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**State of Georgia**

**2014-2016 S.T.O.P. VAWA Implementation Plan**

**Performance Measurement and Evaluation Subcommittee**

*Purpose Statement*

The Performance Measurement and Evaluation Subcommittee has three main purposes. First, to use programmatic data to help subgrantees and their agencies improve their work. Second, to help CJCC create or revise reporting tools using models from other states or agencies. Third, to assess the progress made on the goals and priorities as outlined in the Implementation Plan.

*Subcommittee Chair*

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*CJCC Staff Support*

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*Meeting Notes*

**Services\*Training\*Officers\*Prosecution (STOP) Violence Against Women Act (VAWA)**

**Implementation Plan Subcommittee Meeting**

Performance Measurements and Evaluation Subcommittee

Monday, March 3, 2014

11am-12:30pm

Criminal Justice Coordinating Council

104 Marietta St. NW Suite 440, Atlanta GA, 30303

Conference Room

**Conference call line:** 1-888-453-4221

Passcode 433071

**Agenda**

|  |  |
| --- | --- |
| 11:00-11:10 | *Welcome and introductions*Dahlia Bell-BrownBetty BarnardAyanna Campbell WilliamsJamie BormannShenna MorrisAbsent: Dee Thomas |
| 11:10-11:20 | *Revisit previous goals and mission*Noted limitations of data collection and need to coordinate with other data sources. Subgrantees currently face significant data reporting requirements which vary by funder; need to be cognizant of their limitations as well.Discussed and revised mission as follows:* The Performance Measurement and Evaluation Subcommittee has three main purposes. First, to use programmatic data to help subgrantees and their agencies improve their work. Second, to help CJCC create or revise reporting tools using models from other states or agencies. Third, to assess the progress made on the goals and priorities as outlined in the Implementation Plan.
 |
| 11:20-11:45 | *Discuss summary of priorities and issues from committee meeting*Reviewed the top priorities and discussed concerns. No comments on the ranking. Discussed Purpose Area #9 as an example of data collection challenges.* Need better data collection for victims
* Suggest adding preamble to intake forms re: demographics, such as “All questions are optional and do not affect your eligibility for the program”
* GCADV can ask their Disability Coordinator to provide feedback
* GOCF requires data collection on outreach activities
	+ Currently report on youth vs. adult audience; male vs. female
	+ May need to add questions such as primary audience demographics to collect stats on elders/people with disabilities

Discussed OPMs and differences between CJCC and GOCF* GOCF requires quarterly reporting, tied to fund disbursement
* 2 questions – enhanced safety and knowledge of resources
* Commonly given out during intake. Some subgrantees just use CJCC’s.
* Must be anonymously completed and submitted
* Given to all clients regardless of funding stream, like CJCC’s
* Reported on annual FVPSA report (aligns with FFY, usually due around Dec. 29)
* CJCC requires semiannual reports (May 30 and Nov 30)
* Staff can assist in completion
* Given to all clients regardless of funding stream
* Questions vary based on program, but do contain both questions on GOFC survey
* Asked to only distribute when client “substantially completes a program of service”
 |
| 11:45-12:15 | *Develop goals and objectives** Provide feedback on VSSR and CJSSR
* Assess utility of OPMs
* Ensure alignment with GOCF, assuming transfer of funds will be approved by the legislature
* Ensure alignment with 2013 reauthorization, e.g. collecting data on stalking and dating violence
* Compile a list of potentially helpful data collection systems and practices not currently used by CJCC
* Ensure timely and clear communication of CJCC expectations for subgrantees in re: data collection and reporting
* Create a logic model to aid in evaluating implementation plan goals
	+ Begin with inputs and outputs – outcomes and impact may be more long-term goals of the subcommittee
	+ Focus on top 3 priority purpose areas as a “pilot project” for this objective
 |
| 12:15-12:30 | *Next steps*Cannot meet first week of June or the 20thTarget the second week of June 2014Betty to circulate notes and additional documentsEncouraged adding a few more members, especially prosecution, law enforcement and court subgrantees |
| 12:30 | *Conclusion* |

 **Services\*Training\*Officers\*Prosecution (STOP) Violence Against Women Act (VAWA)**

**Implementation Plan Subcommittee Meeting**

Performance Measurements and Evaluation Subcommittee

Tuesday, June 10, 2014

11am-12:30pm

Criminal Justice Coordinating Council

104 Marietta St. NW Suite 440, Atlanta GA, 30303

Conference Room

**Conference call line:** 1-888-453-4221

Passcode 433071

**Attendees**

Shenna Morris, GCADV

Michelle Anderson, CJCC

Betty Barnard, CJCC

Langston Walker, GNESA

Katie Daight, GNESA

Dahlia Bell-Brown, GOCF

Jamie Bormann, CL&SH

**Agenda**

|  |  |
| --- | --- |
| 11:00-11:10 | Welcome and introductions |
| 11:10-12:15 | Discuss goals and objectives* Provide feedback on VSSR and CJSSR
	+ CJSSR updates delayed – anticipate rollout for Jan 30 deadline
	+ Sync ALICE with new VSSR when GOCF transition is complete
	+ Shenna can solicit additional info from GCADV
* Assess utility of OPMs
	+ TTA on providing surveys and clarifying reporting periods/deadlines
	+ Discuss ways to collect outcomes by subgrantee – currently difficult with existing system
	+ Ask SAC if we can add a needs assessment survey
* Other – needs assessment
	+ Review intake forms to see what is being collected – can we add needs assessment questions to those forms?
	+ BB to ask Stef and Shontel
* Ensure alignment with GOCF
	+ Shenna and Langston can ask colleagues
	+ Dahlia provided an overview of ALICE
	+ Sexual assault centers use ACCESS database – Linkage & Assoc maintains db. Dual CACs use MDTIS and dual DV orgs use ALICE.
	+ Need to consider other funders i.e. United Way, Community Foundation, DCA, DPH/RPE
	+ Christie is ALICE TTA provider
	+ Provided regional trainings to designated point person
* Ensure alignment with 2013 reauthorization, e.g. collecting data on stalking and dating violence
	+ Stalking already collected
	+ Stef thinking about adding dating violence to the VSSR – need to define. BB will ask AVA and look at FVPSA; Shenna will send GCADV definition
	+ Per: <http://www.ovw.usdoj.gov/docs/about-ovw-factsheet.pdf>

