

MIAMI-DADE COUNTY
DOMESTIC VIOLENCE OVERSIGHT BOARD MEETING
March 27, 2024, 10:00 am - Noon
Summary Minutes
Miami-Dade County Stephen P. Clark Center
10th floor Conference Room 1011

1. Call to Order: Roll Call & Statement of Quorum Cecile Houry, Chair
Ms. Houry called the meeting to order at 10:12 am. Board members present: Cecile Houry, Marivi Betancourt, Isabela Corzo, Miguel De Grandy, Marlen Oria, Maria Santamaria, Major Luis Almaguer, Judge Elisabeth Espinosa, Rosa Kasse, Judge Migna Sanchez Llorens, and Vanessa Joseph. Board members absent: Carrie Soubal. Quorum attained. Staff: Assistant County Attorney Richard Appleton, Liz Regalado, Griselle Marino, Sonia Grice, Director CAHSD, Shareefah Robinson, Division Director, CAHSD, Mr. Ben Salz CAHSD Fiscal Director, Mr. Woody Remy, and Mr. Robert "Corey" Edwards, Miami-Dade County Human Resources, Office of Fair Employment. Reasonable Opportunity for Public Comment- None. Guests: Ms. Daniella Pierre provided introductory comments.
2. Reasonable Opportunity for Public Comment- None
3. Chair's Report
 - a. Ms. Houry opened her comments by welcoming the Office of Human Rights & Fair Employment Practices staff and thanked them for coming to educate the board on Miami-Dade County's leave policy for those experiencing IPV/DV. She also thanked Judge Espinosa for introducing the film screening of The Last Drop. Judge Espinosa provided a brief background to the movie and Ms. Regalado offered her comments on the takeaway from the film.
 - b. ***Annual Report 2022-23-** Ms. Regalado noted that all board members have received the final draft of the report with the previous edits submitted (Ms. Houry, Ms. Joseph, and Ms. Kobrinski). Need approval of the board to submit to the BCC and Mayor. She also noted the report has been shared with CASHD and the Homeless Trust. No other edits nor question raised regarding this business. Motion by Mr. De Grandy to adopt the final draft of the DVOB's 2022-23 Annual Report. Second: Marlen Oria. The motion unanimously passed.
 - c. Appointment of Chair- Public Engagement Committee- Given that Ms. Corzo was elected second chair of the DVOB. As such, per the bylaws, Ms. Corzo cannot chair any of the board's committees. Ms. Corzo was chair of the Public Engagement Committee (PEC). Per bylaws, Ms. Houry appointed Ms. Oria to chair the PEC. For the record, Ms. Regalado named the board members on the committee as follows: Marlen Oria, Marivi Betancourt, Cecile Houry, Isabela Corzo, Rosa Kasse, Vanessa Joseph Carrie Soubal. Ms. Marino is also a member of the committee.
 - d. Board Workshops: The PEC has agreed to schedule workshops /training/ outreach sessions on the months where there are no scheduled DVOB meetings during the same time as the DVOB meetings (10am to Noon). The kickoff workshop will depart from this as it will be after the May 22 DVOB meeting, on May 29, 2024, @ 2pm.

There will be a Media Training on Zoom for Board Members, Ms. Griselle Marino, Media Director, Office of Community Advocacy, will conduct the training.

- e. NIJ Victims Services Research Grant Opportunity- Ms. Houry spoke of a possible grant opportunity partnership between University of Miami's School of Law and CAHSD to focus on the services at Coordinated Victims Assistance Center (CVAC). We have had preliminary calls with both parties and look forward to updating the board on the progress.
- f. Screening Film - The Last Drop- Discussed at meeting opening. The PEC Committee will pursue this film as a possible workshop for Domestic Violence Awareness Month.

