



Illinois Criminal Justice Information Authority
ILLINOIS DOMESTIC VIOLENCE
FATALITY REVIEW COMMITTEE

Date: March 21, 2023

Time: 1:00 pm – 2:30 pm

Via Zoom

Task Force Member Attendance	Present	Telephone	Absent
Sen. Sally Turner			X
Rep. Maurice West			X
Sen. Tony McCombie			X
Rep. Celina Villanueva			X
Jennifer Cacciapaglia, City of Rockford	X		
Jenny Schoenwetter, Harbor House			X
Jennifer Greene, Life Span Chicago			X
Judge Robert Anderson	X		
Sara Block	X		
Amanda Pyron	X		
Vickie Smith	X		
Cassandra Tanner Miller , Colton's Legacy			X
Willette Benford, Live Free Illinois			X
Jennifer Vancil, Quanada	X		
Michelle Meyer			X
Jeannine Woods			X
Meg Hefty, Sarah's Inn Forest Park	X		
Jenna Lopez, YWCA	X		
Megan Alderden, DePaul University, Program Director of Criminology	X		
Fawn Pettet, Land of Lincoln, Alton	X		
Carol Klarquist, Office of the Illinois State Public Defender			X
Stacy Short, Illinois Department of Children and Family Services			X
Amanda Vasquez	X		
Thomas Golebiewski	X		
Wendy Cohen, Attorney General Office	X Late		
Emily Miller, Deputy Chief of Staff for Policy Office of Illinois Governor JB Pritzker	X		
Dan Likens, ISP Division of Criminal Investigations Zone 1 Commander	X		
Teresa Tudor, Illinois Department of Human Services	X		
Dr. Jacob Stelter, North Shore, Lake County			X
Emily Harwell	X		
Ret. Chief Tom Weitzel	X		
Sheriff Andy Hires			X

MEETING MINUTES

A. Call to Order and Roll Call

Co-Chair Sara Block called the meeting to order at 1:03 p.m. and welcomed Illinois Domestic Violence Fatality Review Task Force members to the seventh meeting of the Illinois Domestic Violence Fatality Review Committee. Open Meetings Act Officer Peter Yu of ICJIA conducted roll call and declared that a quorum was present (*see roll call sheet on first page*).

B. Old Business

1. Vote to adopt minutes from January 17th, 2023 meeting

Co-chair Block asked if there were any changes to the minutes from the January 17th, 2023 meeting. With no changes, Jennifer Cacciapaglia made a motion to adopt the minutes. The motion was seconded by Judge Robert Anderson. The meeting minutes for January 17th, 2023 were adopted

2. State trainings

Co-Chair Block provided follow-up information for the completion of required trainings as follows:

- ICJIA is working to get all of the Committee members signed up for OneNet, the State's training system.
- The Diversity, Equity and Inclusion (DEI) training for 2022 is still available on OneNet for those who did not complete that training. Completing the 2022 DEI training does not negate the responsibility to complete the 2023 DEI training that will be available on OneNet this month.
- For all other trainings, members should move forward to completion of 2023 editions. ICJIA has already submitted the 2022 compliance reports to the Governor's Office.
- Peter will inform Samantha and Stacey when everyone has log-on access to OneNet and they will notify members. Peter reminded the group that they should still complete the 2022 DEI training while it is available if they have not done so.
- When asked if the log on to OneNet must be renewed annually, Peter said that once a person is registered, they will not need to register again.

C. New Business

1. Mission Moment

The mission moment for this meeting was in remembrance of Chicago Police Officer Andrés Mauricio Vázquez who was killed in the line of duty last month in Chicago.

[What We Know After Chicago Police Officer Shot, Killed in Line of Duty in Gage Park – NBC Chicago](#)

[Man charged in shooting death of Chicago police officer | WGN-TV \(wgntv.com\)](#)

On March 1st, 2023, Officer Andrés Mauricio Vázquez Lasso responded to a domestic violence call involving a couple arguing about their living conditions and relationship. The situation escalated when the officer arrived, and the suspect, Steven Montano, fled near an elementary school. A chase ensued, during which Montano shot Officer Vázquez Lasso multiple times, resulting in the officer's death. Children at the school witnessed the

incident and sought shelter. Montano, 18, has been charged with murder, aggravated unlawful use of a weapon, aggravated discharge of a firearm near a school, interfering with reporting domestic violence, and assault. He is currently in custody without bond. Co-Chair Block noted that domestic violence homicides can vary in their characteristics, and there may be additional individuals involved in such case and that this case would meet the criteria for review under the applicable statute.

