

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

January 25, 2019

A meeting of the Advisory Committee to the Court Appointed Special Advocate and Children's Justice Act programs was held on Friday, January 25, 2019 at the Richmond Police Training Academy, Richmond, Virginia.

Members Present

Pat Popp, Chair  
Julia Fuller-Wilson, Vice Chair  
Humberto Cardounel, Jr.  
Molly Dellinger-Wray  
Malcolm King  
Robin Morgan

Members Not Present

Robin Foster  
Allison Gilbreath  
Allison Jackson  
Sandy Karison  
Alicia Lenahan  
Frederick Rockwell III

Staff Present

Laurel Marks (DCJS)  
Melissa O'Neill (DCJS)  
Jenna Foster (DCJS)  
Alana Ama (DCJS Intern)

Guests

Shannon Hartung (VDSS)

- **Call to Order:** Pat Popp, Committee Chair, called the meeting to order at 10:03 AM. Attendees introduced themselves.
- **Approval of Minutes:** The committee received and reviewed the draft minutes of the November 9, 2018 meeting. Upon a motion by Robin Morgan, and seconded by Malcolm King, the committee unanimously approved of the minutes.
- **Conflict of Interest and Financial Disclosure Forms Update.** Melissa O'Neill reminded members the financial disclosure forms are due by January 31, 2019. 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 should be notified by email in the next few weeks. The training is required to be completed every two years.

- **By-laws Update.** Members were provided with a copy of proposed revisions to the by-laws. The proposed change would be amended so that the Department of Behavioral Health and Developmental Services representative would serve without term limits. In addition to this change, members suggested that the McKinney-Vento representative should also serve without term limits. This addition will be made and will be presented at the next meeting.
- **Legislative Review and Discussion.** 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 9, 2019. The committee participated in a discussion of the bills of interest from the list.
- **CASA Program Update.** The committee was previously provided a written update regarding the Court Appointed Special Advocate Program. Melissa O’Neill provided an update on the work of the State Leadership Team (SLT). The SLT is developing a strategic plan which will be finalized and adopted at the February meeting of the SLT. This plan will be shared with the Advisory Committee upon completion. The Marketing committee of the SLT became aware of an opportunity to apply for a Facebook competition to win a free website development. The Virginia CASA programs entered and won the competition; development of the statewide website has begun. Members were updated on progress made between DCJS and the National CASA Association regarding the discrepancies in the Core Model requirements and conflicts in the *Code of Virginia*.
- **CJA Program Update.** The committee was previously provided a written update regarding the Children’s Justice Act Program. Jenna Foster highlighted areas of interest. She also announced that the State Liaison meeting, which brings together CJA Coordinators and Task Force Chairs from across the country, will take place April 23-24, 2019. Jenna Foster, CJA Coordinator, and Patricia Popp, CASA-CJA Advisory Committee Chair, will attend this annual meeting in Washington, D.C.
- **Citizen Review Panel.** Shannon Hartung, Child Protective Services Program Manager from the Virginia Department of Social Services provided information during the legislative review on bills introduced of interest to the Department of Social Services.

**New Business:** Julia Fuller-Wilson shared information with the committee regarding the recently released Victims of Crime Act grant solicitation. The grant solicitation includes funding for services for child abuse victims. Grants are due March 4, 2019.

- **Adjourn:** There being no further business to discuss, the meeting was adjourned by Pat Popp at 11:30 a.m.

Next meeting dates:

- May 10, 2019
- August 9, 2019