



**Minutes  
Tempe Family Justice Commission  
August 23, 2016**

Minutes for the Tempe Family Justice Commission Meeting held on August 23, 2016 at 6:00 PM at the Tempe Public Library, 2<sup>nd</sup> Floor Board Room, 3500 South Rural Road Tempe, Arizona 85282.

**Commission Members Present**

Karyn Lathan, Chair  
Angel Carbajal Jr.  
Ilene L. Dode  
Andi Fetzner (telephonically)  
Judith Homer  
Beatrice “Bunny” Kastenbaum  
Bill Richardson  
Kristen Scharlau  
Margaret “Peggy” Tinsley

**Commission Members Absent**

Patrick C. Foster

**Staff Present**

Valerie Kime Trujillo, Human Services Deputy Director  
Marie Chapple-Camacho, Human Services Public Information Officer

**Item 1 – Meeting called to order at 6:01 PM**

**Item 2 – Attendance**

**Item 3 – Public Appearances – None Present**

**Item 4 – Review and Approval of June 28, 2016 Minutes** – Motion by Commission Member Beatrice Kastenbaum to approve minutes; second by Commission Member Bill Richardson. Motion passed unanimously.

## **Item 5 – Chair Remarks**

Chair Karyn Lathan welcomed the newest Commission Members Ilene Dode, Andi Fetzner, and Judith Homer. Members introduced themselves to the Commission and the professional categories they represent. Commission Members Angel Carbajal, Beatrice Kastenbaum, and Judith Homer terms are set to expire on December 31, 2016. All Commission Members mentioned are seeking reappointment; their new term expiration date is December 31, 2019.

Chair Karyn Lathan is seeking a new Vice Chair for the Commission; the Commission will vote on a new Vice Chair at the September 20, 2016 meeting.

## **Item 6 – Social Media Reported Sexual Assault**

Chair Karyn Lathan shared a message she received via Facebook:

*“My friend was sexually assaulted on her way home from Casey Moore’s and the first thing she did was run back to Casey’s because she felt safe there and knew the staff. She came up with the idea #TealDeal which would be teaming up with bars and restaurants that would be a safe spot for woman when they feel uncomfortable by a man. The woman could feel comfortable going up to any staff member and telling them what the man had done, is doing, and they would ask him to leave; not just tell them to ignore it or go to the other side of the bar etc. Teal is the color of sexual assault. We have three bars on board and we are gaining momentum fast. We want to host a month long awareness with three or four events at each bar we can get on board. I am going to donate a keg of beer and 100% of proceeds will go to a charity of my friend’s choice. We wanted to invite Tempe Police to the event at Casey’s because we want to create a sense of community with our Police. Where I grew up, we knew each officer by name; we knew who was patrolling the streets. We want women going to an officer and explaining what happened without being told they were drunk and being made to be the one at fault which recently happened to my friend where she was told she had to pay for her own rape kit. I would love to set up a meeting with the Chief so we can talk about protocol and see if that’s something she would be interested in. Is there any way you could hook the two of us up?”*

Chair Karyn Lathan suggested she attend a meeting to discuss collaboration between #TealDeal and the Family Justice Commission. Commission Member Angel Carbajal advised the Commission that the Tempe Police Department reached out to community leaders in the neighborhood to explain the incident without violating the victims right to privacy. Commission Member Angel Carbajal further stated he could not discuss specifics of the incident to the Commission. Chair Karyn Lathan asked Commission Member Angel Carbajal if the Police could publish a policy statement and the standard protocol the Police Department follows. Commission Member Angel Carbajal stated anytime there is a sexual assault alleged, Tempe Police will facilitate obtaining a sexual assault examination for the victim and partner with Care 7 adding that Tempe Police is very sensitive in the approach and the type of environment they are creating for the victim. There is no cost to the victim for a sexual assault examination. Nurses conduct the examination, collect the evidence and the results are sent to Tempe Police. Commission Member Bill Richardson suggested publishing the protocols on the Tempe

Police website; the Police Department is currently in the process of publishing policies and procedures on the City website. Commission Member Angel Carbajal contact information will be distributed to the Commission by City Staff.

