



Henrico County Court Appointed Special Advocates

Board of Directors and Advisors Meeting – December 14, 2023 | 6:00-7:30 p.m.

BOARD MEMBERS

- Chris Durand, *Chair*
- Paul Ronson, *Vice Chair*
- Shannon Mitchell, *Treasurer*
- Bryan Jenkins, *Secretary*
- Rutherford Ferguson
- Toney Hall
- Sarah Kurysz
- Suzanne Mathias
- Paul Shively
- Mary Jo Sisson-Vaughan
- Mel Tull
- Adam Winston

ADVISORS

- Betsy Beach
- Mike Briggs
- Nick Cooper
- Berkeley Edmunds
- Anne Preston Farmer
- Joy Jones
- Doug Nassif

HONORARY MEMBERS

- Kevin Bruny
- Jon Ganues
- Pat Hackler

CONSULTANT

- Katherine Whitney

STAFF

- Jeannine Panzera
- Laura Robinson

AGENDA

Welcome – Chris Durand

- Meet Laura Robinson, *Bridge to Practice* Law Fellow from UR Law

Consent Agenda – Emailed Prior

- Executive Directors Report
- Financial Reports (through December 10, 2023)

Committee Updates

- Shannon Mitchell – Finance Committee
 - *Investment Policy Statement Discussion*
- Paul Ronson – Governance Committee
 - *Board Scorecard*
 - *Prospective Advisor: Dianne Jewell, CEO Sheltering Arms*
- Rutherford Ferguson – Fund Development Committee
- Chris Durand – Visitation Center Committee

Fund Development – Rutherford Ferguson + Chris Durand

- Mustaches 4 Kids (November 1 – November 30, 2023)
- Annual Campaign (November – December 2023)

Old + New Business – Jeannine Panzera

- DCJS Site Visit
 - *New Policies Discussion*
- National CASA Update
- Strengths-Based Leadership
- 30th Anniversary Celebration

Next Meeting: Annual Board Retreat – Sunday, February 4, 2024



Executive Director's Report
December 2023

CASES / VOLUNTEERS
As of October 31, 2023

	YTD	Past YTD
Volunteer Stats		
Number of Volunteers	97	97
New Volunteers	10	7
Resigned Volunteers	3	7
Volunteer Attrition	3%	7.7%
Number of Cases/Children	226	185
Waiting Children	0	0
Cases Closed	67	66
Cases Opened	48	74
Volunteer Hours	2,534	2,139
Volunteer Contacts	4,473	4,395
Value to Commonwealth	\$80,867	\$65,881
Supervisors	Volunteers (Max) Active	Assignments 1 Case 2 Cases 3 Cases
Jeannine (Full-time Executive Director)	(0) 1	1 0 0
Trish (Full-time Program Manager)	(10) 8	5 3 0
Lorrie (Full-time Volunteer/Training Coordinator)	(25) 21	20 1 0
Patricia (Full-time Volunteer Coordinator)	(25) 18	15 2 1
Stacy (Full-time Volunteer Coordinator)	(25) 21	17 2 2

Past Activities

October 2023

- October 2-4, 2023: Jeannine attended the Virginia Crimes Against Children Conference in VB.
- October 3, 2023: Program staff held a case assignment meeting.
- October 5, 2023: CASA Ambassadors hosted a social for advocates at Three Notch'd Brewing Company.
- October 6, 2023: Henrico CASA Visitation Center Ad Hoc Committee meeting was held.
- October 6, 2023: Jeannine attended a Families First Committee meeting at Henrico J+DR.
- October 10, 2023: CASA staff team meeting was held.
- October 10, 2023: Jeannine attended a DCJS Network Support meeting.
- October 10, 2023: Program staff attended CASA College Best Practices in Volunteer Recognition.
- October 10, 2023: Home for Good Builders Thank You event was held.
- October 11, 2023: Henrico CASA New Board Member Orientation was held at the CASA office.
- October 11, 2023: New CASA Advocates were sworn in at the Henrico County J+DR.
- October 12, 2023: Henrico CASA Continuing Education presentation on Healthy Relationships was held at the CASA office.
- October 12, 2023: Henrico CASA Board meeting was held at the CASA office.
- October 16, 2023: VA Case Studies meeting was held at the CASA Office.
- October 17, 2023: CASA case assignment meeting was held.
- October 20, 2023: Henrico CASA Visitation Center Ad Hoc Committee meeting was held.
- October 24, 2023: CASA staff team meeting was held.
- October 26, 2023: Henrico CASA Governance meeting was held.
- October 27, 2023: Jeannine attended a mandatory CJA Advisory Committee Meeting.
- October 31, 2023: CASA case assignment meeting was held.