2. Director's Report

- Logo and Website

We have a set of branding materials that the ICADV Communications team created, including a logo, letterhead, and PowerPoint template. Staff will share those pieces with you when we receive the final sign off from ICJIA. The ICJIA team has also created a website for us that is populated with some basic content and is almost ready to go live, it's just pending final approval from the ICJIA executive team. We're really excited about this progress and will get those updated communication pieces out soon. Chairperson Block used the PowerPoint slide templates to create an overview of domestic violence fatality review slide deck. This general overview deck is available for the Committee's use, if needed, when talking to any groups or giving presentations.

- Annual report 2023

Our first annual report is still in the review stage between ICADV and ICJIA. As previously mentioned, staff will work with the Committee on input for all future reports, due to the way timing worked out with our working groups, the review process with ICJIA, and the due date of the report, it did not work out that way for this first report, but we anticipate a smoother process going forward.

- Other Administrative Updates

We now have a public email address which we will put in the chat. This will be the general email address and emails will go to both Stacey and Samantha. If anyone needs to give out a general email address for any reason, please feel free to use this. It is fatalityreview@icadv.org.

D. Data Update

Co-chair Block provided an update on the data work of the team at DePaul, led by cochair Megan Alderden.

Since the last meeting, the DePaul team has been working with ICJIA to obtain domestic-related incidents and supplemental homicide data collected and maintained by the Illinois State Police. They have received most of the data requested which includes incident level data for 2006-2018 and 2020 through the present. There was an issue with 2019 data that remains unresolved, but ICJIA is still working with ISP to see if they can obtain that data.

The team at DePaul, Co-Chair Alderden and a student intern, is also receiving training on how to systematically search for news articles for the project, completed two trainings on using NVivo software to analyze the articles once identified. They've create a tentative data collection tool informed by the literature that will be used to code news articles, and is in the process of finishing our literature review on representations of domestic violence fatalities by the media. These efforts will put together the puzzle pieces and complete a bigger picture related to domestic violence homicides by looking at multiple sources. The next task would be to capture the data on domestic violence near-fatalities and domestic violence data.

Samantha emphasized the importance of data collection, especially considering incidents that may not be officially categorized as domestic violence. This initial data collection is a significant step towards addressing this issue.

Co-Chair Block highlighted the role of local regional review teams in providing valuable knowledge about their specific regions. Efforts should be made to incorporate data from these teams to further enhance the understanding of domestic violence. While achieving a clear picture of domestic violence may be challenging, these efforts contribute to moving closer to that goal.

E. Discussion: Regional Review Teams Lake County Domestic Violence Council & Lake County Sexual Assault Coordinating Council

Co-Chair Block informed the Committee about a DVFR Initiative presentation that she gave to the Lake County Domestic Violence and Sexual Assault Coordinating Council last week using the new DVFR Overview PowerPoint mentioned by Samantha earlier. The 15-minute virtual presentation opportunity was facilitated by Committee member Tom Golbiewski who also serves on the Lake County Council. The presentation received positive feedback and generated interest from attendees. Lake County will possibly be the first pioneer regional review team. Many of the people sitting on the Coordinating Council would be the same people who would fill the statutorily required roles of the regional review team. Staff were also in attendance.

The Committee discussed identifying and securing pioneer sites in other counties, possibly including Cook County, Kankakee, Rockford, and Madison County. It was noted that these sites have expressed interest or are already doing similar work and that's how they were identified as first round potential sites. Samantha stated that she and Stacey are looking for opportunities to recruit in the pioneer sites. Samantha will coordinate with Fawn to discuss next steps for Madison County.

The Committee discussed the next steps for onboarding and training the pioneer teams. The idea of forming cohorts for regional teams was suggested to facilitate problem-solving and support among team members. The Committee discussed the benefits of bringing teams together in small groups rather than individually. Technical assistance and support will be provided by Sam, Stacey, and the Statewide Committee to ensure teams are not isolated. The goal is to identify pioneer sites and begin supporting them by summer.

Members discussed the importance of thinking about capacity building and sustainability over time. The creation of a training library was suggested so that regional teams could access content at their own pace and continue to train new team members without interruption. Judge Anderson suggested that any initial trainings be videoed when possible and Co-chair Block noted that, because people learn in different ways, it may be helpful to have short, topic specific videos to store online in addition recorded trainings and short topic videos. Samantha agreed that ICADV could do this.

F. Discussion: Document Review

Co-Chair Block and Ms. Gaddy reiterated that one of the important roles of the Committee is to assist in drafting protocols and procedures for the DVFR initiative. In the absence of working groups, staff will draft handbook documents and present them to the committee for review and modification. These policies and procedures will be compiled into a handbook for use by regional review teams. The handbook is intended to be a working compilation of documents that will be modified and updated based on the lessons learned from pioneer regional sites.

