

**MINUTES**  
**Sexual Assault Forensic Examiners Advisory Committee**  
**September 8, 2010**

The Sexual Assault Forensic Examiners Advisory Committee met at 225 Spring Street, Wethersfield, in the fourth floor conference room on Wednesday, July 21, 2010, from 2:06 p.m. to 3:45 p.m.

**Statutory Members in Attendance:**

Chair Linda J. Cimino, Marielle Daniels, Candida Fusco, Robert Hoffman, Nancy Kushins, Judith Rossi, Gregory Shangold, and Sharon Tarala

**Non-statutory Members in Attendance:**

Martin Libbin, Kelly Sinko, and Karen Zott

**Statutory Members Excused or Absent:**

Michelle Cruz, Joy Reho, and James Thomas

**OVS and SAFE Program Staff Present:**

Denise S. Covington, Brenda Jordan (OVS), Nancy Mayeda-Brescia, and James Morgan (OVS)

**Agenda:**

1. Welcome and Introductions

Linda J. Cimino called the meeting to order at 2:06 p.m. and welcomed members. Linda introduced Denise Covington as the program coordinator and stated that Rebecca Russo resigned from the position.

2. Approval of the July 21, 2010 Meeting Minutes

Linda asked for a motion to accept the minutes of July 21, 2010. The motion was moved and seconded; the minutes were accepted as presented.

3. Equipment Update

Linda reported that the GynoCarts will be ordered and shipped directly to the pilot hospitals when the Memorandum of Agreements (MOA) are signed.

Linda thanked Martin Libbin for his work on the MOA and announced that the Department of Public Health will not be a party to the MOA. Martin added that the DPH legal department stated that DPH's involvement in the agreement is a conflict of interest as their role is as a regulatory board.

All references to DPH have been removed from the final MOA revision, which will be forwarded to the pilot hospitals by next week. Greg Shangold suggested that a cover letter with a deadline response should be included.

#### 4. Program Coordinator Update

Denise Covington reported that she officially began in the position on August 16, 2010, and has resigned as a Committee member. Candida Fusco will serve as the International Association of Forensic Nurses (IAFN) representative.

Denise stated that she has been conducting research on the number of SANES available throughout the state. Denise provided an overview of the research she conducted so far, including that she found essentially four groups of nurses:

- Practicing SANES who are interested in participating.
- Practicing SANES who for various reasons are not interested in participating.
- Nurses who received didactic instruction, but did not complete the clinical portion.
- Interested nurses who would like to take the course offered at Quinnipiac University.

Denise added that currently eight Requests for Interests (RFI) were received, one RFI is pending, and she anticipates several more from nurses referred by Patti LaMonica.

A member inquired if the number of RFIs received will impact the refresher training. Linda responded that the refresher training has been postponed.

Denise reported that she and Linda had met with the Western Region Massachusetts SANE Program coordinator for an overview of their program. The Program includes:

- Six regions – each with its own paging system and one on-call SANE.
- Thirteen SANES covering six hospitals in the Western region.
- Pagers to dispatch SANES.
- Self scheduled shifts with a slightly higher pay scale.
- A meeting schedule that requires fifty percent attendance rate.

Denise also reported that she planned to speak about the pilot program at the next IAFN meeting and that a fact sheet was developed to be distributed at a forensic nursing conference next week.

Linda reported that despite the best efforts around the table, the pilot Program will not begin October 1, 2010, as planned, and stated that Denise is planning for the Program to be operational November 1, 2010. Members then discussed shift schedules.

5. Clinical Coordinator Update

Nancy Mayeda-Brescia reported that her focus has been on credentialing the nurses. Nancy walked members through the current SANE course on Quinnipiac Blackboard and stated that the curriculum will include a three-day on-site requirement, but currently has outdated materials and does not include a clinical component. Nancy Kushins offered to provide updated articles on perpetrators.

Linda stated that an e-mail was sent to Quinnipiac University outlining concerns. Denise added that Quinnipiac's response was positive and a team meeting will be held to discuss the curriculum.

Members discussed and provided suggestions for preceptorships. Linda remarked that the MOA requires the hospital to serve as a preceptor site.

6. Next Steps

Linda stated that the Committee would be divided into appropriate subgroups as needed with the larger Committee receiving updates via e-mail.

7. New Business

No new business was introduced.

8. Other

Linda reported that the revised budget has been completed and will be submitted to the Office of Policy and Management after Judicial Branch review. A federal monitor will conduct a site visit on October 26, 2010, to assess Program activities to date.

Linda reported that the Technical Guidelines for Health Care Response to Victims of Sexual Assault has been revised. Three minor updates to the text related to the sexual assault forensic examiners kit need to occur prior to release.

9. Adjournment

Linda adjourned the meeting at 3:45 p.m.

Brenda Jordan, Recorder