

Idaho Council ON Domestic Violence AND Victim Assistance

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Offender Intervention Program Oversight Committee

February 6, 2025 | 10:00 a.m. MT
450 W. State Street | Boise, ID

Join Zoom Meeting

<https://us06web.zoom.us/j/81227325484?pwd=dt3WYTYiFJZtQLmHYjQ6DKx4iDGybR.1>

Meeting ID: 812 2732 5484

Passcode: 592869

Members Present: Trevor Castleton, Heidee McMillin, Amber Moe, Kimberly Talbot, Ursula Warden

Members Not Present: Jeff Matsushita

ICDVVA Staff: Dana Wiemiller, Erin Summers

This agenda is subject to change in accordance with the provisions of the Idaho Open Meeting Law. Items may be addressed in a different order than appears on this agenda. Individual items may be moved from one place on the agenda to another by the Board. Time frames designated on this agenda are approximate only. The Board will continue its business in the event that an agenda item is resolved in less than the allotted time.

Call to Order – Meeting was called to order at 10:05 a.m. MT

1. Welcome and Introductions

Introduce new ICDVVA Management Assistant, Erin Summers

Executive Director, Dana Wiemiller, introduced Erin Summers to the Committee. Erin is the new Management Assistance for ICDVVA and will also serve as the OIP Administrator for the agency.

2. Action Item: Election of Committee Chair

Director Wiemiller announced that Wes Somerton, former Committee Chair and Region 1 representative, had resigned from the committee in December. Amber Moe mentioned that she is now the Region 3 representative on the Council and was asked by Council members to serve as the Chair of the OIP Committee. Trevor Castleton motioned to elect Amber as the Committee Chair. Ursula Warden seconded. Motion passed unanimously.

Heidee McMillin, Region 2 representative, announced that she would be leaving the Committee after the May meeting. Committee members were asked to share recommendations they may have for potential replacement candidates for both Regions 1 and 2 representative.

3. Action Item: Meeting Minutes from November 14, 2024

Review and approval or revision of November 14, 2024, meeting minutes

Heidee McMillin motioned to approve the minutes. Trevor Castleton seconded. Motion passed unanimously.

4. Action Item: Approve New Program Supervisor

Mark Gritton – A Restored Life

Committee members were unsure if Mr. Gritton had received the required hours of DV intervention experience if he was not currently an approved Direct Service Provider. Committee members recommended he apply and receive approval as a Direct Service Provider and resubmit an application for Program Supervisor after he has completed the required hours of supervised DV intervention services.

Committee members also noted that the background check was from 2021. Director Wiemiller shared that the instructions for the background check included on the application are inconsistent with what is required in the Minimum Standards. Committee members agree that the Minimum Standards should be revised to require the background check be completed within six months of the application submittal. Approval of this revision will be included on the next meeting agenda.

Based on the full discussion of this application, Trevor Castleton motioned to deny the application. Heidee McMillin seconded. Motion passed unanimously.

5. Action Item: Approve New Trainees

a. Jeannette Rodriquez Kirby – Family Services Counseling Center

Ursula Warden motioned to approve the application. Trevor Castleton seconded. Motion passed unanimously.

b. Kayla Finch – Emmett/Payette Family Services

Trevor Castleton motioned to approve the application. Heidee McMillin seconded. Motion passed unanimously.

6. Discussion item: 2025 Monitoring Schedule

Director Wiemiller discussed program monitoring for 2025, recommending programs for monitoring during Spring of 2025. She reminded the Committee that there are nine programs up for renewal this year and that their renewal applications must include additional program documentation and forms. The Committee may wish to consider additional programs for monitoring during the second half of 2025 after reviewing the renewal applications and program documents. The Committee agreed with this proposal.

Amber Moe suggested the second quarter meeting scheduled for May 9 be changed to allow Heidee McMillin to participate in the review/consideration of program renewal

applications. The meeting was rescheduled for Monday, May 12, 2025, from 9:00 a.m. to 1:00 p.m. MT. The meeting will be held virtually rather than in person.

Adjourn – Heidee McMillin motioned to adjourn the meeting. Ursula Warden seconded. Meeting adjourned at 11:20 a.m. MT.