#### **Item 7 – Strategic Planning Review – [\(Implementation Timeline Attached\)](#)**

#### **Item 8 – Commission Appointment Discussion**

The City Council approved Commission Member Margaret Tinsley move from an At-Large Member to a Legal Services Provider Member. This move allowed an At-Large position vacancy. The Commission had originally discussed changing the Arizona State University Faculty Member vacancy to an At-Large position however the City Clerk's office is in receipt of an Arizona State University Faculty Member application.

Commission Member Margaret Tinsley filed a motion to withdraw a previous request to the City Council to redesignate the Arizona State University Faculty member position to an At-Large Position; second by Commission Member Bill Richardson. Motion passed unanimously.

#### **Item 9 – City Council Report – November**

Deputy Director Valerie Kime-Trujillo reviewed the City Council Report with the Commission. Boards and Commissions have been asked by the City Clerk to prepare and submit an annual report detailing the membership, accomplishments, goals, attendance and the overall work of the City's board and commission volunteers to the City Clerk's office by November 15 of each year. Annual reports shall be coordinated through the chair and approved by the board or commission prior to submittal to the City Clerk. The City Clerk will assemble the reports and provide to the Mayor and Council by January 15 of each year. As requested by the Mayor, board and commission members may present their annual reports to the City Council during scheduled Work Study Sessions; Chair Karyn Lathan and Margaret Tinsley have offered to present the report to the City Council.

Annual reports shall include:

1. Description as defined in ordinance
2. List of board and commission members, including attendance and service dates
3. Name of chair and vice chair
4. Staff liaison and contact information
5. Meeting frequency and location
6. Number of meetings cancelled and reason for cancellation
7. Vacancies and duration of vacancies
8. Subcommittee and subcommittee activity
9. Mission Statement
10. Accomplishments (past twelve months)
11. Goals related to City Council Strategic Priorities, if applicable (next twelve months)

## **Item 10 – Future Agenda Items**

- #TealDeal Presentation
- Vice Chair Appointment
- Present Legal Definitions of Data – Commission Member Angel Carbajal
- Strategic Planning Update

## **Item 11 – Meeting Schedule and location**

**Item 12 – Adjournment** – Motion filed by Commission Member Kristen Scharlau to adjourn; Motion passed unanimously

**Special meeting: Tuesday, September 20, 2016 at 6:00 PM – Tempe Public Library, Connections Café Classroom**

Minutes prepared by: Melissa Placencia  
Reviewed by: Paul Bentley

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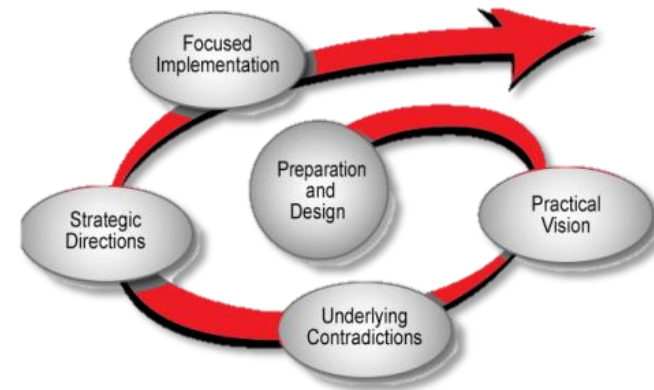
Karyn Lathan,  
Chair, Tempe Family Justice Commission

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Strategic Planning Implementation

**IMPLEMENTATION WORKSHOP**

Facilitator: Wydale K. Holmes, Office of Strategic Management & Diversity



The Implementation Timeline workshop asks the questions:

*What will be our specific, measurable accomplishments for the first year?*

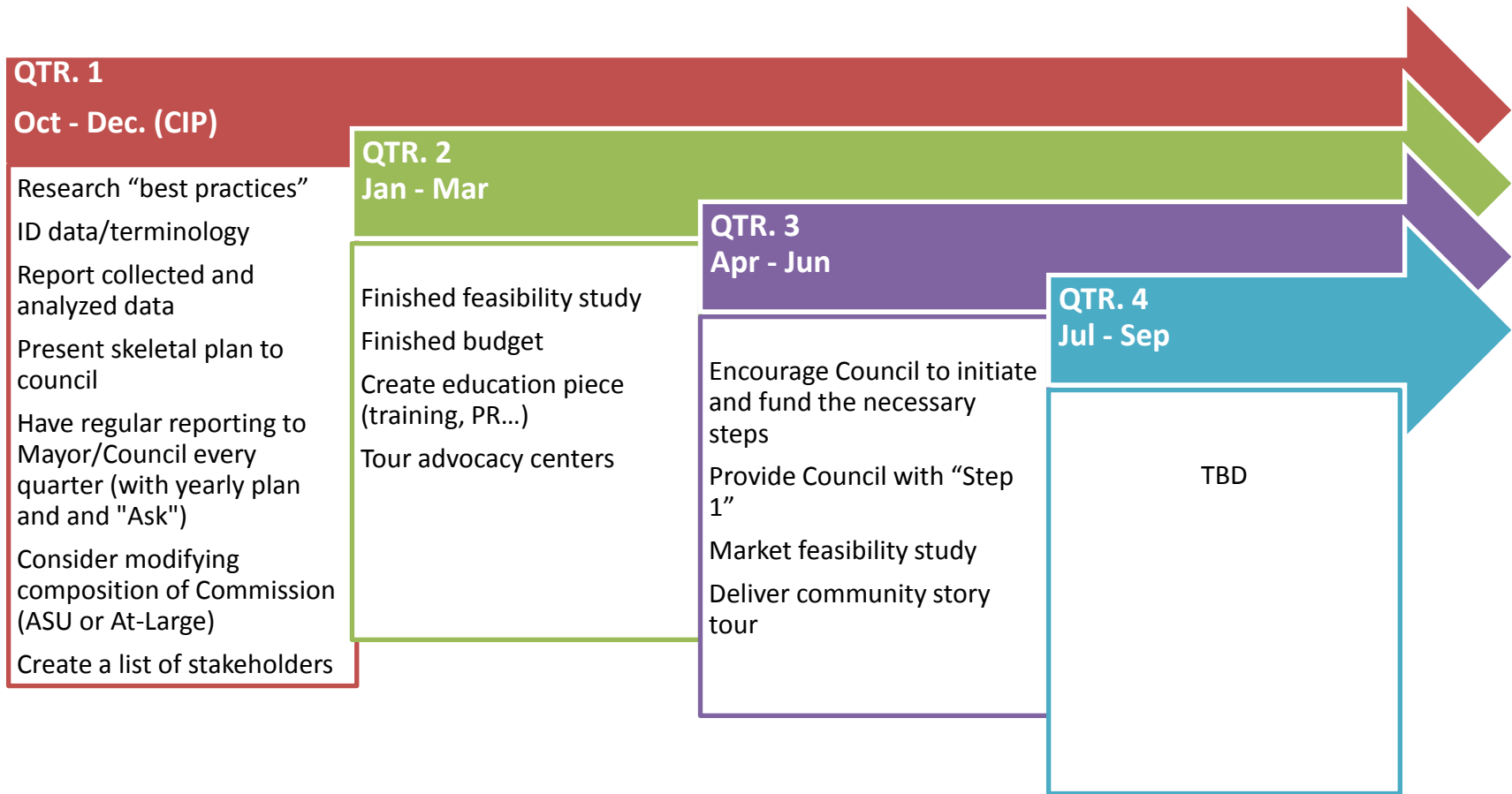
As a whole group, the commission members listed expectations of each strategic direction in terms of 1) which areas of the vision and which challenges that direction was intended to focus on; 2) current advantages and opportunities to build on; 3) possible short and long term signs and indicators of success; and, 4) and suggested first year accomplishments. After this, participants signed up to work on each of the first year accomplishments.

