

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

Meeting Date	November 3, 2022
ATTENDEES	<p>Members Present: Randi Barretto, SGC Chairperson, CVCC, (CVCC-SGC Chair); Dayna Miyasaki, Program Specialist, Judiciary (JUD); Toby Wilson (Victim Representative); Anita Ahuja, Maui Victim Witness Assistance Division (Maui VW)</p> <p>Designees Present: Vanessa Corwin, Program Director, Hawaii State Coalition Against Domestic Violence (HSCADV); Dennis Dunn, Director, County of Honolulu, Victim Witness Kokua Services (Hon VWKS); Storm Poomaihealani, County of Kauai Office of the Prosecuting Attorney, Victim Assistance Unit (Kauai VWP); Edith Quintero, Maui Police Department (MPD); Cyndi Keller, Victim Advocate, Department of the Attorney General (AG)</p> <p>Others Present: Monica Lortz, Department of Public Safety, Corrections Program Development Officer-Reentry Coordination Office (PSD-RCO) and interim PSD-SAVIN Coordinator; Nettie Arias, Restitution Specialist (PSD-RAVS); Leanna Bair, CVCC/HPA Post-Conviction Victim Advocate (CVCC-PCVAP); Tani Dydasco, Restitution Specialist (PSD-RAVS); Pamela Ferguson-Brey, Executive Director, Crime Victim Compensation Commission (ED – CVCC); Lisa Sur, Department of Public Safety, Information Technology (PSD-MIS); Paul Applegate, Kauai Police Department (KPD); Bryson Ponce, Kauai Police Department (KPD); Tara Benevides, Guest</p> <p>Members Absent: Julie Ebato, Department of the Attorney General, Crime Prevention and Justice Assistance Division (AG-CPJAD); Kenneth Bugado, Acting Chief, County of Hawaii Police Department (Hawaii PD); Mothers Against Drunk Driving (MADD); John Pelletier, Chief, County of Maui Police Department (MPD); Arthur “Joe” Logan, Chief, City and County of Honolulu Police Department (HPD); Tommy Johnson, Deputy Director for Corrections, Department of Public Safety (PSD Dep-C)</p>
DISCUSSIONS	<ul style="list-style-type: none"> • <u>SAVIN and RAVS Directed Reorganization</u> <p><i>DISCUSSION/CONCERN(S)</i> PSD Directed Reorganization</p> <ul style="list-style-type: none"> • With the resignation of Rima Ah Toong (SAVIN Coordinator), and until we can fill the position, Ms. Lortz (PSD-RCO) will be interim PSD SAVIN Coordinator, taking over the duties. • Ms. Lortz (PSD-RCO) stated that while attempting to send announcements/attachments prior to this meeting, some of the email addresses came back undeliverable so asked that attendees forward updates on their email addresses to her, especially those members living on Kauai. • Ms. Lortz (PSD-RCO) stated that the directed reorganization of the <i>Department of Public Safety</i> to the <i>Department of Corrections and Rehabilitation</i> will take effect January 2024. According to Ms. Lortz (PSD-RCO), the reorganization also includes the establishment of the SAVIN Coordination Office, which encompasses all PSD victim service functions, including SAVIN and RAVS, directly under the Deputy Director whose new title will be Deputy Director for Corrections and Rehabilitation. • Ms. Lortz (PSD-RCO) provided updates on the vacant SAVIN Coordinator position. A first round of interviews was conducted. No candidates were picked. Ms. Lortz (PSD-RCO) stated that another announcement for the SAVIN Coordinator vacancy should be going out soon and will be announced both internally and externally. • Ms. Lortz (PSD-RCO) clarified the roles of herself and Ms. Tani Dydasco (PSD-RAVS) when managing SAVIN responsibilities, Ms. Dydasco (PSD-RAVS) will report on SAVIN monthly reports and address SAVIN inquiries. All questions and concerns directly related to SAVIN will be forwarded to Ms. Lortz (PSD-RCO). • Ms. Ferguson-Brey (ED – CVCC) indicated that it was her understanding that the RAVS program was moving out from the Reentry Unit and that the reorganization of victim services under the SAVIN Coordination Office took effect as of July 1, 2022, not 2024. Ms. Lortz (PSD-RCO) could not confirm this information but informed the Committee that they would provide more detail once confirmed. Ms.

