection to advocates to ensure victims are getting a warm handoff and having the ability to access the benefits.

Grace Call reviewed the roles, timeline, and task plan for each quarter.

### **DISCUSSION: LAP and VCCB OUTREACH**

Michelle DeWitt opened the floor for a discussion related to the two proposals presented to the board.

#### LAP proposal:

Teresa Lowe **MOVED** to accept the Language Access Planning bid as proposed, **SECONDED** by Laura Brooks. A roll call vote was taken, and the motion **PASSED**. (7/0)

Diane Casto recommended a two-hour training at the next board meeting related to the Language Access Project.

#### VCCB proposal:

Diane Casto spoke to the impact on the budget. John Skidmore recommended funding the proposal as a one-time project; and for future funding, they would need to come back to the board with a precise application for funding.

Teresa Lowe **MOVED** to accept the VCCB project proposal approved up to \$211,011, **SECONDED** by John Skidmore. During the discussion, Michelle DeWitt asked that they be mindful of the use of the terminology “certification” when talking about advocacy in Alaska. A roll call vote was taken, and the motion **PASSED**. (7/0)

John Skidmore asked to make clear to the contractors that the funding is for the proposal presented, that it is not meant to go forward, and that they need to develop a proposal or a plan of how they would fund future activities. There is no guarantee that the Council would choose to approve future funding. Diane Casto agreed and stated that she would restate that to the contractor.

### **UPDATE ON CDVSA AND UAA SCHOOL OF NURSING PARTNERSHIP**

Angela Trujillo joined the meeting to present an update on the partnership between CDVSA and the UAA School of Nursing. She expressed her appreciation for the opportunity to develop the training academy. Shared the PowerPoint and highlighted the following information:

- The pilot project is designed to promote a generalist nursing and healthcare provider response to patients in communities that have experienced some form of interpersonal violence. This violence may include assault, domestic violence, child abuse, elder abuse, strangulation, or sexual assault.
- The project seeks to shift the focus of healthcare response to a broader, generalist forensic response to victims of all types of violence across the lifespan.

This training is focused on nurses and healthcare providers by providing comprehensive forensic training to promote response to any victims of violence in any healthcare setting to improve the health and legal outcomes for patients.

- The project seeks to shift the focus of healthcare response to a broader, generalist forensic response to victims of all types of violence across the lifespan.
- The partners include CDVSA, UAA College of Health, and Alaska Nurses Association (AaNA), and Alaska Cache.
- Registration opened March 15<sup>th</sup>.
- A press release went out on March 19<sup>th</sup>.
- Participants will complete two parts for this course. The online portion consists of 22 modules ranging in length from 30 to 90 min.
- Participants are required to complete all of the online modules before the start of the in-person session.
- The first session will be held May 14, 15, 16, 2019 at UAA in Anchorage. The future sessions will be held in August and December of 2019 with plans to repeat yearly in May, August, and December.
- The course offers online registration.

Angela Trujillo gave an overview of the course and shared that upon completion, participants will receive an inclusive certificate for the online course at the end of the final module and would need to register to attend the in-person session. She described the three-day in-person training as follows:

Day 1:

Lectures  
Photographic overview  
IPV panel  
Vicarious trauma  
Mentorship

Day 2:

Demonstrations  
Standardized patients  
Legal lecture  
Practice stations  
Case facts/simulations  
Mannequins and  
moulage.

Day 3:

Five check-off stations  
Live model/sensitive  
exams  
Mannequins and  
moulage  
Trauma lecture  
Evaluation

Angela Trujillo stated that the evaluation piece is as follows:

- Online evaluations are embedded after each section of the training:
  - Section 1 – Types of violence
  - Section 2 – Aspect of victimization
  - Section 3 – Forensic skills.
- The in-person evaluations are in development.
- The goal of the evaluation is:
  - Demonstrate effectiveness
  - Present findings.

Angela Trujillo stated that future activities include:

- Copyright discussion
- Dissemination requests discussions
- Discussion on working within PREA, community healthcare

- Rural training sites/options discussions
- Grant funding additional needs:
  - Learning management system
  - Travel for dissemination
  - Training costs:
    - Faculty
    - Standardized patients.

Angela Trujillo stated that they currently have 17 people registered, and of those, 11 people signed up for May, one for Aug, and five are undecided. The organization that the registrants work for are Manillaq, Southcentral Foundation, School of Nursing, Mat-Su Forensic Nursing Services, YKHC, SEARCH, Kenaitze Indian Tribe, State of Alaska Public Health Nursing. Anchorage, St Paul, Kotzebue, North Pole, Wasilla, Bethel, Sitka, and Kodiak. They have had 28 people complete the introduction.

Diane Casto commented that the Council appreciates Angela Trujillo's hard work. The project was just approved for Council funding in November, and by March they are already up and running.

## **DISCUSSION AND PLANNING FOR CDVSA CONDUCTING A NEW STRATEGIC PLANNING PROCESS**

Diane Casto reported that it was time for the Council to begin planning for the new strategic plan they are required to write. MaryBeth Gagnon joined the meeting. Diane shared that MaryBeth is to help coordinate a process of how the board will begin strategic planning. Diane stated that the last strategic plan was written in 2015, and there has been a lot of change over that period of time, and it is time for a broader conversation and thinking strategically about the additional responsibility the Council has with the VOCA funding to ensure they are not missing the other victims of violent crimes and the underserved.

MaryBeth Gagnon stated that the main thing to keep in mind with the VOCA funding is the "other" category and that the Council is not adequately fulfilling the intent of the grant, which is the 10 percent category requirement. And so while addressing the need to expand service delivery to other areas, they have to also keep in mind CDVSA's capacity.

Diane Casto recommended hiring an outside facilitator for the process that would assist the board as they move forward with planning for the strategic plan in a coordinated way. After a brief discussion, the board consensus was to move forward with the following plan:

- Beginning FY2020, Council staff issue an RFP for a facilitator to help with the strategic plan.
- Task the facilitator with gathering input from partner agencies and programs with regards to their priorities, gaps in services, and ideas they want to share with the Council. Also have the facilitator go through the statutes or provisions of VOCA to know the requirements of VOCA funding.

- Schedule a one-day meeting with the board and facilitator to begin moving forward on the strategic planning.

### **DISCUSSION: VOCA FUNDING FOR FY2020 (INCREASED FEDERAL AUTHORITY)**

Diane Casto stated that in 2020, once they fill their two new positions, they should be able to control putting additional grant money out to programs. They did receive tentatively \$4 million in extra federal spending authority, which means they will have funding to put out in a separate RFP. She noted that although VOCA can fund a variety of projects, they want to make sure the Council has the administrative capacity to support the projects appropriately.

MaryBeth Gagnon gave a brief overview of the purpose of VOCA grants, which is to provide direct services to victims of crime. Part of that is they have provisions of categories that they need to meet benchmarks of 10 percent of their total award amount for specific categories. Those four categories are child abuse, domestic violence, sexual assault, and underserved victims of other violent crimes. MaryBeth stated that the Council is not currently meeting those benchmarks in earnest. The two categories that are missing the intent of the provision are child abuse and underserved victims of other violent crime.

MaryBeth Gagnon reported that the Council could fund, within the parameters, ideas they have heard from their partners, and the things that are in the allowable categories that they believe would be suitable matches for what the Council's capacity is are as follows:

- Housing rental assistance
- Mental health counseling and care
- Legal assistance
- Forensic interviews, including CAC
- Forensic medical evidence collection, possibly through SART programs
- Intervention with young offenders.

### **REVIEW FINAL DRAFT OF CDVSA FY18 ANNUAL REPORT**

Diane Casto stated that the document that was sent to board members via e-mail is a draft of the Annual Report, and it is being presented to gather feedback from the board on the format and content. Diane commented that it is a similar approach to last year's annual report, and they tried to make it less narrative, have more bullets, put highlights, address critical issues, and have a spread for communities in action where there are pictures and information from the grantees to identify what they do.

Other than some minor formatting changes, the board recommended reworking the portion on consent. There were comments that they need to articulate consent with the caveat that it is not the legal definition of the term. The recommendation was to have a consistent definition for consent with statutes and other entities that identify consent.

Diane Casto noted that she would revise the document with the contractor and send it to the board via email.

## **CLOSING REMARKS BY BOARD MEMBERS**

Michelle DeWitt opened the floor for closing remarks from board members. Comments were as follows:

- Teresa Lowe commented that it was a great meeting with a lot of excellent information.
- Laura Brooks echoed Teresa comments and shared that she didn't realize the depth of the Council's work and the legal services that ANDVSA does. She noted that the Council needs to be aware that the Governor's amended budget eliminated all state funds for Alaska Legal Services, and that would impact approximately 320 DV cases. Although she is hopeful that it doesn't happen, the Council should keep this on their radar, because if it does go away, it will have a significant impact on the DV/SA population.
- Linda Stanford expressed her appreciation to the CDVSA staff for their hard work. She asked that when the Council thinks about shelters and thinks about advocates and people on the front lines doing the work, PTSD is a real thing, and she would like the board to keep it in the forefront of their minds, especially for rural Alaska.
- Jody Potts commented that it was a great meeting with a lot of great information, and she is looking forward to things to come.
- John Skidmore expressed appreciation to Diane Casto and the Council staff for all the work and preparation for meetings, and thanks to Michelle DeWitt for conducting a productive meeting. John also welcomed the new board members.

Diane Casto asked the board members to get back to her as soon as possible on one of the two dates for a June telephonic meeting, June 4 - 5 or June 12 - 13. Diane Casto will send out a reminder.

## **ADJOURNMENT**

Teresa Lowe **MOVED** to adjourn, **SECONDED** by Laura Brooks. Hearing no opposition, the motion **PASSED**, and the meeting adjourned at 4:10 p.m.

COUNCIL ON DOMESTIC VIOLENCE  
AND SEXUAL ASSAULT

LOCATION:  
State Office Building  
9th Floor Conference Room  
333 Willoughby  
Juneau, Alaska

March 28, 2019  
2:02 p.m.

ROUGH DRAFT TRANSCRIPT  
Pages 1 - 19, inclusive

Attendees:  
Michelle DeWitt  
Laura Brooks  
John Skidmore  
Teresa Lowe  
Linda Stanford  
Amanda Price

CDVSA Staff:  
Diane Casto  
Angela Wells

Reported by: Sheila Garrant, Peninsula Reporting

1 P R O C E E D I N G S

2 MICHELLE DEWITT: Next up on our agenda  
3 is the public comment section of our meeting. This is  
4 a 30-minute period of time, and what we are going to  
5 do is give folks about three minutes to talk. If  
6 nobody speaks after ten minutes, we will just resume  
7 the meeting. So we hope to hear from folks, and I  
8 guess I'll check and see if we have a first person who  
9 wants to talk.

10 DIANE CASTO: Did you want to check and  
11 see who our board members are?

12 MICHELLE DEWITT: Sorry, yes, roll call  
13 before we get to that, I apologize. Thank you.  
14 Angie.

15 ANGELA WELLS: Laura Brooks.

16 LAURA BROOKS: Here.

17 ANGELA WELLS: Karen Melin.

18 Albert Wall. Amanda Price. Jody Potts.  
19 John Skidmore.

20 JOHN SKIDMORE: Here.

21 ANGELA WELLS: Teresa Lowe.

22 TERESA LOWE: Present.

23 ANGELA WELLS: Linda Stanford.

24 LINDA STANFORD: Here.

25 ANGELA WELLS: Michelle DeWitt.

1 MICHELLE DEWITT: Here. So we have a  
2 quorum, five of us.

3 So back to public comment. Let's start  
4 with folks in the room. Does anybody in the room wish  
5 to make a public comment? It doesn't sound like we  
6 have anybody in the room who is going to speak right  
7 now.

8 Is anybody on the phone who would like  
9 to speak under public comment? All right.

10 Well, what we are going to do is we'll  
11 stay true to our ten minutes of hanging out in case  
12 somebody is running just a couple minutes late. And  
13 then what we will do is move right -- well, our next  
14 presenter -- our next section on the agenda is a  
15 presenter. I don't know if somebody wants to queue up  
16 Heidi and let her know we might be a few minutes  
17 early, but I would see no reason to wait if she is  
18 able to be a little flexible.

19 DIANE CASTO: I will send her a text and  
20 see.

21 MICHELLE DEWITT: All right. So folks  
22 on the phone, if you want to -- you can do your work  
23 e-mails without shame until we hear somebody at 2:10.

24 LINDA STANFORD: Is Heidi set for 2:30?

25 ANGELA WELLS: 2:30, yes.

1 LINDA STANFORD: Are we muted?

2 ANGELA WELLS: We're not muted.

3 LINDA STANFORD: We'll hear a beep if --

4 ANGELA WELLS: Okay.

5 (Off record discussion)

6 MICHELLE DEWITT: Let's check and see if  
7 that was someone.

8 Hi, this is Michelle at the CDVSA board  
9 meeting. We just heard somebody call in, and we are  
10 in the community public comment section of our agenda.  
11 Did the person who just called in wish to speak?

12 EILEEN ARNOLD: Yes, this is Eileen  
13 Arnold from the Tundra Women's Coalition in Bethel.  
14 Hi, Michelle.

15 MICHELLE DEWITT: Hi, Eileen. I'm so  
16 glad you joined us. And the floor is yours, about  
17 three minutes would be great.

18 EILEEN ARNOLD: Okay. Well, I just  
19 wanted to give an update to the Council on just what's  
20 been going on this past quarter in Bethel.

21 I don't really know what's going on, but  
22 I'm concerned about the number of reported sexual  
23 assaults that we're seeing. The month of February,  
24 which was a short month, 28 days, there were more  
25 reported sexual assaults than I've ever seen in my ten

1 years at Bethel. We had 12 reported sexual assaults  
2 that we responded to as law enforcement, and also I  
3 believe two, maybe three DV cases that ended up  
4 people -- that landed people in the hospital. I'm  
5 sure Michelle could go back further in history if  
6 that's -- you know, if there's ever been a larger  
7 number than that, but that was -- that was pretty hard  
8 core.

9 Our numbers for March are what I call  
10 "normal high" these days. We are at about six, I  
11 think, with some time still left.

12 And, you know, I'm just concerned about  
13 our responders. I'm concerned about my staff. It is  
14 really hard doing -- we're getting, like, four and  
15 five calls a week. I'm concerned about our law  
16 enforcement. I'm concerned about our nurses. There's  
17 only, like, two that respond to sexual assaults.  
18 Like, it was hard for our staff in February. I can't  
19 imagine how hard it was for the two SANE nurses that  
20 are in Bethel responding to all of those sexual  
21 assaults.

22 And I hope it's not a trend that  
23 continues, although we have sort of continued to see  
24 our numbers of reported sexual assaults slowly rise  
25 over the last 18 months to two years, I think. And

1 part of that, I think, is related to the liquor stores  
2 opening and closing and all of that kind of thing. It  
3 seems like the numbers are growing again.

4 And, you know, we are doing our best  
5 here, but I'm concerned we don't have enough staff to  
6 be well and to do this work. I'm concerned about our  
7 partnering agencies. I'm concerned about burnout and  
8 secondary trauma, and all of those types of things  
9 that come along with having a lot of demand and being  
10 underresourced.

11 MICHELLE DEWITT: Okay. Thanks, Eileen.  
12 We don't normally do Q&A, but there's nobody else here  
13 to talk under public comment, so we probably have a  
14 moment if any of the Council members want to ask any  
15 questions.

16 EILEEN ARNOLD: Okay.

17 MICHELLE DEWITT: Do any of the Council  
18 members on the phone have any questions? We'll start  
19 with you guys.

20 LINDA STANFORD: Diane, I'm just  
21 wondering, are there any resources available to help  
22 in situations like this?

23 EILEEN ARNOLD: Was that asked of me?

24 DIANE CASTO: No, that was asked, I  
25 think, of me.

1 EILEEN ARNOLD: Oh, Diane.

2 DIANE CASTO: Well, I think certainly we  
3 have resources. I think it would be a matter of  
4 really narrowing it down to what was needed. And I  
5 think what Eileen is talking about is something we are  
6 seeing, not just in Bethel, but certainly in other  
7 communities as well. And I think that the issue that  
8 you bring up, Eileen, about the providers and the  
9 burnout is a critical one.

10 And so what I would say is as a board,  
11 this is certainly something we can think about, that  
12 is there something that we need to provide more focus  
13 on, or is there something that we would like to try to  
14 put together in terms of some kind of resources,  
15 either dollar resources or other kind of resources to  
16 assist.

17 So I think what it would take, Linda and  
18 Eileen, is a little more information that we could  
19 kind of put together a more fleshed out proposal of  
20 what is needed.

21 And I would also say that, you know, I  
22 think that there's a couple of things that I'm  
23 thinking of, and at 3:00 we're going to talk about the  
24 legislation that is currently before the 31st  
25 Legislative session, and that, you know, there are

1     going to be some changes. Is this going to help or is  
2     this going to create more reporting? So, you know,  
3     yes, the bills are going to help, because they are  
4     going to better define things, but what that could  
5     also do is create more ability to report, more  
6     willingness to report, which could then increase the  
7     number of people that you are seeing.

8                     So we never know how those things are  
9     going to play out, but I think it's something that we  
10    should all pay attention to.

11                    And perhaps, Eileen, you could send just  
12    an e-mail to me with maybe some bulleted highlights of  
13    what you think are some of the issues or some of the  
14    things that might be helpful.

15                    EILEEN ARNOLD: Sure.

16                    MICHELLE DEWITT: There's one more  
17    question in the room, Eileen.

18                    LAURA BROOKS: Eileen, this is Laura  
19    Brooks from the Department of Corrections.

20                    So I think the point that you bring up  
21    about secondary trauma and burnout is a really, really  
22    critical piece that when we are looking at, you know,  
23    treating the offenders. We are looking at treating  
24    the victims; that's a piece I think that we tend to  
25    forget about. And even earlier today I was talking

1 with somebody else on the board who was a forensic  
2 provider and, you know, acknowledging that, too, it's  
3 a tough, tough job to do those SART exams, to be the  
4 first responders, to do those forensic evaluations,  
5 and then just go back to your home life and pretend  
6 that everything is fine.

7 So maybe that is something, you know,  
8 another area that really the Council -- and I'm not --  
9 I think that's an untapped area that really if we are  
10 to make sure that there are consistent resources  
11 available, we have to make sure that we know how to  
12 take care of them.

13 So thank you for bringing that up,  
14 Eileen. I think that's a really, really valuable  
15 piece of this puzzle.

16 EILEEN ARNOLD: Yeah. And could I  
17 respond to that quickly? I think the Council has done  
18 an excellent job of helping the programs prioritize,  
19 like, staff wellness, and I feel like I've really had  
20 the ability to do that. Like in the last RFP as it  
21 went through, you know, I put money in for giving my  
22 on-call advocates on-call pay, which we've never done  
23 before, and I've -- you know, in positions that never  
24 used to go on SART, you know, like the office manager  
25 and the admin assistant, I've added them onto the list

1 of on-call just so that we don't find ourself on-call  
2 so very often, but -- and that was great, and  
3 everybody was really happy about it.

4 But our numbers just continue to blow  
5 up. So yeah, I'm just sort of cautiously watching  
6 everybody and seeing what happens if these numbers  
7 stay at this level. I'm just concerned.

8 MICHELLE DEWITT: Thank you, Eileen.

9 We did have somebody else who beeped  
10 into the teleconference. And this is the public  
11 comment section of our agenda. This is Michelle  
12 speaking from the CDVSA board. Did anybody else call  
13 in who would like to speak under public comment?

14 KEELEY OLSON: This is Keeley Olson from  
15 STAR.

16 MICHELLE DEWITT: Hi, Keeley, the floor  
17 is yours, about three minutes.

18 KEELEY OLSON: Thank you. I just caught  
19 the tail end of the conversation with Eileen. I'm  
20 sorry that I missed it, but Eileen and I did have an  
21 opportunity to speak about our SART numbers and our  
22 request for service overall, and we've had a huge  
23 increase from past years.

24 So in former years, we have seen a  
25 steady increase in SART exams and those responses take

1 anywhere from four to eight to ten hours. And we  
2 generally have not had more than 250, sometimes it is  
3 around 230. But last year we had 301, so it was an  
4 additional 50 that we weren't expecting during the  
5 calendar year.

6 Our office visits and people coming that  
7 we had never worked with before increased by 70  
8 percent in the last fiscal year.

9 DIANE CASTO: Is that 7-0, Keeley? 7-0?

10 KEELEY OLSON: 7-0, yes, up from about  
11 300 to almost 800 in the fiscal year, so just  
12 skyrocketing requests for service.

13 At the same time we had taken on opening  
14 an office on the university campus, and we're having a  
15 number of walk-ins there as well and requests for  
16 service.

17 So across the board, we could not have  
18 planned for this. We just did not really realize,  
19 even though we were able to draft our request for  
20 funding, we really couldn't have planned on this. We  
21 had a 20 percent increase in calls on our crisis line,  
22 that is not nearly as extensive or difficult for our  
23 staff as the increase in the SART response and the  
24 increase in office visits.

25 So I just wanted to kind of say that

1 while that is happening in Bethel with Eileen, it's  
2 also happening here in Anchorage.

3 I also wanted to comment that I would  
4 just like to state that our need for civil -- access  
5 to civil legal assistance, family law, and protective  
6 order hearings, that sort of thing, that that is a  
7 huge need.

8 A lot of the folks that we are seeing in  
9 Anchorage and reporting, we are also seeing an  
10 increase in folks that may just, you know, want to go  
11 the civil route of getting protective orders and  
12 relocating and, you know, filing for divorce or  
13 custody, that sort of thing, and, you know, we can't  
14 find the attorneys, there just aren't enough of them.

15 And we're lucky because we have the  
16 legal advocate program based here in Anchorage, we  
17 have specialized attorneys, but we are overwhelming  
18 them, I believe, with our requests for service. So we  
19 often turn to A&JC and the Alaska Legal Services  
20 Center, but I know that, you know, ALS is looking at  
21 being hit pretty hard in the budget statewide, so that  
22 will definitely impact us and impact our clients as  
23 they are seeking attorneys.

24 So we have more people turned down than  
25 actually served at this point. And that's a big

1 change over just a couple of years ago. So it  
2 definitely has to do with an increase in requests for  
3 services and that we're just not able to keep up.

4 Thank you very much.

5 MICHELLE DEWITT: Thanks, Keeley. Has  
6 anybody else joined us who wishes to speak under  
7 public comment? Hearing none.

8 We still have another couple of minutes,  
9 and Keeley, if you are still on the line, I can see if  
10 any of the Council board members have any specific  
11 questions for you.

12 KEELEY OLSON: Okay.

13 MICHELLE DEWITT: Anybody on the phone  
14 have a question for Keeley?

15 JOHN SKIDMORE: I do.

16 MICHELLE DEWITT: Hi, John. It's all  
17 yours.

18 JOHN SKIDMORE: Keeley, can you tell us  
19 the increase that you've seen, is that a particular  
20 month, is that throughout the year spread evenly? I'm  
21 just trying to get a sense if we have an idea of sort  
22 of a time frame of when it may have started and how  
23 continuous it has been. I guess those are my  
24 questions.

25 KEELEY OLSON: It does appear to have

1     been throughout the year. There was not a particular  
2     month, although we always see a jump sometime  
3     around -- actually when the PFDs come out in October  
4     we see an increase in requests for services and  
5     reporting.

6                     But other than that, I track it  
7     month-by-month and report it to my board, and we've  
8     just seen a steady increase throughout the last year.  
9     And it appears to be on par again this year that we  
10    are seeing higher than -- higher requests for service  
11    than we've ever seen in the history of our agency.

12                    JOHN SKIDMORE: So, I'm sorry, that  
13    sounds like it's over two years that you're seeing  
14    that increase, is that correct?

15                    KEELEY OLSON: Yes, in the last fiscal  
16    year, and in this fiscal year, and this calendar year  
17    it is increasing, yes.

18                    And I would say as well that it doesn't  
19    seem at all related to the increase in the timeframe  
20    for forensic testing, because we are not seeing people  
21    coming in on day six and we're still seeing people  
22    reporting for a SART within the same timeframe, so  
23    that doesn't seem to have been an impact. We were  
24    almost bracing for that thinking we might see an  
25    increase with the increased timeframe, but that

1 doesn't appear to be the case.

2                   JOHN SKIDMORE: And if I may, a followup  
3 question. Do you all have any thoughts as to  
4 potential causes? I mean, I'm sure at this point you  
5 haven't been able to study it and come up with a  
6 definitive answer, but I'm curious what sort of  
7 speculation, if any, you or your folks at your agency  
8 may have had as to what could be attributable to the  
9 increase.

10                   KEELEY OLSON: Sure. I think, you know,  
11 speculating that it started with the resurgence of the  
12 Me Too Movement, #metoo, and awareness about that, and  
13 several media stories. Generally when we have either  
14 a local or state media story, it will increase request  
15 for service. But I think with all of the national  
16 media and attention to say everything from Harvey  
17 Weinstein to Larry Nasser and the Olympics gymnastic  
18 team, Bill Cosby, you know, all of those I think have,  
19 you know, inundated the media and made it more  
20 acceptable to talk about and maybe request assistance.

21                   So it is all good things. I mean, I'm  
22 not calling to complain about it, we just -- we've  
23 just been scrambling to meet the need, because we  
24 don't have additional funding to add staff, so we are  
25 just doing everything that we can.

1                   JOHN SKIDMORE: Thank you. Those were  
2 all my questions.

3                   MICHELLE DEWITT: Thanks, John.

4                   Does anybody in the room have a question  
5 for Keeley? Diane has a question for you, Keeley.

6                   DIANE CASTO: Hi, Keeley. And my  
7 question, I think you just answered it, but I just  
8 want to kind of frame it in a different way, and  
9 probably to both you and Eileen, because I think what  
10 I'm hearing is it's not that we necessarily think  
11 there's an increase in the number of sexual assaults,  
12 but there is an increase in the number of people  
13 willing to come forward and report those and seek  
14 services, is that what I'm hearing you say?

15                  KEELEY OLSON: That is very difficult to  
16 say with any certainty.

17                  DIANE CASTO: Yeah, I know. Right.

18                  KEELEY OLSON: But, yes, that is -- that  
19 is my assumption.

20                  DIANE CASTO: The perception?

21                  KEELEY OLSON: That the awareness around  
22 the issue nationwide has reduced barriers to asking  
23 for help.

24                  DIANE CASTO: Which is really good.

25                  KEELEY OLSON: That's my fondest hope.

1 DIANE CASTO: Yes, and that's kind of  
2 what -- you know, I see that too, because last year  
3 and this year both we saw increases in the felony sex  
4 offense report, which is reporting, which didn't align  
5 with what we were seeing from the Alaska Victimization  
6 Survey, which people self-reporting said the number  
7 was not going up.

8 So my interpretation was people are just  
9 now feel like they are more comfortable reporting,  
10 they feel like something is going to happen, that we  
11 have a better system in place to actually provide  
12 services for them hopefully, and that because of the  
13 national movement, they feel like they can do this.

14 KEELEY OLSON: That is how I reached my  
15 assumption as well, yeah.

16 DIANE CASTO: Okay. All right. Thank  
17 you.

18 MICHELLE DEWITT: Has anybody else  
19 joined us for public comment?

20 EILEEN ARNOLD: Can I just say also I  
21 agree that that is an influencing factor. I think  
22 Bethel has another influencing factor of legal liquor  
23 sales for the first time in a long time and sort of  
24 like the -- you know, it's certainly an influencing  
25 factor. I think that's another additional thing going

1 on in our region.

2 DIANE CASTO: Yes, I would definitely  
3 agree with that, Eileen. You know, it makes the  
4 victims more vulnerable and the perpetrators  
5 potentially more dangerous.

6 MICHELLE DEWITT: Eileen, I have a  
7 question on that really quickly while you are still on  
8 the line, and that is I'm curious during that brief  
9 period of time, relatively brief I guess, where legal  
10 sales were beer and wine only, how did that impact  
11 reporting?

12 EILEEN ARNOLD: It was like clockwork.  
13 You know, when the liquor store opened on May 2016, we  
14 gradually saw what I calculate as about a 20 percent  
15 increase in calls that we were involved on; and then  
16 when it closed, we had sort of an immediate 25 percent  
17 decrease. The liquor store opened up again on January  
18 1st or December 31st, I can't remember, like right for  
19 New Year's, and the -- January was sort of a slow  
20 month, but, you know, as I just reported, February was  
21 massive and March is so far what I call typically  
22 high. And none of this is conclusive, but it is  
23 suspicious.

24 DIANE CASTO: May I, Michelle, make one  
25 more comment?

1 MICHELLE DEWITT: Yes.

2 DIANE CASTO: I find that really not  
3 surprising at all, but like you said, it's not  
4 definitive. And Linda, I remember years and years  
5 ago, 20 years ago when Utqiagvik went from dry to wet  
6 or damp, I don't remember -- no, went from damp -- wet  
7 to dry that there was a huge drop in all kinds of big,  
8 you know, situations. And they actually did a report  
9 on it, which really showed.

10 So, you know, I think this is something  
11 that we need to be cognizant of and really try to get  
12 some data, because clearly, you know, I know we have  
13 an opioid crisis, but as Laura and I were talking  
14 about on a break, alcohol continues to be the No. 1  
15 drug of choice and the No. 1 disrupter of our social  
16 and community structure. And I just was looking over  
17 at Dr. Heidi Brocious saying we need to evaluate this.

18 MICHELLE DEWITT: Well, in terms of  
19 what's happened in Bethel, Recover Alaska is doing  
20 some surveillance, and we'll have some data and a  
21 report hopefully to show impacts in our community. So  
22 stay tuned, I guess, for that.

23 All right. That's 2:30. That concludes  
24 the public comment section on our agenda.

25 (Public comment concluded at 2:30 p.m.)



## CDVSA Executive Director's Update

Prepared by L. Diane Casto, Executive Director  
May - June 2019

### An update of CDVSA activities/highlights May - June 2019

#### **Staffing and personnel issues:**

At this time, CDVSA is almost fully staffed with eight full-time permanent employees hired, working and doing great things! We are excited to welcome Ella Nierra as our new Grants Administrator II. Ella worked for CDVSA from 2007 to 2011 as our Administrative Assistant. Ella's last position was at the University of Alaska Southeast as an Administrative Manager. The full-time permanent Grants Administrator position is new to CDVSA and will expand our ability to provide better and more coordinated services to our community-based grant programs. She began working on April 15.

Also new to CDVSA is Morgan Erisman; Morgan began her new job as the Research Analyst II on May 13. Morgan most recently worked as a Clinician for JAMHI Health and Wellness where she worked as part of the research team evaluating Juneau's Housing First Project. In April we brought Zeif (Rocket) Parish back as a short-term non-permanent employee to help before Morgan arrived and to spend time with Morgan providing her training on our data collection system – this has proved to be very helpful giving Morgan a great foundation for the work ahead.

On May 15 Meggie Stogner, our former Program Coordinator I began her new position as Program Coordinator II (filling MaryBeth's prior position). We conducted a hiring solicitation/search and interviewed a total of four individuals; Meggie was our top candidate. With Meggie's background she is able to jump right into her new role and job duties.

We are now conducting a recruitment for a new Program Coordinator I to replace Meggie! Once we hire for the PC I position we will be fully staffed with all nine positions! Every desk/cubie/office will be occupied – the office is literally humming with energy, curiosity, ideas and hard work 😊. We all feel like FY2020 is going to be a great year for CDVSA, with significant accomplishments.



Recruitment, hiring, selecting and training new employees has taken considerable effort during the past six months. Now that we are (almost) fully staffed we will be able to more effectively and efficiently carry out the work of CDVSA and expand our funding to new grantees across the state. Exciting times!

### **31<sup>st</sup> Legislative Session Actions, Progress and Focus Areas:**

The 90-day and 120-day sessions of the 31<sup>st</sup> Legislature have come and gone, and we are now into the first 30-day special session that will end June 14. The main issues currently are passage of a FY2020 operating budget that includes school funding and an agreed upon amount for the Permanent Fund Dividend. During our Board meeting we will discuss issues of importance should we not have an approved budget on July 1. Our main concern is funding for our emergency services programs that must be kept open and operating. Being the forever optimist, I believe a budget will be agreed upon and state government and all its operations will continue forward. April Wilkerson, DPS Administrative Services Director will join our meeting on June 13 to provide insight and discussion about the FY2020 budget.

As we discussed at our Quarter 3 Board meeting, this legislative session focused significant effort, energy and bills on criminal justice in general and on sexual assault in particular – as a consequence of the Justin Schneider court case last year, numerous pieces of legislation were put forward to create a “Justin Schneider fix.” A plethora of bills were introduced related to sexual assault laws: HB 14, 20, 33, 145, SB 3, 12, & 55 to name a few. HB 14 was passed as a stand-alone bill and most of the other bills (or portions of the other bills) were rolled into HB 49 – the Crime Bill that repealed and replaced portions of SB 91. A review of HB 49 is included in your packet. HB 12 is another bill of interest to CDVSA (that passed), regarding Protective Orders and when/how they can be extended. This bill overturns the Whalen v. Whalen Court decision from 2018. HB 49 has passed both the House and Senate but is still waiting to be transmitted to the Governor for signature—he has indicated he will sign it. Kelly Howell will join our Board meeting on June 13 to discuss each bill and respond to questions you might have.

### **Development and Implementation of the Alaska Comprehensive Forensic Training Academy:**

As was discussed during our Q. 3 Board meeting the Alaska Comprehensive Forensic Training Academy, funded in part by CDVSA, is now being carried out as a pilot project, with the first 3-day in-person/hands-on training having been completed. A total of eighteen (18) nurses and health care providers completed the 25 hours of on-line module training and the 3-day hands-



one skill development training at the UAA campus in Anchorage. I was fortunate to be able to attend the last two-days of the three-day event (May 14-16) and was impressed with the instructors, the participants and the UAA simulation lab. Everyone has worked diligently to get the new Alaska Comprehensive Forensic Training Academy ready for its first pilot-run. Dr. Angelia Trujillo has created an amazing training opportunity for nurses and health care providers; a combined on-line and in-person training modality. As you will remember, one of the requirements for CDVSA to approve funding for this pilot project was to set-aside funding for Travel scholarships to be available for individuals outside of the Anchorage-bowl area—it was important during our discussion that this opportunity be available to those not located in Anchorage. For the May in-person training we received nine (9) requests for travel scholarships—all nine were approved, but one person attended only 2 of the 3 days of training, making herself ineligible for reimbursement (the condition of travel payment was attendance at all 3 days of in-person training). Travel scholarships were approved for participants from Soldotna, Talkeetna, St. Paul Island, North Pole (2), Nelson Lagoon, Kenai and Kotzebue for a total of \$10,363.00. The next in-person training is scheduled for August 20-22 and currently 24 people are registered, and 4 Travel Scholarships have been requested. Currently there are a total of 162 individuals registered for the on-line course with approximately 30 individuals completing/passing all modules.

We continue to respond to media requests for information on the ACFTA, including a short story on KTUU on April 5, a 1-hour live Talk of Alaska presentation on April 30 and KTUU embedding in Day 2 of the May in-person class, with a story that aired on May 16.

### **Communications, outreach and media:**

We continue to work closely with Walsh|Sheppard, our communications contractor to refresh current media outreach and to develop new mainstream and social media ads to get our message out to Alaskans. April was Sexual Assault Awareness month and was busy filled with proclamations, social media postings and media calls. Senator Elvi Gray-Jackson and the other Senate Democrats introduced SB 94 to establish in law, April as Sexual Assault Awareness Month. The bill did not pass this session but will be reconsidered during the 2<sup>nd</sup> session of the 31<sup>st</sup> Legislature.

We continue to work diligently to update and improve our website and web-presence, including increased social media outreach, with the assistance of Walsh|Sheppard. This project will continue as we better define the information posted and how it is posted – updating language and information; for example stressing that all CDVSA funded emergency services

agencies provide support and services to all victims, male and female. We will continue to bring our web information up-to-date, informative and user-friendly.

### **Miscellaneous meetings, presentations and activities:**

April through June were extremely busy with lots of solicitations, interviews, hiring and training of new staff. In addition, all four of our federal formula grant applications were due during this quarter; three have been submitted with the fourth application (VOCA) due later in June.

Other ongoing and continuing commitments include attending bi-monthly/quarterly meeting of the Sexual Assault Kit Initiative (SAKI) workgroup and the Alaska Criminal Justice Commission, including meetings of their Sex Offense Working Group. Progress is being made with both groups, as we continue to improve and expand our state's response to sexual assault victims and perpetrators. Below are a few highlights from activities, meetings and presentations I participated in between April and June of FY19:

- The Alaska Sexual Assault Response Leadership Team continues to meet quarterly and are planning a 2-day planning retreat in Juneau in August to lay out our strategy, priorities and a doable plan of action. The meeting will be facilitated by staff from the Sexual Violence Justice Institute in Minnesota;
- I traveled to Anchorage for a meeting with the Alaska Native Women's Coalitions from Anchorage, Fairbanks and Emmonak on April 15. It was a day of dialogue, learning and healing as we discussed the past, present and future of our work together. The event was coordinated by ANDVSA;
- On April 18, in conjunction with the Coaching Boys into Men training in Juneau, CDVSA was able to preview a new documentary exploring the 2012 Stubenville, Ohio incident where a high-school girl, incapacitated by alcohol, was publicly and repeatedly sexually assaulted and raped by her peers, several of whom documented the acts on social media. The victim was transported, undressed, photographed, and sexually assaulted by members of the town's football team. It was a powerful documentary and explored the role of social media in this incident;
- On April 24 the SAKI workgroup held an all-day in-person meeting to review progress, next steps and the UAA evaluation of the SAKI project. The group went through cases that are being reviewed and followed up on due to old SAKs being tested;
- On April 30 I traveled to Fairbanks to participate in the VOCA Tribal Consultation on Future Tribal Set-Aside funding held on May 1. It was an emotional and passionate plea from tribes across the state asking VOCA to help meet the needs of rural Alaska

related to interpersonal and other types of violence. VOCA Director Darlene Hutchinson was present, as well as other VOCA administrators—very informative;

- On May 1<sup>st</sup>, I participated in the 2<sup>nd</sup> Annual Justice for Missing and Murdered Indigenous Women's March in Fairbanks—very emotional and healing;
- On Friday, May 3, VOCA Director Hutchinson traveled to Juneau and spent the day meeting with CDVSA, DPS and VCCB. In addition, we met with staff of Representative Zulkosky from Bethel to discuss missing and murdered indigenous women in Alaska.
- Walsh|Sheppard completed our FY18 Annual Report in late April. Electronic copies were sent to the Governor, the House Speaker and the Senate President, as required. In addition, five hard copies were sent to the Alaska State Library, also required. All grantees and partner agencies received a notice of its availability and a link to the online version of the report.
- CDVSA is continuing to work with Erin Terry of the FBI, as well as a large group of partners to continue development of a Mass Casualty Plan for Alaska. A meeting was held on May 14. The group has a new name: Alaska Victim Assistance Partnership (AVAP). I hope to attend the August 15 meeting in Anchorage and presenting information about the possible role of our states emergency shelter system. I am also planning to coordinate a webinar presentation with Erin Terry and inviting all Victim Services grantees, so they can learn more about this statewide effort;
- On May 16 I met with Susan Reihle, contractor from Anchorage who worked with SPHH as they identified and unraveled internal financial concerns. Ms. Reihle worked closely with all aspects of the discovery regarding the agency money that was diverted away from SPHH;
- On June 5, I submitted a draft article about the ACFTA to be published in the UAA Alaska Justice Forum. Editor Henry Randolph is editing, and Angelia Trujillo is adding additional information—it will be published in late June;
- CDVSA is beginning to set our plans for working with Kari Robinson and Barb Jacobs from the Alaska Immigration Justice Project to create a language access plan for CDVSA. Having a LAP is a requirement of our federal grants. Development of this plan will bring us into compliance with this federal Civil Rights requirement. We will meet with AIJ the week of June 17 and plan to begin work on the plan in early July;
- On June 6 I was asked to participate in a survey/interview for a project begin conducted by the National Center for State Courts' on the use of technology to improve accessibility and enforcement of protective orders, funded by OVW. Alaska has been identified as a state with more advanced data sharing and will be used to provide examples of practices and policies for other states—more to come;



- I have also been asked to assist the Alaska Criminal Justice Commission with their upcoming victim listening sessions in Anchorage and Eagle River—they would like to have me facilitate this session as someone who can be sensitive to victim needs—I will be following up for additional information before obligating myself and CDVSA;
- On June 10 Carmen Lowry, Michelle Demmert, CCTHITA and I will be meeting to begin initial discussions regarding an Alaska DV Fatality Review Team—what do we want a team to provide, outcomes, what is doable, etc. This will be the first of several conversations we will have to begin moving this project forward.

### **CDVSA Staff Activities/Issues:**

As I have already mentioned, we now have eight (8) full-time permanent positions: Executive Director, Criminal Justice Planner, Program Coordinator II (2 positions), Grants Administrator, Research Analyst, Administrative Officer I, and Administrative Assistant. The final position, Program Coordinator I, is currently posted and closes June 13 (unless we decide to extend the recruitment). Currently we have four applicants, but only 1 or 2 that look promising.

Now that we have nine FT positions, and two of those positions are new to CDVSA, MaryBeth and I are going to review and revise each staff persons workload and specific job duties. First, supervisory responsibilities are now shared between me and MaryBeth. I will continue to directly supervise MaryBeth, Ann Rausch, Morgan Erisman, Kelly Gohl and Angela Wells. MaryBeth will supervise Meggie Stogner, Ella Nierra and the new PC I. This proves me with more time to devote to higher-level projects, planning and partnerships/coordination and creates a secondary leadership position, creating more opportunities for collaboration and so there will be someone with delegated authority when I am on work travel or personal leave. To make our day to day functioning more streamlined and timelier, I have submitted “Delegation of Authority” to MaryBeth for those times when I am not in the office and/or not available by phone or email (a copy is included in your Board packet). This will always allow for work to continue in my absence and provide consistent reporting structure for the office.

Second, because we did not have a permanent Grants Administrator position in the past, many of the duties for this position fell to Kelly and Angela. We will be realigning the duties between these three positions with Kelly more focused on finances, budgeting, projections and internal controls for all CDVSA financial transactions, working closely with DPS Administrative staff. Ella will assume most grant related activities including annual grant awards, continuation grants and new RFP solicitations, financial desk reviews (with assistance from Kelly), monitoring grantee submission of all required paperwork and financial reporting, etc. Angie will provide

strong staff support for all staff and maintain a well-functioning office, she will work closely with Kelly and process all invoices and payments, will continue as our HR coordinator (timesheets, new hire paperwork, new position solicitations, etc.), and web maintenance.

Ann will continue as our manager/director of Prevention activities and funding; Morgan will provide all data reports, analysis and updating of our data and research efforts; and Meggie and the new Program Coordinator I will work with our Victim Services and BIP/PBP grant programs, providing training, TA and monitoring of their activities and outcomes.

The biggest advantage of being fully and appropriately staffed is that we are developing a strong TEAM, that can work together with cohesion and focus on the same goals and outcomes – not siloed. The timing for being fully staffed and our upcoming strategic planning process is perfectly aligned, to brainstorm and rethink how and what we are doing; with all staff, board and partners contributing, we will create a well-defined plan that all we all have ownership in!

#### **[New] Project Priorities for FY2020:**

- Development of a CDVSA Language Access Plan (beginning end of June);
- Development of a contract solicitation for a Strategic Plan facilitator/developer (intend to have a solicitation posted by late July, with work on a new Strategic Plan completed by December 2019);
- Finalize Victim Services Regulations (these have been on hold during the legislative session; we will now reengage with DOL to review and finalize these regulations for posting/comments and final approval);
- Development of a Request for Proposals to fund new programs using VOCA funding (\$4.0 million in federal spending authority requested for FY2020); we hope to have the RFP posted by early September with funding awards starting January 2020;
- Development of a DV/SA Fatality Review Team for Alaska, in partnership with DPS, ANDVSA, Tribal organizations, DHSS/State Medical Officer, etc.
- Planning and decision regarding possible development of a State Victim Assistance Academy (SVAA)—Alaska had such an Academy in the past and we are revisiting the need and ability for such a resource. Discussion partners with CDVSA currently include Alaska Children's Alliance, UAA School of Health and the SVAA Training Center. Once we get baseline information other decision-making partners will include ANDVSA, OCS, VCCB and others;



- Research and possible purchase of a new Grant Administration software program/system and a more modern and compliant data collection system (we have long outgrown Microsoft Access);
- Revise, update and reimagine CDVSA outcome measures to be more meaningful and able to document program effectiveness.

### **Upcoming Events:**

Activities, events and meetings happening during FY19 Q. 4

- All CDVSA Continuation applications due Monday, June 10, 2019
- June 30, End of FY2019
- July 1, Start of FY2020
- August 12-15, 2019 VOCA National Training Conference, San Diego, CA;
- August or September, FY2020 Q. 1 CDVSA Board Meeting (Date to be determined);
- September 4-6, State Victim Assistance Academies Leadership Symposium, Denver, Colorado;
- September 25-27, the NASW-AK's biennial conference in Juneau—Nurtured Hearts; Nurture Hearts. [Diane and Keeley Olson with STAR will be presenting a workshop on changes to Alaska's sexual assault laws and what they mean for providers];
- November 13-14 CDVSA All-Grantee Meeting in Anchorage;



THE STATE  
of **ALASKA**  
GOVERNOR MICHAEL J. DUNLEAVY

## Department of Public Safety

COUNCIL ON DOMESTIC VIOLENCE & SEXUAL ASSAULT  
L. Diane Casto

150 3<sup>rd</sup> Street  
PO Box 111200  
Juneau, Alaska 99811-1200  
Main: 907.465.5503  
Fax: 907.465.3627

### Delegation of Authority

I hereby delegate my approving authority to MaryBeth Gagnon, CDVSA Criminal Justice Planner during those times I am out of the office on personal leave and/or on business travel status and unavailable to approve and sign documents.

This delegation is effective immediately and shall remain in effect until rescinded by me or my successor.

A handwritten signature in blue ink that reads "L. Diane Casto".

L. Diane Casto, MPA  
CDVSA Executive Director

A handwritten date in blue ink that reads "5-23-19".