November 2023

- November 2, 2023: CASA Ambassadors hosted a social for advocates at Sloop John B.
- November 8, 2023: VA Case Studies review was held at the CASA Office.
- November 9, 2023: Henrico CASA Fund Development Committee meeting was held.
- November 10, 2023: Henrico CASA Visitation Center Ad Hoc Committee meeting was held.
- November 10, 2023: Jeannine and Kristin attended an event at Gayton Kirk Church.
- November 13, 2023: Jeannine attended a DCJS Network Support meeting.
- November 14, 2023: CASA staff team meeting was held.
- November 15, 2023: CASA 2023 Mandatory Training for advocates was held.
- November 16, 2023: Jeannine attended the Henrico State of the County meeting.
- November 16-17, 2023: Jeannine attended the CASA Director's Network Retreat at Roslyn.
- November 20, 2023: VA Case Studies review was held at the CASA Office.
- November 21, 2023: CASA case assignment meeting was held.
- November 28, 2023: CASA staff team meeting was held.
- November 29-30, 2023: DCJS Site Visit/Audit was performed.

December 2023

- December 1, 2023: Jeannine attended a Families First Committee meeting at Henrico J+DR.
- December 1, 2023: Jeannine and Kristin attended the M4K Stache Bash.
- December 1, 2023: Christmas Under the Clocktower event began.
- December 5, 2023: CASA case assignment meeting was held.

- December 5, 2023: Jeannine hosted Henrico CASA Continuing Education viewing and discussion of 'The Boy, the Mole, the Fox, and the Horse.'
- December 6, 2023: Henrico CASA Governance meeting was held.
- December 7, 2023: Jeannine had a monthly call with Knowledge Advisory Group regarding the Visitation Center focus group project.
- December 7, 2023: VA Case Studies review was held at the CASA Office.
- December 7, 2023: CASA Ambassadors hosted a social for advocates at Hardywood.

Future Events

- December 11, 2023: Jeannine will attend a State Legislative Committee Meeting.
- December 11, 2023: Jeannine will attend a DCJS Network Support meeting.
- December 12, 2023: Henrico CASA Finance Committee meeting will be held.
- December 12, 2023: Program staff will hold a case assignment meeting.
- December 14, 2023: VA Case Studies meeting will be held at the CASA Office.
- December 14, 2023: Henrico CASA Board meeting will be held at the CASA Office.
- December 15, 2023: Henrico CASA Visitation Center Ad Hoc Committee meeting will be held.
- December 18, 2023: Henrico CASA staff holiday luncheon will be held.
- December 19, 2023: CASA staff team meeting will be held.
- December 26, 2023: CASA staff team and case assignment meetings will be held.

CASA Story – Remembering Judge Boice

In Memory of the Honorable William Grant "Bill" Boice, Sr. Founder of Henrico CASA

It is with profound respect and admiration that we share the passing of the Honorable William Grant "Bill" Boice, Sr., a man whose visionary spirit and dedication to our community have left an indelible mark on the lives of countless children. Judge Boice's foresight and recognition of the need for additional support for children and families guided the creation of our Henrico Court Appointed Special Advocates (CASA) program nearly three decades ago.

CASA, initially established in 1977 by Seattle judge David Soukup, emerged from a deep concern about the swift decision-making process that affected the lives of abused and neglected children. Judge Soukup saw a crucial gap: decisions were being made without the comprehensive information necessary to safeguard these children's futures.

