

Summaries At-A-Glance: SAVIN Governance Committee (SGC)

Meeting Date	February 15, 2022
ATTENDEES	<p>Members Present: Angelina Mercado, Executive Director, Hawaii State Coalition Against Domestic Violence (HSCADV); Dayna Miyasaki, Program Specialist, Judiciary (JUD); Marita Mullen, Interim Director, Maui County Prosecuting Attorney, Victim Witness Assistance Division (Maui VW); Linda Nishimura, Supervisor, County of Honolulu, Victim Witness Kokua Services (Hon VWKS); Suzy Ucol-Camacho, Department of Public Safety, Information Technology (PSD-MIS); Toby Wilson (Victim Representative)</p> <p>Designees Present: Lynn Costales-Matsuoka, Associate Director, Sex Abuse Treatment Center (SATC); Diana Gausepohl-White, Director, County of Kauai Office of the Prosecuting Attorney, Victim Assistance Unit (Kauai VAU); Hana Denning, Parole Officer, Hawaii Paroling Authority (HPA); Stan Olsen, Deputy Chief, Kauai Police Department (KPD); Carlton Ruley, County of Hawaii Office of the Prosecuting Attorney, Victim Witness Program (Hawaii County VW); Calvin Tong, Assistant Chief, City and County of Honolulu Police Department (HPD);</p> <p>Others Present: Rima Ah Toong, Department of Public Safety, SAVIN Coordinator (PSD-SAVIN Coordinator); Leanna Bair, CVCC/HPA Post-Conviction Victim Advocate (CVCC-PCVAP); Pamela Ferguson-Brey, Executive Director, Crime Victim Compensation Commission (ED – CVCC); Vince Legaspi, Lieutenant, HPD (HPD); Tara Okutsu, Interim Director (Hawaii County VW); Bryson Ponce, Assistant Chief, Kauai Police Department (KPD); Christian Trent, Lieutenant, HPD (HPD); Tiffany Wood, Appriss, Inc. (Appriss)</p> <p>Members Absent: Randi Barretto, SGC Chairperson, CVCC, (CVCC-SGC Chair); Julie Ebato, Department of the Attorney General, Crime Prevention and Justice Assistance Division (AG-CPJAD); Paul Ferreira, Chief, County of Hawaii Police Department (Hawaii PD); Tommy Johnson, Deputy Director for Corrections, Department of Public Safety (PSD-Dep-C); Carol McNamee, Mothers Against Drunk Driving (MADD); Dean Rickard, Acting Chief, County of Maui Police Department (MPD)</p>
DISCUSSIONS	<p>I. <u>Review and Approval of Meeting Minutes</u></p> <p><i>DISCUSSION/CONCERN(S)</i></p> <ul style="list-style-type: none"> • The SGC introduced themselves as there were some new meeting participants. • The November 22, 2021 meeting minutes were reviewed and approved. <p>ACTION PLAN</p> <ul style="list-style-type: none"> • Ms. Ah Toong (PSD-SAVIN Coordinator) will post the FINAL meeting minutes from November 22, 2021, and the provisional minutes from February 15, 2022 to the PSD SAVIN website.
	<p>II. <u>Legislative Update</u></p> <p><i>DISCUSSION/CONCERN(S)</i></p> <ul style="list-style-type: none"> • An email was sent to SGC members regarding HB 1463, SB 2091 requesting testimony in support of the bills. • Ms. Ferguson-Brey (ED – CVCC) thanked Kauai for already submitting testimony and reminded members that hearings were scheduled for both bills in the next few days. She commented that the bills were submitted by the Honolulu Prosecuting Attorney and were related to notification. As the SGC, submitting testimony is a good way for members to share their expertise on the importance of notification to victims. She also offered to provide information on the bills genesis and the legislative process for anyone that would like additional information. <p>ACTION PLAN</p> <ul style="list-style-type: none"> • PSD and CVCC will continue to monitor the legislative session for any other bills that may impact SAVIN and/or victim notification.