The following pages outline the Implementation timeline for the first year and assignments.

A **90-day check-in** on progress and accomplishments is scheduled for **October 18, 2016** at the monthly Tempe Family Justice Commission meeting.

# Implementation Plan

2016-2017



<b>Strategic Direction</b>		
<b>Establishing Recommendations</b>		
<b>Current Reality</b>	<b>First-Year Accomplishments</b>	<b>Success Indicators</b>
<ul style="list-style-type: none"> <li>• Missing #'s, data</li> <li>• Missing community input</li> <li>• Untapped resources</li> <li>• Missing needs assessment/Inventory</li> <li>• Access to data/help</li> <li>• Need comprehensive plan</li> <li>• Feasibility study</li> <li>• People with good ideas and intentions</li> <li>• Incomplete Commission membership (3 vacancies)</li> <li>• Agreement on how to fill Commission vacancies</li> </ul>	<ul style="list-style-type: none"> <li>• Report collected and analyzed data</li> <li>• ID data/terminology</li> <li>• Research “best practices”</li> <li>• Encourage Council to initiate and fund the necessary steps</li> <li>• Provide Council with “Step 1”</li> <li>• Finished feasibility study</li> <li>• Finished budget</li> </ul>	<ul style="list-style-type: none"> <li>• Full Commission</li> <li>• Completed study of needs assessment, community input/impact</li> <li>• Funded recommendations</li> <li>• FJ center (advocacy, community, multi-use/disciplinary) <ul style="list-style-type: none"> <li>-designed -funded -implemented</li> <li>-“built” -staffed -operational</li> </ul> </li> <li>• Named (the center)</li> </ul>

<b>Strategic Direction</b>		
<b>Creating Stakeholder Buy-In</b>		
<b>Current Reality</b>	<b>First-Year Accomplishments</b>	<b>Success Indicators</b>
<ul style="list-style-type: none"> <li>• Need data, best practice and feasibility study</li> <li>• Need PR-Marketing assistance</li> <li>• Community education</li> <li>• Don't know ID stakeholders comprehensive list (local, regional, court, education, council, nonprofit)</li> <li>• 1<sup>st</sup> meeting-can build</li> <li>• Composition of FJ Commission</li> <li>• Kris</li> <li>• Lack of City pers. Understanding</li> <li>• Good working relationship with most of Council <ul style="list-style-type: none"> <li>○ Reeducate</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Create a list of stakeholders</li> <li>• Create education piece <ul style="list-style-type: none"> <li>○ Training/PR</li> </ul> </li> <li>• Have stakeholders @ table/presentation</li> <li>• Have regular reporting schedule to Mayor/Council every quarter (with yearly plan) with an “ask”</li> <li>• Consider modifying composition of Commission (ASU or At-Large)</li> <li>• Market feasibility study</li> <li>• Deliver story</li> <li>• Tour advocacy centers</li> </ul>	<ul style="list-style-type: none"> <li>• Fully funded</li> <li>• Regular reporting of indicators/performance measures</li> <li>• Programming (from education)</li> <li>• Beginning to see outcomes</li> <li>• Satisfaction studies</li> <li>• Creativity, continuous imp.</li> <li>• Impact measurements on staff/effectiveness, performance standards</li> <li>• Public support for the mission</li> <li>• Institutionalization</li> <li>• Sustained funding</li> <li>• Higher in the priority</li> </ul>