Judge Boice, much like the founding principles of CASA itself, recognized the critical need for additional support for children and families in our community. He shared Judge Soukup's concern and recognized the inherent value in the CASA model and its potential to bring about positive change in our community. Judge Boice's unwavering commitment to establishing our CASA program here in Henrico County was a testament to his belief in providing a voice for vulnerable children. He understood that by leveraging dedicated advocates, we could bridge the gap between the complex realities these children faced and the decisions that would shape their lives.

Judge Boice's legacy extends far beyond the courtroom. His dedication to fostering a system of support for our community's children speaks volumes about his character and commitment to justice. He lived a life dedicated to his family and to service, both in his professional capacity as an attorney and Henrico County Juvenile & Domestic Relations Judge, and in his numerous roles within Trinity United Methodist Church and various organizations supporting children's welfare.

Judge Boice's impact on our community will forever be cherished and remembered. As we honor the memory of Judge Boice, let us remember the founding principles of CASA and the profound impact it continues to have on the lives of children. Let us carry forward Judge Boice's vision, ensuring that every child in our community receives the advocacy and support they deserve... And may his legacy inspire us all to strive for a more just and compassionate world for our children.

Former Henrico CASA Executive Director, Barbara Herzog, recognizing Judge Boice with the Lifetime Achievement Award at CASA's 25th Anniversary celebration.

**Obituary: The Honorable William Grant
"Bill" Boice, Sr.**



CASA Meeting Minutes

Meeting Type: Board of Directors Meeting

Meeting Date: October 12, 2023

Time: 6:00 p.m.

Meeting Location: CASA Office

Quorum: Yes

Present: Chris Durand, Paul Ronson, Shannon Mitchell, Bryan Jenkins, Rutherford Ferguson, Toney Hall, Suzanne Mathias, Paul Shively, Mel Tull, Betsy Beach, Mike Briggs, Nick Cooper, Anne Preston Farmer

Staff: Jeannine Panzera

Absent: Sarah Kurysz, Mary Jo Sisson-Vaughan, Adam Winston, Berkeley Edmunds, Doug Nassif

Presiding/Leading the Meeting: Chris Durand, Chair

AGENDA ITEM 1: Welcome

Presenter: Chris Durand

- New Advisors – Nick Cooper and Mike Briggs (Berkeley Edmunds unable to attend)
- Reminder to sign-up for Court Observation on the Google Sheet
- Ten (10) New Advocates will be sworn-in on October 11, 2023

AGENDA ITEM 2:

Presenter: Sharon Hart, CPA (Barcalow & Hart, LLC)

- Sharon Hart joined the meeting to share a detailed review of FY2022-23 Audit Report

Motion to Approve audit by Paul Ronson. Seconded by Toney Hall. Audit Report was approved.

AGENDA ITEM 3: Consent Agenda - Emailed Prior

- Executive Directors Report
- Financial Reports

No discussion.

Motion to Approve previous meeting minutes by Paul Ronson. Seconded by Toney Hall.

AGENDA ITEM 4: Committee Updates

- Shannon Mitchell - Finance Committee
 - A discussion was held regarding the discussions that the Committee has had regarding the Investment Policy Statement and Cash Reserve account.
 - Shannon will circulate the IPS for review by Board members and will field any specific questions. IPS will be presented to Board in December for approval.

- Paul Ronson - Governance Committee
 - New potential Advisor (Dianne Jewell, CEO Sheltering Arms) – Chris and Paul have met with her, Jeannine is scheduled to meet with her in November.
 - Board Scorecard – Paul will send out the scorecard to everyone and ask for them to be returned to him in order to create a visual of strengths and areas for growth to assist with succession planning and recruiting new Board members.
- Chris Durand - Visitation Center Committee
 - A Request for Proposals (RFP) was sent to several possible agencies requesting responses for a proposal to facilitate focus groups to continue exploring the needs and feasibility of a Visitation Center for children and families.
 - The timeline was strictly followed in the RFP and the Committee reviewed responses received.
 - The Committee reviewed and discussed all proposals and made the recommendation to move forward with Knowledge Advisory Group.

Motion to Approve engagement with Knowledge Advisory Group by Shannon Mitchell.
Seconded by Mel Tull.

