



STATE OF DELAWARE  
EXECUTIVE DEPARTMENT  
CRIMINAL JUSTICE COUNCIL

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**Summary Minutes  
Criminal Justice Council  
Victims Services Advisory Committee  
May 2, 2016**

**Conference Room 300  
Department of Corrections  
Administration Building  
245 McKee Rd  
Dover, DE 19904**

**Committee Members:** Hon. Robert Coupe (Chair); Deb Reed (Vice-Chair); DAG Cari Chapman (DOJ); DAG Lisa Borin Ogden (VCAP); Ellie Torres (DVCC); Sue Ryan (DCADV); Katie Coombes (AOC); Kerry Ferriter (*proxy for Lisa Minutola*, OPD); Cara Sawyer (DSCYF); Jay Lynch (DHSS); Susan Alfree (USAO-Delaware District);

**CJC Staff:** Maureen Monagle (CJC Coordinator); Ericka Blythe (CJ Planner)

**Public Attendees:** Cherelyn Homlish (People's Place II, Inc.); Tim Brandau (CHILD Inc.); Deiana Jason (CHILD Inc.); Erin Connelly (DOC)

The agenda items were discussed in the following order:

**1. Approval of the minutes from meeting held January 12, 2016**

The minutes were approved as submitted.

**2. Family Violence Prevention & Services Act Grant Program:**

The CJC received the formula allocation for the FFY2016 FVPSA Grant. Delaware's allocation is \$801,859. Funds should be available to operate programs for the October 1, 2016-September 30, 2017 period. The State is required to distribute the funding to ensure 70% goes to programs that "immediate shelter" to victims of domestic violence, dating violence and family violence; 25% is for programs that provide "supportive services I the community." The CJC retains 5% for administration of the program.

CJC staff explained the application process was very different than past years. The CJC's application was returned several times by US DHHS Administration for Children & Families. The biggest item called to question was what new initiatives was the State going to address in the community services amount. The FVPSA program called into question that Delaware's plan had not changed in four years. The CJC had to revise the State's application to state the community-based programing would be made competitive to implement new programs.

CJC staff provided a spreadsheet of the breakdown of 70% (\$561,301.00) to continue the five emergency DV Shelter programs. Each program could receive a slight increase from the previous year. The 25% (\$200,466.00) for community-based programs includes the Staff's recommendation to continue to subgrant funding the Delaware Coalition Against Domestic Violence (DCADV) for training and technical assistance. The remaining, unobligated amount should be released under a competitive solicitation.

Jay Lynch made a motion to continue to distribute the 70% for emergency shelter services to the five DV shelter programs. Lisa Borin-Ogden seconded the motion. Without further discussion, the motion carried unanimously.

Jay Lynch made a motion to release \$180,466.00 under the Community-Based amount in a competitive solicitation for new programs. Lisa Borin-Ogden seconded the motion. Without further discussion, the motion carried unanimously.

### 3. VOCA-Assistance Formula Grant Program Update:

Maureen provided the Committee with a handout of "Awards & Balances" under the VOCA-Victims Assistance Formula Grant program. Discussion followed under each federal fiscal year award.

- **FFY2013 VOCA-Assistance (Award = \$1,648,182.00):** As of the date of this meeting, all funds were obligated. All subgrantees will have funds fully expended before the federal end date of 9/30/16. The CJC had no concerns with any of the open subgrants and spending. CJC is compliant with the required 10% categories in the following amounts: Domestic Violence at 46.69%; Sexual Assault at 21.08%; Child Abuse at 14.38% and Underserved Victimization receiving 12.86% of the federal award.
- **FFY2014 VOCA-Assistance (Award = \$1,739,622.00):** As of the date of this meeting, the federally required categories were met in the following amounts: Domestic Violence at 45.75%; Sexual Assault at 14.69%; Child Abuse at 16.59% and Underserved at 8.24%.

Maureen reminded the Committee of some of the challenges the LACC had with implementing a new subgrant for mental health services to underserved victimizations. CJC staff met with leadership at the LACC in March to discuss the challenges. The LACC withdrew the application and reverted the funding back to the CJC. The reverted funds place the CJC under the required 10% for services to underserved victims. That category is now funded with 8.24% of the federal award. This grant has a federal end date of 9/30/17.

Per OVC, the “Underserved” category includes crimes of DUI/DWI, homicide, bullying, assault, burglary, gang violence, hate/bias crimes, elder abuse, etc..

Staff made a recommendation of using the reverted balance of \$169,129.42 to address identified needs within the schools for the development of school-based victims’ service program(s). The Committee discussed areas that may benefit most due to increased reports of violence in the community. Dover and the City of Wilmington schools may be interested

Ellie Torres made a motion that Staff work with the Department of Education and launch a targeted solicitation for school-based victims programs. The area of focus should be the schools within the city of Dover and city of Wilmington. Jay Lynch seconded the motion. Without further discussion, the motion carried.