What is Dating Violence? Dating violence is defined as violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim; and where the existence of such a relationship shall be determined based on a consideration of the following factors: * + - The length of the relationship
		- The type of relationship
		- The frequency of interaction between the persons involved in the relationship
	+ Need to review before discussing with Mark Brayfield
* Compile a list of potentially helpful data collection systems and practices not currently used by CJCC
	+ ALICE used by other states. Shenna can compile a list of other systems.
	+ GNESA can consult other state coalitions.
	+ Katie will look into NC data collection systems.
	+ Consider using ALICE for SACs once standards are developed
* Ensure timely and clear communication of CJCC expectations for subgrantees in re: data collection and reporting
	+ CJCC has launched VSSR webinars; systemized reminders to Project Director; posted resources on the website
	+ Requested ongoing feedback as we implement these new communication methods
* Create a logic model to aid in evaluating implementation plan goals
	+ Begin with inputs and outputs – outcomes and impact may be more long-term goals of the subcommittee
	+ BB can create a draft and send to subcommittee for review. Will be presented to full committee by January 2015.

Focus on top 3 priority purpose areas as a “pilot project” for this objective |
| 12:15-12:30 | Next steps/schedule next meeting for September2nd week of September is best |
| 12:30 | Conclusion |

 **Services\*Training\*Officers\*Prosecution (STOP) Violence Against Women Act (VAWA)**

**Implementation Plan Subcommittee Meeting**

Performance Measurements and Evaluation Subcommittee

Monday, September 8, 2014

11am-12:30pm

Criminal Justice Coordinating Council

104 Marietta St. NW Suite 440, Atlanta GA, 30303

Conference Room

**Conference call line:** 1-888-453-4221

Passcode 433071

**Agenda**

|  |  |
| --- | --- |
| 11:00-11:10 | Welcome and introductionsShenna Morris, GCADVLiz Carignan, CJCCDee Thomas, CJCCBetty Barnard, CJCCLangston Walker, GNESARoz Harris, Dekalb Co. Solicitor’s Office |
| 11:10-12:15 | Review progress on goals and objectives* **Provide feedback on VSSR and CJSSR**
* Slight tweaks to VSSR may occur for the new grant year but nothing is set in stone. Already collecting data on stalking.
* CJSSR is still under revision. Changes include streamlining reporting, deleting unnecessary sections, and a more user-friendly interface. Still plan to roll out changes for January 30 report. CJCC will provide TTA for subgrantees and notify them of changes as soon as they are solidified.
	+ **DV database transition**
	+ Nothing has been determined yet. CJCC still reviewing potential vendors.
	+ **Tabled:** discussion of ALICE reports that potentially double-count services for new and existing victims. Please contact Betty if you’ve experiencing double counting of new and existing victims when pulling a report from ALICE
	+ Side Note: When reviewing 2014 continuation grants, noticed that several agencies are classified as CJSI but also include victim services
* Different match and reporting requirements
* Will contact these agencies to modify budget or require these agencies to complete both CJSSR & VSSR
* Concerned that we are lacking stats on victim services because they are only completing CJSSR.
* **Assess utility of OPMs**
	+ **TTA efforts** – CJCC will provide webinars in November for the Nov 30 report. Webinars will be provided on how to appropriately collect, analyze, and report data.
	+ Problems with the agencies distributing surveys to their clients, want to provide enough assistance to collect data from clients.
	+ **SAC and needs assessment survey** – this will be a long-term endeavor that may take up to 2 years to complete. Hope to launch planning this fall/winter and complete report to use for 2017-2019 Plan.
* **Ensure alignment with FVPSA/State/PHBG/Community Grant reporting requirements**
	+ See reports (attached). Collects some similar fields to VSSR, some are very different and the demographic categories don’t often align with VSSR. Potential changes are pending. Want to avoid overloading subgrantees with changes after funding transition this summer. Email Betty on any ideas or thoughts on how to align these reports with the CJCC reports
* **No guidelines from OVW yet re: dating violence definition**
* **Compile a list of potentially helpful data collection systems and practices not currently used by CJCC**
	+ Katie (GNESA intern) sent info from an NC contact re: Osnium for sexual assault centers. Betty will follow up with Dee and Kristy on others.
* **Ensure timely and clear communication of CJCC expectations for subgrantees in re: data collection and reporting**
	+ CJCC has continued with VSSR webinars and will launch OPM webinars in the future. In progress of updating the VSSR guide; Betty will send to subcommittee for review as soon as internal revisions are finalized. We did add “forensic interviews” to CJCC personnel time sheets and will include a definition in the VSSR guide. Won’t collect on the VSSR for now; will announce if anything changes.
* **Review draft logic model to aid in evaluating implementation plan goals**
	+ Ensured GCADV’s feedback on ALICE was included. Betty will re-circulate for review and feedback; will be used at full committee meeting on Dec. 4

Other * **WOW Workshop on January 7-8, 2015. Request for topics?**
* 2012 WOW workshop: enhancing economic victim independence & restoration of economic stability
* Goals & objectives from 2012 were not achieved, more info on why?
* Betty will speak with WOW and send the info to the policy subcommittee
* Will give better idea for goals of workshops & a better plan
* Think of ways to measure effectiveness of training
* 2012 WOW workshop: not enough CJ personnel in attendance
* Betty will work with Allison from GCADV to reach out to prosecution, police, etc.
* Possibly offer port credit for attending WOW workshops.
* Present ideas to task forces to encourage more CJ personnel to attend.
* Next WOW workshop will resemble 2012 workshop with minor policy/legislation updates
* Will add or tweak agenda after input from subcommittees.
* **Implementation Plan website pages**
	+ Website up and running
	+ Links for a page for each subcommittee
	+ Increases transparency and informs agency on what we are working on.
	+ Send ideas for content or hyperlinks to Betty
 |
| 12:15-12:30 | Next stepsFull committee meeting December 4, 2014Will have time for subcommittee breakouts* 10am – 4pm at GPSTC
* Spend some time assessing the progress made this year thus far
* PREA discussion
* Will have time for subcommittee breakouts before lunch
* 2 sessions for subcommittee cross-pollination
* Work with other subcommittees with similar goals & objectives
* Betty will assign evaluation subcommittees since committee is so small and most members are on other committees
* Bring someone from your agency to represent your agency’s interest during the subcommittee cross-pollination
* Please register on the website
* Need people to register to plan for materials, breakout sessions, need for larger rooms, etc.
 |
| 12:30 | Conclusion |

