

**Domestic Violence Workgroup Subcommittee**  
**Subcommittee #5 - Services**  
**Minutes December 11, 2008**

The meeting started at 2:40PM due to some technical difficulties. In attendance or connected by phone were Carole Merrill-Mazurek, Susan Clark, Lisa Gordon, Catherine Hodes, Madry Lorraine, Rachel Halperin, Marie Philip, Allison Ross, Diane Thomas, Evelyn García, Sandra Townsend and Jaime DeJesús. Marcia Ribble, Karen Colquhoun, Jaclyn DeChiro, Patty Jo Newell and Rose Garrity were unable to join us.

The first order of business was for each member to introduce themselves and to briefly describe our programs and the scope of services we each provided.

After this our Chairperson suggested we start working on developing a work plan of deliverables that is due no later than January 15<sup>th</sup>, 2009. As part of this work plan we all agreed to divide the Sub-Committee into smaller groups each to work on the three areas of our charged regulatory topics: emergency services for residential programs, service requirements for non-residential programs and DV contract requirements. Each small group or Mini-workgroup will meet (no later than January 15, 2009) and discuss suggested revisions to the pertinent sections of the regulations. The point person will write-up these proposed revisions and give them to Rachel by January 26, 2009. The state resource person in the sub-committee would make sure that information that is common to our charge and generated by other sub-committees is shared with all sub-committee members. The state resource person would also provide any logistical support needed by any work group.

After all mini-workgroups complete their work on each regulatory topic, Sub-Committee 5 will meet on a regular meeting scheduled for February 3<sup>rd</sup>, 2009 at 2:30PM and put together a complete Sub-Committee work document related to our specific regulatory work areas.

The sub-committee then constitutes its three Mini-workgroups:

**Mini - Group 1 - 453.4 – emergency services for residential programs**

Lorraine Madry
Marie Philip
Diane Thomas
Ross Allison
Evelyn García – Point Person
Jaclyn DeChiro

**Mini - Group 2 - 462.4 – service requirements for non-residential programs**

Lisa Gordon
Carol Merrill-Mazurek – Point Person
Susan Clark

**Mini - Group 3 - 408.8 – contract requirements**

Rachel Halperin – Point Person
Sandra Townsend
Catherine Hodes

The sub-committee decided that any member who could not connect to this meeting would be free to work in the Mini-work group of their choice. The meeting adjourned at about 3:30PM.