	<p>Barretto (SGC Chair) requested that this information, if possible, be confirmed before the next Governance meeting,</p> <p>ACTION PLAN</p> <ul style="list-style-type: none"> • Membership/Victim Services Agencies to forward emails/inquiries to Ms. Lortz (PSD-RCO) but requested that members cc Ms. Dydasco (PSD-RAVS) so that Ms. Dydasco (PSD-RAVS) is made aware of all inquiries, issues, and responses. • Ms. Lortz (PSD-RCO) states she will clarify effective date of re-org– January 2024 or July 1, 2022, with Mr. Johnson (PSD Dep-C) and email the membership with correct start date.
	<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 May 17, 2022, meeting minutes are reviewed with grammatical errors, rights and privileges of designees discussed. <ul style="list-style-type: none"> • Page 3, third bullet, MADD spelling correction • Page 7, SAVIN Funds heading, first bullet; previous report indicated Saguaro facility had zero collection. Correction made to include \$311.10 • Page 7, Clarification of “Rights of a Designee.” Does the SGC Designee have the same responsibilities as the Member. • Ms. Barretto clarified the statement to include that the Designee has the same role and responsibility • Page 6, Dep C recommendation for the Prosecuting Attorneys to talk to HPA included. • The Committee approved the final meeting minutes (to be amended). <p>ACTION PLAN</p> <ul style="list-style-type: none"> • Ms. Lortz (PSD-RCO) to update meeting minute and forward update to the Committee as the final. • Ms. Lortz (PSD-RCO) will then send provisional draft to Ms. Barretto (SGC Chair) to approve and to post FINAL meeting minutes from May 17, 2022, meeting minutes to be uploaded to PSD SAVIN website once confirmed.
	<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"> • Ms. Tani Dydasco (PSD-RAVS) and Ms. Lortz (PSD-RCO) are in the process of determining the status of swag materials. They lost access to Ms. Ah Toong’s (SAVIN Coordinator) emails and documents but continue to decipher the status of each item. They are aware that a swag list was being developed for distribution. Ms. Lortz (PSD-RCO) to provide updates on swag items. • Ms. Barretto (SGC Chair) stated free swag is part of the contract and comes on an annual basis with APPRISS. Adds that the listing would be sent to coordinator to sort and choose, after members and agencies make their choice. States will work with Coordinator and Specialist to redistribute list while Coordinator to confirm with APPRISS on delivery date. • Ms. Leanna Bair (CVCC-PCVAP) adds that with Ms. Ah Toong (SAVIN Coordinator) was able to distribute some boxes of swag during the National Crime Victims’ Rights Week. <p>Radio/TV Campaign:</p> <ul style="list-style-type: none"> • Ms. Ah Toong (SAVIN Coordinator) secured advertisements via IHeart Radio for the SAVIN/RAVS Broadcast Audio campaign. The month of June 2022, 340 mentions were distributed among various radio stations throughout the state. • Ms. Dydasco (PSD-RAVS) presented an update of the data. She also confirmed that the ads ended June 30, 2022.

