

H.E.L.P Advocacy Center of SWOK Inc.

Monthly Board Meeting

Hilton Garden Inn

October 25th, 2023

1:00PM

Mission

The mission of the **H.E.L.P Advocacy Center of SWOK Inc.** is to provide Southwest Oklahoma communities with a private, comfortable place to receive support following a non-consensual sexual act or contact, to provide excellence in forensic examinations 24 hours a day, to reduce the prevalence of sexual assault and abuse in the community, and *to foster resilience and healing* in those affected by rape, sexual assault/abuse, incest. To this end, H.E.L.P. Advocacy Center of SWOK, Inc. provides 24-hour crisis intervention, advocacy, optional forensic examinations, confidential support and counseling referrals, and a multicounty multidisciplinary community centered prevention approach aimed at opening meaningful dialog, challenging social norms, and bias, and providing accurate information to the community.

1. Welcome
2. Call to order
3. Identify Board Members: Ashley Chapman, Kevin Duran, Lisa Johnson, Dr. Mercedes Bernard, Brian Wahnee, Brandie Combs, John Ratliff
4. Approve minutes from last meeting
5. New Cameron location
 - a. Progress update
 - b. Discussion of space access – SANE, advocacy, and law enforcement
 - Who gets issued key cards (to enter the building after hours)
 - Who gets issued hardcopy keys (to enter the center)
 - Who gets the door codes (to enter the SANE and advocate rooms)
 - c. October 1st fully open date
6. Discuss Palomar tour by Ashley, Brandie, Michael, and Kevin
7. Financial Report
 - a. Review and approve pending invoices

8. Review and approve updated flow charts – Brandie
9. Vote on Lisa Johnson as the new treasurer – tabled from last meeting
10. Discuss and approve SANE Coordinator position (i.e., job description, salary) – tabled from previous meeting
11. Results of the SANE audit by State Forensic Coordinator Janet Chappell – tabled from previous meeting
 - a. Positives, negatives, and places for improvement
 - b. Education and process for SANEs moving forward
12. Open discussion
13. Adjourn

Comanche County SART

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- A. Results from SANE recruitment event at CCMH and CCHD
- B. Current SANE feedback of the program
 - a. On-call number being paused to steer traffic to hotline – Rosie
- C. Discuss Monthly Data Reporting
 - November 2nd, 1- 2:30 pm, Dakota Wilson with DAC will be coming down to provide case staffing/review training (location not set yet).
- D. Data Reports from the Field (*Note: Dates to present - the completed previous month and the present month up to the 15th*)
 - a. Number of Sexual Assault Calls to Emerg. Communications
 - b. Number of Sexual Assault Reports for Law Enforcement
 - c. Number of Filings through DA Office
 - d. Number of Calls to SHARP
 - e. Number of Calls to Marie Detty Hotline

- f. Number of SANE Exams
 - i. Restricted
 - ii. Unrestricted
- E. Operational Feedback from the Field
 - a. Highlighted areas of collaboration
 - b. Areas of improvement
- F. Furnishing the new SANE location
 - Updates on items received and items needed
 - Update on monetary donations
- G. Identify Topics to Discuss Next Meeting
- H. Adjourn

Date for Next Meeting – November 27th (4th Monday of each month)

SEXUAL ASSAULT RESPONSE GOALS:

Six Months (by December 2022)

1. 5 SANE nurses
2. 10 trained advocates
3. Clear process with designated points of contact for each agency
4. Create a combined, cohesive effort between the Community Coordination Response Team (CCRT), Multi-Disciplinary Team (MDT) and Sexual Assault Response Team (SART)
5. Annual training (to include advocacy) schedule developed for law enforcement and community
6. Create a system by which LPD and others can access Fort Sill SHARP (sexual health awareness response prevention) Victim Advocates
7. Defined processes (exams, referral, reimbursement and training)

Two years (by 2024)

1. Identify potential location outside of the hospital
2. Forensic examiner available to take on domestic violence cases.

- a. Challenge- reimbursement process for time and effort in sustain services