Date



## BUDGET AUTHORITY

### State Funding Authority

Unrestricted General Funds (GF)	10,649,600
Designated General Funds (DGF)	2,000,000
Inter-Agency Receipts (I/A)	177,200
<b>Total State Funding Authority</b>	<b>12,826,800</b>

### Federal Funding Authority

Federal Receipts (FED)	9,218,400
<b>Total Federal Funding Authority</b>	<b>9,218,400</b>

**Total Authority for FY 2019** **22,045,200**

## OPERATING BUDGET (does not include grants)

	GF	DGF	I/A	FED	TOTAL
Line 1000 - Payroll	667,000	-	38,000	403,800	1,108,800
Line 2000 - Travel	56,400	10,000	2,000	65,000	133,400
Line 3000 - Services & Contracts	722,000	668,000	3,000	839,100	2,232,100
Line 4000 - Commodities	45,800	10,000	-	5,000	60,800
<b>Total by Funding Type</b>	<b>1,491,200</b>	<b>688,000</b>	<b>43,000</b>	<b>1,312,900</b>	

**Office Operating Budget for FY 2019** **3,535,100**

## GRANT PROGRAM BUDGET SUMMARY (Line 7000)

### Program Type

	GF	DGF	I/A	FED	TOTAL
Domestic Violence (DV)	8,926,180	-	-	7,320,715	16,246,895
Battering Intervention Program (BIP)	213,529	-	35,000	-	248,529
Prison Based Prevention (PBP)	16,659	-	98,237	-	114,896
Community Based Primary Prevention Prog. (CBPPP)	-	820,163	-	-	820,163
Community Readiness (CR) and Capability	-	491,651	-	-	491,651
Violence Against Women Act (VAWA)	-	-	-	241,522	241,522
Justice Systems Resp. to Families (JFF)	-	-	-	142,364	142,364
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Total:</b>	<b>9,156,368</b>	<b>1,311,814</b>	<b>133,237</b>	<b>7,704,601</b>	

**Program Budget for FY 2019** **18,306,020**

## BUDGETED ALLOCATIONS BY FUNDING TYPE

Unrestricted General Funds (GF)	10,647,568
Designated General Funds (DGF)	1,999,814
Inter-Agency Receipts (I/A)	176,237
Federal Receipts (FED)	9,017,501

**Total Budgeted Obligations for FY2019** **21,841,120**



# Grants Awarded FY 2019

Fourth Quarter Council Meeting

## BUDGET AUTHORITY DESIGNATED FOR GRANT AWARDS (LINE 7000 ONLY)

### State Grants Budget Authority

Unrestricted General Funds (GF)	9,158,400
Designated General Funds (DGF)	1,312,000
Inter-Agency Receipts (I/A)	134,200
<b>Total State Fund Authority</b>	<b>10,604,600</b>

### Federal Grants Budget Authority

Federal Receipts (FED)	7,905,500
<b>Total Federal Funds Authority</b>	<b>7,905,500</b>

**Total Grant Award Authority in FY 2019 18,510,100**

## FEDERAL GRANTS

	Federal Grant Award	Awarded	Expended	Remaining Encumb.	Unobligated / De-obligated	End Date
Closed	FFY15 VAWA: 2015-WF-AX-0007	800,075	788,675	-	11,400	6/30/2018
	FFY15 SASP: 2015-KF-AX-0027	299,269	271,638	27,631	0	7/31/2019
Closed	FFY15 VOCA: 2015-VA-GX-0060	4,909,151	4,895,618	-	13,533	9/30/2018
Closed	FFY15 VOCA: DISC 2015-VF-GX-0057	101,183	100,978	-	205	9/30/2018
	FFY15 JFF: 2015-FJ-AX-0006	501,015	469,286	31,362	366	9/30/2019
	FFY16 VAWA: 2016-WF-AX-0025	882,640	827,590	22,953	32,097	6/30/2019
	FFY16 SASP: 2016-KF-AX-0053	395,340	395,340	-	-	7/31/2019
	FFY16 VOCA: 2016-VA-GX-0020	5,476,300	4,235,773	1,167,896	72,631	9/30/2019
Closed	FFY17 FVPSA: G-1701AKFVPSA	761,084	675,082	-	86,002	9/30/2018
	FFY17 SASP: 2017-KF-AX-0037	375,013	243,048	123,551	8,414	7/31/2019
	FFY17 VAWA: 2017-WF-AX-0052	872,917	449,679	193,378	229,861	9/30/2020
	FFY17 VOCA: 2017-VA-GX-0002	4,628,960	1,318,874	374,054	2,936,032	9/30/2021
	FFY18 FVPSA: G-1801AKFVPSA	762,603	571,848	192,097	(1,343)	9/30/2019
	FFY18 SASP: 2018-KF-AX-0055	371,087	-	-	371,087	7/31/2020
	FFY18 VAWA: 2018-WF-AX-0041	876,923	-	-	876,923	7/31/2020
	FFY18 VOCA: 2018-V2-GX-0019	7,912,465	-	-	7,912,465	9/30/2021
New	FFY19 FVPSA: G-1901AKFVPS	769,171	-	-	769,171	9/30/2020

## GRANT AWARD ALLOCATION BY PROGRAM AND FUNDING TYPE

Funding Source	Program Name	# Recipients	Awarded
Unrestricted General Funds (GF)	Victim Services - General Fund	24	8,926,180
SASP (Fed)	Victim Services -Sexual Assault Services Pr	4	830,490
VOCA (Fed)	Victim Services - Victims of Crime Act	13	5,677,345
FVPSA (Fed)	Victim Services - Family Violence & Prev.	3	812,880
			<b>16,246,895</b>
STOP VAWA (Fed)	Violence Against Women Act (VAWA)	3	241,522
			<b>241,522</b>
Designated General Funds (DGF)	Community Readiness (CR)	7	491,651
Designated General Funds (DGF)	Community Based Primary Prev. Prog. (CBPPP)	5	820,163
			<b>1,311,814</b>
Unrestricted General Funds (GF)	Batters Intervention Program	6	213,529
Inter-Agency Receipts (I/A)	Batters Intervention Program	1	35,000
			<b>248,529</b>
Unrestricted General Funds (GF)	Prison-Based Batters Program	2	16,659
Inter-Agency Receipts (I/A)	Prison-Based Batters Program	3	98,237
			<b>114,896</b>
JFF (Fed)	Justice Systems Response to Familes (JFF)	2	142,364
			<b>142,364</b>

**Total Awarded to each Program by Funding Type 18,306,020**



**SUBAWARD ALLOCATION PLAN BY FUNDING SOURCE**

**State Funded Grants Awarded by Program Type**

Unrestricted General Fund (GF)	8,926,180
Batterer's Programs, Inter-Agency (I/A)	133,237
Batterer's Programs, Unrestricted General Fund (GF)	230,188
Designated General Fund (DGF)	1,311,814
	<b>10,601,419</b>

**Federal Grants Awarded**

Victims of Crime Act (VOCA)	5,677,345
Family Violence & Prevention Services Act (FVPSA)	812,880
Victim Against Women Act (VAWA)	241,522
Sexual Assault Services Program (SASP)	830,490
Justice Systems Response for Families (JFF)	142,364
	<b>7,704,601</b>

**Subaward Allocation Spending Plan Total**

**18,306,020**

**SUBAWARD ALLOCATIONS TO RECIPIENTS BY FUNDING TYPE**

Sub-Recipients	Victim Services				Batterer's Prog.				Prevention		Other Federal		Total
	GF	VOCA	SASP	FVPSA	BIP - GF	BIP - I/A	PBP - GF	PBP - I/A	CR-DGF	CBPPP-DGF	VAWA	JFF	
Alaska Family Services	125,520	583,442	-	-	41,812	-	-	46,589	-	-	-	-	797,363
Alaska Institute for Justice	-	-	-	-	-	-	-	-	-	-	-	-	-
Alaska Network on Domestic Violence	-	-	-	-	-	-	-	-	-	-	216,522	20,085	236,607
Advocates for Victims of Violence	122,954	297,150	-	-	-	-	-	-	59,081	-	-	-	479,185
Abused Women's Aid In Crisis	879,965	879,964	-	-	-	-	-	-	76,600	-	-	-	1,836,529
Aiding Women from Abuse and Rape	439,361	892,036	-	-	51,300	-	11,005	20,000	-	324,676	-	-	1,738,378
Arctic Women in Crisis	244,484	-	-	386,144	-	-	-	-	-	-	-	-	630,628
Bering Sea Women's Group	224,590	-	-	336,885	-	-	-	-	-	-	-	-	561,475
Cordova Family Resources Center	234,880	-	-	-	-	-	-	-	-	79,587	-	-	314,467
Emmonak Women's Shelter	437,732	-	-	-	-	-	-	-	-	-	-	-	437,732
Helping Ourselves Prevent Emergencies	49,579	49,579	-	-	-	-	-	-	-	-	-	-	99,158
Interior Alaska Center for Non-Violent Living	728,276	728,275	-	-	35,000	35,000	5,654	31,648	-	151,828	-	122,279	1,837,960
Ketchikan Indian Corporation	-	-	-	-	38,354	-	-	-	-	-	12,500	-	50,854
Kenaitze Indian Tribe	184,766	-	-	-	-	-	-	-	-	-	12,500	-	197,266
Kodiak Women's Resources & Crisis Cntr.	439,927	-	243,209	-	-	-	-	-	-	-	-	-	683,136
The LeeShore Center	481,053	486,240	-	-	20,000	-	-	-	80,502	-	-	-	1,067,795
Maniilaq Family Crisis Center	385,473	-	-	-	-	-	-	-	-	-	-	-	385,473
Safe & Fear-Free Environment	702,072	66,753	-	89,851	-	-	-	-	83,183	-	-	-	941,859
Sitkans Against Family Violence	265,750	265,750	-	-	-	-	-	-	-	167,707	-	-	699,207
Seaview Community Services	96,295	-	51,850	-	-	-	-	-	-	-	-	-	148,145
South Peninsula Haven House	233,912	401,352	-	-	27,063	-	-	-	-	96,365	-	-	758,692
Standing Together Against Rape	488,628	-	488,626	-	-	-	-	-	-	-	-	-	977,254
Tundra Women's Coalition	783,915	783,914	-	-	-	-	-	-	70,509	-	-	-	1,638,338
Unalaskans Against Sexual Assault & F.V.	229,959	-	-	-	-	-	-	-	-	-	-	-	229,959
Victims for Justice	147,235	147,235	-	-	-	-	-	-	-	-	-	-	294,470
Working Against Violence for Everyone	95,655	95,655	-	-	-	-	-	-	55,425	-	-	-	246,735
Women In Safe Homes	904,199	-	46,805	-	-	-	-	-	66,351	-	-	-	1,017,355
	<b>8,926,180</b>	<b>5,677,345</b>	<b>830,490</b>	<b>812,880</b>	<b>213,529</b>	<b>35,000</b>	<b>16,659</b>	<b>98,237</b>	<b>491,651</b>	<b>820,163</b>	<b>241,522</b>	<b>142,364</b>	

**Total Amount Awarded to Sub Recipients**

**18,306,020**



# Obligations & Encumbrances FY19

## Fourth Quarter Council Meeting

### TOTAL EXPENSES CURRENTLY ENCUMBERED BY APPROPRIATION TYPE (LINE 3000 ONLY)

#### State Funded Encumbrances

Unrestricted General Fund (GF)	404,360
Designated General Fund (DGF)	114,309
Inter-Agency Receipts (I/A)	-
<b>Total State Funded Encumbrances</b>	<b>518,669</b>

#### Federal Funded Encumbrances

Federal Receipts (FED)	186,877
<b>Total Federal Funded Encumbrances</b>	<b>186,877</b>

### TOTAL AMOUNT CURRENTLY ENCUMBERED 705,546

### CONTRACTS AND OTHER OBLIGATIONS

<u>Vendor or Agency Name</u>	<u>Funding Type</u>	<u>RSA or Contract #</u>	<u>Amount</u>	<u>Expended</u>	<u>Remaining Balance</u>
Peninsula Reporting	General Fund	C138203	6,624	2,922	3,702
Univ. of Alaska DART (RSA)	General Fund	RS 1219500	138,034	93,006	45,028
Walsh & Sheppard Inc (Media Buy)	General Fund	N/A	75,036	30,979	44,057
NWS All Grantee Meeting	General Fund	C137806	4,485	4,485	-
Strategic Prevention Solutions	General Fund	C136406	40,014	30,288	9,726
Kurt Douglas West	General Fund	C137810	7,500	3,563	3,938
UAA School of Nursing	General Fund	RS 1219508	31,520	16,305	15,215
UAA School of Social Work	General Fund	RS 1219507	35,618	1,855	33,763
UAA Justice Center (AK Victim Survey)	General Fund	RS 1219510	193,738	-	193,738
Walsh & Sheppard Inc	General Fund	C138201	45,510	16,094	29,416
Alaska Institute for Justice (Lang. Access)	General Fund	C137816	10,000	-	10,000
Strategic Prevention Solutions	Desg. GF	C136406	587	587	-
Walsh & Sheppard Inc	Desg. GF	C138201	19,946	14,443	5,503
NWS Fourth R	Desg. GF	C137806	11,368	11,368	-
Beacon Publishing & Design	Desg. GF	C138204	708	708	-
AWARE Girls on the Run	Desg. GF	C137802	57,000	36,905	20,095
ANDVSA (Prevention)	Desg. GF	C137803	346,112	281,374	64,739
Walsh Sheppard Inc (Media Buy)	Desg. GF	N/A	50,000	30,979	19,021
NWS CBIM I	Desg. GF	C137806	19,142	19,142	-
NWS CBIM II	Desg. GF	C137806	26,830	26,830	-
NWS Green Dot Training	Desg. GF	C137806	25,034	25,034	-
Alteristic Greent Dot Trainer	Desg. GF	PO 12-2979	15,500	15,500	-
NWS Primary Prevention Summit	Desg. GF	C137806	51,955	51,955	-
NWS SART Statewide	Federal	C137806	52,823	43,151	9,672
NWS SART Regional	Federal	C137806	47,522	47,522	-
Alaska State Troopers (RSA)	Federal	RS 1219501	280,613	143,714	136,899
Dept. of Law (RSA)	Federal	RS 1219502	200,000	172,975	27,025
Alaska Court System (RSA)	Federal	RS 1219503	30,000	16,719	13,281
<b>Totals</b>			<b>1,823,220</b>	<b>1,138,403</b>	<b>684,817</b>

### CONFERENCES AND EVENTS

<u>Event Name</u>	<u>Funding Type</u>	<u>Estimated Budget Amt.</u>	<u>Quoted Estimate</u>	<u>Actual Costs</u>	<u>Over/Under Budget</u>
FY19 All Grantee Meeting	General Fund	20,000	16,677	12,726	7,275
Fourth R	Desg. GF	-	12,000	11,368	(11,368)
Coaching Boys Into Men: Fall 2018	Desg. GF	15,000	25,000	19,142	(4,142)
Coaching Boys Into Men: Spring 2019	Desg. GF	25,000	-	26,830	(1,830)
Primary Prevention Summit	Desg. GF	75,000	65,168	51,955	23,045
Green Dot	Desg. GF	33,500	22,165	25,034	8,466
SART Regional Training	Federal	40,000	41,347	47,522	(7,522)
SART Statewide Training	Federal	40,000	46,323	43,151	(3,151)
<b>Totals</b>		<b>248,500</b>	<b>228,679</b>	<b>237,727</b>	<b>10,773</b>

### REMAINING OBLIGATIONS BY APPROPRIATION (INCLUDING ANTICIPATED EXPENSES)

Unrestricted General Funds (GF)	388,582
Designated General Funds (DGF)	109,357
Federal (FED)	186,877
Other Expenses (RSAs for IT, SSoA, Mail Room and Other Overhead Costs)	20,729

### Total of Obligated Expenses (Line 3000 Only) 705,546



# FY19 Remaining Balances

## Fourth Quarter Council Meeting

### REMAINING BALANCES BY APPROPRIATION

#### State Funds Remaining

Unrestricted General Fund (GF)	APPR 126001000	267,855
Designated General Fund (DGF)	APPR 126006500	18,158
Inter-Agency Receipts (I/A)	APPR 126005000	15,982
<b>Total State Funds Remaining in FY19</b>		<b>301,995</b>

#### Federal Funds Remaining

Federal Receipts (FED)	APPR 126002000	699,255
<b>Total Federal Funds Remaining in FY19</b>		<b>699,255</b>

<b>TOTAL REMAINING BALANCE ACROSS ALL APPROPRIATIONS</b>	<b>1,001,250</b>
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### REMAINING BALANCES BY LINE ITEM ALLOCATION

