



Child Forensic Interview Advisory Committee

November 19, 2020
1:00 P.M. – 5:00 P.M.

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Meeting Minutes

Attendance:

Members Present:	Staff Present:
Jay Howell, Child Forensic Interview Chair	Erica Puckett, DOH
Alan Abramowitz, Child Forensic Interview Co-Chair	Nicole Jordan, DOH
Erick Quevedo, Designation and Certification Subcommittee Chair	Marceller Hines, DOH
Francine Donnorummo, Law Enforcement Subcommittee Chair	Patricia Armstrong, DOH
Judge Daniel Dawson, Court Order Impacting Forensic Interviews Subcommittee Chair	
Brandy Macaluso	
Maureen Honan	
Stephanie Cox	
Theresa Simak	
Valerie Stanley	
Alison Cowell	
Danielle Hughes	
Candice Brower	
Lorena Vollrath-Bueno	
Dr. Carol Lilly	
Jamny Coronado	
Jackie Sandefer-Gonsen	
Stacy Bromfield	
Maria Sanin	
Members Absent:	Guest(s) Present:
Kelly A. Swartz	Michael Baute
Angela Griffin	Amy Farrington
Terrance Watts	

Welcome & Roll Call:

- Meeting began at 1:00PM

Review and Approval of Previous Meeting Minutes:

- Meeting minutes from the CFIAC meeting conducted on August 20, 2020 were approved by committee members.
- Meeting minutes from the CFIAC meeting conducted on October 27, 2020 were approved by committee members.

Opening Statements and Agenda Review:

- CFIAC Committee will disseminate in June 2021.
 - CFIAC Chair, Co-Chair, and Committee Members discussed continuance of CFIAC beyond dissemination date, June 2021.
- CFIAC Committee Members discussed Law Enforcement establishing a training for Minimal Facts interviews and training resources.

Update Regarding Anticipated Legislative Language Related to Forensic Interviewing:

- Spearheaded by Attorney Kathrine Fernandez-Rundle and the primary focus was trauma, depositions, etc.
- Most states and the federal government do not have depositions.
 - States that have depositions have specific rules.
 - In the future, there may be an initiative to only require depositions if needed or recommended.
- Guardian Ad Litem recommended attorney involvement in child-victim cases with education related to the following:
 - Trauma
 - Existing protections
 - Aftercare practices
 - Protective victims and witnesses
- Additional recommendations proposed increasing the age limit from 16 to age 18.
 - Committee Member shared that the issue of age of 16 versus age 18 has been overlooked in previous language, which was a concern.
- Currently, there is no proposed legislation, however, there may be a bill in the near future.

PRESENTATION: Amy Farrington – Florida Certification Board; Child forensic Interviewer Credentialing Considerations:

- Introduction of Florida Certification Board (FCB), various certifications, personal credentials, and experience.
- FCB Overview:
 - Collaborative team of professionals create and maintains credentials, materials, development of standards, and testing instruments.
 - FCB is fully integrated and do not contract with other testing sites or agencies.
 - Administers over 30 professional credentials in behavioral health, child welfare, physical health, and related disciplines.
 - Provide oversight of credentials for more than 28,000 professionals (including Child Protection Team Medical Director credentialing).
 - Provide Continuing Education and renewal requirements.
 - Administer exams in numerous states and in Canada

- Three main phases entail:
 - Role Delineation Study
 - Scope
 - Exam Blueprint
- Fees:
 - One-time start-up cost of \$45,000.00 - \$55,000.00
 - Fees are negotiated on a case by case
 - Individual exam/participant fees are \$125.00
 - Not typically paid by one source, includes payment by stakeholders
- After Hurricane Michael, FCB received an interest in providing Mental Health within the school system.
- Pilot Project:
 - Conducted a Pilot Project, which entailed identifying core competencies for telehealth providers.
 - Coordinated to establish core competencies, which were validated nationally.
 - 'Grandfathered' staff were approved based on experience, credentials, and a specific criterion.
- FCB does is a certification program, which is a legal requirement in the state of Florida.
- Exams are protected and not released to anyone. Statistics and the blueprint for knowledge of what competencies are being tested are released, but not the exam itself.

