

PROJECT CHARTER

| 1. General Project Information | |
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| Project Name: | Domestic Violence Steering Committee |
| Executive Sponsor: | Violence Free Minnesota, Nikki Engel |
| Agency Sponsors: | DOC Field Services Director, Al Godfrey with Technical Assistance from BWJP, Kristine Lizdas |
| Impact of project: | Recommended standards and guidelines for the assessment, treatment and best practices in supervision for adults who use violence against an intimate partner should result in improved outcomes for those who commit intimate partner violence and victims. |
| 2. Project Team | |
| Project Manager: | Danelle Gorra |
| Team Members: | https://publish.smartsheet.com/1fd5d1652dd84f7792f8cc05ef72e9c9 |
| 3. Stakeholders (e.g., those with a significant interest in or who will be significantly affected by this project) | |
| See link https://publish.smartsheet.com/1fd5d1652dd84f7792f8cc05ef72e9c9 | |
| Guiding Principles | |
| <ul style="list-style-type: none"> • The group should be inclusive: victim voices, culturally specific, victim advocates, community services, prison, treatment providers, court services, etc. • Do not reinvent the wheel -Informed by research/experiences of those who have gone before • Geographic equity across all of these areas • Safety for victims • Staff safety • Flexibility. The standards we create must be flexible to take into account new information. • This group will have a narrow focus on the domestic violence that is IPV and success as desistance from IPV. • Clients are capable of change • Racial justice is centered • Critical self-reflection is prioritized • Interventions and engagement strategies respond to the needs and strengths of individuals who have committed violence against their partners • Culture and community are reflected and valued • Hope and dignity are restored • Accountability is active and relational • Survivor voices are centered • Growth mindset | |
| 4. Project Scope Statement | |
| Project Purpose / Business Justification <i>Describe the business need this project addresses</i> | |
| Create a body to develop recommended standards and guidelines for the assessment, programming and best practices in supervision for adults who use violence against an intimate partner. | |

Objectives (in business terms) *Describe the measurable outcomes of the project, e.g., reduce cost by xxxx or increase quality to yyyy*

- Practical common language applicable across the continuum to eliminate confusion
- Create a process for communication/connection from prison to community advocates
- Review reunification principles guidelines
- Victim assistance engagement /autonomy
- Develop risk assessment recommendations
- Assessment to determine programming and supervision needs as well
- Create staff supports and tools for possible interventions (training, funding and info)
- Supervision best practices (with recommendations around policy)
- Establish proper level of programming
 - Intensive DV for SR clients
 - Interventions while incarcerated too- or what that continuum to supervision looks like
- Post-release support and wrap around services

Deliverables *List the high-level "products" to be created*

- Glossary of terms
- Reunification principles
- Risk assessment recommendations
- Programming recommendations
- Supervision best practice recommendations for adults who use violence against an intimate partner.
- Role clarification and collaboration practices (agent, advocates, MH providers)
- Established agent and case manager supports and tools for possible intervention practices (resource information, training, conference)
- Community education
- Partner education (judicial partners for example)
- Post-release support and wrap around services
- Funding recommendations
- Statute review recommendations

Scope *List what the project will and will not address*

- Statute changes
 - There may be legislative asks for changes but initially these are out of scope
- Budget
 - There may be legislative asks for funding but these are out of scope
 - Staffing: no additional/dedicated staff will be made available
- Provider oversight (focus on support rather than punishment)

Project Milestones *Propose start and end dates for Project Phases (e.g., Inception, Planning, Construction, Delivery) and other major milestones*

- Establish guiding principles
- Establish a core steering group
- Determine subgroups for work
- Developing feedback loops
- Delivery of best practices 1.0
- Delivery of budget and statute recommendations

Major Known Risks (including significant Assumptions) *Identify obstacles that may cause the project to fail.*

| Risk | Risk Rating (Hi, Med, Lo) |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------|
| Different people mean different things by domestic violence? Success is defined differently as well, is success just desistance? Just desistance from violent behavior? | Low |
| The group will have no authority. Could we Run up against other groups doing this work? | High |
| Not having clear goals and measurement for success. We cannot establish "best practices" without checking to see its "working" | Medium |
| Not having enough feedback loops. E.g. These were completed in a smaller group without asking for input/sharing more widely so may need to be presented and shared for feedback before there will be buy-in. Getting access to victims to provide input is challenging | High |
| Timing, Colorado has an assessment but it just now being validated with universities | Low |
| "best practices" is not necessarily a strong point of historical base in the IPV work-still developing need to allow space for change. When we talk about "best practices" we need to be careful about how this is evolving. This does not necessarily always consider cultural appropriateness of programming. | Med |
| | |