<u>Allocations by Appropriation</u>	Line Allocation	Current Budget	Encumbered	Actual Expenses	Remaining Balance
Unrestricted General Fund APPR: 126001000	1000 - Payroll	667,000	-	465,722	201,278
	2000 - Travel	56,400	-	30,095	26,305
	3000 - Services	722,000	404,360	315,395	2,245
	4000 - Equip	45,800	-	8,493	37,307
	7000 - Grants	9,158,400	817,193	8,340,487	720
	<b>Total</b>	<b>10,649,600</b>	<b>1,221,553</b>	<b>9,160,192</b>	<b>267,855</b>
Designated General Fund APPR: 126006500	1000 - Payroll	-	-	-	-
	2000 - Travel	10,000	-	4,768	5,232
	3000 - Services	668,000	114,309	550,868	2,822
	4000 - Equip	10,000	-	83	9,917
	7000 - Grants	1,312,000	118,064	1,193,750	186
	<b>Total</b>	<b>2,000,000</b>	<b>232,373</b>	<b>1,749,469</b>	<b>18,158</b>
Inter-Agency Receipts APPR: 126005000	1000 - Payroll	38,000	-	27,426	10,574
	2000 - Travel	2,000	-	532	1,468
	3000 - Services	3,000	-	24	2,976
	4000 - Equip	-	-	-	-
	7000 - Grants	134,200	11,992	121,245	963
	<b>Total</b>	<b>177,200</b>	<b>11,992</b>	<b>121,245</b>	<b>15,982</b>
Federal Receipts APPR: 126002000	1000 - Payroll	403,800	-	152,544	251,256
	2000 - Travel	65,000	-	34,244	30,756
	3000 - Services	839,100	186,877	438,868	213,355
	4000 - Equip	5,000	-	2,011	2,989
	7000 - Grants	7,905,500	1,973,087	5,731,514	200,899
	<b>Total</b>	<b>9,218,400</b>	<b>2,159,963</b>	<b>6,359,181</b>	<b>699,255</b>
<b>Totals</b>		<b>3,625,882</b>	<b>17,390,087</b>	<b>1,001,250</b>	

### PLANNED ADJUSTMENTS TO THE BUDGET

<u>Appropriation Fund Type</u>	Line Item \ Cost Categories				
	1000	2000	3000	4000	7000
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-

There are further adjustments planned for FY19

# Operating Projections

## Council on Domestic Violence & Sexual Assault

Data as of 5/15/2019

	Months Passed	Months Remaining
PS YTD=	10.0	2.0
NPS YTD=	10.5	1.5

Appropriation: 126001000 GF

Code	Line Item	Budget	Restricted	Pending	Authorized Revenue	YTD Expend.	Encumbrances	Current Balance	Straight Line Projection	Actual Projected Exp.	Total Expenditures	Projected Balance
	1000 PERS.SER	667,000	0	0	667,000	465,722	0	201,278	93,144	98,144	563,866	103,134
	2000 TRAVEL	56,400	0	0	56,400	29,952	45	26,403	4,279	6,500	36,497	19,903
	3000 SERVICES	722,000	0	0	722,000	295,717	409,772	16,511	42,245	15,407	720,896	1,104
	4000 COMMOD.	45,800	0	0	45,800	7,969	0	37,831	1,138	6,000	13,969	31,831
	5000 CAP OUTLAY	0	0	0	0	0	0	0	0	0	0	0
	7000 GRANTS	9,158,400	0	0	9,158,400	8,340,487	817,193	720	1,191,498	0	9,157,680	720
<b>126001000 GF</b>		<b>10,649,600</b>	<b>0</b>	<b>0</b>	<b>10,649,600</b>	<b>9,139,847</b>	<b>1,227,009</b>	<b>282,743</b>	<b>1,332,305</b>	<b>126,051</b>	<b>10,492,908</b>	<b>156,692</b>

Appropriation: 126002000 FED Revenue Collected: \$ 5,725,040

Code	Line Item	Budget	Restricted	Pending	Authorized Revenue	YTD Expend.	Encumbrances	Current Balance	Straight Line Projection	Actual Projected Exp.	Total Expenditures	Projected Balance
	1000 PERS.SER	403,800	0	0	403,800	227,902	0	175,898	45,580	50,580	278,482	125,318
	2000 TRAVEL	65,000	0	0	65,000	30,558	321	34,121	4,365	5,000	35,879	29,121
	3000 SERVICES	839,100	(42,000)	0	797,100	439,587	187,687	169,826	62,798	5,000	632,274	164,826
	4000 COMMOD.	5,000	0	0	5,000	1,974	0	3,026	282	282	2,256	2,744
	5000 CAP OUTLAY	0	0	0	0	0	0	0	0	0	0	0
	7000 GRANTS	7,905,500	0	0	7,905,500	5,078,708	2,625,893	200,899	725,530	0	7,704,601	200,899
<b>126002000 FED</b>		<b>9,218,400</b>	<b>(42,000)</b>	<b>0</b>	<b>9,176,400</b>	<b>5,778,730</b>	<b>2,813,901</b>	<b>583,769</b>	<b>838,556</b>	<b>60,862</b>	<b>8,653,493</b>	<b>522,907</b>

Appropriation: 126005000 I/A Revenue Collected: \$ 174,700

Code	Line Item	Budget	Restricted	Pending	Authorized Revenue	YTD Expend.	Encumbrances	Current Balance	Straight Line Projection	Actual Projected Exp.	Total Expenditures	Projected Balance
	1000 PERS.SER	38,000	0	0	38,000	27,426	0	10,574	5,485	10,574	38,000	0
	2000 TRAVEL	2,000	0	0	2,000	532	0	1,468	76	0	532	1,468
	3000 SERVICES	3,000	0	0	3,000	24	0	2,976	3	0	24	2,976
	4000 COMMOD.	0	0	0	0	0	0	0	0	0	0	0
	5000 CAP OUTLAY	0	0	0	0	0	0	0	0	0	0	0
	7000 GRANTS	134,200	0	0	134,200	121,245	11,992	963	17,321	0	133,237	963
<b>126005000 I/A</b>		<b>177,200</b>	<b>0</b>	<b>0</b>	<b>177,200</b>	<b>149,226</b>	<b>11,992</b>	<b>15,982</b>	<b>22,885</b>	<b>10,574</b>	<b>171,792</b>	<b>5,408</b>

Appropriation: 126006500 Recid/Red

Code	Line Item	Budget	Restricted	Pending	Authorized Revenue	YTD Expend.	Encumbrances	Current Balance	Straight Line Projection	Actual Projected Exp.	Total Expenditures	Projected Balance
	1000 PERS.SER	0	0	0	0	0	0	0	0	0	0	0
	2000 TRAVEL	10,000	0	0	10,000	4,719	0	5,281	674	0	4,719	5,281
	3000 SERVICES	668,000	0	48,139	716,139	514,589	164,281	37,268	73,513	36,407	715,278	861
	4000 COMMOD.	10,000	0	0	10,000	83	0	9,917	12	0	83	9,917
	5000 CAP OUTLAY	0	0	0	0	0	0	0	0	0	0	0
	7000 GRANTS	1,312,000	0	0	1,312,000	1,193,750	118,064	186	170,536	0	1,311,814	186
<b>126006500 Recid/Red</b>		<b>2,000,000</b>	<b>0</b>	<b>48,139</b>	<b>2,048,139</b>	<b>1,713,141</b>	<b>282,345</b>	<b>52,653</b>	<b>244,734</b>	<b>36,407</b>	<b>2,031,893</b>	<b>16,245</b>



UNIVERSITY *of* ALASKA ANCHORAGE

**Center for Human Development**

Date: May 24, 2019

From: UAA Center for Human Development

To: CDVSA Board and Executive Director

Greetings,

This is a letter requesting continued funding of the Alaska Disability Abuse Response Teams (DARTs) in FY20. A DART is locally coordinated community response to violence and sexual violence against people with disabilities. The purpose of the DARTs is to bring together victim advocacy and disability service systems, in order to better serve survivors with disabilities.

In FY19 the DART project received first time CDVSA funding in the amount of \$138,000. With this funding, six DART communities received ongoing technical assistance, an opportunity to attend a disability conference, a \$5,000 contract, and on-site technical assistance training. Examples of trainings included: What are DARTs?; Disabilities Overview; Alaska Disability Justice Resources and Videos. Training topics included: common disability accommodations; communication tips; disability language; service animals; and the "invisible disability" driver's license designation. A detailed list of the project activities, and all training materials, are available upon request.

We are requesting \$137,780 in FY20 funding to continue capacity building with eight DART communities - six current communities (Anchorage; Cordova; Kenai/Soldotna; Nome; Petersburg; Seward), and two new communities. This budget includes an additional day of onsite technical assistance for each of the eight DART communities to complete an accessibility baseline measure.

Thank you for your consideration of continued DART funding.

Sincerely,

Rebekah Moras, PhD  
DART Project Director  
Center for Human Development  
University of Alaska Anchorage  
Email: [rebekah@alaskachd.org](mailto:rebekah@alaskachd.org)  
Phone: 907-264-6250

Karen Heath, MS  
Associate Director  
Center for Human Development  
University of Alaska Anchorage  
Email: [karenh@alaskachd.org](mailto:karenh@alaskachd.org)  
Phone: 907-264-6273

PROJECT TITLE: DARTs - Disability Abuse Response Teams
PI: Rebekah Moras
START: July 1, 2019
END: June 30, 2020

FY20 draft Rates used					Year 1	
SALARIES AND WAGES					Hours	
Senior Personnel				Hourly Wage	Leave Rate	
Total Number of Hours	Employee Name					
1018.00	Rebekah Moras	F9 - Faculty (UNAC)		\$36.54	18.4%	1018 \$44,042
145.00	Rebekah Moras	XR - Exempt Staff		\$27.94	22.6%	145 \$4,967
				Total Senior Personnel		\$49,009
80.00	Research Professional 2	XR - Exempt Staff		\$25.82	22.6%	80 \$2,532
				Total Other Personnel		\$2,532
TOTAL SALARIES AND WAGES					\$51,541	
FRINGE BENEFITS						
Senior Personnel		Rebekah Moras	F9 - Faculty (UNAC)		29.8%	\$13,125
		Rebekah Moras	XR - Exempt Staff		40.7%	\$2,022
				Total Senior Personnel		\$15,147
Other Personnel						
	Research Professional 2	XR - Exempt Staff			40.7%	\$1,031
				Total Other Personnel		\$1,031
TOTAL FRINGE BENEFITS					\$16,178	
TOTAL SALARIES AND BENEFITS					\$67,719	
TRAVEL						
Number						

67% 8-15-19 to 6-30-20  
67% 7-1-19 to 8-15-19

Payperiods

5%

1. Domestic Travel	Description	Yr 1	Yr 2	Yr 3	Yr 4	Yr 5	Item Cost		
Select Travel Cost from List	Anchorage - No costs	0					0	\$0	Anchorage
Airfare	Cordova flight	1					360	\$360	Cordova
Lodging	Cordova lodging	3					156	\$468	
Meals	Cordova per diem	4					117	\$468	
Taxi/Ground Transport	Cordova parking, taxi	1					50	\$50	
Mileage	Kenai/Soldotna mileage	217					0.545	\$118	Kenai
Lodging	Kenai/Soldotna lodging	3					168	\$504	
Meals	Kenai/Soldotna per diems	4					103	\$412	
Airfare	Nome flight	1					600	\$600	Nome
Lodging	Nome lodging	3					165	\$495	
Meals	Nome per diem	4					134	\$536	
Taxi/Ground Transport	Nome parking, taxi	1					50	\$50	
Airfare	Petersburg flight	1					670	\$670	Petersburg
Lodging	Petersburg lodging	3					123	\$369	
Meals	Petersburg per diem	4					97	\$388	
Taxi/Ground Transport	Petersburg parking, taxi	1					50	\$50	
Mileage	Seward mileage	264					0.545	\$144	Seward
Lodging	Seward lodging	3					159	\$477	
Meals	Seward per diems	4					105	\$420	
Airfare	New DART #1	1					500	\$500	AVERAGE PER TRIP
Lodging	New DART #1	3					170	\$510	
Meals	New DART #1	4					100	\$400	
Taxi/Ground Transport	New DART #1	1					50	\$50	
Airfare	New DART #2	1					500	\$500	
Lodging	New DART #2	3					170	\$510	
Meals	New DART #2	4					100	\$400	
Taxi/Ground Transport	New DART #2	1					50	\$50	
							Total Domestic Travel	\$9,499	
TOTAL TRAVEL								\$9,499	

CONTRACTUAL SERVICES		Description	
3005 - Consultants (Professional Fees)		Anchorage DART	\$5,000
3005 - Consultants (Professional Fees)		Cordova DART	\$5,000
3005 - Consultants (Professional Fees)		Kenai DART	\$5,000
3005 - Consultants (Professional Fees)		Nome DART	\$5,000
3005 - Consultants (Professional Fees)		Petersburg DART	\$5,000
3005 - Consultants (Professional Fees)		Seward DART	\$5,000
3005 - Consultants (Professional Fees)		New DART #1	\$5,000
3005 - Consultants (Professional Fees)		New DART #2	\$5,000
3005 - Consultants (Professional Fees)		Specialized contractual e.g. topics like service animals, interpreters, Americans with Disabilities Act	\$5,000
		Total Other Contractual Svcs	\$45,000
TOTAL CONTRACTUAL SERVICES			\$45,000
COMMODITIES		Description	
4018 - Self-catering (Food)		Refreshments for onsite TA set up visit - 8 DARTs X \$100	\$800
TOTAL COMMODITIES			\$800
A. MTDC (total costs subject to F&A)			\$123,018
B. Facilities and Administration (F&A)		State of Alaska - Training & Other	12.0%
			\$14,762
C. Total Costs Exempt from F&A			\$0
D. Total Direct Costs (A+C)			\$123,018
E. Total Sponsor Request (B+D)			\$137,780



CDVSA 4th Quareter Council Meeting  
FY2020 Contracts Overview

CDVSA FY2020 Contracts					
Contract #	Contractor	Term	Fund Type	APPR	Budget
137810	Kurt West	Ext. Year 2	General Fund	126001000	\$ 3,937.50
138203	Peninsula Reporting	Year 2 of 2	General Fund	126001000	\$ 6,624.00
136406	Strategic Prevention Solutions	Ext. Year 4	General Fund	126001000	\$ 11,311.00
138201	Walsh & Sheppard	Year 3 of 3	General Fund	126001000	\$ 40,200.00
137816	AK Institute for Justice	Year 1 of 1	General Fund	126001000	\$ 20,000.00
138201	Walsh & Sheppard Media Buy	N/A	General Fund	126001000	\$ 75,000.00
					<b>\$ 157,072.50</b>
137803	ANDVSA - PREVENTION	Year 3 of 3	Prevention	126006500	\$ 275,000.00
137802	AWARE - Girls on The Run	Year 2 Of 3	Prevention	126006500	\$ 57,000.00
136406	Strategic Prevention Solutions	Ext. Year 4	Prevention	126006500	\$ 33,933.00
138201	Walsh & Sheppard	Year 3 of 3	Prevention	126006500	\$ 19,800.00
138201	Walsh & Sheppard Media Buy	N/A	Prevention	126006500	\$ 50,000.00
TBD	AK School Act. Assoc.	TBD	Prevention	126006500	\$ 80,000.00
TBD	Green Dot Media Webpage	TBD	Prevention	126006500	\$ 20,000.00
					<b>\$ 535,733.00</b>
137806	Northwest Strategies	Year 2 Of 3	Multiple	Multiple	\$ 30,000.00
					<b>\$ 30,000.00</b>
Grand Total Contracts:					<b>\$ 722,805.50</b>