Co-Chair Block explained that, in the absence of working groups, most future meetings will involve reviewing documents developed by the Committee staff. The proposed review structure is for members to review the documents beforehand, but time will be allocated during the meetings for discussion and feedback. The Co-chairs would like to see active involvement from members and believe they will identify issues and/or propose ideas that have not been considered during document review. The foundational documents being developed will set the policies and procedures for the regional teams as they begin.

I. Manual Outline

Samantha walked the members through the Manual Outline as it was shared on the screen with the Committee.

- Members suggested addressing how a regional team feeds into the state team, what that relationship consists of, and what resources might be available at the beginning to set the tone or under the recommendations section.
- Members also discussed adding a section about reporting and recommendations to provide clearer

expectations for regional review teams. This will allow for the regional teams to be more uniform in their recommendation formats and could be accomplished through providing example reports.

- A proposed schedule was suggested to demonstrate how often the teams should meet and identify the various reasons people might be gathering. If groups are meeting to discuss eligible cases, it is very relevant to have the confidentiality agreement either resigned or have the group at least reminded.
- Additionally, the need to de-identify information shared with the Statewide Committee and the exemption of the review team's work from public disclosure during meetings was discussed. The possibility of the Statewide Committee going into executive session for confidential discussions was mentioned, along with the exemption of regional teams from the Open Meetings Act and the need to clearly distinguish in the handbook, what is and isn't an open meeting between the State and regional teams.
- The Committee was reminded of the importance of properly distinguishing between Statewide Committee and region review team.

II. Confidentiality Agreement

Ms. Gaddy reminded the Committee that there are 13 statutory mandates for the Statewide Committee. In addition to developing policies and procedures for the implementation of review teams generally, one of the mandates is to develop model policies and procedures specifically around confidentiality. All Statewide Committee members are required to sign a confidentiality agreement. The need for confidentiality was acknowledged as a means to create a safe space for sharing information and promoting open discussion.

Gaddy walked members through the creation process for the draft confidentiality agreement that was sent to members last Friday. An updated version was circulated just prior to the meeting with a few additions from ICJIA. Members were given a few moments to look through the document and asked to provide revisions and discussion resulting in the following:

- There was a suggestion to include an expiration date in the agreement, but it was generally agreed that confidentiality should be maintained indefinitely, and therefore the expiration date should be removed. ICADV legal staff proposed including language stating that the obligation to maintain confidentiality extends beyond the term of membership. It was acknowledged that there should be a process in place to revisit the issue of confidentiality on a regular basis. This would ensure that individuals are reminded of their obligations and understand the importance of confidentiality.
- Different approaches to the format of the confidentiality agreement were discussed. Samantha explained that when looking at other some states, they had a single agreement with multiple signatures, while others had separate agreements for individual members and guests. The preference was for a single agreement with the same language, mandating that it be signed for each meeting or review to serve as a reminder.
- Wendy Cohen from the Attorney General's Office offered to have a few people from her office provide feedback on the document.
- The idea of having a proposed schedule for regional team meetings and addressing confidentiality during those meetings was raised. It was suggested that reminders or re-signing of the agreement could be done for meetings where confidential information would be discussed.
- There was a discussion about whether the document needed to be witnessed. It was generally agreed that it would be logistically challenging to require a witness, and electronic execution through a platform like DocuSign was suggested by Co-Chair Block.

- Co-chair Block asked if reviewing documents in this way is helpful. The group agreed. The process of finalizing documents was discussed, and it was agreed that minor or obvious changes could be made at the discretion of the ICADV staff and Committee Co-Chairs without needing a vote. However, substantive changes or those requiring discussion would be brought back to the Committee for approval. This document will be sent out to members to sign once finalized.

Samantha and Stacey thanked the members for their feedback and gave a reminder to reach out if there were any additional thoughts or feedback.

F. PUBLIC COMMENT

Co-chair Block opened the meeting for comments from the public. There were no public comments.

Co-chair Block asked if there were any updates or comments from members. There were no additional updates or comments from members.

G. ADJOURNMENT

The next regular meeting will be held on May 16th at 1 p.m. The tentative plan is to have someone join the meeting virtually to conduct a training in the area of trauma/vicarious trauma.

A motion to adjourn was made by Amanda Pyron

Judge Robert Anderson seconded the motion.

Motion Carried.

Meeting adjourned at 2:25 pm

Minutes respectfully submitted by _____