	<p>Brochure Translation and Printing:</p> <ul style="list-style-type: none"> Ms. Tani Dydasco (PSD-RAVS) reports that brochure translations are still pending because she has not collected quotes from agencies yet. Once she is able to confirm whether updates are needed due to the migration to new VINE platform, she will determine whether quotes are needed for additional languages. Ms. Lortz (PSD-RCO) reports recent email from APPRISS said new platform brochures are free. <p>PAV Hawaii</p> <ul style="list-style-type: none"> Ms. Bair (CVCC-PCVAP) provided updates of the pavhawaii.com website. The Commission, in collaboration with the Department of Public Safety's SAVIN Coordination Office, teamed up to develop a website that allows crime victims comprehensive and accessible resources, services and information. The website is still in the development and content stages. <p>ACTION PLAN</p> <ul style="list-style-type: none"> Ms. Lortz (PSD-RCO), Ms. Dydasco (PSD-RAVS) to work with Ms. Barretto (SGC Chair) to provide swag listing, confirm choices and delivery date after placing order. Ms. Lortz (PSD-RCO) and Ms. Dydasco (PSD-RAVS) to research Ms. Ah Toong's (SAVIN Coordinator) emails re: status of marketing campaign (TV and Radio) then report findings at next Governance meeting. Ms. Lortz (PSD-RCO), Ms. Dydasco (PSD-RAVS) to confirm with APPRISS that the brochures on new platform are free, seeing that new platform changes conflict with old brochure and report findings at next meeting.
	<p>II. Notification Settings</p> <p><i>DISCUSSION/CONCERN(S)</i></p> <p>Revised Release Notifications:</p> <ul style="list-style-type: none"> Ms. Dydasco (PSD-RAVS) indicated that the 30- and 7-day notifications have been going out post-migration. She requested assistance from the Committee to verify the concerns that were mentioned at prior meetings regarding "pre-trial" and "sentenced with pending" offenders. Ms. Barretto (SGC Chair) stated that Ms. Ah Toong (SAVIN Coordinator) was going to confirm what these notifications represented and whether they needed to be included. Ms. Ah Toong (SAVIN Coordinator) was in discussion with PSD and APPRISS. This information was not finalized. Ms. Dydasco (PSD-RAVS) confirmed that there is no upcoming release notification for pre-trial. If someone post bail it will just occur without notification. However, the sentence with pending charges or a person who has a sentence that is expiring, but they have pending charges will a notification be sent out. Mr. Dennis Dunn (Hon VWKS) confirmed this information, stating that that is exactly the concern. There are conflicting notifications. Ms. Lortz (PSD-RCO) provided an additional example of this type of situation where an inmate was released from PSD custody, notification went out that he was released but, the inmate was being held at HPD cellblock. <p>SAVIN & Hard Copy Victim Notifications:</p> <ul style="list-style-type: none"> Ms. Barretto (SGC Chair) reported that there was supposed to be a packet that went out to the victim witness directors and that Ms. Ah Toong (SAVIN Coordinator) was working with the county victim witness directors to finalize these packets.