CDVSA 4th Quareter Council Meeting  
FY2020 RSA Overview

CDVSA FY2020 Reimbursable Service Agreements						
Servicing Agency	RSA Title	Fund Type	APPR	FY19 Amount	FY20 Amount	
UAA Center for Human Development	FY20 UAA DART	General Fund	126001000	\$ 138,034	\$	-
UAA School of Social Work	FY20 UAA School of Social Work	General Fund	126001000	\$ 35,618	\$	-
UAA School of Nursing Partnerships	FY20 UAA School of Nursing Partnerships ACFTA	General Fund	126001000	\$ 31,520	\$	-
UAA Justice Center	FY20 UAA Justice Center AK Victimization Survey	General Fund	126001000	\$ 193,738	\$	506,262
AK Violent Crimes Compensation Board	FY20 VCCB Improved Access Program	General Fund	126001000	\$ -	\$	122,361
				<b>\$ 398,910</b>	<b>\$</b>	<b>628,623</b>
DPS Alaska State Troopers	FY20 STOP VAWA Law Enforcement	Federal VAWA	126002000	\$ 280,613	\$	200,000
LAW Prosecution	FY20 STOP VAWA Prosecution	Federal VAWA	126002000	\$ 200,000	\$	200,000
Alaska Court System	FY20 STOP Alaska Court System	Federal VAWA	126002000	\$ 30,000	\$	30,000
				<b>\$ 510,613</b>	<b>\$</b>	<b>430,000</b>
H&SS BRFSS (Previously YRBS)	FY20 HSS BRFSS	Prevention	126006500	\$ 15,000	\$	15,000
				<b>\$ 15,000</b>	<b>\$</b>	<b>15,000</b>
				<b>Grand Total RSAs: \$ 1,073,623</b>		

CDVSA 4th Quarter Council Meeting  
FY2020 Contract and RSA Combined Totals

TOTAL FY20 CDVSA CONTRACTS AND RSAS BY APPROPRIATION					
Contract	Kurt West	General Fund	126001000	\$	3,938
Contract	Peninsula Reporting	General Fund	126001000	\$	6,624
Contract	Strategic Prevention Solutions	General Fund	126001000	\$	11,311
Contract	Walsh & Sheppard	General Fund	126001000	\$	40,200
Contract	AK Institute for Justice	General Fund	126001000	\$	20,000
Contract	Walsh & Sheppard Media Buy	General Fund	126001000	\$	75,000
RSA	UAA Center for Human Development	General Fund	126001000	\$	-
RSA	UAA School of Social Work	General Fund	126001000	\$	-
RSA	UAA School of Nursing Partnerships ACFTA	General Fund	126001000	\$	-
RSA	UAA Justice Center	General Fund	126001000	\$	506,262
RSA	AK Violent Crimes Compensation Board	General Fund	126001000	\$	122,361
				<b>\$</b>	<b>785,696</b>
RSA	DPS Alaska State Troopers	Federal Funds	126002000	\$	200,000
RSA	LAW Prosecution	Federal Funds	126002000	\$	200,000
RSA	Alaska Court System	Federal Funds	126002000	\$	30,000
				<b>\$</b>	<b>430,000</b>
Contract	ANDVSA - PREVENTION	Prevention	126006500	\$	275,000
Contract	AWARE - Girls on The Run	Prevention	126006500	\$	57,000
Contract	Strategic Prevention Solutions	Prevention	126006500	\$	33,933
Contract	Walsh & Sheppard	Prevention	126006500	\$	19,800
Contract	Walsh & Sheppard Media Buy	Prevention	126006500	\$	50,000
Contract	AK School Act. Assoc.	Prevention	126006500	\$	80,000
Contract	Green Dot Media Webpage	Prevention	126006500	\$	20,000
RSA	H&SS BRFS (Previously YRBS)	Prevention	126006500	\$	15,000
				<b>\$</b>	<b>550,733</b>
Contract	Northwest Strategies	Multiple	Multiple	\$	30,000
				<b>\$</b>	<b>30,000</b>
Grand Total Contracts and RSAs:				<b>\$</b>	<b>1,796,429</b>

# HB49: The Repeal of SB91

by Buddy Whitt  
Judiciary Committee Aide

*(A note from Senator Hughes) This is an important and very interesting article summarizing the process and changes in law that represent a major shift in policy to address public safety in our state. In 2016, Alaska took the most extreme steps of any state in its "Criminal Justice Reform" efforts when SB91 was signed into law. The experiment failed miserably. Crime skyrocketed. Alaska was ranked last year as the most dangerous state in the nation. The passage of HB49 is step one in the process of reversing the crime trend and restoring a sense of safety and security among Alaskans. Filling vacant trooper and prosecutor positions will be key to completion of this first step. Step two is forthcoming and will involve concentrated efforts to combat the drug epidemic and to reduce recidivism, including effective treatment and deliberative rehabilitation, education, and work training inside and outside the correctional institutions.*

## THE PROCESS

Senator Hughes and her colleagues in the Senate made repealing and replacing [SB91](#) a top priority for the 31st Legislature. The Governor introduced a suite of bills ([SB32](#), [SB33](#), and [SB34](#)) for that very purpose, along with a fourth bill to toughen several provisions of our sexual crime statutes ([SB35](#)). The Senate Judiciary Committee vetted and worked to improve the bills the entire session, with members combing through the details right up through the last few days as these bills were incorporated into the final SB91-repeal-replace-legislation: [HB49](#).

As Judiciary Chair, Senator Hughes explained why this was so important: "We poured over every aspect of the bills and made numerous improvements to them, to return the needed tools to law enforcement, prosecutors, and judges to ensure offenders will be held accountable for their crimes and victims will receive justice. We took our time to get it right, vetting the bills very thoroughly to repeal and replace SB91. After the fiasco of the 2016 supposed criminal justice reform and the tragic rise in crime and decline in public safety, Alaskans deserved nothing less."

Many are unaware that the work on the criminal statutes went beyond repealing and replacing SB91. A number of provisions were added that were unrelated to SB91 statute changes, such as adding additional jail time when illegal drug production or deals are conducted near children, expanding the crime of terroristic threatening to account for both real and false threats of harm, and doubling the required jail time for murderers before parole consideration.

In addition, Senator Hughes, with tremendous help from committee members (Senators Micciche, Reinbold, Shower, and Kiehl), added numerous provisions beyond SB91 in the areas of justice for sexual crime victims - an area of criminal law that had not been addressed in recent years.

Chair Hughes stated, "As we were presented the horrifying sexual crime statistics in committee at the beginning of the session, and we came face to face with the realization that Alaska is the worst state in the nation in the area of sexual crimes - and that our laws were far too lenient - this became one of the most important areas of focus for my committee and staff."

She added, "I later learned that this particular work by our committee and the inclusion of all the sexual crime provisions from SB35 into HB49 were very significant in garnering the needed support among House Majority members for HB49's final passage. I am thankful for Rep. Geran Tarr and others who recognized that our statutes were archaic in this area and needed major revisions."

After the work of the Senate Judiciary and State Affairs Committees on SB32, SB33, SB34, and SB35, at the end of May, the House sent over a last-minute, quickly assembled omnibus package, [HB49](#). It incorporated only some of the Governor's proposed changes from the four bills and did not include any of the Senate's improvements. According to Senator Hughes, "It was not well vetted, and it left far too much out and watered down key components."

The Senate considered the bill and replaced it with a version that incorporated the language from the Senate's work on SB32, SB33, SB34, and SB35. The Senate version of HB49 passed the Senate unanimously, but the House did not concur with the changes the Senate had made. A conference committee was then formed to negotiate changes to the legislation upon which both the Senate and House could agree. Senator Hughes chaired the HB49 Conference Committee with Representative Claman.

As the Judiciary Committee Aide, I assisted Senator Hughes as she held firmly to the key provisions in the Senate version. The process was intense, and she was a tough negotiator.

The House had been split, with 18 favoring the Senate version and 22 favoring the House version. The Senate, on the other hand, was 20 to 0 in favor of the Senate version. In addition, the public favored the Senate version as did the governor. With this strong backing, along with that of Senators Shower and Wielechowski who were also on the HB49 Conference Committee, Senator Hughes was successful in preserving all the vital elements to repeal and replace SB91.

In her remarks in the HB49 Conference Committee, Senator Hughes gave particular thanks to Alaskans for pressing legislators to take action regarding crime and to repeal SB91.

Last week, the House adopted and approved the HB49 Conference Committee Report 36-2 (only Representatives Wool and Hopkins voted against) and yesterday the Senate unanimously voted to approve the report. The crime legislation repealing/replacing SB91 has passed the legislature and awaits Gov. Dunleavy's signature!

### **HB49: Repeal & Replacement of SB 91** **What Does HB49 Do?**



### **FOUR KEY HIGHLIGHTS**

This overview begins with a sampling of four key highlights: 1) elimination of sentence caps for technical violations for probation/parole; 2) drug possession reclassifications; 3) returning pretrial

violations of conditions of release crimes; and 4) changes to felony presumptive sentence ranges. These highlights will then be followed by a summary of other changes under four categories: 1) Crimes: Classifications - Sentencing; 2) Probation/Parole Provisions; 3) Pretrial Provisions; and 4) Sexual Criminal Statute Changes.

Under HB49, sanctions for technical violations of probation/parole are no longer capped at 3, 5, and 10 days for first, second, and third violations as they were capped under SB91. The sanction instead will be determined by the judge or the parole board. This provision was in the Senate version and is contained in the Conference Committee Report.

Drug possession (misconduct involving a controlled substance) classifications specified in the Senate version were preserved. They are changed from offenses without jail time (in current law due to SB91) to crimes with jail time which translates to offenses for which a person will be arrested. The first offense is a Misdemeanor with a sentencing range of up to 1 year in jail. Second offenses within 10 years are C felonies.

The bill changes the punishment for violating conditions of release while awaiting trial from a maximum 5 day jail sentence (current law after SB91 was revised – was a non-jailable ticket under SB 91) to a crime carrying a maximum of 90 days or 1 year in jail. If charged with a felony and the person violates his/her conditions of release, the charge will be a Class A Misdemeanor; if charged with a misdemeanor and the person violates his/her conditions of release, the charge will be a Class B Misdemeanor. This provision from the Senate version is retained in the Conference Committee Report.

Changes to presumptive sentencing ranges\* are below. Note that all ranges were increased from current law. All nine of the Senate's presumptive ranges stay the same except first time A and second time B felonies are bumped up from current law by one year instead of two. The focus of these changes is to ensure stronger penalties for more serious crimes and for repeat offenders.

Changes to Presumptive Sentencing Ranges		SB91	HB49
<b>CLASS A FELONY</b>	1st offense	3-6 years	4-7 years
	2nd offense	8-12 years	10-14 years
	3rd offense	13-20 years	15-20 years
<b>CLASS B FELONY</b>	1st offense	0-2 years	1-3 years
	2nd offense	2-5 years	3-7 years
	3rd offense	4-10 years	6-10 years
<b>CLASS C FELONY</b>	1st offense	0-2 years	0-2 years
	2nd offense	1-4 years	2-4 years
	3rd offense	2-5 years	3-5 years

<i>Changes to Presumptive Sentencing Ranges</i>		<b>SB91</b>	<b>HB49</b>
<b>CLASS A FELONY</b>	1st offense	3-6 years	5-8 years
	2nd offense	8-12 years	10-14 years
	3rd offense	13-20 years	15-20 years
<b>CLASS B FELONY</b>	1st offense	0-2 years	1-3 years
	2nd offense	2-5 years	4-7 years
	3rd offense	4-10 years	6-10 years
<b>CLASS C FELONY</b>	1st offense	0-2 years	0-2 years
	2nd offense	1-4 years	2-4 years
	3rd offense	2-5 years	3-5 years

*\*Certain sexual crimes and crimes against a person are unclassified felonies with harsher sentencing guidelines.*

## **CRIMES: CLASSIFICATIONS - SENTENCING**

In addition to the felony range changes above, Class B Misdemeanors will now be sentenced to up to 90 days jail time rather than the 30-day limit in current law. This was a provision in the Senate version that was preserved. Judges will again have discretion to sentence Class A Misdemeanors up to 365 days for all A misdemeanors (SB91 had a cap of 30-days for many offenses).

HB49 removes all automatic inflation adjustments imposed in SB91. These adjustments are related to dollar values for property crimes that separate misdemeanor and felony conduct. (Included in both Senate and House versions.)

HB49 allows the amounts stolen by a defendant within a 6-month period to be aggregated in order to hold serial thieves accountable with stiffer penalties. (Included in both versions.)

HB 49 establishes a new crime to combat motor vehicle thefts: possession of motor vehicle theft tools. The crime requires that a person has an intent to steal a vehicle or the contents of the vehicle. (Included in both versions.)

HB49 creates new and harsher penalties for identity theft. The classifications range from A Misdemeanor to B Felony depending on the dollar amount involved. (Included in both versions.)

All Driving with License Suspended, Revoked, and Cancelled (DWLS, DWLR, and DWLC) are crimes will be a crime under the new law. The Senate version imposed the stiffer penalties. HB49 will also allow the administrative cancellation of a person's driver's license if they have over \$1,000 in outstanding traffic fines.

The 24-hour sentence limit for disorderly conduct was changed under HB49: 1st time

disorderly conduct will now be 0-3 days; all others will be 0-10 days. The Senate version included the increased term.

HB49 adds the crime of making real terroristic threats to the crime of making false threats. Both are a class C felony. (Included in both versions.)

The bill adds removing, disabling, or tampering with an electronic monitoring device as a C Felony under the escape statutes. (Included in both versions.)

An improvement to the 'truth in sentencing' laws from the Senate version was retained. It instructs judges, at the time of sentencing, to give an oral report regarding the length of the sentence, including when the offender may be eligible for mandatory parole and when they may be eligible for discretionary parole. Currently this is only required in a written report that few see. This provision will help ensure the victim and the public - including the media - have more accurate information as to the expected length of the jail term and when the offender could be back on the street.

### **PROBATION / PAROLE PROVISIONS**

Under current law, most offenders are eligible for discretionary parole after serving 1/4 of their sentence. The new law states that certain offenders must serve 1/2 of their sentence before becoming eligible for discretionary parole. Again, this provision was from the Senate version.

Those convicted of Murder I or Murder II will not be eligible for mandatory parole nor for good time credit. These offenders will be eligible for discretionary parole after serving the mandatory minimum or 2/3 of their sentence, whichever is greater. This effectively doubles the amount of time they must serve before becoming eligible for mandatory parole (from the Senate version).

HB49 returns to pre-SB91 restrictions on what crimes are eligible for discretionary parole. The bill makes the following crimes ineligible: Non-sex class A felonies (Robbery 1, Assault 1, Arson 1, Escape 1, MIW 1); B felonies if the person had one or more prior felony convictions; C felonies if the person had two or more prior felony convictions; and B and C sex felonies (Sexual Assault 2, Sexual Abuse of a Minor 2, Distribution of Child Pornography).

Individuals convicted of B felony level drug distribution will not be eligible for discretionary parole until serving one-half of the active term of imprisonment under HB49. Under current law, those offenders are eligible after serving one-fourth of the active term of imprisonment.

The bill adjusts how parole time is tolled. A parolee's parole time will not continue to run while the parole violation is under consideration by the parole board.

HB49 excludes from eligibility to earn compliance credits parolees who are on parole for felony crimes against a person, sex offense, unclassified felonies or for crimes involving domestic violence.

Application for discretionary parole hearings will no longer be automatic for offenders (Senate version), except for 'model inmates' eligible for parole who have had no infractions during incarceration (House version).

Earned compliance credit for good conduct on probation and parole is reduced to 10 days (earned) for every 30 days (served). Under SB91 it was 30 days (earned) for every 30 days (served). (Included in both versions.)

The maximum length of probation for sex felonies is increased from 15 to 25 years and to 10 years for other offenses.

## **PRETRIAL PROVISIONS**

HB49 allows a person's rap sheet to be used at grand jury to prove the existence of prior convictions when prior convictions are an element of the offense.

Under SB91, a 30-day grace period was granted for failure to appear in court. HB49 eliminates this grace period.