PRESENTATION: Captain Baute - Law Enforcement Representative:

- Captain Baute has 28 years Law Enforcement Experience.
- Highlighted significant inconsistencies around in the state of Florida regarding:
 - Crimes against children
 - Training
 - Interviews
 - Proper Triage Training (should be universal)
- Improper interview approaches may result in a child being further traumatized or not being willing to disclose in future interviews.
 - Interviews of Child Victims:
- Florida Department of Law Enforcement (FDLE):
 - Manages the criminal justice training system
 - FDLE has an available curriculum for officers
 - Current curriculum does not entail child victim interviews
- Recommendations:
 - Administrative Orders:
 - Recommended enforcement of compliance for agencies to adhere to administrative orders for statewide consistency and best practice.
 - Training:
 - Recommended a 'Minimal Facts Training' at FDLE sites for officers.
 - Consider enhanced learning for new officers regarding Minimal Facts training.
 - Evaluate current Child Forensic Interviews to assess professionals that may or may not need additional training (level and type of training may vary).
 - Establishing maintenance of accreditation requirements for agencies
 - Florida Department of Children and Families (DCF) Dependency Summit may be an additional training opportunity. DCF Dependency Summit has been attended by several Judges, Attorneys, and Law Enforcement professionals. In addition, the Summit is one of the largest summits in the state of Florida. Historically, more than 5,000 individuals have participated in a single Dependency Summit.

PRESENTATION: Judge Dawson – Court Orders Impacting Child Forensic Interviewing:

- Two Administrative Model Orders were established and Presented:
 1. Model Administrative Order
 2. Therapy and Facility Dogs
- **Presentation of 1st Model Administrative Order and Recommendations:**
 - Change from age 16 to age 18.
 - Proposed language may be added a legislative bill during session if there other bills related to crimes against children.
 - Chief Judges anticipate reviewing additional Administrative Model Orders in the future (meetings were limited due to the pandemic).
 - Recommended to meet with Chief Judges individual with older Administrative Orders.
 - Motion to examine to vote on the initial Administrative Model Order:
 - Recommend for teachers to attend a 'Minimal Facts Training' on interviewing children.
 - Issues regarding Violation of Judicial Administrative Orders
 - Considered to neglect of duty and Chief Circuit Judges shall report such violations. However, this issue may need further discussion due to further research regarding consequences of violation of Administrative Orders is needed.
 - The Model Administrative Order need to be brought to the attention of more Chief Judges in the state of Florida to increase awareness. Violation of an Administrative Order may result in contempt of court at minimum.
 - Establishment of conformity would be helpful.
 - Additional support of the Model Administrative Order because it protects vulnerable children from additional trauma.
 - Unanimous vote, support, and approval of the Model Administrative Order.
- **Presentation 2nd Model Order - Therapy and Facility Dogs.**
 - Florida Statutes designated development of the 2nd Model Order.
 - Subcommittee Members established that several people are unfamiliar with the differences between classifications of dogs.
 - There has been a lot of discussion regarding the terms and classification of dogs; however, there is a lot of support in the courts.
 - Unanimous vote, support, and approval of the Model Order – Therapy and Facility Dogs
 - May be beneficial for the committee to continue to research the benefits of using animals when working with children.
 - Subcommittee Members will have a follow-up meeting to prepare draft report for review and approval of CFIAC Members.

PRESENTATION: Francine Donnorummo - Law Enforcement Subcommittee:

- Discussion of Palm Beach County Protocol in 2018 'Child Forensic Interview Protocol Task Force Report. Subcommittee Members will include recommended components of the training in the CFIAC Report.
- Establishment of an outline to highlight components of the training.
 - Priority to minimize initial trauma and secondary trauma by not inadvertently persuading the child during questioning.
 - Interview location and environment and location should be taken consideration.
 - Interview should be conducted by a properly and fully-trained professional.
 - First Responders Include:

- Law Enforcement Officers (LEO)
- Emergency Medical Services
- Pediatricians
- School Personnel
- Department of Children and Families
- Department of Juvenile Justice
- Attorneys (occasionally)
 - Need to establish if CFIAC Members prefer to maintain focus LEO or include the broader group of first responders.
- Recommended for 'Minimal Facts Training' would take 2 hours (120 minutes)
- Training Offering Options:
 - LEO provides training to other officers.
 - CPTs provide training to professionals within the community.
 - Child Advocacy Centers may be another resource to provide training within the community.
 - Imperative to find the most effective ways to disseminate training to eliminate ineffective interviews.
 - A curriculum needs to be established/defined.
- Presentation of Survey Results:
 - Only 25% of the respondents provided 'Minimal Facts Training' to LEO or other community partners.
 - 18% of respondents had a written curriculum.
- Discussion regarding 'Minimal Facts Training' with the State Attorney's Offices highlighted that some agencies have more resources than others. In addition, training is inconsistent; therefore, access to the 'Minimal Facts Training' will be beneficial and will serve as a baseline.
- Concern that Prosecutors may ignore Administrative Orders that limit the number of interviews a child can participate in.
 - It may be beneficial to generalize the objectives for adhering to Administrative Order.
 - Flexibility to establish protocols for offices to be within the law.
- Proposal to require each agency to establish one or two detectives trained to provide a formal child forensic interviews when needed.
- Florida Dept of Health 40-hour Child Forensic Interview Training is free and provided in various location in the state of Florida.
 - DOH Child Forensic Interview training is offered four times per year in different regions of the state.
 - Currently in-person training is not being due to COVID-19.
- Captain Baute and Danielle Hughes were requested to be appointed members and would be would benefit Law Enforcement Subcommittee.