	<p>ACTION PLAN</p> <ul style="list-style-type: none"> • PSD to follow up with APPRISS regarding the following notifications: “sentence with pending charges”. • Ms. Lortz (PSD-RCO), Ms. Dydasco (PSD-RAVS) to research and communicate with the Victim Witness directors on hard copy victim notification packets. PSD to report on status at next meeting.
	<p>III. <u>OffenderTrak Outages/Emergency Override Line</u></p> <p><i>DISCUSSION/CONCERN(S)</i></p> <ul style="list-style-type: none"> • Ms. Barretto (SGC Chair) raised the question of who will send out email to POCs to indicate OTrack outages to make sure agencies are being made aware, stating that in the past, Ms. Ah Toong (SAVIN Coordinator) was the person responsible but that agencies reported that they haven’t seen any notifications since Ms. Ah Toong’s (SAVIN Coordinator) departure in August 2022. • Ms. Lortz (PSD-RCO) reported that POC to send outage notifications will probably be her. Ms. Lortz (PSD-RCO) to confirm this information. • Ms. Dydasco (PSD-RAVS) reported that on the weekends the facilities do not immediately enter the release in the system. They will enter the information the following Monday. Therefore, the facility would notify the SAVIN Coordinator of any weekend releases and the coordinator would manually submit the notifications through VINE Watch. Upon further review, Ms. Dydasco (PSD-RAVS) reported inconsistencies in these procedures, noting that some facilities did enter on the weekend. She is working with the facilities to determine procedures. Additionally, the Emergency Override procedure requires staff to contact APRISS for verification. APRISS would then send the notification out. The concerns related to this procedure is the time it takes (3 hours) to complete. Ms. Dydasco (PSD-RAVS) confirmed that Rima was working with APRISS to resolve this matter. To date, the Emergency Override Line is still not functional. • Ms. Dydasco (PSD-RAVS) reported that discovered during this transfer of responsibilities as a result of Ms. Ah Toong’s (SAVIN Coordinator) departure, operations are not standardized so are working with Ms. Lortz (PSD-RCO) to fix the issue and standardize operations. • Ms. Dydasco (PSD-RAVS) also reported that PSD is working with APPRISS to provide APPRISS with a listing of verified phone numbers to bypass the verification process and speed up responses. • Ms. Barretto (SGC Chair) added that because of some of these concerns, she is working with PSD to identify these concerns and determine what functions are required for the HI-SAVIN to be effective. The Chair and PSD will be researching other system vendors to present demos. <p>ACTION PLAN</p> <ul style="list-style-type: none"> • Ms. Dydasco (PSD-RAVS) to follow up on the Emergency Override Line procedures and confirm whether a list of contacts would and report status to the Committee. • Ms. Lortz (PSD-RCO) and Ms. Dydasco (PSD-RAVS) to work with Ms. Barretto (SGC Chair) to identify vendors and schedule demos for the Committee • Ms. Lortz (PSD-RCO) to provide Committee with updates on POC responsible for distributing outage notifications
	<p>IV. <u>Monthly SAVIN Reporting</u></p> <p><i>DISCUSSION/CONCERN(S)</i></p> <p>SAVIN/VINE Utilization:</p> <ul style="list-style-type: none"> • Ms. Dydasco (PSD-RAVS) presented reports from June to October 2022, stating that data is post migration to new platform but adds that she received a lot more calls too, with the new changes in text. • Ms. Dydasco (PSD-RAVS) reports that callers are presenting with more questions, so feels more questions means more notifications are going out.

- With the new system, Ms. Dydasco (PSD-RAVS) continues to work on developing procedures for conducting manual tests.

Parole-Related Triggers/Interstate Transfer (NEW)

- PSD continues to work with APRISS on ongoing concern related to Parole Interstate Transfer – return from parole and parole hearing cancelled. Parole discharge/revocations are still being tested on. APPRISS continued to request samples, however, HPA does not collect data for parole interstate transfer, only notated as a comment.
- Ms. Dydasco (PSD-RAVS) requested clarification from the Committee on whether these notifications are still required.
- Mr. Dunn (Hon VWKS) requested that we examine this concern in more detail. To clarify, these notifications are relevant to someone who has transferred under supervision to another state. The Committee confirmed that this is still an important notification for victims to be aware of as they operate from a point of safety. Providing that level of awareness to the victim of the defendant’s whereabouts reinforces why these notifications are needed.
- Ms. Ahuja (Maui VW) reports on a case where their agency had a registered victim that wasn’t notified so shared that it is important to have notifications sent out involving special case issues.
- Ms. Dydasco (PSD-RAVS) also asked about notifications for parole revocations.
- Mr. Dunn (Hon VWKS) verified that parole revocations involve the offender returning to custody while on parole supervision. If the revocation occurs more than a year after the offender was released, this may pose a concern because the victim/registrant might not still be registered for notifications.
- Ms. Dydasco (PSD-RAVS) states that notifications will not be released if the offender is returned to custody.
- PSD continues to work with HPA to identify systems, language, and notification procedures.