Welcome- Human Rights & Fair Employment Practices- Ms. Regalado thanked Mr. Remy and Mr. Edwards for educating the board on Miami-Dade County's Domestic Leave Policy and Implementing Order IO-745. The following is a summary of the conversation and follow up business:

- a. Clarification on the conflicting answer to the DVOB question on leave for those receiving the leave and the presentation (unpaid leave vs paid leave up to 15 days within a fiscal year and additional unpaid leave based on supervisor discretion. Follow up: the board asked for clarification from HR on the following:
 - 1. if or not there is any paid leave and what is that leave;
 - 2. what are the criteria for receiving the leave, and
 - 3. given that it is up to the discretion of the supervisor , what does the supervisor consider and take into consideration when discerning to grant this leave.
- b. Judge Migna Sanchez Llorens and Ms. Rosa Kasse expressed concern over the decision to grant leave being at the discretion of the supervisor as it can present a problem in some cases. Discussion centered around the need for ongoing training of all supervisory staff to ensure understanding of and uniform administration of this leave across the county.
- c. The board agreed there is a need to raise awareness of this leave, given the number of employees in the county and the number of cases reported to the Fair Employment Office. Mr. Remy stated that his office is working on a more detailed training course for employees to raise awareness of the leave, the policy, and its application. This training currently is not mandatory.
- d. Ms. Regalado asked Mr. Remy to identify what is within the Fair Employment Office's purview to modify and implement. The primary role of the division is to ensure that employees are not suspended or treated unfairly as victims of domestic violence.

- e. Ms. Betancourt asked what the option is for the employee who chooses not to speak with the supervisor about requesting the leave. Mr. Remy explained that every department has a liaison and if that does not work, they can report it to their office.
- f. Ms. Oria stressed that for an individual to come forward to report this takes a lot of courage, and all efforts should focus on alleviating the burden on the survivor/employee to be forced to repeat the specifics of their situation many times, and unnecessarily. There ought to be a go to person/employee that is trained and has experience of IPV and DV, serving as liaison as you have an ADA liaison in the workforce. Ms. Kasse stressed that the responsibility should not all be placed on the employee. Ms. Regalado stated she sees it as a burden on the employee/survivor and not necessarily a responsibility.
- g. Mr. De Grandy inquired about the submission of documentation to prove the abusive relationship, and what happens if the employee has not had a chance to obtain or is in fear of reporting and does not have the documentation. Mr. Remy stated this is up to the discretion of the supervisor. The board expressed concern over this policy.
- h. Ms. Santamaria asked about ongoing training in DV vs. new employees/hires. Mr. Remy explained there is currently no ongoing training on the DV leave in specific. The division does have annual training that is optional, not mandatory and does not include DV/IPV. Ms. Santamaria noted that it is difficult to retain the initial training information and there should be updates. Mr. Remy explained the division is working on this.
- i. Major Almaguer stressed the need to raise awareness on the policy and benefits through computerized/online training. For MDPD employees, they are often not comfortable in reporting their IPV/DV situation to their superiors, the HR Division in MDPD works with Fair Employment on these cases.
- j. Ms. Regalado asked to get redacted information on the cases reported to the Fair Employment Division and if all employees filing for DV leave get reported to Fair Employment Division.
- k. Vanessa Joseph echoed the need for training and awareness as part of onboarding for all departments. She noted that question 14 was left blank. Can we receive an answer if there is opportunity to provide feedback on the policy. Mr. Remy stated they currently do not have a process for feedback to be on the policy and its implementation to be reported.
- l. Can the division provide an unredacted summary of the cases reported. Mr. Remy agreed to provide a summary of the cases.

- m. Mr. De Grandy asked what the current mandatory onboarding or annual training courses are. Mr. Remy: Diversity Management Training and Sexual Harassment. There is no standalone training on DV/IPV. Ms. Kasse asked HR to consider the fact that the training is important, especially given the low number of reports which is a concern. Mr. De Grandy asked the HR representatives to provide their recommendations on improving the leave based on their experience. Mr. Remy stated he would work with the County Attorney's Office to discuss this with them further.
- n. Mr. De Grandy offered to take the current policy and edit with recommendations and input from this board. Mr. Remy will contact ACA Mr. Terrence Smith to work with him on the proposed changes. Mr. De Grandy would also like Liz to schedule a meeting with Mr. Remy once he receives the IO and has incorporated the edits/recommendations this board has identified and discussed.

