

DHS Domestic Violence Council Meeting Minutes
July 21, 2009 - 9:00 A.M. to 4:30 P.M
4074 Winema Place, Building 53, District 3 Conference Room
Salem, OR

PRESENT: Pam Briggs, Karen Collette, Rhonda Culley, Jayne Downing, Chantell Geels, Susan Hughes, Therese Hutchinson, Nanci Jarrard, Emilee Coulter-Thompson for Julie McFarlane, Stephanie Merhib, Cheryl O’Neill, Richard Ott, Angelica Peña, Choya Adkison-Stevens, Verona Turner.

ABSENT: Sara Clark, Linda Pursell, Chris Sieliesty. Patti Hurtt, Carol Krager, Teri Herndon, Michelle Reed.

ASSIGNMENTS:

- It was suggested we send the Award letter out again and attach the nomination form. Stephanie Merhib will check to obtain the name of the contact person who will send out another email message to all staff, as a reminder.
- Verona will send the 2009 meeting schedule to the DHS DV Council again.
- Invite Kathy Iles to our meeting, she could help develop a performance measure for 2011-2013 Strategic Plan.
- Therese Hutchinson has a list of Community Partners that we may want to contact in the future. (Example: National Association for Mental Illness).
- The committee stated it would be helpful to have someone from recovery attend our meeting. Or, we could have the people come in and do some training. Some of the suggestions were as follows:
 - Commission for the Blind
 - Office of Investigation and Training
 - OIT (Richard Ott will contact this group)
 - Senior Services
 - Providers of Residential Treatment
- Chantell Geels will bring her laptop to the Diversity Conference to register people to receive DV information and updates by email.
- Rhonda Culley will obtain the name of the person we should contact to schedule an appointment with the Cabinet to attend their meeting to discuss the goals and strategies.
- DV Council thought we should schedule Cabinet meetings six months apart and also send them information periodically to update and inform them.
- Everyone please email your recipes to Verona Turner and she will print them for our next meeting.

- Rhonda Culley will check with Carol Krager and discuss having a staff tools section on our web page.
- Carol Krager is the person in charge of our website.

UPDATES:

- Carol Krager attended all three sessions of Line Managers Meetings and there is no feedback since Carol is absent. We will see if she can provide this at the next meeting.
- Carol provided a copy of the criteria for the DHS DV Council 2009 Award of Excellence at the Line Managers Meetings she attended in June.
- Rhonda discussed the nominations for awards. As of this date no nominations have been received.
- If we receive more than a few nominations we will select a committee to review them. If we have a small number of nominees we will review them at our next meeting.
- Reminder to all of the DHS DV Council members that we are back on the monthly schedule for our meetings.

DIVERSITY CONFERENCE PLANNING:

- Nanci Jarrard attempted to call Sara McCain from Catholic Charities to find out what we can bring for handouts, etc. Her topic will be “Working with Immigrants”.
- Chantell Geels and Nanci Jarrard will monitor our display table all day on the day of the Diversity Conference.
- Pam Briggs will look into finding someone that may be able to donate domestic violence related items for the Diversity Conference table. Carol Krager may have a catalog that we can use as a source for DV related items for the Diversity Conference table.
- Pam Briggs will check for funding to buy the Diversity Conference table items.
- Check with Jayne Downing for some population specific brochures.
- Choya Adkison-Stevens will check on obtaining “End Abuse” posters and rubber bands.
- Nanci Jarrard will check on the speaker and the sticky backed ribbons.
- If anyone can think of anything else please email the DHS DV Committee group.

STRATEGIC Plan/Task – Really finalize:

- Strategic Plan - Action Steps - Strategy #3. It was decided that we need a committee to clarify this part of the Strategic Plan.

- We will form a committee look at dividing the state into regions and focus our efforts on a regional basis. Target agencies within that area and make our efforts task specific.
- The five regions are Southern, Eastern, Metro, Central and I-5 Corridor. Each region has different things going on at different times; we need to provide special information on each region.
- We need to form a committee to follow-up on the packet of TIPS that Susan Hughes gave to Carol Krager. The original plan was to release one of the TIPS every week. The TIPS were general information on domestic violence, strangulation, batters treatment and effects on children. Basically they are awareness messages.
- Meet with Kathy Iles to develop a performance measure for 2011-3013 Strategic Plan.
- 4.3 (revise 4) If a member is absent from two meetings or more consecutively. Then one of the chairpersons will call you to discuss what is happening.
- 4.4 Have a staff tools section on our web page.
 - Add the CD information to this page
 - Award letter
 - Tasks for Strategic Plan
 - Strategic Plan
 - Action Plan
 - List of members
 - New member process
 - *Think of other things we should add to this list.*

COMMITTEES:

1. OUT REACH, EDUCATION & TRAINING = Pam Briggs Co-Chair, Nanci Jarrard, Jayne Downing.
2. STANDARDS/CONSISTENCY = Therese Hutchins, Karen Collette
3. COMMUNICATIONS = Stephanie Merhib co-chair, Susan Hughes co-chair
4. STRUCTURE (Recruitment, Policy Review & Cabinet Communication) = Jayne Downing, Rhonda Culley and Carol Krager

Note: Everyone will participate with the topic.

GUEST SPEAKER:

Trisha Martin presented her training exercise “In Her Shoes” for the DV Council group to actively participate. The interactive training was very informative and gave everyone the client’s perspective of the difficult hardships and roadblocks they encounter while trying to obtain assistance and care for their families. The exercise

helped everyone realize the areas they were previously not aware of. We all felt we would be more compassionate with the frustrations of the clients in the future.

FUTURE AGENDA ITEMS:

- Finalize Strategic Plan/Task List
- Finalize recruitment pieces
- Review the nominations received for award
- Discuss awards and presentation
- Diversity Conference - resource table discussion

Next Meeting:

The next DHS Domestic Council meeting is scheduled for August 18, 2009, 9:00 A.M. to 4:00 P.M. 4074 Winema Place, Building 53, District 3 Conference Room, Salem, OR.

Facilitator: Stephanie Merhib - Alternate Facilitator; Choya Adkison-Stevens

Team Builder: Susan Hughes

Education/Guests: Kathy Iles

Snacks: Karen Collette