	<ul style="list-style-type: none"> • <u>SAVIN Marketing and Swag</u> <p><i>DISCUSSION/CONCERN(S)</i></p> <p>Swag Distribution:</p> <ul style="list-style-type: none"> • Swag orders were submitted by SGC members. The swag orders will be fulfilled as time allows. There have been some delays in ordering shipping materials and with mail. • The Hawai'i State Ethics Commission confirmed informational items such as posters, brochures, and pens can be distributed between state agencies, including to the Legislature. Posters, brochures, and pens will be distributed to the Legislature later today. • Lt. Legaspi, Lieutenant (HPD) requested a poster and brochures. <p>SAVIN TV Advertising Campaign:</p> <ul style="list-style-type: none"> • A request for proposals for a new TV advertising campaign will be posted in early 2022. <p>SAVIN Radio Advertising Campaign:</p> <ul style="list-style-type: none"> • The Neighbor Island radio campaign begins the week of February 14th. The campaign includes a 30-second ad and a short interview with Mr. Johnson (PSD Dep-C). The ads will run on 16 different radio stations. The campaign also includes web advertising on each of the radio station websites. <p>Appriss Google Ads:</p> <ul style="list-style-type: none"> • The Google ad campaign through Appriss ended in December. <p>Hear Me! Podcast:</p> <ul style="list-style-type: none"> • The episode highlighting SAVIN was recorded and is currently being edited. <p>PavHawaii.com:</p> <ul style="list-style-type: none"> • The design phase is complete, and the website team is working to develop the content of the website. The team is currently reviewing and exhaustive list of victims' rights and opportunities for participation throughout the different stages of the post-conviction criminal justice system. • The plan is to publish the website mid-year 2022. <p>Brochure Translation and Printing:</p> <ul style="list-style-type: none"> • Brochure translation is on hold. The information in the brochures may need to be updated once the transition to the new VINE platform is complete. <p>ACTION PLAN</p> <ul style="list-style-type: none"> • Ms. Ah Toong (PSD-SAVIN Coordinator) will distribute the Swag orders. • Ms. Ah Toong (PSD-SAVIN Coordinator) will gather more data on the language needs of underserved populations and contact Language Services Hawaii to start getting a quote for translation of the SAVIN brochures (on hold).

	<p>II. <u>Notification Settings</u> <i>DISCUSSION/CONCERN(S)</i> Death Notifications and Delete Dates:</p> <ul style="list-style-type: none"> • The Department of the Attorney General clarified that SAVIN can confirm to victims and family members that an offender has died in custody. • The language in the notification will remain the same. If a victim calls SAVIN or RAVS, staff will be able to confirm the reason for the notification. <p>Upcoming Release Notifications:</p> <ul style="list-style-type: none"> • After the transition to the new VINE platform, a new notification type will be developed to address this issue. <p>SAVIN & Hard Copy Notification Requests</p> <ul style="list-style-type: none"> • Several iterations of the standard hard copy notification requests have been drafted and reviewed by the Victim Witness Directors. The RAVS program also provided feedback from the standpoint of how the facilities actually track and fulfil notification requests they receive directly. <p>ACTION PLAN</p> <ul style="list-style-type: none"> • Ms. Ah Toong (PSD-SAVIN Coordinator) will draft a revised hard copy notification request packet and share it with the Victim Witness Directors for finalization. • Ms. Ah Toong (PSD-SAVIN Coordinator) will continue discussing “upcoming release” notification configuration options with Appriss.
	<p>III. <u>OffenderTrack Outages</u> <i>DISCUSSION/CONCERN(S)</i></p> <ul style="list-style-type: none"> • There were several outages to PSD’s offender management system (OffenderTrack) at the end of December and beginning of January. The outages were triggered by extreme weather that resulted in a transformer becoming flooded causing a power outage downtown. The outage impacted the server drives and they had to be replaced. • The Request for Proposals for a replacement for OffenderTrack is scheduled to be published before the end of February. Vendors have been doing ongoing demonstrations of their systems with PSD staff. However, full replacement of the system is likely still several years out as the process can take a while to complete.
	<p>IV. <u>Monthly SAVIN Reporting</u> <i>DISCUSSION/CONCERN(S)</i> SAVIN/VINE Utilization:</p> <ul style="list-style-type: none"> • The “VINE Searches by Month” graph shows searches increased slightly in December. Overall, on average there are 3,000 – 4,000 searches per month. The “Registrations by Month” graph shows registrations are still lower than last year. As noted during the last SGC meeting, registrations may be down due to all the sentencing delays the courts are experiencing during the pandemic. • The “Notifications by Month and Type” graph shows that the total number of notifications fluctuates month to month but remains consistent year to year. Text and email notifications remain the primary ways people choose to get notified. <p>Data and System Tests</p> <ul style="list-style-type: none"> • There were 18 Resynchronization Reports (Resyncs) and five (5) resulted in notifications that had to be manually checked by PSD.