* Don’t be afraid to email other subcommittee members
* Want open lines of communication among stakeholders and other agencies
* Betty will email revised VSSR guide when ready
* Betty will email logic model and the DV & SA quarterly reports example

 **Services\*Training\*Officers\*Prosecution (STOP) Violence Against Women Act (VAWA)**

**Implementation Plan Subcommittee Meeting**

Performance Measurements and Evaluation Subcommittee

Thursday, December 4, 2014

11:30am-12:30pm

Georgia Public Safety Training Center (GPSTC)

1000 Indian Springs Drive, Forsyth GA 31029

**Agenda**

|  |  |
| --- | --- |
| 11:30-11:35 | **Welcome and introductions**Dee Thomas, Ayanna Campbell Williams and Monique Stevenson, CJCCCelanese Floyd, Cordele Judicial Circuit DA’s OfficeMonique Smith, Clayton County DA’s OfficeSally Haskins, Georgia Legal Services ProgramSherry Ann Gibbs, Brunswick Judicial Circuit DA’s OfficeElaine Cannon, NOAShenna Morris, GCADVAimee Hall, Safe Homes of AugustaDilma Amado, Atlanta Victim AssistanceJoan Prittie, ProjectSafe |
| 11:35-12:15 | **Review progress on goals and objectives*** **Provide feedback on VSSR**
* **Ensure alignment with FVPSA/State/PHBG/Community Grant reporting requirements**
* **DV database transition**
	+ **Tabled at September meeting: discussion of ALICE reports that potentially double-count services for new and existing victims. Please contact Betty if you’ve experiencing double counting of new and existing victims when pulling a report from ALICE**
* Agencies report that they feel that the VSSR updates have improved reporting and made the process more fluid and user friendly
* Agencies hoped for a seamless transition to Apricot while doing VSSR reports because it is a massive transition/migration of data.
* Would like to see continued customizable reports in Apricot as currently in ALICE to ensure that staff and admin can create required reports as necessary from various funders
* Strongly suggest not moving to standardized victim service activities in the Apricot system because it is relatively convenient and useful for agencies to have their own creative freedom to name activities internally whatever name that fits their individual agency’s needs
* **CJSSR changes to report and deadlines**
* Committee suggested to reduce the number of reports submitted to annual reporting for reporting efficiency to align with federal funder reporting deadline
	+ Committee also suggested reducing reporting requirement for VSSR as well to semiannually instead of quarterly
	+ Dee explained that some improvements to the CJSSR is that a great deal of the repetitive sections have been removed to make the report more user friendly
	+ Some suggestions were to review CJSSR questions to ensure they are clear for each service type in the future
* **Assess utility of OPMs**
	+ **TTA efforts**
	+ **Collect goals on applications and compare to OPMs during compliance monitoring**
	+ **SAC and needs assessment survey - Launch planning this fall/winter and complete report to use for 2017-2019 Plan.**

**o** The consensus of the group is that they are no longer useful to inform practices for improvement in service delivery however agency’s review them occasionallyo The survey was more useful when it was confidential instead of anonymous. It is hard to link the services providers with the clients to improve internal performance or appropriately respond to client complaints or concerns since the survey is anonymous* **No guidelines from OVW yet re: dating violence definition**
* **Ensure timely and clear communication of CJCC expectations for subgrantees in re: data collection and reporting**
* **Implementation Plan website pages**
* **Other**
* Implementation Plan Goals
	+ A concern discussed was that it is hard for agencies to show a full picture of their complete service delivery due to fragmented data reporting to different funders. However, agencies are conflicted with the pressing demands of multiple funders administratively and their own desire to place their data within comprehensive context for funders and decision makers. It is a contentious area in which it is difficult to resolve the conflict
	+ Possible solution to provide optional narrative question to VSSR/CJSSR to empower agencies with an opportunity to share greater detail and context of any outlier data during reporting period.
 |
| 12:15-12:30 | **Next steps:** **Choose spokesperson and a subcommittee chair**Chair: Shenna Morris, GCADVSpokesperson: Elaine Cannon, NOA |
| 12:30 | Conclusion |

**Services\*Training\*Officers\*Prosecution (STOP) Violence Against Women Act (VAWA)**

**Implementation Plan Subcommittee Meeting**

Policy/MDT/Evaluation Subcommittee Coordination Meeting

Thursday, December 4, 2014

1:30-2:15pm

Georgia Public Safety Training Center (GPSTC)

1000 Indian Springs Drive, Forsyth GA 31029

**Agenda**

|  |  |
| --- | --- |
| 1:30-1:35 | **Welcome and introductions** |
| 1:35-2:05 | **Discuss respective subcommittee goals and objectives**Policy Summary:More money for SA CentersFirearm Removal survey in reviewMDT Summary:MDT Structure throughout the stateGetting SARTs started where they don’t existEvaluation Summary:Enhance reporting efficiencyProvide agency options for completing survey data collectionCJSSR to be done annually proposedMigrations from ALICE to APRICOTVSSR semi-annually quarterly reporting**Topics Discussed:*** Firearms Surrender Protocols