<b>Strategic Direction:</b> Establishing Recommendations		<b>Accomplishment title (what):</b> Present skeletal plan to Council	
<b>Intent (why):</b> To keep Council informed and involved and engaged		<b>Start Date:</b> October 15, 2016 <b>End Date:</b> First presentation – November 2016	
<b>Implementation steps (how)</b>		<b>When</b>	<b>Who</b>
1. Compile report data		October 15, 2016	
2. Prepare initial report and “ask”			
3. Anticipate questions and have answers			
4. Schedule appearance			
5. Presentation to Council		November	
<b>Team Members:</b> Karyn Peggy	<b>Collaborators or partners</b>	<b>Evaluation measures</b>	<b>Special Considerations</b>
	FJC		

<b>Strategic Direction:</b> Establishing Recommendations		<b>Accomplishment title (what):</b> Report collected and analyzed data	
<b>Intent (why):</b> Establish a comprehensive list of agencies involved in working with victims		<b>Start Date:</b> <b>End Date:</b> October 1, 2016	
<b>Implementation steps (how)</b>		<b>When</b>	<b>Who</b>
1. Each team member reach out to workgroup and develop a list of agencies used		September 1, 2016	Kris/Angel/Teams
2. Compare, refine and finalize all-inclusive list		October 1, 2016	Kris/Angel
3. Approval of official list by FJC		October 15, 2016	Kris/Angel
<b>Team Members:</b> Kris Sharlau Angel Carbajal	<b>Collaborators or partners</b> ASU Court Schools	<b>Evaluation Measures</b>	<b>Special Considerations</b>

Strategic Direction: <b>Establishing Recommendations</b>		Accomplishment title (what): <b>Have regular reporting to Council every quarter with yearly plan and ask</b>	
Intent (why): To keep Council informed and involved and engaged		<b>Start Date:</b> February 2017 <b>End Date:</b> none	
<b>Implementation steps (how)</b>		<b>When</b>	<b>Who</b>
1. Same as initial report with a new ask each quarter			
<b>Team Members:</b>	<b>Collaborators or partners</b>	<b>Evaluation measures</b>	<b>Special Considerations</b>
Karyn Peggy	FJC		

<b>Strategic Direction:</b> Establishing Recommendations		<b>Accomplishment title (what):</b> Report collected and analyzed data	
<b>Intent (why):</b> To develop a report containing results of data		<b>Start Date:</b> October 1, 2016 <b>End Date:</b> December 31, 2016	
<b>Implementation steps (how)</b>		<b>When</b>	<b>Who</b>
1. Compile Report		October 31, 2016	
2. Create staff summary		November 2016	
<b>Team Members:</b> Karyn Angel Carbajal	<b>Collaborators or Partners</b> Noah Fritz Kris Scharlau Shaun Yunt Angelique Watson	<b>Evaluation Measures</b>	<b>Special Considerations</b>

<b>Strategic Direction:</b> Establishing directions		<b>Accomplishment title (what):</b> Identify Data/Terminology	
<b>Intent (why):</b> Establish baseline data for future outcome evaluation		<b>Start Date:</b> Now <b>End Date:</b> October 1, 2016	
<b>Implementation steps (how)</b>		<b>When</b>	<b>Who</b>
1. Identify what data to collect		Done	
2. Present legal definitions of data		August meeting	Patrick
3. Create spreadsheet of the following data for the past 3 years – 69 m prior to July 1, 2016		October 15, 2016	Tempe and ASU, Police Department, City of Tempe
<b>Team Members:</b> Bill Bunny Patrick	<b>Collaborators or partners</b> Tempe Police Department City of Tempe – Donna Kennedy ASU Police - Patrick	<b>Evaluation Measures</b>	<b>Special Considerations</b>  <u>Data to report:</u> - Sexual conduct to minor - Child molestation - Sexual assault - Sexual abuse <u>Domestic Violence</u> - Calls for service - Arrests - Repeat offenders <u>Tempe Demographics</u> - Homeless population - Poverty levels - Unemployment DCS referrals (?)