

COURT APPOINTED SPECIAL ADVOCATE/CHILDREN'S JUSTICE ACT
PROGRAM ADVISORY COMMITTEE
MEETING MINUTES

January 31, 2020

A meeting of the Advisory Committee to the Court Appointed Special Advocate and Children's Justice Act programs was held on Friday, January 31, 2020 at the Richmond Police Training Academy, Richmond, Virginia.

Members Present

Molly Dellinger-Wray
Robin Foster
Julia Fuller-Wilson, Vice Chair
Shardell Gerald
Allison Gilbreath
Shannon Hartung
Judge Jerrauld Jones
Malcolm King
Alicia Lenahan
Jane Lissenden for Sandy Karison
Jennifer Newman
Pat Popp, Chair
Judge Thomas Sotelo

Members Not Present

Humberto Cardounel, Jr.
Giselle Pelaez
Ashley Thompson

Staff Present

Jenna Foster (DCJS)
Laurel Marks (DCJS)
Melissa O'Neill (DCJS)
Terry Willie-Surratt (DCJS)

- I. **Call to Order:** Pat Popp, Committee Chair, called the meeting to order at 10:04 AM. Attendees introduced themselves.
- II. **Approval of Minutes:** The committee received and reviewed the draft minutes of the October 24, 2019 meeting. Judge Sotelo made a motion to approve the October 24, 2019 minutes. Malcolm King provided a second. Motion was approved.
- III. **Conflict of Interest Act Training and Financial Disclosure Forms** – Melissa O'Neill reminded members the financial disclosure forms are due annually. Members should have received the instructions in an email from the Ethics Council. Members who are required to take the Conflict of Interest Act training were notified by email earlier this week. The training is required to be completed every two years.
- IV. **Legislative Review** – DCJS staff compiled, and distributed to the committee, a list of bills impacting child abuse and neglect that were introduced this General Assembly

session, which convened on January 8, 2020. The committee participated in a discussion of the bills of interest from the list.

- V. **Review of Three-Year Plan** – Committee members received a copy of the Children’s Justice Act Three-Year Plan recommendations for review and approval. The recommendations were developed during the planning meeting held on October 24, 2019. Jenna Foster led the committee through a discussion of the plan and recommendations. Alicia Lenahan moved to approve the recommendations as presented and Allison Gilbreath seconded the motion. The motion was approved.
- VI. **CASA Program Update** - The committee was previously provided a written update regarding the Court Appointed Special Advocate Program. Melissa O’Neill provided additional information on the final outcomes of the National CASA Branding Grant. Data reviewed indicated the goals were met by increasing traffic to the Virginia CASA website and volunteer inquiries to local programs.
- VII. **Children’s Justice Act Program Update** - The committee was previously provided a written update regarding the Children’s Justice Act Program. Jenna Foster highlighted areas of interest.
- VIII. **Child Protective Services/Citizen Review Panel** – Shannon Hartung, Child Protective Services Program Manager, Virginia Department of Social Services, provided an overview of the responsibilities of Citizen Review Panels. The committee will be asked to provide recommendations for system improvement at the April meeting so that DSS can submit them to the Children’s Bureau by the May deadline.
- IX. **New Business** – There was no new business.
- X. **Adjourn** – Meeting adjourned at 12:01 PM.

Next meeting dates:

April 24, 2020

July 31, 2020