



# Designation and Certification Subcommittee Meeting Minutes



February 10, 2021

10:00AM – 11:30AM

Meeting Platform: Microsoft Teams

## ATTENDANCE

<b>Subcommittee Members Present</b>
Erick Quevedo, Subcommittee Chair
Jay Howell, CFIAC Chair
Stephenie Cox
Jackie Sandefer-Gonsen
Valerie Stanley
Brandy Macaluso
<b>DOH Staff Present</b>
S. Nicole Jordan
Marceller Hines
<b>Guests Present</b>
N/A

# **Designation and Certification Subcommittee Meeting**

## **Welcome:**

- Meeting started at 10:04AM

## **Approval of Minutes from Previous Meeting:**

- Subcommittee reviewed and approved minutes from the meeting conducted on Wednesday, January 10, 2021.

## **Survey Follow-Up:**

- There were no survey updates and further follow-up is needed.

## **Report Language/Recommendations:**

- Subcommittee Chair, Erick Quevedo provided a revised CFIAC Designation and Certification report draft for Subcommittee Members to review.
- Chair, Jay Howell provided the following updates:
  - Provide references to support report language.
  - Reference presentations that were pertinent to Designation and Certification Subcommittee.
  - Draft report language for each subcommittee will shared with CFIAC Committee Members.
  - Overview of report outline will be conducted during the CFIAC Committee meeting.

## **Pilot Project Outline Draft:**

- Subcommittee Members discussed draft of Pilot Project outline:
  - National standards below should be considered, and recommendations may be beneficial for the CFIAC report:
    - APSAC - American Professional Society Abuse Children
    - NCAC – National Children’s Advocacy Center
    - NOVA - National Organization of Victim Assistance and Office of the Attorney General’s Office
  - Subcommittee Member, Jackie Sandefer-Gonsen will provide APSAC and NCAC documents to DOH Staffer, Nicole Jordan. These documents will be shared with Subcommittee Members.
  - Subcommittee Member, Brandy Macaluso will provide NOVA documents to DOH Staffer, Nicole Jordan. These documents will be shared with Subcommittee Members.

- Subcommittee Member, Stephanie Cox provided the following updates and recommendations regarding the Pilot Project:
  - Recommended a minimum of five (5) pilot teams (no more than 10) due to various infrastructures throughout the state of Florida.
  - Jurisdictions have different requirements, which may determine practices.
  - Recommended a survey to obtain feedback regarding Forensic Interview practices from CPTs in state of Florida.
    - Survey may help establish which CPT providers may be interested in participating.
  - Pilot Project should operate for a minimum of six months (maybe less) depending on the amount of data collected during this timeframe.
    - It may take approximately one month to implement the project.
  - Oversight: Committee members may play a role in providing oversight to certain programs.
- Subcommittee Member, Valerie Stanley identified the importance of identifying teams that are committed to participating in the pilot project.
  - Ultimate goal is to enhance professionalism within the field.
- Size of Child Protection Team may have an impact.

#### **Next Steps:**

- Subcommittee Chair, Erick Quevedo will not be in attendance for the CFIAC meeting scheduled for February 25, 2021.
  - Subcommittee Member, Jackie Sandefer-Gonsen was delegated on Erick's behalf.

#### **Follow-Up:**

- Additions to the Designation and Certification report language.
- Structure of Pilot Project.

#### **Adjourn:**

- Meeting was adjourned at 10:48AM.