Difficulty taking firearms from someone who has not yet been charged with a crimeDefendants who have been arrested and convicted of FV charges may still have concealed weapons permit. Enforcement of new legislation is needed. Informing judges, law enforcement officials trainings are now being conducted to implement.Consistency is needed across all jurisdictions of the state to ensure the weapons are surrendered.Judges often do not sign-off on the “surrender weapons” box on TPO because it’s already included in the order.Lase enforcement faces the process of attempting to store, return, and allow defendants to retrieve the weapons if there is no conviction, case is closed. Get Sheriff’s Association involved because they serve the TPOs.Dekalb County recently implemented a protocol for the Firearm Surrender Protocol that can be used as a tool for training/standard.Hall County also has a protocol that can be used as a tool for the counties.* FVIP/BIP Referrals and Compliance

How can compliance be ensured? Only makes sure defendant has enrolled but verifying attendance has been a problem.Dawson County: no way to hold defendant accountable if they do not attend the program.Enforcement and compliance needs to improve. Education needed for better compliance to be achieved.If it’s a part of the sentence, it could be enforced via probation. It is often part of a TPO which is harder to enforce since there is no arrest or accountability in that instance.High case dismissal and not reaching conviction or sentencing effects the participation.* Data and Evaluation

What it means to collect data for CJCC deliverables and what it means to analyze data collected as it may or may not apply to each agency.OPMs do no fits agency needs or are not understood by clients so proper data may not be collected.Data collection can be administratively challenging due to the nature of the collection process.Having the data evaluation piece has become helpful and Stephanie of CJCC assist heavily in this process. Dee Thomas is a voice for simplifying the data collection process. Snapshot data that comes from CJCC is very helpful in analyzing stats for agencies.* Other:

Jennifer from GNESA: the SAC will have a lobbyist at the capital this year. In joint working terms with GCADV. Will work on legislation to broaden the scope covering sexual assault issues. |
| 2:05-2:15 | Next steps* Choose liaison from each subcommittee (or an overlapping member)

Jennifer Bivins, GNESA (maybe) |
| 2:15 | Conclusion |

**Services\*Training\*Officers\*Prosecution (STOP) Violence Against Women Act (VAWA)**

**Implementation Plan Subcommittee Meeting**

Training/Policy/Evaluation Subcommittee Coordination Meeting

Thursday, December 4, 2014

2:15-3pm

Georgia Public Safety Training Center (GPSTC)

1000 Indian Springs Drive, Forsyth GA 31029

**Agenda**

|  |  |
| --- | --- |
| 2:15-2:20 | **Welcome and introductions** |
| 2:20-2:50 | **Discuss respective subcommittee goals and objectives**Training:* Increasing state funding for Sexual Assault centers- collecting good data for legislature and for lobbying efforts. Need a task force to tackle this issue.
* Strangulation felony charge- training, le video approved for use, how we incorporate the training/issue elsewhere.
* Firearm removal- what the surrender protocols are going to look like. GCADV focusing on the notification of offenders and protocols for how firearms need to be removed.

Evaluation:* Increase efficiency of data and reporting for subgrantees to make it easier- Looking to VSSR/Alice to Apricot migration
* CJSSR will be submitted annually
* Discussed the VSSR be submitted semi-annually
* OPM discussed

**Topics Discussed:*** Firearms surrender protocols- Jennifer Waindel (DeKalb Probation Supervisor) has come up with the protocol. Has yet to be implemented and used to seize any firearms. Surrender protocol for post-conviction. Concern was raised to TPOs and weapons forfeiture of those.
* Strangulation- Domestic Violence is doing a lot of training on this issues, a factor in training for SANEs, doing trainings for medical providers and EMTs.
* LE has a strangulation checklist that includes about 20 questions, officers check off responses each questions. LE has the lethality factor cards at their disposal on site. It is not required that officers use the assessment tools. LE states that they are on their units “hot and heavy” about the strangulation checklist.
* Had an MDT training on strangulation in Athens. Wanted to be able to get POST credits from the nurses’ association, so the second portion of the training has been held up. The second portion will hopefully be held at some point in February.
* This training should be held for ER doctors and staff specifically around the state. Also need to be trained on victims compensation paperwork.
* FVIP/BIP referrals and accountability- Task Force is presenting a protocol to judicial district this week. We’re trying it and we’re going to see how it goes. We were impressed with the session at the Commission Conference. Trying compliance hearings and two judges are on board. Two Superior Court Judges were surprised that they were not. Jason did a project with Project Safe. Looked at 1/3 that were ordered didn’t go, 1/3 are going to try and just not get through the program, 1/3 are going to be successful. At this point TPO FVIP orders are being complied with 60% of the time or they are held in contempt.
* Can we change legislation to take burden from the victim in having to file a contempt action against the perpetrator? This has to be in the protocol….can we change to compliance officer, advocacy in every judicial circuit?, or we could just have this as a standing hearing 30 days out that compliance officers could attend without the victim present.
 |
| 2:50-3:00 | Next steps* Choose liaison from each subcommittee (or an overlapping member)

Jennifer Bivins, GNESA |
| 3:00 | Conclusion |

 **Services\*Training\*Officers\*Prosecution (STOP) Violence Against Women Act (VAWA)**

**Implementation Plan Subcommittee Meeting**

Underserved/MDT/Evaluation Subcommittee Coordination Meeting

Thursday, December 4, 2014

2:15-3pm

Georgia Public Safety Training Center (GPSTC)

1000 Indian Springs Drive, Forsyth GA 31029

**Agenda**

|  |  |
| --- | --- |
| 2:15-2:20 | **Welcome and introductions**Monique, Jonathan, Ayanna, Quincie, Tiffany (CJCC) |
| 2:20-2:50 | **Discuss respective subcommittee goals and objectives**Underserved:Training around different areas some specified in Special Conditions of grantsComplete a service directory for the underservedInterpreter for TPO’s in all countiesMDT:Form database of MDTs across the stateStandardization of MDTs, SARTsEvaluation:Enhance reporting efficiencyImplementation of CJSSR to be annually submittedMigration from ALICE to APRICOTAnnual submission of VSSR**Suggested topics for coordination:*** **Representation of underserved communities on MDTs**
* **MDT members sharing resources for underserved communities**

