

Minutes from AVPCA Steering Committee Conference Call Meeting

March 8, 2010

Present: Joan Cowan, Gary Wolff, Ann Boone, Vicki Rumbaugh, Pat Hardy, Stephen Matchett, Joyce Banzhaf, Linda McCue

Not Present: Guari Delgado, Eric Moon, Kathy Smith

Meeting Chaired by Gary Wolff. Linda McCue agreed to take notes.

Previous meeting's minutes:

Pat apologized for having distributed only a brief reconstruction of our 1/25/10 conference call in place of complete minutes. We discussed the question-marked TaCT item, and whether or not to put TaCT on the AVP/CA website. It was decided to leave it off for now, as the program is not yet active.

Financial report; Outreach Coordinator fund:

Stephen reported our current balance to be \$18,000, as compared to \$20,000 on December 31. He estimates our expenses will total between \$30,000 and \$40,000 for the fiscal year ending on 3/31, down from the previous year's \$50,000. On the question of Outreach Coordinator hiring—the other question-marked item in the 1/25 notes—he clarified that he had suggested that we should designate an amount of funds to keep on hand as a general operating reserve, and that anything above that we could assign to the Outreach Coordinator project. A figure he may have floated at the time was \$15,000, but that was not his firm recommendation.

The committee agrees we will hire an Outreach Coordinator when we have one half of a year salary and expenses. This would be around \$13,000. The proposed annual salary is \$25,000 for 20 hours a week. Pat, Stephen and Ann will meet to refine the budget and determine the appropriate target amount for going ahead. Stephen will consult with Pat and others about what would constitute an appropriate operating reserve and report back to the committee.

Assessment process progress:

The following prisons are done: Solano SP (SOL), Cal. Med. Fac. (CMF), Central Cal. Women's Fac. (CCWF), Cal. Men's Colony (CMC), and Sierra Conserv. Ctr. (SCC). The rest are started, but the calls have not been completed. Several are expected to come in this week.

FCL Awards Dinner March 26.

There are 8 AVP people attending at this point. This is one full table. Santa Barbara Friends Meeting has offered to grant scholarships to three people to attend. There will be an attempt to get some previously incarcerated active facilitators to attend. Pat, Ann and Stephen will call the following previously incarcerated facilitators to offer them the scholarship: Tracy Richardson, Luis Frias, Mark Thomas, Eddie

Zheng, Jake Gonzales, Chris Lloyd, and Phillip (P.J.) Seiler. Some of these are not currently active, but there is hope that this event would encourage them to return to facilitating.

Pat requested suggestions on what to say when she accepts the award. Here are some of the suggestions:

- Acknowledge present facilitators
- Give impressive statistics
- Talk about how much time facilitators spend
- Quotes from a few wardens

Pat needs to find out how much time she will have to speak, so she will know how much she can say.

Challenges at Local Prisons: (This item has not been included for privacy reasons. Full minutes are available.)

Outreach Coordinator progress:

There is work being done with the United Methodist Church to get a grant. The central organization said that the local church needed to be involved and approving. Ann has had difficulty connecting with the local minister. So far, he has not read the information Pat has sent. They cannot give money toward a salary, but can pay for travel, meals, expenses.

Pat will take over the project at this point. She hopes for between \$1,000 and \$1500. Some of the parishioners in the church are familiar with AVP, but not the minister. Ann receives housing from one of the parishioners.

Meeting with Department of Juvenile Justice (DJJ)

The DJJ wants to start AVP in their institutions. Many of the locations already have facilitators in the area. There are facilitators in Sacramento, Ventura, Norwalk and San Luis Obispo. Pat has a meeting planned with a department representative in Sacramento on 3/26, and welcomes others to attend. Stephen said he could come for that if needed.

Language for solicitation letters:

Joan pointed out that it is very important, when soliciting funds, to state exactly what the purpose is for the funds. If the donor want the funds used for a specific use, have them write that use on the memo line of the check. Otherwise, be clear that the funds will go into the general fund. The committee approved this policy.

Next Meeting:

Our next conference call meeting will be on April 26 at 9:15 am.

Our next face-to-face meeting will be combined with a mini for us on June 1, 2, and 3, in Santa Barbara, hopefully to be facilitated by George Ramos and Katherine Youngmeister.

Joyce will call Guari.

Pat will call George and Katherine and will e-mail Kathy Smith.

Stephen will call Eric.