HB49 reduces the burden of proof from "clear and convincing evidence" to the pre-SB 91 standard of preponderance of the evidence for imposing release conditions pre-trial. A judge will no longer be bound by the score on the pre-trial risk assessment tool but will have full discretion to impose the appropriate release conditions – including bail. HB49 strips the pretrial assessment tool of its power and decision-making authority. Instead of being the deciding factor in determining whether a suspect will be released on bail awaiting trial, the tool will be one of a dozen items the judge reviews if it is available. The tool is not assigned any weight or value in this consideration process; judges will have full discretion as they did prior to SB91.

Private sector entities and third-party custodians will again be options even in communities where Department of Corrections (DOC) has pretrial services. The Senate version toughened the requirements for third party custodians to prevent recent felons from supervising persons charged with crimes. DOC will have the flexibility to provide pretrial supervision under its probation/parole program (the current administration has indicated this preference).

Defendants will no longer be eligible to receive credit for time served for pre-trial electronic monitoring for certain offenses.

Pretrial credit for substance abuse treatment is no longer unlimited but is capped at 365 days.

The mandatory electronic monitoring or house arrest for first time DUI is eliminated under current law and HB49 returns the discretion to the Department of Corrections.

## **SEXUAL CRIMINAL STATUTE CHANGES**

Sexual Assault in the Second and Third Degree - HB 49 changes the required mental state from "knowing" to "reckless" as to the circumstance when the offender engages in penetration (sexual assault in the second degree) and sexual contact (sexual assault in the third degree) with a victim who is mentally incapable, incapacitated, or unaware that the sexual act is being committed.

Sexual Abuse of a Minor Sentencing - HB49 makes sexual abuse of a minor in the third degree a sexual felony when there is a 6 year age difference, thus increasing the sentencing range from 0-2

to 2-12 years.

**Indecent Exposure - HB49** makes indecent exposure when the offender masturbates in the presence of an adult a class C felony and a class B felony if the offender masturbates in the presence of a person under 16 years of age.

**Unlawful Exploitation of a Minor - HB49** makes unlawful exploitation of a minor an unclassified felony if the person has been previously convicted of exploitation of a minor or the victim is under 13 years of age. This crime entails involving a child in lewd sexual acts, such as for the filming and production of child pornography. Unlawful exploitation of a minor is currently a class B felony upon the first conviction and a class A felony if the person has been previously convicted. Under HB49, child pornographers and those involved with child porn sharing services will be faced with harsher sentences.

**Presumptive Sex Offense Sentencing - Clarifies under HB49** that any prior felony counts as a prior felony for presumptive sentencing purposes in sex cases. This means prior felonies, even when they are a non-sex felony, trigger an increased presumptive range for a sex offense.

**Presumption of No Contact - Under the new law**, the default for domestic violence and sexual assault will be a presumption of a no contact order - so the perpetrator is not to have contact with the victim. This eliminates the need for the victim to file a protective order, thus protecting the victim from retaliation by the perpetrator for filing such an order. This was a provision in the Senate version that was retained.

**Out-of-State Sex Offender Registration - HB49** requires anyone convicted of a registrable sex offense in another state to register in Alaska if they move to Alaska.

**Indecent Viewing and Production - The new law** makes indecent viewing or production of a picture of a child and production of a picture of an adult a registrable sex offense and sentenced as a sexual felony. Conduct involving the viewing of a picture of an adult would be a class A misdemeanor. HB49 thus increases penalties in cases where a hidden camera is placed in a private space.

**Soliciting Sex From A Minor - HB49** deletes “online” from the crime of “online enticement of a minor” making any solicitation of a minor for sex a B felony.

**Unwanted Images Of Genitalia - The bill** criminalizes the repeated sending of unwanted explicit images of genitalia to another person (such as repeatedly texting unwanted nude pictures to someone’s phone) as harassment in the second degree (B Misdemeanor).

**Mandatory Reporting - HB49** requires a mandatory reporter to immediately report harm to a child that is the result of a suspected sex offense to a law enforcement agency rather than only to a supervisor, school principal, etc.

**Timely Processing of Rape Kits - HB49** requires law enforcement agencies to send all sexual assault examination kits to a crime lab within 30 days of collection, that all kits collected are tested within one year, and that victims are notified within 2 weeks that testing is complete.

Victim Notification Update - HB49 adds a requirement for victim notification by the prosecutor when an offender is discharged from a treatment program for non-compliance.

Marriage Defense to Sexual Assault - HB49 removes marriage status as legal defense against a rape charge. The bill repeals marriage as a defense to sexual assault except in cases where there is consent and the conduct is illegal due to the nature of the relationship but-for the marriage (probation officer/probationer, peace officer/person in custody, DJJ officer/person 18 or 19 an under the jurisdiction of the Division of Juvenile Justice).

### **A Final Note Regarding Costs to Improve Public Safety**

Public safety is a top priority and the passage of this legislation adds costs estimated at about \$50 million per year. HB49 will require the re-opening of the Palmer Correctional Facility. This bill and the operating budget include funding for additional prosecutors and victim advocate paralegals. The legislature has provided more funding for judges and court positions. An effort is underway now to fill 40 vacant Alaska State Trooper positions and to recruit more Village Public Safety Officers.

Yes, there is a cost to improving public safety. This is a core and fundamental duty and function of our state government, however, and we must step up to the plate. As we do, we should not neglect to weigh into the equation the fact that the cost of crime to individual Alaskans exceeds the \$50 million annual price tag.

In Anchorage alone, property theft totaled \$45.3 million in 2017. Add property theft in Mat-Su, Kenai, Juneau, and other parts of the state, and the total easily shoots past the \$50 million mark. And that's just property crimes. What about violent and sexual crimes? Add to the total the cost of medical care, psychiatric appointments, attorney fees, security systems, increased insurance, and lost workdays. That's millions more.

Make no mistake, an additional \$50 million cost to the state each year is not insignificant. But when individual Alaskans are bearing the brunt of even more than \$50 million per year and doing so in fear and danger, the expense to the state to improve public safety is one we shouldn't spare.



# TRUULI

sexual assault kit tracking

## Built for Purpose

- Process the backlog
- Prevent future backlogs
- Establish best practices and procedures
- Promote accountability within managing organizations
- Ensure visibility of every kit throughout the process
- Protect survivor anonymity
- Intuitive user interface tailored to each role
- Fulfill city, state, or federal reporting requirements
- Built on Microsoft Dynamics 365



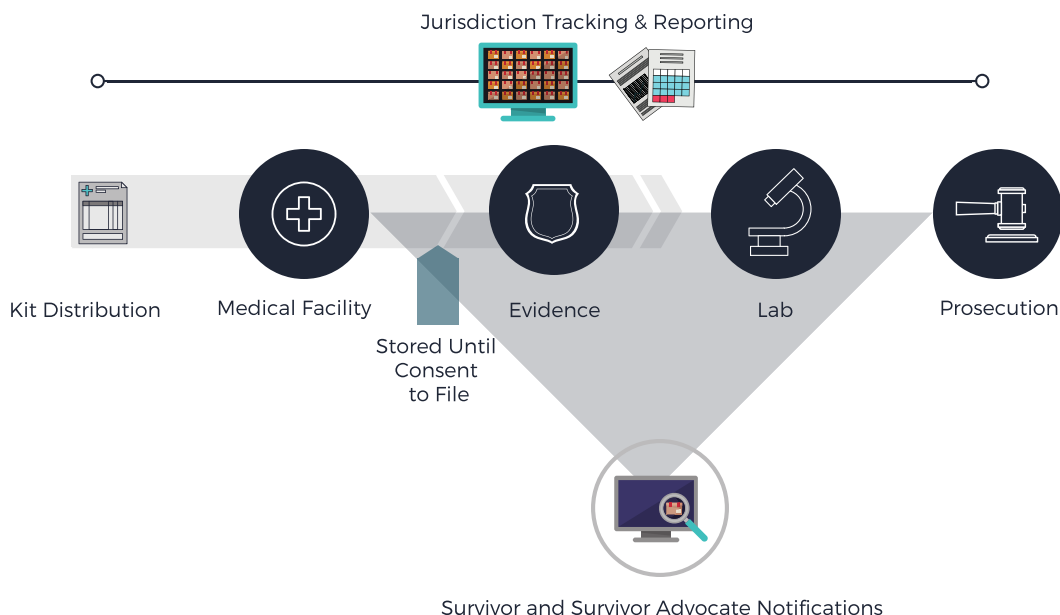
Microsoft  
Dynamics 365

## Sexual Assault Kit Tracking for Governments

As governments implement Truuli, it serves as a guide to navigating the kit tracking process. Truuli was developed in response to the sexual assault kit backlog and is designed to aid the criminal justice response to sexual assault and ensure justice for victims. Sockeye has developed Truuli to improve agencies' ability to manage the processing of sexual assault kits from the moment they are distributed through the prosecution of the perpetrator. This system provides powerful analytics to help agencies identify workflow problems and track trends.

## Survivor Notifications

Truuli coordinates processes between agencies and allows survivors and survivor advocates to opt-in to receive discrete notifications when a kit advances to the next stage of the process keeping survivors informed.



BUILT FOR PURPOSE BY

SOCKEYE

# FREQUENTLY ASKED QUESTIONS

## How to incorporate medical facilities/SANes/Law Enforcement agencies into Truuli?

- Each entity; law enforcement, case managers, attorneys, hospitals, and labs have a unique portal
- Each portal grants access to only the information relevant to each entity
- Portals are self-guided and built for intuitive use
- Each action is logged so the administrator has a full audit trail

## How do we onboard?

- Training, customization, and workflows are provided in the implementation process
- Depending on the size of jurisdiction, unique grant requirements, and project team availability-- Truuli can be up and running in as little as 4 weeks

## How do we report back to the legislature?

- Time to process, location, demographics and more are all available in real-time reports making up-to-date reports simple to access using a system dashboards
- At all times the number of kits in each phase from start to finish will be available

## Can we customize to our processes?

- The software is fully configurable to adapt to the changing needs, requirements, and data points within each entities workflows

## How will we be billed?

- A combination of a one-time setup/implementation fee and a yearly subscription
- Contact us at 907-258-2642 or [info@sockeyeconsulting.com](mailto:info@sockeyeconsulting.com) for a quote

## How are survivors informed of the status of their kits?

- Each state handles this differently, most commonly a Survivor may use a combination of Kit ID, Law Enforcement Case Number, and personal information to be entered into the portal and show the status of the kit along with a guideline of how long it generally takes to go through the process.
- Both email and text message notifications are available to leverage should the state decide to implement this functionality

## How is the system secured?

- Information is protected using the Microsoft Dynamics 365 government cloud used by more than 7,000 federal, state, and local government entities. It is compliant with the FBI's Criminal Justice Information Service Standards.

**SCHEDULE A DEMO**

**907.258.2642**

**[INFO@SOCKEYECONSULTING.COM](mailto:info@sockeyeconsulting.com)**

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# **Grant Monitoring Procedure Manual**

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Alaska's Council on  
Domestic Violence  
& Sexual Assault

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## STATE ADMINISTERING AGENCY RESPONSIBILITIES

The Council on Domestic Violence and Sexual Assault (CDVSA), within the Department of Public Safety, is designated as the state-administering agency for federal and state funding streams of the following federal DOJ and DHHS grants: Victims of Crime Act (VOCA), Family Violence and Prevention Services Act (FVPSA), Sexual Assault Services Program (SASP), and the Violence Against Women Act (VAWA/STOP). CDVSA also receives funding from the State of Alaska General Fund to support community-based domestic violence and sexual assault programming statewide.

In managing and administering these multiple funding streams, the responsibilities of CDVSA include:

- Preparing applications for the federal grant funds;
- Providing staff support to a nine-member Board;
- Developing and distributing the application notice and application forms;
- Receiving and coordinating the distribution of the submitted subgrantee applications to the Board for review;
- Reviewing and making recommendations to the Board regarding funding for submitted applications;
- Receiving funds from the federal granting agency and disbursing the funds to the subgrantees throughout the grant cycle;
- Maintaining accurate ledgers and other fiscal records for all subgrantees;
- Evaluating and monitoring compliance of subgrantees in meeting state and federal requirements;
- Providing guidance and technical assistance to subgrantees;
- Collecting statistical data from the subgrantees to assess program effectiveness to provide information to the federal granting agency; and,
- Preparing and submitting the required progress, financial, and evaluation reports to the aligned federal agency by the assigned deadlines.

The CDVSA Board provides direction and oversight. The Board meets on a quarterly basis and is responsible for approving priorities for funding as well as approving funding amounts as recommended by the Proposal Evaluation Committees (PEC).

Four public members are appointed by the Governor to the Council Board, including one rural representative. The remaining five positions are set by policy and reflect each department of State of Alaska government responsible for and involved in domestic violence and sexual assault policies, programs, and focus.

The CDVSA Board is comprised of the following members:

- The Department of Public Safety Commissioner or his/her designee;
- The Department of Health and Social Services Commissioner or his/her designee;
- The Department of Education and Early Development Commissioner or his/her designee;
- The Department of Corrections Commissioner or his/her designee;
- The Department of Law Attorney General or his/her designee;
- Four individuals (public members) with experience and expertise in the provision of services to victims of domestic violence and sexual assault, appointed by the Governor.

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## OVERVIEW OF CDVSA GRANT FUNDING

### **Victims of Crime Act Grant (VOCA)**

The Victims of Crime Act was signed by President Ronald Reagan on October 12, 1984. The Act is a federal law that provides financial assistance through the creation of the Crime Victims Fund to support a variety of services and activities to assist victims of crime. Money deposited into the Crime Victims Fund comes from various federal criminal fines, forfeitures, assessments, and penalties. None of the money used by VOCA comes from taxpayer appropriations. Pursuant to the Act, priority is given to programs serving victims of sexual assault, spousal abuse, child abuse, and underserved victims. The Act additionally gives each State the opportunity to meet the needs of all victims while encouraging priority categories.

### **Family Violence Prevention Services Act (FVPSA)**

Administered by the U.S. Department of Health and Human Services, Administration of Children and Families, FVPSA is a formula grant and provides federal funding to all states and territories. States apply annually and receive a core grant of \$600,000. Remaining funds are added to the core and based on population. The average award amount for Alaska is \$750,000. The Council uses these funds to finance domestic violence programs throughout Alaska. All programs receiving these grant funds provide shelter or related assistance to domestic violence victims and their children. The programs operate shelter facilities that are staffed around the clock and provide a full spectrum of services including basic food and immediate shelter, crisis intervention, counseling, and advocacy.

### **Sexual Assault Services Program (SASP)**

The Sexual Assault Services Formula Program (SAS Formula Program) was created by the Violence Against Women and Department of Justice Reauthorization Act of 2005 and is the first federal funding stream solely dedicated to the provision of direct intervention and related assistance for victims of sexual assault. The SAS Formula Program directs grant dollars to states and territories to assist them in supporting rape crisis centers and other nonprofit, nongovernmental organizations or tribal programs that provide core services, direct intervention, and related assistance to victims of sexual assault. Rape crisis centers and other nonprofit and tribal organizations, such as dual programs providing both sexual violence and domestic violence intervention services, play a vital role in assisting sexual assault victims through the healing process, as well as assisting victims through the medical, criminal justice, and social support systems. Funds provided through the SAS Formula Program are designed to supplement other funding sources directed at addressing sexual assault at the state and territorial level.

### **Office of Violence Against Women Grant/S.T.O.P. (Services, Training, Officers Prosecutors) Grant**

S.T.O.P. formula grants serve to improve the national response to domestic violence and sexual assault by combining a series of federal sanctions and initiatives, as well as national, state, and local resources to improve the response to crimes against women. S.T.O.P. funds are committed to four specific areas: prosecution, law enforcement, victim services, and courts. Awards are made to every state and territory using a base amount plus a consideration for population.

As federally required, Alaska completes a four-year S.T.O.P. implementation plan, which provides the basis for each year's action plan. CDVSA distributes 25% of the annual award to the Alaska State Troopers and another 25% to the Department of Law. An additional 30% is granted to victim services, primarily through the Alaska Network on Domestic Violence and Sexual Assault (10% of which is set aside for culturally specific programs). 5% goes to the Alaska Court System, with the remaining 15% used primarily for providing training and technical assistance to support Sexual Assault Response throughout the state.

