

## Editorial & Planning Committee Meeting Minutes

March 14, 2023

Hybrid Meeting – Libbie Mill Library (2100 Libbie Lake E St, Richmond, VA 23230) & Virtual

**In-Person Meeting Attendees:** Linda Gilliam, FACT Board; Nicole Poulin, FACT

**Virtual Meeting Attendees:** Taylor Hohle, FACT; Anya Shaffer, DCJS; Aline Jesus Rafi, VDSS; Ginny Powell, FACT Board; Nancy Fowler, VDSS

### **Meeting called to order by Linda Gilliam at 1:31 PM**

*Linda Gilliam and Ginny Powell met in person, in Richmond VA, March 30th at 10:30am to approve the recommendations to the Board of Trustees.*

### **Bylaw Updates, Nicole Poulin**

- FACT Board has updated bylaws recently to align with new legal guidelines on virtual meetings.
  - The quorum would be a majority of the Board members (Linda & Ginny) on the committee.
  - Nicole is talking with FACT Counsel this week to discuss how the committee can host virtual editing meetings during the issue brief process.
  - Today we will be voting on the next topics to present to the Board of Trustees at the end of March.

### **Potential Topics, Taylor Hohle**

- There was discussion on proposing a new issue brief series on special populations who are frequently left out in conversations about family violence. Suggested populations included:
  - Disabled population
  - Nursing home population
  - Survivors of domestic violence who have been incarcerated
  - Child trafficking
  - Immigrant population
- Committee members discussed the order of the briefs that would allow the topics to build on one another.

### **Recommendations to Board, Linda Gilliam**

- Trustee Gilliam made a motion to provide recommendations to the Board of Trustees that the committee work on a new issue brief series focused on special populations including: disabled population, incarcerated women, child trafficking, caretakers within nursing homes/assisted living facilities, and the immigrant population.

### **Next Steps, Linda Gilliam**

- Provided that the Board approves of the recommendations, the committee will begin working on the Disabled population brief in April.

**Meeting was adjourned at 2:15 PM**