Kimberly M. Henry County: Henry County senior service Elder Abuse project. LEP, Community on Aging, Elder Abuse information brought on underserved elder population. Stakeholders joined on the MDT for the purpose of serving elderly populationJennifer Thomas connecting with MDT’s in southern GA where there is a big gap, can a directory be created to be used as a tool to be utilized for providing services for underserved populations? Utilizing members on multiple committees to merge on MDT’s for smaller communities may be occurring.Identifying the underserved population in the communities is key to making a difference in that spectrum.Wendy Lipshutz training for underserved population can be a part of MDT’s. Kimberly M. utilizing resources of partnerships to help victims have access without having to travel far, seek help from abuser, go without resources. Could an offset in grant funding say they can used funds to serve their population as well as neighboring populations of underserved connected via MDT’s. Outreach component.Mary Lily Pad SAC/CAC in Albany or Bainbridge not enough victims for full time in Bainbridge but the victim can be served in either community. District Attorney’s office may be an outlet for obtaining victims services.Dekalb County Advocates and Case Managers come together and present where underserved population needs assistance and they will connect and correspond to help victims reach the closest resources available. Make sure the separate agencies work cohesively to obtain services for clients.* **Data and evaluation needs**

What kind so of data would the agencies need to work together collaboratively? How can the committees move towards achieving that?* Directory idea is great. What systems or programs set on SARTs? What systems and programs sit on MDT’s? What is the goal of MDT and task forces? Identify groups being served that are underserved currently? What organizations need representation?
* GACDV finding what underserved are only represented or have resources based on race, religion, demographic to provide cross-training for service providers of different agencies in the community.

Can CJCC or coalitions provide better data for the agencies?* When outcome measures were originally produced, the changes and development of outcome measures and personnel need training on data measures and interpretation.
* MDT subcommittee reviewed CJCC’s 2014 continuation app data, and data from VSSRs created and analyzed by CJCC but was possibly skewed and not a good tool this year due to the way questions are phrased to reflect grant funds only. Possibly change or add additional questions on the VSSR next year. Share data on apps for underserved populations with agencies, committees, MDTs, Task Force, etc.

Any possible collaborations between these subcommittees for 2015 implementation? * Collaboration of subcommittees on resources directories.
* Member forum that can be used to exchange ideas and resources.
* Notable resources: IACP Net is a possible example of forum tool. GPAC manageable and free software.
 |
| 2:50-3:00 | **Next steps*** **Choose liaison from each subcommittee (or an overlapping member)**

Jennifer Thomas, GCFV |
| 3:00 | **Conclusion** |

 **Services\*Training\*Officers\*Prosecution (STOP) Violence Against Women Act (VAWA)**

**Implementation Plan Subcommittee Meeting**

Underserved/Training/Evaluation Subcommittee Coordination Meeting

Thursday, December 4, 2014

1:30pm-2:15pm

Georgia Public Safety Training Center (GPSTC)

1000 Indian Springs Drive, Forsyth GA 31029

**Agenda**

|  |  |
| --- | --- |
| 1:30-1:35 | **Welcome and introductions** |
| 1:35-2:05 | **Discuss respective subcommittee goals and objectives**Sharla Jackson, Chair of Training Committee- share training topics and dates, created a listing of experts for other VAWA recipients to provide specific trainings, offering training in rural areas of the state, webinars/recorded trainings.Wendy Lipshutz, Chair of Underserved Communities Committee- Goals: 1) Complete directory of services specifically to the issues of the underserved. This is in process currently. We would like to have completed by this year. 2) Trainings covering compliance with new special conditions that address underserved communities and other underserved communities that are not specified under the grants. 3) Establishing a protocol for ensuring interpreters hear TPOs.Evaluation committee- Our goal is to optimize reporting currency of overall reporting. How to make data more useful and needs of each agency that is reporting, VSSR from a quarterly report to a semi-annual report, will now be on the table. CJSSR will be now reported annually.**Topics Discussed:*** How training content addresses underserved communities needs and resources- Wendy states that the underserved committee has identified some gaps w/r/t transgender communities, LGBTQ communities, protocols surrounding interpreters.
* Concerns – all training should address underserved communities. The opportunity to address the topic should not be passed up when someone is attending a training because that may be the only training that they are able to attend, i.e. law enforcement. Christy noted that GCADV, GCFV and PAC incorporate the issue of underserved populations or ensure that it is woven into the entire training. We try to incorporate it to address barriers and cultural competency issues. Wendy states that we should talk about cultural sensitivity of all groups.
* Trying to overcome barriers of sexism, racism, etc. but there will be pockets of resistance that trainers cannot just overcome. Personal biases impact victim’s treatment and services and CJ system response. This is going to take time to chip away, but this is a systems change that takes a long time.
* Faith issue in training needs to be addressed. Things that are typically done in a shelter setting are Christian-based and that is not being culturally competent.
* Topics or key points to cover in future trainings:
* Training to special conditions providing ta, cultural competency training to ensure that people are being served in the manner that is
	+ Trainings for mental health providers who do not work for a domestic violence program/versed in domestic violence issues. (i.e.- couples counseling when inappropriate, trauma that centers around abuse, etc.)
	+ Training counselors on why perpetrators should be in FVIP classes, not counseling, etc.
	+ Law enforcement standpoint- need more training on mental health, elder abuse, and strangulation. Commission and other partners are creating a video that will be posted on GPSTC that officers can watch for a 1 hour post credit. It should be released in early March. Jennifer Thomas requested that feedback be given by officers after released.
	+ Need updates on new legislation that has passed. Takes four months for them to hear about it, and that’s too long.
* Evaluation discussion
	+ Request for CJCC to change the question wording on the sensitivity question/cultural competent question on OPM. Look at OPM surveys and reword those at a fifth grade reading level. Also take into consideration disabilities, such as the hearing impaired.
	+ Do you better understand your rights as a victim of crime---clients don’t understand this question and it often gets skipped. Is there a way that we can reword this? The questions that are on the current survey are leading questions…Based on the federal questions, so CJCC will look into the ability that we have to work with the phrasing of the questions.
 |
| 2:05-2:15 | **Next steps*** **Choose liaison from each subcommittee (or an overlapping member)**
 |
| 2:15 | **Conclusion** |