4. ***Approval of DVOB Meeting January 24, 2024, Summary Minutes**** Motion to approve minutes as presented: Miguel De Grandy. Second: Marlen Oria. Minutes unanimously approved.

- 5. Center Facilities Visits Update Marivi Acuna Betancourt & Liz Regalado
Ms. Regalado is working with CAHSD to finalize this report. Ms. Grice reassured the board the issue regarding the undisclosed addresses has been resolved. Ms. Grice assured the board that their department works closely with RER to look at the 40-year certification and any outstanding violations issues related to unsafe structures. Ms. Regalado expressed the concern brought to Ms. Acuna and her attention by shelter staff during the facilities visits relating to homeless individuals **not fleeing DV/IPV** finding a way to respond to the questions during the assessment for both shelter placement and housing voucher/relocation assistance that renders them eligible to receive these services.
- 6. CAHSD Introduction of new leadership in the Violence Prevention and Intervention Division. (VPID)- Ms. Grice introduced the new Division Director, Ms. Shareefah Robinson, and the accounting section director, Ms. Monique Caliste, Accountant 3 in the Division. Ms. Robinson will be attending the meetings along with Ms. Tania Sanchez, the new Assistant Director who comes from Miami Beach Police Department with extensive experience in serving victims of IPV/DV. Ms. Sanchez will have responsibility for the VIPD and residential programs/services of the department. Ms. Houry thanked Ms. Grice for all she has done to improve the services in the department as well as the communications with the board. Ms. Grice discussed some of the challenges experienced in the division.

Ms. Grice has identified the charges she has shared with the new leadership and priority training for staff which includes staff hotline response and the placement team operations. Discussion about the empowerment model, and the difference between empowering and not forcing but encouraging the program participants to engage in services and motivate them in accepting the responsibilities that will only help their successful transition to independent living. Judge Kelly has agreed to provide training the VOCA 2's and start fresh as it relates to the court advocacy and court process. Financial leadership services for participants are also a priority. The following reports were provided reviewed and discussed : Vacancy Report, Overtime Report, Miami Beach grant to DVOB, and Length of stay for shelters. Ms. Grice stated that the hotel placement policies and procedures are being updated. She informed the board of the creation of an outreach position who is filled by a retired law enforcement officer. This position focuses on the outreach to all law enforcement agencies and coordinate the response to survivors. Working closely with Career Source, Public Housing Agency, Homeless Trust.

The following was discussed and agreed to regarding the reports received and those being addressed and worked on by the department:

- a. Ms. Houry asked if the board could receive the reports from CAHSD one week prior to the date of the board meeting.
- b. Judge Espinosa asked about the vacancy report and in specific one staff person who the court works with closely. Ms. Grice explained that some positions appear in two different sites/locations. This is reflected until the transition and training of the new staff.
- c. Ms. Acuna asked if the updated table of organization for the division requested at the January meeting can include the employee salaries.
- d. Discussion on data collected in the reports ensued. Feedback was provided by the board with the focus on making sure that the questions asked of participants provide a good picture of who we are serving and that there is a way to view historical data to identify trends and needs and know where clients are coming from, the highest utilization zip codes, and equally important, where participants are not coming from. Concerns expressed about those we are not reaching/serving may be significantly higher than those who are accessing services. Referral sources, Sexual Orientation, Gender and Race classifications should be revisited/perhaps redesigned.
- e. Ms. Kasse asked to see the criteria for the direct relief /relocation assistance.
- f. Ms. Joseph suggested advocacy efforts regarding housing and affordable housing should support to the need for set asides for survivors of IPV and ensure that agencies dealing

with affordable housing resources and needs are having conversations on coordination and collaboration.