	<ul style="list-style-type: none"> • There were 3 manual data tests: 1) “Daily” notification checks on a sample of 726 notifications (53.1%). The error rate for December was 7.2% and errors were primarily due to duplicate or missed notifications during the outage from 12/26 to 12/31. 2) Review of release and transfer notification triggers. Thirteen (13) of the 26 triggers were incorrectly configured or not applicable (50%). 3) Research on notifications related to electronic monitoring furlough (EMF) status offenders. Between July and November, 11 offenders were placed on EMF status at Maui County Correctional Facility. <p>SAVIN Inquiry Reports & Appriss Tickets:</p> <ul style="list-style-type: none"> • Zero (0) inquiry forms were submitted or closed in December. Ten (10) of the open/pending inquiries are related to HPA, and the average number of days open/pending continues to grow each month. Issues will be resolved when the HPA notifications are reconfigured during the transition to the new VINE platform. One (1) inquiry is related to “upcoming release” notifications for an offender with “sentenced with pending charge” status. • Zero (0) Appriss tickets were opened in December and one (1) ticket was closed. The list of language options disappeared from the Google translate drop down on VINELink, and Appriss was able to quickly resolve the issue so the ticket was closed. There are six (6) tickets still “open” that should be addressed through the transition to the new VINE platform. <p>Contacts, Training & Outreach</p> <ul style="list-style-type: none"> • SAVIN did not host any trainings in December. • There were fifty-five (55) calls to the Appriss VSR line. There was also one (1) calls to the SAVIN line and one (1) call to the SAVIN Coordinator. The call to the SAVIN Coordinator was regarding an offender who was picked up on a bench warrant and his information was not showing correctly on VINE. <p>SAVIN Funds</p> <ul style="list-style-type: none"> • SAVIN collections were a little lower than average in December. Collections for KCCC and WCF were made, but not reported in time for the SAVIN Monthly Report due to processing delays at the end of the year. • The SAVIN fund balance is \$1,007,539.88 as of 12/31/21. • The full reconciliation for fiscal year 2021 is pending. <p>ACTION PLAN</p> <ul style="list-style-type: none"> • PSD will continue to conduct analysis and documentation on how different types of notifications function. • Ms. Ah Toong (PSD-SAVIN Coordinator) will draft the SAVIN Semi-Annual Report, including updated survey information.
	<p>V. <u>Transition to VINE Standard</u> <i>DISCUSSION/CONCERN(S)</i></p> <ul style="list-style-type: none"> • Review of notification issues on the old platform continues so the issues do not persist once we move to the new system. • The original timeline to complete the transition by the end of February 2022, has been pushed back to ensure issues are addressed. The new go-live date is scheduled for July 2022. Training on the new platform will be conducted after the go-live date. • Ms. Wood (Appriss) added that there are several pre-recorded trainings, and Appriss can assist with creating custom trainings as needed. • Ms. Ah Toong (PSD-SAVIN Coordinator) was nominated to be on the VINE Advisory Committee (VAC). The first meeting is next week. She will be able to network with other states, learn what issues and resolutions they have implemented, and provide feedback on the VINE system to Appriss.

	<p>ACTION PLAN</p> <ul style="list-style-type: none"> Ms. Ah Toong (PSD-SAVIN Coordinator) will continue to work with Appriss, the Notification Review Subcommittee, and HPA on the transition.
	<p>VI. <u>SAVIN and RAVS Directed Reorganization</u> <i>DISCUSSION/CONCERN(S)</i></p> <ul style="list-style-type: none"> Both the Initial and Final Request for Directed Reorganization and Functional Statement Change have been submitted. Since the move to CVCC's office, collaboration and coordination between post-conviction programs has improved. The permanent SAVIN Coordinator position was approved. The request for the additional three (3.0) SAVIN positions was approved by the Governor but still needs to get approved by the Legislature.
ADJOURNMENT	<ul style="list-style-type: none"> The meeting was adjourned at approximately 9:38 a.m.
NEXT MEETING	<ul style="list-style-type: none"> The next meeting is tentatively set on Tuesday, May 17, 2022, via Teams (9:00 am -10:30 am) The JRI Workgroup Meeting is TBD.