AGENDA ITEM 5: Fund Development – Rutherford Ferguson

- Mustaches 4 Kids (November 1 - November 30, 2023)
 - Hoping to increase participants and donations this year – partnered with Henrico Fire Department.
- Annual Campaign (November - December 2023)
 - Board appeal to supporters and community members. Reminders were given to expect information from the office on personalizing the appeal letter with a hand-written note on Annual Giving Letter.

AGENDA ITEM 6: Old + New Business

Presenter: Jeannine Panzera

- Fall 2023 Conference Season
 - Jeannine shared reflections/trends from various conferences that staff attended.
- National CASA Funding Issue
 - Jeannine shared that state and local directors were made aware that National CASA (NCASA) funding is of concern. National CASA has not received funding from the Office of Juvenile Justice and Delinquency Prevention (OJJDP) which has historically been the source of the vast majority of NCASA's funding (\$13M out of their \$17M budget).
 - This issue has resulted in state and local programs who were awarded NCASA grants have not received the funding that was promised. NCASA has also not been forthcoming or transparent about this issue and State Directors have requested several documents from NCASA and issued a FOIA to OJJDP. It has been discovered that NCASA has been designated as a high-risk grantee.
 - The biggest concern that is being discussed by VA CASA programs is related to the trademark and copyright for the CASA brand, as NCASA owns the rights.
 - Jeannine will share additional information and/or updates as received.

- Victims of Crime Act (VOCA) Funding
 - VOCA is financed by Federal criminal fines, fees, penalties, and special assessments and this funds many programs for victims of crime (CASA, Victim Witness, Child Advocacy Centers, etc.)
 - Virginia currently receives \$40M but the VOCA “cliff” is coming; expecting the first round of cuts in 2026 and final reduction by 2030. The hope is that the statewide CASA funding (\$1.6M) will stay level but there is no guarantee.
 - Henrico CASA currently receives \$122,156 from VOCA-allocated funds, which is a significant amount to our organization and funds two-and-a-half key staff positions. It is important to think strategically about how possible reductions might impact us and how we best prepare for any reductions, including the consideration of adding a fund development position to staff.
- Mandatory Training for Advocates - Join Us!
Date: Nov 15, 2023, 5:30 - 9:30 p.m.
Location: County Training Center (7701 East Parham Road)

MEETING ADJOURNED

Dianne V. Jewell, PT, DPT, PhD, FAPTA
Biosketch



Dianne V. Jewell, PT, DPT, PhD, FAPTA is President and CEO of the Sheltering Arms Corporation and Hospitals.

Dr. Jewell has been a physical therapist for 34 years, having practiced in acute hospital, inpatient rehabilitation, skilled nursing, outpatient and community health settings in Richmond, VA. She also held an appointment for 11 years as Assistant Professor in the Department of Physical Therapy at Virginia Commonwealth University (VCU). Additional adjunct teaching affiliations include the Doctor of Physical Therapy programs at the University of Tennessee Health Science

Center, the University of Vermont, Arcadia University and Mary Baldwin University. Prior to joining Sheltering Arms, she focused her efforts on rehabilitation technology as a consultant and then as Director of Clinical Practice, Outcomes and Education at WebPT (Phoenix, AZ).

Dr. Jewell completed her BA at Williams College (1984), her MSPT at Boston University (1988) and her transitional DPT at VCU (2008). She obtained her PhD in health services research and organization also from VCU (2003). She has published multiple peer-reviewed articles and is author of *Guide to Evidence-Based Physical Therapist Practice, 5th edition* (Jones & Bartlett Learning, 2022). She also served as managing editor of the *Physical Therapy Journal of Policy, Administration and Leadership*.

Dr. Jewell served for 12 years on the Sheltering Arms Corporation and Hospitals board of directors, chairing the board for two and half of those years. She also previously served on the boards of directors of the PCPI Foundation (Chicago, IL), the American Physical Therapy Association (Alexandria, VA) and the American Association of Cardiovascular and Pulmonary Rehabilitation (Chicago, IL).

She resides in the City of Richmond with her husband of 31 years, Capt. Darl (“Deuce”) W. Jewell, Jr. He is a retired 41-year veteran of the Richmond Department of Fire and Emergency Services.