**Services\*Training\*Officers\*Prosecution (STOP) Violence Against Women Act (VAWA)**

**Implementation Plan Committee Meeting Notes**

Thursday, December 4, 2014

10am-4pm

Georgia Public Safety Training Center (GPSTC)

1000 Indian Springs Drive, Forsyth GA 31029

**Feedback on 2014 Continuation Application to CJCC**

* Data shared with VAWA only reflects use of funds – how, if at all, can we share more comprehensive data and the state-specific context to make a case for funding and other support?
* Deadlines were manageable
* Subgrantees appreciated email updates for each application and award timeline change
* One subgrantee noted that it was difficult to write the continuation application in accordance with the new separate RFAs for CJSI and Victim Services, since the Competitive application in 2013 was structured differently (one RFA for all VAWA program types).
* Asked for better communication regarding special condition updates and compliance
	+ Victim’s Compensation Training condition was removed in 2014 awards, but trainings were recently re-launched and attendance during this training cycle will count towards satisfying 2015 special conditions
* Please see if it is possible to create an online application that subgrantees can save work and login again later (this feature is now available on Adobe FormsCentral)
* Please see if it is possible to have an autofill option using prior submissions
* Please see if it is possible to fill out PDF forms online and submit with award packet
* Please remember to include a “statewide” option on list of counties served

**2015 S.T.O.P. Application Ideas**

* Incorporate GCFV State Plan and Fatality Review Report goals to ensure synchronicity
* Sexual Assault section was satisfactory in 2014
* Suggestion to request assistance and leadership on judicial education from CJCC’s governing Council

|  |  |
| --- | --- |
| **Subcommittee Chairs** | **Name and Agency** |
| *Training Chair* | Sharla Jackson, PAC |
| *Underserved Chair* | Wendy Lipshutz, Shalom Bayit |
| *Evaluation Chair* | Shenna Morris, GCADV |
| *MDT Chair* | Wendy Chitwood, Harmony House |
| *Policy Chair* | Allison Smith-Burke, GCADV |
|  |  |
| **Liaisons** | **Name and Agency** |
| *Training/Policy* | Jennifer Bivins, GNESA |
| *Training/Underserved* | Jennifer Thomas, GCFV and Langston Walker, GNESA |
| *MDT/Policy* | Jennifer Bivins, GNESA (maybe) |
| *MDT/Underserved* | Jennifer Thomas, GCFV |



**Services\*Training\*Officers\*Prosecution (STOP) Violence Against Women Act (VAWA)**

**Implementation Plan Subcommittee Meeting**

Performance Measurement and Evaluation Subcommittee

Thursday, March 12, 2015

10:00am-12:00pm

Criminal Justice Coordinating Council

104 Marietta St. NW Suite 440, Atlanta GA, 30303

Conference Room

**Conference call line:** 1-888-453-4221

Passcode 433071

**Meeting Attendees:**

Betty Barnard-CJCC

Dee Thomas-CJCC

Ayanna Williams-CJCC

Monique Stevenson-CJCC

Sheena Morris - GCADV

Lisa Williams - Clayton County DA’s Office

Jaimie Bormann - Crisis Line and Safe House

Sherri Gibbs - Brunswick JC

Trish Alderman – Appalachian JC

Langston Walker - GNESA

Susan Schuenemann, Piedmont Rape Crisis Center

**Agenda**

|  |  |
| --- | --- |
| **10:00-10:05** | **Welcome and introductions** |
| **10:05-11:45** | **Discuss goals and objectives*** **Review 2014 RFA and application regarding policy goals and offer suggestions for 2015**
* Betty asked for feedback from the subcommittee regarding the 2014 RFA and application regarding policy goals and requested suggestions for its upcoming release. What should be edited, changed, or deleted?
	+ Sheena inquired about whether the option would be available to log in and out of the forms and providing statewide level for form.
	+ **Request intake forms?**
		- Betty requested feedback about asking applicants to submit blank intake forms. It would show CJCC how applicant obtained data on victims.
		- Another option would be to describe how the data is collected via a narrative
		- As long as it does not provide an additional burden to applicant it would be helpful
		- From VWAP POV- Most VWAPs use Tracker so it may be a screenshot of the data/Most VWAPs don’t use an intake form
		- Susan- It would be a good idea to submit intake forms-gives CJCC clearer idea of the data they are collecting on a daily basis
	+ **Ask about data collection system(s) each applicant uses?**
		- Betty asked about better ways to ask this question in the RFA. Some suggestions were: “How do you collect your data? How do you store your data?”
	+ **Betty- what else could we ask that would help us do our work more effectively?**
		- Jaimie asked would CJCC be interested in the evaluation methods that the agency’s use to collect the data internally? Betty asked how collecting this information be helpful?
		- Jaimie- Could be helpful for future funding request or in tracking data in the future. We would be interested in what they are tracking and not necessarily the data itself. We could also ask about how the other evaluation methods used to track other funder’s data? The importance is in what are you asking or tracking and not the specific data behind the request?
		- Betty asked if the Coalition or PAC currently asks for this information?
		- Coalition does not ask this question but do they do ask about training.
		- For VWAPs- Tracker gathers information necessary for CJCC evaluation. Does not request any additional info outside of CJCC evaluation.
		- Betty will keep this topic on table and take to team to revisit at a later date
	+ **Request quantitative and narrative info to support work of each subcommittee?**
		- Betty discussed the various data that each subcommittee would like to collect and additional questions and changes that they would like to add the application
		- MDT subcommittee decided that much of the data is collected by partners and that no specific questions needed to be added to the application. This subcommittee did discuss revising the language of the application to understand more broadly what each agency is participating in instead of just VAWA specific activities.
		- The Policy subcommittee discussed imposing special conditions related to firearm protocols, however no changes were made as this information could be obtained through other partners or existing surveys and no additional questions need to be added to the application this year.
		- Betty asked that the subcommittee add any definitive changes to the notes if needed.
		- The Underserved subcommittee has not held a meeting yet so Betty will keep this committee posted on any changes to the RFA that may come from that discussion
		- Betty encouraged the subcommittee to please contact her or post any questions on the subcommittee listserv
* **Review CJSSR revisions and offer feedback**
	+ Betty asked if anyone had had an opportunity to test the CJSSR link revisions
	+ Trish, Sherri, Lisa Williams, Sheena, & Langston Walker tested it and it was fine. They did not run into any issues or typos; the flow made sense and they did not foresee any issues.
	+ Lisa Williams noted that there is some data that you still have to double-check in Tracker but PAC is currently working on a solution. Betty noted that Tracker currently collects 100% of services based on VAWA eligible cases and does not prorate based on the budget. Betty will be meeting with PAC to determine how to resolve this issue and build its capability to prorate the services properly.

