

Task Force on Services for Survivors of Sexual Assault
Full Task Force and Model Documents Committee
 Meeting Minutes

July 17, 2023 – 2:00pm-4:00pm

Zoom – Virtual

Members Present:	Members Absent:	VDH Staff:	Public:
Chair Maria Altonen	Delegate Kelly Convirs-Fowler	Camilla Herndon	Ashley Xavier
Senator Jennifer Boysko	Jason Miyares	Vanessa Walker-Harris	Moira Holdren
Delegate Karrie Delaney	Chatonia Zollicoffer	Heather Board	Kristine Hall
Caren Sterling	Scott Sparks	Lisa Wooten	Renee Pullen
Melissa Harper			Kelly Curran
Dawn Scaff			Sara Heisler
Sara Jennings			Theresa Mulherin
Bonnie Price			Angela Modlin
Robin Foster			Sofia Tortolero
Lindsey Caley			Tammy Johnson
Patricia Hall			R. Brent Rawlings
Gena Boyle present for Danny Avula			Elizabeth Young
			Kimberly Beazley
			Jennifer Knowlton
			Betsy Holzworth
			Rachel Becker
			Kristie Burnette
			Jean Cheek
			Cyndi Leahy
			Ashley Balcombe
			Heather ----

			Alaina Garda
			Ariel Ward
			April Bennett
			Greta Morrison
			Sarah Brogan
			#1 unknown participant joined by phone
			#2 unknown participant joined by phone

Topic/Subject	Discussion	Recommendation
I. Call to Order and Introductions	Chair Altonen called the meeting to order at 2:00pm. Chair Altonen conducted a roll call of members present. Introductions were completed and quorum was met.	
II. Updates from OFHS and OLC	<p>Dr. Vanessa Walker-Harris acknowledges that timelines were not synced for model documents and shared plans to finalize model documents quickly so hospitals can turn in their documents in August or early September without having to write and re-write their plans.</p> <p>Kimberly Beazley provided context for how OLC developed the checklist and answered questions regarding regulatory language. Kimberly Beazley stated regulation does not refer to model documents and information from the Attorney General will be posted at the proper time for review. OLC has an internal deadline to submit a report to the General Assembly in October with a list of hospitals that have not submitted their plans. OLC has 30 days to review and respond to hospitals' plans. If OLC receives any complaints, OLC will conduct an investigation of the complaints. Checklists were sent out in late June as a courtesy by OLC.</p>	
III. Review of Agenda and Approval of Minutes	Chair Altonen reviewed the agenda with the Task Force participants. Chair Altonen presented the minutes from the March 20, 2023 meeting for member review. No changes were requested. A motion to approve the minutes was made by Sara Jennings and the motion was seconded by Senator Boysko. The minutes were approved.	
IV. Public Comment	No public comment from those in attendance.	

V. Presentations

Chair Altonen began review of a new pediatric treatment plan model document with components from the previous treatment plan, code, OLC checklist, and best practices from national organizations. Several task force members provided feedback on eligibility criteria and medical stabilization.

Bonnie Price expressed concern for rushing through the documents. Sara Jennings expressed concerns that efforts seem counter-productive. Chair Altonen asked for recommendations to remedy.

The task force determined it would be a better use of time to send the pediatric treatment model document to consecutive groups of two task force members to edit in compliance with FOIA restrictions:

1. Sara Jennings and Bonnie Price: 72 hours to review and edit
2. Melissa Harper and Patty Hall: 48 hours to review and edit
3. Dawn Scaff and Dr. Robin Foster: 48 hours to review and edit
4. Lindsey Caley: 48 hours to review and edit

Each group will submit revisions to Chair Altonen.

Chair Altonen shared code in which documents must comply with:

<https://law.lis.virginia.gov/vacode/title32.1/chapter5/section32.1-162.15:3/>
<https://law.lis.virginia.gov/vacode/title32.1/chapter5/section32.1-162.15:11/>

Bonnie Price proposed a question on how to address code that conflicts with best practice. Kimberly Beazley cautioned against using best practice and recommended documents align with code.

The task force will edit two pediatric treatment and transfer plans, and two adult treatment and transfer plans. The task force discussed where a partial pediatric document originated. The task force determined they will not develop a pediatric partial model document.

	<p>Additional questions were brought to by the task force:</p> <p>Renee Pullen requested clarification for education for ED nurses or forensic staff. Kimberly Beazley believes it refers to all staff, and will check for clarification.</p> <p>April Bennett questioned if transfers can be to stand alone clinics or CACs who offer these services. Kimberly Beazley responded anyone that falls under the definition of providing healthcare services to pediatric patients needs to have a plan in place.</p> <p>Renee Pullen questioned does EMTALA not cover transfer? Kimberly Beazley answered that it depends on how the policies are written.</p> <p>Elizabeth Young requested explicit information on this education and CEUs. Dr. Walker-Harris stated the task force is to develop and distribute materials regarding implementation of provision. Kimberly Beazley responded that VDH is responsible for providing education but budget request for a subject matter expert has been denied. Kimberly Beazley to follow up with further information.</p> <p>Cyndi Leahy questioned is the annual training requirement in this particular statute (32.1), how do you show that 'oral' information is given (STI, EC), and definition of transfer? Kimberly Beazley answered documentation sign off.</p>	
<p>VI. Other Business</p>	<p>Chair Altonen will send out a poll to schedule the next task force meeting. The task force will meet every two weeks until the model documents are complete. The next task force meeting will meet in-person. All in-person meetings have a virtual option for those more than 60 miles away.</p> <p>Chair Altonen shared that an annual report will be due soon. The report will be brought to the task force to review.</p>	
<p>VII. Adjourn</p>	<p>The meeting was adjourned by Chair Altonen at 3:48pm.</p>	