PRESENTATION: Erick Quevedo – Designation and Certification Subcommittee:

- Survey to Providers throughout the state of Florida:
 - Survey was sent to Children's Advocacy Centers, Child Protection Teams, and State Attorney's Offices.
 - Survey comments include:
 - Concerns of attorney's accessing exam records
 - Concerns about the cost of certification
 - Wide range of interview experience from 0 up to thousands
 - There were 33 survey respondents in the initial survey
 - 79% of respondents were interested in designation and certification
 - 21% of respondents were opposed to designation and certification
 - Due to confusion regarding the verbiage in the initial survey, a follow-up interview was sent to obtain additional information.

- Subcommittee Draft Language:
 - Pre-Designation:
 - 40-hour training - Core Competency
 - 25 Child Forensic Interviews
 - Post-secondary education in related field
 - Examination:
 - Post-test following DOH training
 - Score of 90% or higher
 - Retake (one time)
 - Fee for exam (To Be Determined)
 - Application:
 - Written application
 - Letters of support
 - Verification of number of interviews conducted
 - Submission of three Child Forensic Interview videos
 - Post - Designation:
 - Ongoing Training
 - 24-hours every three years
 - DOH Basic Refresher Child Forensic Interview Training
 - DOH Advanced Child Forensic Interview Training
 - Recognition of any nationally recognized Child Forensic Interview Protocol Training
 - Approved Child Forensic Interview specific training
 - Core Competency
 - Advanced Designation:
 - Maintained designation 1-2 years
 - Conducted a minimum of 250 interviews
 - Verification of interviews and moral conduct from supervisor
 - Submit 3 Child Forensic Interviews for Peer review
- Explore Implementation as Pilot Program:
 - May garner funding and support if able to demonstrate efficacy
 - Would require the support of DOH to implement a pilot program
 - A pilot program may produce “mentors” who could be available to help implement statewide
 - Could be implemented sooner if a pilot initially, rather than statewide
 - Guardian Ad Litem conducted a pilot initially and then garnered funding support to expand

Tasks, Report Planning, and Timeline:

- CFIAC Members discussed the CFIAC Report preparation, review, and approval process.
- DOH has an internal deadline to review and approve the final CFIAC.
- CFIAC Chair, Jay Howell discussed the outline for the report as follows:
 - January 2021 – CFIAC Committee Meeting
 - February 2021 – CFIAC Committee Meeting
 - March 2021 – CFIAC Committee Meeting to approve the report draft language for DOH review and approval.

- In the event DOH may continue to the CFIAC committee, it is important for members to consider may be a priority for the next CFIAC Committee if continued.
- The Designation and Certification, Law Enforcement, and Court Order Impacting Forensic Interviews Subcommittee Members will provide a substantial information for the CFIAC Report.
 - Subcommittees will draft and approve report language submit it to the CFIAC Members for review and approval.
 - CFIAC Members will collectively provide additional language and approval of the draft CFIAC report, in preparation for review by DOH.
- Before or by mid-February 2021, Subcommittee Chairpersons will submit report drafts and related documents for review by CFIAC Members.
- Related and Supplemental Documents may entail (but are not limited to):
 - Recommended sections for CFIAC report to highlight various topics, history, work conducted by the committee, and recommendations.
 - References
 - Documents for appendix (i.e., model orders, minimal facts interview guides, etc.)
 - Additional resources that may be pertinent to the content
- CFIAC Members may use the initial Child Forensic Interview Protocol Task Force,' report for language style and formatting.

Next Steps:

- DOH Staff will send Doodle Poll to propose meeting dates for the next CFIAC.

Adjourn:

- Meeting was adjourned at 4:36PM