Constraints *List any conditions that may limit the project team's options with respect to resources, personnel, or schedule (e.g., predetermined budget or project end date, limit on number of staff that may be assigned to the project).*

- No budget
- This group does not have authority over statute
- Capacity is always an issue

External Dependencies *Will project success depend on coordination of efforts between the project team and one or more other individuals or groups? Has everyone involved agreed to this interaction?*

We will need to review any DRAFT materials with clients, victims, agents, providers and cultural SMEs.

5. Communication Strategy *(specify how the project manager will communicate to the Executive Sponsor, Project Team members and Stakeholders, e.g., frequency of status reports, frequency of Project Team meetings, etc.*

- Once a month meeting that will produce notes shared with the steering committee
- Those notes are to be shared more widely
- There will be actionable points of engagement as needed/deliverables created

| 6. Sign-off | | | |
|---------------------------------------------------------------------------------------------------------------------------------------|------------------------------|-------------------|-------------------|
| | Name of submitter/aggregator | Reviewed/Approval | Date (MM/DD/YYYY) |
| Project Manager | Danelle Gorra | | |
| Steering Committee Members: | | | |
| 1. | | | |
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| 7. Notes | | | |
| <p>See PowerPoint (or if this is in PDF form the pages following this) to review Steering committee role and Sub-Committee roles.</p> | | | |
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Victim-Centered lens, Racial and Ethnic
Equity and Considering Data and
Outcomes Throughout

Steering Committee

Risk and Needs
Assessment

Programming

Supervision
Practices



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Steering

Role: Work toward consensus to provide recommendations. Review draft products from subgroups to provide feedback, have an overview to prevent overlap and ensure alignment from the subgroups, act as ambassadors to garner feedback.

Structure:

- 1 Chair
- 2 Vicechair
- 3 Sub-Group Chair Supervision Practices
- 4 Sub-Group Chair Programming
- 5 Sub-Group Chair Risk Assessment
- 6 Community Victim
- 7 Community Programming
- 8 Law Enforcement (Chief of Police or Sheriff's association)
- 9 Facility Representative
- 10 State Victim Services
- 11 Child Protection
- 12

Within membership:

- Must have mix of rural and metro
- Must have populations overrepresented in systems: African American and Native American
- Community and system mix to over-represent members impacted by work-6-7 members
- Ensure CCA Director rep
- Ensure CPO rep
- Ensure DOC rep

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Risk and Needs Assessment

Risk and Needs Assessment

Goal: ID best tools and processes for assessing risks and needs

Detail on Subgroup (scope to be elucidated by group):

- Look at presumptions and assumptions beliefs as to where IP comes from
- Look at existing tools and their validation and widely explore and select best tools
- Look at when and where assessments get done
- Look at what we are assessing for e.g. lethality, case assignment, programming etc.
- Look at varying practices by geographical region including tribal partners for responsiveness
- Look at social determinants of health
- QA on practice, how do we inspect what we expect?

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Risk and Needs Assessment

Programming

Goal: ID best practices for providing the proper level of programming for persons charged IPV related offense(s) and/or have a recent history of IPV behavior(s).

Detail on Subgroup (scope to be elucidated by group):

- Look at presumptions and assumptions, beliefs as to where IP comes from
- Develop programming criteria to define core/key elements
- Look at determining best match for intervention and/or prevention programming and/or education to meet client's individual needs
- Look at when and where programming get done
- Identify strategies for equitable programming by geographical region
- Identify strategies for delivering programming responsivity
- Looking at anti-oppression antiracist practices
- Looking at strategies for cost barriers to programming
- Look at social determinants of health
- Wrap around services
- Looking at integration of trauma-informed care
- QA on practice, how do we inspect what we expect?

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Risk and Needs Assessment

Supervision Practices

Goal: Best supervision practices for persons on pretrial or supervision for IPV related offense(s) and/or have a recent history of IPV behavior(s).

Detail on Subgroup (scope to be elucidated by group):

- Determine who the audience is
- Determine tools and strategies for effective supervision
- Focus of meetings
- Intervention work that addresses the driver of IPV
- Relationship building and engagement with victims
- Collaboration with programming providers and victim services
- Wrap around planning
- QA on practice, how do we inspect what we expect?