SAVIN Inquiry Reports & Appriss Tickets:

- Ms. Dydasco (PSD-RAVS) moves on, asking about notifications for parole revocations.
- Mr. Dunn (Hon VWKS) replies that again the situation involves if the offender will be returning to custody especially if the revocation occurs more than a year after the offender was released, because the victim/registrant might not still be registered for notifications.
- Ms. Barretto (SGC Chair) adds that in reviewing prior meeting minutes, it appears the conversation on parole interstate notifications had been ongoing for over two years. Her suggestion was to keep this item on the agenda. PSD will continue to work with HPA and APPRISS on these concerns and report to the Committee on this matter., According to Ms. Lortz (PSD-RCO), and as it reflects correspondence between PSD, APPRISS, HPA it appears HPA does not want to increase involvement and resolve issue. PSD to follow up on this concern.
- Ms. Dydasco (PSD-RAVS) adds that in regard to parole interstate transfer issues, she had asked HPA if they have a list or spreadsheet of parolees that were on interstate transfer, and they said no, so she will need to find out how HPA keeps track of those parolees and figure out how to integrate that into notifications. She stated that an alternative solution may be within the Victim Notification Request form process, for which a discussion workgroup was recently created; in that maybe the notification might have to be something the parole officers do.
- Ms. Dydasco (PSD-RAVS) introduced new issues brought up that transfers to Saguardo facility were transmitting notifications stating that the inmate was transferring out of state, and they will no longer receive notifications; and that housing changes within the facility were triggering transfer notifications. She stated APPRISS is working on those issues as well.

SAVIN Funds

- Ms. Dydasco (PSD-RAVS) reported that she is still working on being able to retrieve some of the data for the monthly reports. She reports no significant changes to the budget from prior reports.

	<ul style="list-style-type: none"> • Ms. Dydasco (PSD-RAVS) reports that figures show funds are steadily increasing. • Ms. Barretto (SGC Chair) requested confirmation on the number of positions that were approved in the budget for the SAVIN Coordination office. Ms. Lortz (PSD-RCO) did not have that confirmation but will update the Committee when she is provided this information. <p>ACTION PLAN</p> <ul style="list-style-type: none"> • Ms. Dydasco (PSD-RAVS) stated that PSD will continue to conduct analysis and documentation on how different types of notifications function and the issues arising from specific triggers. • Ms. Lortz (PSD-RCO) to confirm the number of positions approved under the SAVIN Coordination Office
OTHER BUSINESS	<p>V. <u>Other Business</u> <i>DISCUSSION/CONCERN(S)</i></p> <ul style="list-style-type: none"> • Ms. Barretto (SGC Chair) mentions that a few of the members have inquired about in-person meetings. PSD is responsible for coordinating travel using SAVIN funding. Ms. Barretto (SGC Chair) will work with PSD to discuss planning details (i.e., Membership, funding for travel, meeting location. Etc.) The goal is to resume in-person meeting starting March 2023. • Ms. Barretto (SGC Chair) also reminded membership of expiration date of their positions and to look at who the designee is. • Mr. Dunn (Hon VWKS) notified membership that this is his last meeting as will be retiring in December. Also noted that representing Ms. Linda Nishimura who will also be retiring but at the end of this month (November) but hoping to have a new appointee resending agency shortly. <p>ACTION PLAN</p> <ul style="list-style-type: none"> • PSD and Chair to update list of SGC Members and Designees. Some members are approaching expiration. Ms. Barretto (SGC Chair) to discuss with Ms. Lortz (PSD-RCO) and Ms. Dydasco (PSD-RAVS) details surrounding in-person meetings and report update in January.
NEXT MEETING ADJOURNMENT	<p>VI. <u>Adjournment:</u></p> <ul style="list-style-type: none"> • <u>The meeting was adjourned at approximately 10:12 a.m.</u> • <u>The next meeting is tentatively set on Thursday, January 19, 2023, via Teams (9:00 am -10:30 am)</u>