### **State of Alaska General Funds**

General Funds comprise the majority of the CDVSA grant budget; state General Funds are used to support Victim Services, Battering Intervention Programs, and Council administration. General Funds also support statewide prevention and research activities.

## GOALS OF MONITORING

Monitoring is one of the principal responsibilities of CDVSA. It is the responsibility of Program Coordinators to assist the subgrantees in implementing the approved projects within a framework of relevant state and federal statutes, regulations, policies, procedures, and guidelines so as to achieve maximum success. In order to be effective, it is imperative that the monitoring process occurs throughout the course of the award period. Federal regulations state that a subgrantee should be monitored in person once every two years. CDVSA will utilize desk reviews and risk assessments to supplement onsite visits as deemed appropriate.

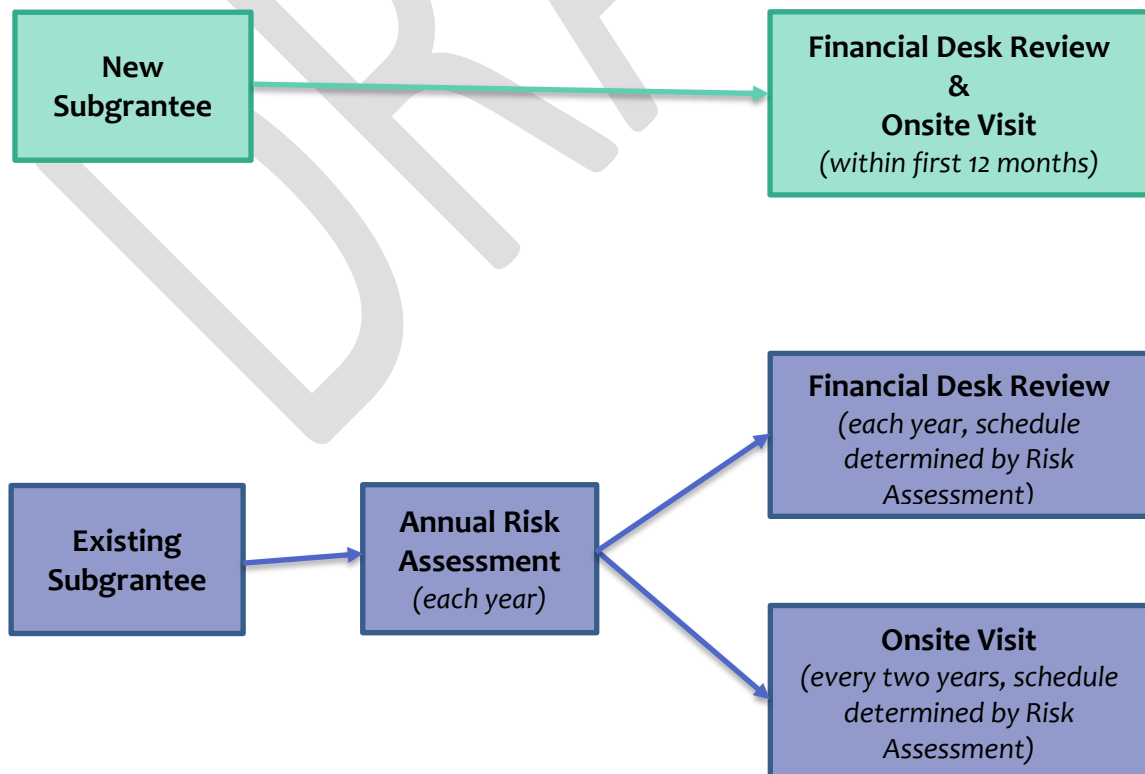
Through proactive monitoring of subgrantees, the Program Coordinator and Grants Administrator can ensure that fiscal accountability and programmatic integrity are maintained. In addition, monitoring enables the monitoring staff to:

- Ensure that projects initiated by subgrantees are carried out in a manner consistent with the subgrantee's stated project scope;
- Identify and resolve problems that may impede effective implementation of project;
- Collect data to provide comprehensive fiscal information and specified progress reports to the federal granting agency; and,
- Provide any needed consultation and technical assistance to the subgrantee.

It is essential to assess subgrantees on an ongoing basis to ensure that the project is operating according to their stated scope and in compliance with responsible fiscal management practices. If a project is not on a path to meet the stated objectives, the monitoring staff can assist in making adjustments and improvements as needed. By conducting project monitoring, the CDVSA demonstrates good stewardship of the federal and state funds and can accomplish a significant portion of the responsibilities required of state-administering agencies.

## PROCESS TO MONITOR

1. New subgrantees will automatically receive a financial desk review and onsite visit within the first year of their grant award.
2. A Risk Assessment will be conducted annually for all existing subgrantees within the first quarter of the state fiscal year. The Risk Assessment will be based on programmatic, administrative, and financial review of the subgrantee, and will determine the appropriate review type and schedule for the upcoming year.
3. An annual Monitoring Plan will be developed after the Risk Assessment is completed. The Monitoring Plan will assign tasks and deadlines for the next 12 months and track the progress of each onsite visit and financial desk review.
4. It is expected that an onsite visit will occur every two years. This could happen more or less often as determined by the risk assessment.
5. A financial desk review will be conducted for each subgrantee every year, unless the risk assessment or prior year site visit determines otherwise.



## SCOPE AND TYPES OF MONITORING

There are two different types of monitoring that can be used: onsite monitoring and financial desk reviews. CDVSA may utilize telecommunication tools to assist in the monitoring processes.

### **Onsite Visit:**

Throughout the course of the award period, the CDVSA is responsible for arranging onsite visits with the subgrantees. Onsite monitoring allows a face-to-face interaction with the project staff to discuss specific issues related to the project, such as implementation plan progress, financial, programmatic, and personnel issues. During the onsite visit, the Program Coordinator has the opportunity to observe grant activity, review files, and make determinations about stated versus actual service provision. Onsite monitoring also allows an opportunity to develop or continue a collaborative relationship between the state-administering agency and the subgrantee.

#### **1. Schedule the Visit**

CDVSA will contact the subgrantee to arrange a time for a site visit. All of the key personnel involved in the grant should participate in the site visit. At a minimum, the Program Coordinator should meet with the Executive Director, Project Director, Board President, and Fiscal Officer.

#### **2. Prepare for the Site Visit**

It is critical that the Program Coordinator prepares in advance for the site visit. The Program Coordinator should:

- Issue a Pre-Onsite Letter to the subgrantee and Board President which outlines how the onsite will proceed and establishes a deadline for the subgrantee to submit all requested supporting documents;
- Request and review various supporting documents from the subgrantee;
- Identify any missing progress or financial reports;
- Check for any unmet special conditions of the awards;
- Review the overall scope of work of the awards;
- Review that program is in compliance with civil rights requirements, as outlined in federal regulation;
- Compile the materials to bring to the site visit; and
- Develop a checklist of information, documents, or activities to be addressed onsite that align with state and federal regulations.

It is important to review the subgrantee's application, including scope of work against which the progress of the project will be measured. If issues or problems are indicated, questions

should be noted to ask the project staff to increase the understanding of the circumstances and shed light on possible solutions.

### **3. Conduct Community Partner Survey**

One important component of monitoring is to gauge how well the subgrantee is partnering, coordinating, and collaborating with critical community partners and how the community views the work of the subgrantee. To accomplish this task, CDVSA has developed an online (Survey Monkey) survey that will be sent to a sample of key community agencies requesting their input.

Prior to each onsite visit, CDVSA will collect a list of current MOUs from the subgrantee, from which a sample of 5-10 agencies will be selected to receive the survey. More agencies may be selected to receive surveys, including less formal community partners and/or identified community agencies that are associated with the work of the subgrantee, depending upon the size of the community and the number of current MOUs the subgrantee has.

The survey will be sent from CDVSA, the results will be returned to CDVSA, and the data will be shared with the subgrantee during the onsite visit. The goal is for CDVSA to better understand how the subgrantee engages and works with community partners and to identify successes and challenges in developing and sustaining community partnerships.

### **4. Conduct the Site Visit**

The Program Coordinator is responsible for setting the tone of the site visit and establishing the expectations. The Program Coordinator will introduce him or herself and explain the purpose of the visit, emphasizing that this is not an audit. The Program Coordinator will utilize the Monitoring Tools in conducting the site visit. The Monitoring Tools are to be used as a guide to direct the site visit. In addition, any administrative and financial issues that were previously identified will be addressed. Finally, the Program Coordinator will solicit any needs for technical assistance from the subgrantee.

The Program Coordinator will ensure that all grant related documents are kept on file and that the information is current. The subgrantee's files should contain the following:

- The approved grant application;
- A signed copy of the award documents and special conditions;
- Financial Reports;
- Budget Revisions;
- Programmatic Reports;
- Any correspondence relating to the grant.

While on site, Program Coordinators will explore with the subgrantee the following areas:

- How are they evaluating ongoing programmatic work;
- How are they reaching underserved/marginalized populations;
- Community challenges (substance-use/housing, etc.);
- Results of most recent community partner survey, including possible follow-ups with partner agencies;
- Outcome Measures and any discrepancy in data.

## **5. Site Visit Follow Up**

Upon completion of the onsite visit, the Program Coordinator will email a Post-Onsite Letter to the subgrantee and the Board President. The letter will identify the issues reviewed for compliance, any findings, any requirements for corrective action, and a deadline for completing the corrective action.

The Program Coordinator will immediately report any major concerns, such as fraud, waste, and abuse, as well as intentional and unintentional violations and serious irregularities, to the Executive Director of CDVSA.

## **Financial Desk Review:**

Each year, the CDVSA is responsible for arranging financial desk reviews with all subgrantees. Financial monitoring is a critical component of CDVSA's overall due diligence and fiduciary responsibility for the distribution and oversight of public funding. During the financial review, the Grants Administrator will spend time reviewing each agency's policies, procedures, and practices related to standard fiscal management that align with both federal and state fiscal guidelines and best practices in managing public funding. Once CDVSA has completed an initial Financial Desk Review of policies/procedures, future reviews will examine revisions and changes to policies, procedures, and practices that have changed since the last review.

Financial monitoring also allows an opportunity to develop or continue a collaborative relationship between the state-administering agency and the subgrantee. The goal of annual financial desk reviews is to identify, with the subgrantee, areas of concern, challenge, or interpretation. This is an opportunity for correcting any practices that do not conform to standard financial practices and to provide technical assistance and training to make sure everyone has a process in place that meets their agency's needs and the needs of CDVSA's funders (state and federal). Desk reviews will be conducted via telephone, Skype, WebEx, or a combination of these modes.

### **1. Schedule the Review**

CDVSA will contact the subgrantee to select mutually agreed upon dates to conduct a Financial Desk Review. Once a date is set, the Grants Administrator will determine what specific documents (such as written financial policies and procedures, monthly/quarterly fiscal reports, ledger sheets, select expenditures with supporting or source documentation, etc.) will be requested for the review. The documents selected will be identified based on the Risk Assessment, what has been previously reviewed, and any concerns that have been identified or discussed previously. All materials will be requested electronically (scanned and emailed) and will be requested at least two weeks before the scheduled review to give the Grants Administrator time to review the materials sent.

### **2. Prepare for the Review**

Review preparation is important for both the Grants Administrator (GA) and the subgrantee's fiscal manager/agent. The list of steps below is for both the GA and the subgrantee (SG)

- Determine which fiscal quarters to request for review – GA;
- Develop a checklist of supporting documents to request from the subgrantee (identified during the review of initial documents received) – GA;
- Review financial reports and be ready to discuss – GA and SG;
- Review financial/accounting policies and procedures – GA and SG;
- Determine who will participate in the desk review – Executive Director, Financial Manager or equivalent, and Board Treasurer would be the ideal combination of participants from the subgrantee – SG.

### **3. Conduct the Review**

- Conduct a thorough review of the agency's budget;
- Identify any missing progress or financial reports;
- Check for any unmet financial special conditions of the awards;
- Engage in a dialogue with the subgrantee about issues they have identified for technical assistance, concerns the subgrantee may have about financial viability or sustainability, or other issues where CDVSA can provide guidance, training, technical assistance, and support.

The Grants Administrator is responsible for creating a clear process for review and establishing expectations and outcomes for each review (general to all subgrantees and specific to individual subgrantees). The Grants Administrator will introduce him or herself and explain the purpose of the review, emphasizing that this is not an audit. The Grants Administrator will utilize the Financial Monitoring Tool in conducting the review. In addition, any financial issues previously identified will be addressed in terms of compliance. Finally, the Grants Administrator will work with the subgrantee to identify specific training

and technical assistance needs and will offer to provide this training and technical assistance as appropriate.

#### **4. Financial Desk Review Follow Up**

Upon completion of the review, the Grants Administrator will email a post-monitoring letter to the subgrantee and the Board President. The letter will identify the issues reviewed for compliance, any findings, any requirements for corrective action, and a deadline for completing the corrective action.

The Grants Administrator will immediately report any major concerns, such as fraud, waste, and/or abuse, as well as intentional and unintentional violations and serious irregularities, to the Executive Director of CDVSA.

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## APPENDIX A – MONITORING TOOLS

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Alaska's Council on  
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## Subgrantee Risk Assessment Tool

**Level of Risk**  
3 = High  
2 = Moderate  
1 = Low

**Overall Risk Score**  
59-63 = High Risk  
43-58 = Moderate Risk  
28-42 = Low Risk

Subgrantee:	Programmatic Risk Score	
	Fiscal Risk Score	
	Overall Risk Score	

Is this a new subgrantee?	If yes, subgrantee is automatically classified as high risk.	Check one	Yes	No

Programmatic Risk Measures			Risk Rating	Subgrantee		Weight	High	Medium	Low
				Rating	Score				
1	Time elapsed since last site visit	Never	3						
		Two years ago or more	2						
		Within the last year	1			3	9	6	3
2	Timely submission of program reports (Narrative and Education/Training reports)	Two or more late	3						
		One late	2						
		All reports submitted on time	1			2	6	4	2
3	Timely submission of PMT/Data reports	Two or more late	3						
		One late	2						
		All reports submitted on time	1			2	6	4	2
4	Staff turnover	High ( %)	3						
		Moderate ( %)	2						
		Low ( %)	1			1	3	2	1
5	Vacant Board of Directors positions	For longer than 6 months	3						
		For 3 to 6 months	2						
		For less than 3 months	1			1	3	2	1
6	Insufficient communication about updates/significant changes?	No communication	3						
		Some communication	2						
		Sufficient communication	1			3	9	6	3
7	Executive Director/Program Manager less than 2yrs with agency?	Yes	2						
		No	1			1		2	1
		Yes	2						
8	Financial officer less than 2yrs with agency?	No	1			1		2	1
		Yes	2						
		Yes	2						
9	Executive Director same as Financial Officer?	No	1			2		4	2

Fiscal Risk Measures			Risk Rating	Subgrantee		Weight	High	Medium	Low
				Rating	Score				
1	Amount of award	\$750,000 or more	3						
		\$250,000 to \$749,999	2						
		Less than \$250,000	1			2	6	4	2
2	Timely submission of Financial Reports	Two or more late	3						
		One late	2						
		All reports submitted on time	1			2	6	4	2
3	Incorrect information on Financial Reports	3 corrections or more	3						
		2 corrections or less	2						
		No corrections necessary	1			3	9	6	3
4	Requested a change to budget more than twice during current fiscal year?	Yes, for greater than 25% of their budget	3						
		Yes, for less than or equal to 25% of their budget	2						
		Change requested 2 times or less	1			2	6	4	2
5	Undergone a single source financial audit during last fiscal year	No	2						
		Yes	1			1		2	1
		Yes	2						
6	Findings and/or questioned costs from audit?	No	1			2		4	2

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