



BOARD OF DIRECTOR'S MEETING

Place: Moran Family Counseling Center, Multi-Purpose Room

Date: Tuesday, November 29, 2022 **Time:** 11:30 A.M.

AGENDA

Welcome & Introduction:.....Rachel James, Board President

Call to Order & Quorum Determination: Rachel James

Consent Agenda: (Vote Required)..... Rachel James

The following item(s) are either informational or non-controversial in nature and are recommended for approval. Discussion of any individual item may be accomplished by any board member requesting that the item be removed from the Consent Agenda. Requests to remove items from the Consent Agenda must be made prior to the motion to pass the Consent Agenda. Removed items may be taken up either immediately after the Consent Agenda or placed on the agenda at the discretion of the Board.

- Minutes - September 27, 2022 Board Meeting
- Audit - Form 5500
- Human Resources - Personal Time Off (PTO) Policy, Revised
- Human Resources - Termination/Separation Policy, Revised
- Program - BIP Client File Requirements, Revised
- Program - Children's Client File Requirements, Revised
- Program - Crisis Intervention Client File Requirements, Revised
- Program - Shelter Client File Requirements, Revised
- Grants - Community Development Block Grant Application (Court Advocacy)
- Grants - Emergency Solutions Grant Application (Emergency Shelter)

Executive Committee.....Rachel James

Chief Executive Officer's Report.....Tracey Lyall

- Board Member Invoices/ 100% Giving
- Holiday Gift for DVIS Employees
- Service Statistics

COMMITTEE REPORTS:

Audit Committee Report.....Sharon Bertram, Committee Chair
Lindy Whorton, Chief Financial Officer

- Financial Audit Draft-06/30/2022 **(Vote Required)**
- 401K Audit Draft-12/31/2022 **(Vote Required)**

November 29, 2022 Board Agenda (Continued)

Finance Committee Report.....Sharon Bertram, Committee Chair
Lindy Whorton, Chief Financial Officer

- September/October 2022 Financials
- Grant Report

Human Resources Committee Report.....Barbara Abercrombie & Don Henderson
Committee Co-Chairs
Debby Raskin, Chief Human Resources Officer

Program Committee Report.....Rose Turner, Chief Administrative Officer

Risk Management Committee Report..... Rose Turner

- Third Quarter Review of Critical Incidents and Grievances

Development & Communications Report.....Cathy Wilkie, Chief Development Officer

- Events & Fundraising
- Four A's this Month
- Volunteers & In-Kind Donations
- Communications

Other

New Business (Business not known or possible to have known within 24 hours of the posting of the agenda)

Adjournment (Vote Required)

Next Board Meeting – 11:30 a.m. Tuesday, January 24, 2023
Moran Family Counseling Center

DVIS MISSION

Advancing physical and emotional safety by reducing the impact and occurrence of sexual and domestic violence, human trafficking and stalking through inclusive intervention and prevention services for children, youth and adults.