 * Dee asked if all the members of this subcommittee had completed the Materials and Product Development section of the CJSSR report before? Dee requested feedback on the revised format changes. Previous report would loop reporters through five different products and the new report allows users to go straight through the report.
	+ No one had feedback as they had not previously submitted this report but Sheena thought it sounds like it would be easier based on the cumbersome process in the past report.
	+ Dee requested that if they have any feedback, questions or concerns that they let her know.
	+ Betty thanked Dee for getting that report created in a timely manner so that it could be tested. Go team!
	+ Betty will also follow-up with the agencies that had previously completed the Materials and Product Development section and can provide feedback on the new version and provide that information to Dee.
* **Apricot status**
	+ Betty informed the subcommittee that the contract has not been signed; however, CJCC is working with SAO to expedite the process. Will let everyone know when it was signed.
* **TTA**
	+ **VSSR webinar attendance steadily decreased. Lower goal from 3 each reporting quarter to 1 or 2 based on need**
	+ One of last year’s goals was for CJCC to complete at last 3 VSSR webinar trainings per quarter. Over the last year, Dee and Betty were originally attempting to complete at least 3 webinars per reporting quarter, however, there has been a significant decrease. Betty proposed that we decrease the webinars to 2 max per reporting period.
	+ Dee – if additional webinars are needed the future, we can increase as needed but with the steady decrease in participants it would be a better use of time to continue with no more than 2 per period. Betty agreed.
	+ Sheena asked if attendance had decreased as result of more people accessing the recorded webinars. Why has attendance dropped? Betty stated that the decrease was most likely because all the staff that needed to be trained attending the training. Unless there is staff turnover, there are no new people attending training. Dee added that there has been a significant decrease in TA needed; she has seen less and less questions and very few mistakes on the recently completed VSSRs.
	+ Jaimie noted that the guide and the information on the website has been great. The information is detailed yet concise and it makes it easier to complete the VSSR without having to reach out to CJCC for assistance.
	+ Betty added that by decreasing the amount of webinars we provide each quarter, she can increase the amount of time she can devote to customized one on one training with subgrantees. May be a better investment of staff time.
	+ OPM webinars were launched this year. Has proved difficult because there are so many different types of OPM reports based on the agency type. When webinars were conducted, two grant program types were selected and were used as examples for how to complete the surveys. Betty asked for feedback on whether the OPM webinars were helpful. What could be done differently? Etc?
	+ No one on the call attended an OPM webinar.
	+ CJSSR webinars will be conducted in the coming month as a new version of the CJSSR is released. The new version was revised to conform with the STOP VAWA Annual Report and should be simpler to complete. The amount of webinars provided will be based on the upcoming annual reporting period.
	+ **Annual report webinars unnecessary; are offered by Muskie**
	+ Betty noted that offering annual report webinars may be ineffective use of staff time as they are offered by Muskie. Time could be better used answering specific subgrantee questions and providing outreach that training is available as needed.
* **Federal data collection updates**
	+ Betty discussed the upcoming federal new data collection forms from OVW regarding the STOP reauthorization changes. Data collection has changed as of January 1, 2015 however the forms have not been released. Facing similar challenges with federal delays in regards to the Performance Measures. As soon as new forms are released, they will be provided to subgrantees.
* **OPM revisions**
	+ Jaimie-Great if surveys were available online. Clients could be directed to a website to complete the surveys. Would be helpful to agencies because there is often a lapse in time between when we see them and when services are completed. Trying to track down or get in contact with victims can be difficult at times. Betty inquired about the logistics of how that would be provided to agencies to Dee.
	+ Dee- it would similar to what would be done now by agencies. It would not be difficult and it would need to built into SPSS and provide link to agencies for victims to complete. Could be better use of time and CJCC could possibly see better rate of completion of surveys.
	+ Betty and Dee agreed that the paper survey option would still need to be an option for agencies to obtain surveys. Agency would still be required to submit paper surveys and the data would be combined on CJCC’s end.
	+ Jaime has had difficulty creating the form in a way that would make it private and secure the data. The agency’s website is a blog and though one option would be to create a google form, ensuring the privacy of the data has been an issue. Would need to secure form to ensure that only victims could access it.
	+ Dee noted that the only way to secure a Google form would be to make it only accessible by email address. Each agency would have to collect addresses for each client. Jaimie noted that obtaining email addresses for each client would be cumbersome.
	+ A work group will be developed to obtain additional feedback on OPM revisions as this concerns additional funding streams.
* **Statewide needs assessment**
	+ Has been discussed in multiple subcommittees over the last year. Statewide needs assessment will be delayed due to VOCA expansion needs assessment and a Civil Legal Assistance needs assessment that takes priority at this time. The SAC team has discussed but do not currently have the time to fully dedicate time to its development.
	+ A plan/methodology/schedule/ could be created for 2016
	+ Betty inquired about whether any agencies on the call have any plans to create a statewide assessment. Sheena from GCADV stated that no formal plans have been made to develop an assessment. Langston from the Coalition noted that there has been internal conversations about developing a statewide assessment. The Coalition has attempted to determine where they are in terms of needs in the state but no formal plans have been developed conduct a statewide assessment.
* **Alignment with Fatality Review Project and GCFV State Plan Goals**
	+ There are currently no issues with alignment of the programs
 |
|  | * **Action items**
	+ Clean up notes and circulate by March 20th
	+ Provide statuses of Apricot updates
	+ Provide Needs assessment updates
	+ Provide Data collection form updates
	+ Statewide needs assessment will stay on radar for next meeting
	+ OPM revisions will be discussed in upcoming meeting and a work group will be developed
	+ CJSSR revision will be due by March 13th . Also, look for email concerning scheduled webinars within next week
* Next meeting scheduled for June 11 at 10am
 |
| 12:00 | Conclusion |