**4. FFY2015 VOCA-Victims Assistance Grant Program – VOTE REQUIRED:**

The CJC released \$2,892,658.00 under a competitive solicitation for new victims service programs. Sixteen applications were received requesting a total amount of \$5,467,514.77. Prior to this meeting, the Committee members received the summary of the Review Team scores and comments.

Sue Ryan disclosed that there were five applicants that are member agencies of the DCADV. This disclosure is noted for the minutes. There is nothing in any of the submitted applications that prevents Sue Ryan voting as a Committee member.

Before the formal discussion began, Maureen briefed the Committee of the recent questions during the OIG Audit of the VOCA-Assistance Program. CJC staff was asked why the same agencies receive funding every year. The CJC was asked to identify efforts (i.e.: outreach, grant writing trainings, bidders’ conferences, conferences, workshops, etc.) on how to incorporate new subrecipient agencies. According to the OIG, it is the expectation that each state will utilize the VOCA increase not only to expand direct victims’ services, but also and expand services providers.

Maureen did alert Committee members of the decision made under the FVPSA discussion. CHILD Inc and People Place II, Inc. are current subgrantees of the community-based FVPSA funds. Those agencies are learning of the changes that will have an impact on their staff effective October 1, 2016. While continuation funding is not guaranteed, the Committee could extend one-year of funding under VOCA to carry those programs until 9/30/17. That would allow the agencies time to develop sustainability plans, rather than just end. There are three programs, totaling \$175,427.00, which could be continued for the fifth years under VOCA.

Concerns were raised about granting a “courtesy year” for these programs; the question was asked if the Committee was giving them a crutch? What is the motivation to seek sustainable funding? Another Committee member expressed concerns that the federal funders don’t always stay in touch with what the states need. A concern was raised about making states implement new programs if the state identifies sustaining programs is the priority.

A motion was made to provide one-more year of funding for the three programs previously funded under FVPSA. Those programs will be receiving the fifth year of

funding from the CJC, just under a different funding source (\$175,427 obligated from the available balance).

The Committee began discussing the summary notes of the Review Team for the new applications. Staff explained that two applications did not submit the required application package. The programs that did not submit on the required form should be disqualified from consideration. The Review Team did provide comments on the documents that were submitted to be helpful for future applications to the CJC. The Nemours Foundation submitted an application that included costs and activities that are unallowable and not victim services. That application was denied by the Committee.

The Committee discussed the comments and scores of the various programs. Staff provided various scenarios with meeting the required 10% in the federal funding categories (excel worksheet was posted on the screen for all to see). After further discussion, Lisa Ogden made a motion to recommend the top seven scoring/ranking applications for funding. The motion was seconded. Without further discussion, the motion carried.

The above funding recommendations ensured each required federal category met the minimum of 10%. The motion addressed the funding categories in the following amounts: Domestic Violence at 33.4%; Sexual Assault at 19.4%; Child Abuse at 17.5% and Underserved Victimitizations at 13.8%.

An unobligated balance of \$667,636.00 remained. Committee members had further discussions on the remaining applications. There were three applications from agencies new to VOCA-Assistance funding, and the CJC as subrecipients. The total of these applications came to \$715,160.00. The proposed services in these three applications were addressing services to victims of Child abuse, domestic violence, and Underserved (specifically bullying, homicide and gang related violence). If the Committee was to ask these applications to resubmit, addressing the concerns noted during the Review Team's process, could they be considered for funding? This would satisfy the CJC's plan to implement new victims services, and demonstrate good faith effort to expand the sub recipient agencies.

A motion was made to have CJC staff work with Supporting Kidds, the Family Counseling Center of St. Paul's and Kind to Kids Foundation to clarify the identified concerns/questions; and revise budgets to reasonable and allowable costs. These applications will be submitted to the Committee for further review and presented to the Council in September. The motion was seconded. Without further discussion, the motion carried.

Staff asked about the status of the remaining applications. A motion was made for staff to inform the three applications that they are excluded and disqualified from funding. The remaining three applicants can be informed they are still pending.

Approved 8/18/16

**5. FFY2016 VOCA-Victims Assistance Grant Program Update:**

Staff reported that as of the date of this meeting, OVC did not release the formula allocations to the states. The CJC anticipates an allocation that is equal, or greater than, the FFY15 awarded amount.

**6. Other/Public Comment:**

No comments made at this time.

Without anything further to discuss, the meeting was adjourned.

Respectfully Submitted,  
Maureen Monagle  
CJC Coordinator