7. CAHSD Domestic Violence Services

CAHSD

- a. Status of Salary Parity - Victim Advocates- Still working on this to achieve a reasonable salary with the reclassification of the VOCA 1 to VOCA 2 positions of the victim advocates. This is a priority for the director.
- b. Hotel Placements Budget, Policies and Procedures- Pending completion and updating P&P
- c. Department/ division vacancies-Discussed. See above section.
- d. Shelter occupancy report-Discussed. See above section.
- e. Shelters Length of Stay- Discussed. See above section.
- f. Miami-Beach Funding to DVOB- Working on renewal of grant including carryover unexpended funds. Report at next meeting.
- g. Status of Additional CVAC Locations and Estimated Timeline- Still working on this.
- h. Overtime payment report for the division-Provided.
- i. Meeting with State DCF DV Office-Pending scheduling by DCF Office.

8. F& B Tax DVOB Fund **Pro Forma and Budget with Expenditures and Revenues****

Documents provided by the Homeless Trust (HT) were provided and Ms. Regalado walked the board through the fiscal reports. The board noted that there are no actual expenditures since FY 22-23. CAHD reports there are staffing shortages at the HT causing delays. This impairs the ability of the board to know the accuracy of the costs for the operations of the facilities and the fund balance, and such make informed decisions. Discussion by board members about the current financial management structure and why CAHSD must submit the invoices to the HT instead of Finance, as it does with other grants and funding. In summary, this does not seem to be a legal issue but rather an administrative one. The board stands ready to discuss this further and make necessary recommendations to the Mayor to address and hopefully resolve this issue. Mr. Salz stated that it is his understanding they were designated as the ones to manage the invoicing. In this case this is seen as a grant and finance would not do this and in some cases grant coordination in OMB.

9. Public Engagement Committee Report

Committee Chair

- a. Creation of a DVOB Speakers Bureau- Stressed that all those interested in becoming part of the DVOB's speaker's bureau attend the media training workshop on May 29, 2024.
- b. Outreach and Workshops- The PEC is preparing a calendar of workshops addressing the multi-layer issues of IPV/DV and how they impact our unique communities.
- c. Committee Charge and Description- Revised and to be adopted at the committee's meeting today after this board meeting. Once adopted by PEC, it will be circulated at May meeting for adoption by full board.
- d. PowerPoint on DVOB, General Talking Points, One pager on DVOB and IPV/DV Resources-PEC working on these documents to be adopted and presented to the full DVOB for adoption.

10. Executive Director Report

Liz Regalado

- a. Per diem cost of shelter beds Miami Beach and Lotus House- Provided as part of meeting package.
- b. DCF Domestic Violence Office- Meeting not scheduled yet.
- c. BCC Meetings: Pending Commissioner Bastien, Commissioner Gonzalez, Commissioner Steinberg, Commissioner Regalado, Commissioner McGhee.
- d. Governance
 - Board Vacancies** Carryover: Commissioners Hardemon and Bermudez, Vacant seats: Commissioners Gonzalez, McGhee, and Gilbert.
 - Sexual Harassment and Advisory Board Member Ethics Trainings
 - Source of Income Statement

11. Next Meeting: May 22, 2024, Miami-Dade County Stephen P. Clark Center 10th floor, Conference Room 1011 10:00 am – Noon. Followed by the Public Engagement Committee Meeting 12:30 pm same location . All board members are welcome to participate.
12. Adjournment- Motion to adjourn: Miguel De Grandy. Second: Marlen Oria. Motion passes unanimously. The meeting was adjourned at 12:10pm.

Legend:

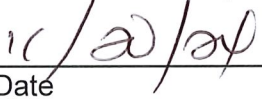
*** Action items**

**** Meeting package documents**

Minutes prepared and submitted by Elizabeth Regalado, Executive Director, DVOB

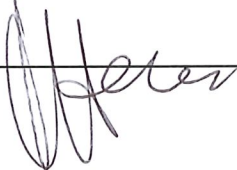


Elizabeth Regalado

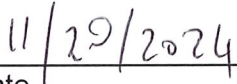


Date

Minutes approved, DVOB Board Chair, Cecile Houry



Cecile Houry



Date