**Services\*Training\*Officers\*Prosecution (STOP) Violence Against Women Act (VAWA)**

**Implementation Plan Subcommittee Meeting**

Performance Measurement and Evaluation Subcommittee

Thursday, June 11, 2015

10:00am-12:00pm

Criminal Justice Coordinating Council

104 Marietta St. NW Suite 440, Atlanta GA, 30303

Conference Room

**Conference call line:** 1-800-250-2600

Passcode 35398717 #

**Agenda**

|  |  |
| --- | --- |
| **10:00-10:05** | **Welcome and introductions** |
| **10:05-11:45** | **Discuss goals and objectives*** **CJCC data requirements – open forum for feedback**

**CJSSR:**There were no major issues with completing the CJSSR report; someone mentioned that it was implemented very well, it was easier than previous reports, no major issues. One agency noted that they were not able to print out the summary report after submitting.**VSSR:**No one noted any problems with completing reports. No problems with completing the reports through TRACKER (PAC) as well.**OPM:**Report was recently due (May 30th); Betty noted that any agencies needing assistance in increasing the OPMs they get from clients can request customized technical assistance training(if needed).**State (OVW) Reports:**Betty noted that there will be some changes to this report due to the 2013 Reauthorization Act but no information has been provided from OVW or the Muskie School regarding when and what changes will occur.It was noted that each year many agencies are flagged regarding racial classification questions because clients do not always choose one ethnicity which skews the reports; Betty will highlight this issue in the CJCC FAQs.**State Reports (State grants):**No significant issues noted with completing this report. An agency noted that they would like to be able to submit the Sexual Assault report in the same way they submit their DV reports.**Apricot updates**The Apricot transition was discussed. Several comments/issues regarding the transition were discussed:* There have been “growing pains”;
* Data that was easily obtained in ALICE is not as easy to locate in Apricot;
* Pleased that Apricot is web-based
* When ALICE was brought on, PROJECT SAFE was educated on software and could train all the DV shelters on how to use it; With Apricot transition, everyone is learning to use the software at the same time and they are being trained by people who are well versed in the software but not as familiar with DV shelters.
* Joan Prittie noted that there was a challenge in accurately capturing data for CJCC and other funders in Apricot that she addressed following the training last week. In Apricot, the “funder” button was created to connect clients and services to a specific funder (or grant). The issue is that most staff time is split between multiple funders so it is difficult to be able to build a one button “funder” option that would accurately prorate client services’ time appropriately. There is a timesheet option as well that could help alleviate this issue but it has not been explored. Another issue is that none of CJCC’s services names and definitions are in Apricot currently and would need to be added to properly report data to CJCC (and other funders).
	+ It should be noted that these programmatic reports have not been built in Apricot but these challenges are important things to think about as they are designed.
	+ Dee Thomas (CJCC) discussed proposed changes that may assist. One option may be to have all agencies provide a list of agency services names to CJCC to assist in mapping reports. Another solution for the prorating of employees’ time, would be to have agencies provide the breakdown of employees’ time and budget so that CJCC can complete the calculations of employees’ time.
	+ Suggested that further discussions (or forum) be had between CTK and subgrantees (and possibly CJCC) to develop reports to ensure that services are properly collected and services are properly prorated.
* Issues also noted with importing anonymous calls from ALICE to Apricot; One agency noted that all anonymous calls have been imported into one record as opposed to identifiable anonymous calls.
* Betty will collaborate with the State Victim Services Unit to address the concerns noted during this discussion.

**What other data do we need to help us do our work more effectively?**Betty asked whether there was any data that other funders are requesting that you feel CJCC may need.It was noted that other funders offer a free form optional narrative that allow subgrantees to provide detail that wouldn’t necessarily be discussed in the fixed data boxes. It would also be helpful to discuss the other services that the agency may be able to provide outside of their core services. It would allow subgrantees to discuss the services they provide that may not be CJCC grant funded but would be helpful to know about. It was also noted that agencies would prefer not to spend the additional time and work submitting this information if it is not used or useful to CJCC. The narrative boxes that were in last year’s reports will still be available.**TTA**There was not a lot of feedback regarding the webinars as many had not participated recently. The webinars have been helpful to those who had recently participated. The next series of webinars will be in July. There won’t be any other webinars until November.**Federal data collection updates**Betty discussed the upcoming federal new data collection forms from OVW regarding the STOP reauthorization changes. Data collection has changed as of January 1, 2015 however the forms have not been released. Facing similar challenges with federal delays in regards to the Performance Measures. As soon as new forms are released, they will be provided to subgrantees.**Form OPM workgroup**The group discussed creating an OPM workgroup to review surveys and collection methods, update the guide, and develop online surveys. Samantha & Sheena volunteered to participate in this group. Betty will also follow-up with PAC to determine if anyone from a prosecution office would like to volunteer for this group. **Statewide needs assessment update**A victim needs assessment is one of this committee’s goals. Betty and Dee are working on an OVC grant to get a needs assessment conducted. The grant starts October 1, 2015 and would need to be completed by September 2017. CJCC could receive a grant of up to $125,000 for the completion of this project. Through the grant, a contractor(s) would be hired to conduct meetings, complete the strategic planning, conduct surveys, and compile data (in collaboration with the SAC division).**Alignment with Fatality Review Project and GCFV State Plan Goals**No new information to discuss.**Other?**Continuation grant webinars will be conducted the week of June 22nd-25th.  |
|  | **Action items*** Email will be sent to the OPM workgroup to get work started
* FAQs will be developed for OVW’s Annual Report
* Discussion with state Victim Assistance Unit and SAC to discuss concerns about Apricot
* Follow-up with Trish Alderman (Appalachian) to get summary report for OPM

**Next Meeting**September 17th @ 10am – *need to reschedule* |
| 12:00 | **Conclusion** |