

**National Association of Victim Services Professionals
in Corrections (NAVSPIC)**

Board Meeting, 12/9/2009

Present by Conference Call: Karin Ho (Chair), Jennie Marsh (Vice-Chair), Erin Gaffney (Treasurer), Peter Michaud (Secretary).

Meeting began at 11:07 AM EST and adjourned at 12:20 PM EST.

There was discussion about NAVSPIC duties previously done by J. Marsh and P. Michaud prior to their election to the Board. The Board wants to invite other NAVSPIC members to volunteer their time and talents as the Association moves forward. P. Michaud has been managing the NAVSPIC.ORG website. J. Marsh has been chair of the Marketing/Membership Committee and editor of the NAVSPIC newsletter. J. Marsh will send an email to all NAVSPIC members inviting them to volunteer. Some members will also receive a personal "invite," asking to get more involved. One consideration for the membership committee is the close connection between tracking Member Dues, Expiration Dates, Renewal Notices, and Annual Conference Registrations. The so-called "national roster" of corrections-based victim services is a somewhat static document, whereas maintaining the directory for NAVSPIC membership, etc. is usually more dynamic as we approach each annual conference.

The Standards Committee also needs a boost in its activities.

There was discussion about logistics in transferring the NAVSPIC treasury duties from Washington to Massachusetts. The Board decided funds will be transferred to a new account with a national bank. E. Gaffney will open a new account and contact outgoing Treasurer B. Stutz about closing the account in Washington and depositing all funds in the new account. As Treasurer, E. Gaffney noted she wants to assure "checks and balances" are in place related to NAVSPIC's bank account and transactions.

The Board agreed the new mailing address for NAVSPIC will change from the PO Box in Lacey, WA to: **NAVSPIC, 999 Barretts Mill Rd., West Concord, MA 01742**. This is the address for Massachusetts Department of Correction's Victim Services Office. A discussion for the future: when and where does NAVSPIC have its permanent address... so it need not change as Treasurers may change in the years ahead?

K. Ho noted NAVSPIC's application for 501-c (6) non-profit status is complete except for the financial page. E. Gaffney will work with B. Stutz to get the required information.

The Marketing/Membership Committee has drafted a NAVSPIC brochure. J. Marsh will obtain final feedback about it in time for the Board to discuss at our next meeting.

There was discussion about the Board meeting monthly or more often as needed. As E. Gaffney is a member of the 2010 Conference Planning Committee, she will serve as the Board's liaison to that group.

There was discussion about the timing of the 2010 NAVSPIC Conference (October 2010) and an opportunity to dovetail NAVSPIC's event with a SAVIN training event (Summer 2010) being planned by IJIS Institute and Justice Solutions. The NAVSPIC Conference Planning Committee has identified October 20-22 as tentative dates. That is at the start of FFY 2011. The IJIS SAVIN funds must be expended by summer 2010. NAVSPIC has worked hard at forging a positive relationship with OVC. Our members have benefited annually from OVC's national conference grants. Those grants become available in October. Will NAVSPIC jeopardize access to OVC funds in future years if we forgo our October conference and focus on partnering with IJIS and Justice Solutions this year? The Board will discuss this further at the next meeting.

Other conference-related discussions included whether the NAVSPIC chairperson should send letters to all agency Directors/Commissioners/Secretaries asking them to consider sending Victim Services staff to the 2010 NAVSPIC Conference. That was done successfully for the 1st and 2nd annual conferences. We know the coming year will be another difficult budget year. It was agreed all NAVSPIC members should be informed well in advanced about the potential for professional and survivor scholarships through OVC, rather than waiting until the last moment (i.e. September) for folks to rush at preparing their scholarship applications.

As the Board has much to discuss about the year ahead, we will meet again by conference call on **Tuesday, December 29, 2009 at 11:00 AM EST, 10:00 AM CST.**