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

**Monthly Board Meeting**

**Lawton City Hall**

**Banquet Hall**

**December 18th, 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, Dr. Mercedez Bernard, Brian Wahnee, Brandie Combs, John Ratliff, Lisa Johnson, Melissa Alvillar
4. Approve minutes from last meeting
5. Financial Report
    a. Comanche County support
    b. Pending invoices
6. Ft. Sill requesting to access our program for SA cases
7. Review SANE Coordinator job description
    a. Treasurer duties added
8. Formalize an advisory/expert council for HELP Advocacy

a. Suggestions on members – Janet Chappell, Dr. Bernard, etc.

9. SANE Center Updates
    a. Open house for Cameron University Foundation board members
    b. Open house for LPD patrol – scheduled for January 2024
    c. Open house for outside agency leadership – need confirmation on dates
10. Updating GEO exams
    a. Waiting for MOU to be started
11. Scenario based sexual assault response training for CCMH ER
    a. No current update from State SANE Coordinator
    b. Update on credential example sheet
12. Review and approve SANE program PSA to be sent out to SWOK emergency communication centers
13. Review and approve new SANE forms for exams
    a. Feedback from Dr. Bernard, Janet Chappell, Beth Ann Patterson, and DA office
14. Update on non-law enforcement transportation for victims from SANE exams
15. Discuss additional SANE Center needs for possible funding via Brian Wahnee (some stipulations)
    a. Refrigerated evidence locker
    b. Technological items
16. Discuss logo creation for HELP Advocacy Center
    a. Discuss the possibility of changing name
17. HELP Advocacy Social media – updates
18. Open discussion
19. Adjourn

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**Notes:**

**Comanche County SART**

**Monthly Meeting**

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**December 18th, 2023**

A. Beth Patterson – Survivor feedback to be shared (ROI)

B. 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

C. Operational Feedback from the Field

    a. Highlighted areas of collaboration
    b. Areas of improvement

D. Identify Topics to Discuss Next Meeting

E. Adjourn

Date for Next Meeting – December 18th (Holiday reschedule date)

**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

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Notes: