



Victim Services of Kingston and Frontenac
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VOLUNTEER MEETING MINUTES
MARCH 19TH, 2019 – 7:00pm



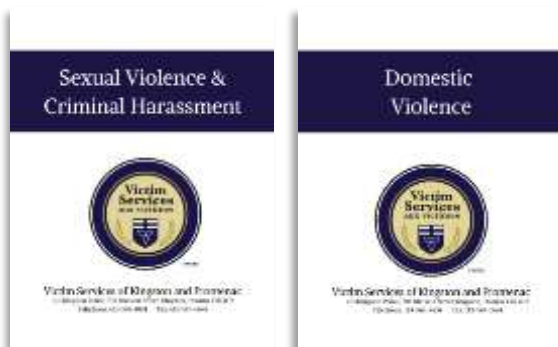
Placement Students:

Welcome to our volunteers Allison and Haley to the office to assist with a special project as placement students from St. Lawrence College. Allison and Haley will be with us until mid-April and spending their time building resource booklets for both victims and volunteers. The hopes are that these booklets will provide victims with easy to understand information in one package that can assist them with future needs, reducing the need to provide multiple pamphlets and resources. Input from various community agencies has assisted them in ensuring that the information included is current and accurate. The booklets include:

- Volunteer Self-Care
- Domestic Violence
- Sexual Assault
- Human Trafficking
- Sudden Death
- Property Related Crimes
- Fire

Additional booklets may be created as future needs arise. The booklets will be updated annually.

Sample Covers:



Website/Database:
www.victimserviceskingston.ca

Victim Services staff have been working closely with Henderson Printing to create a brand new website and built in database which will assist with our community outreach efforts and efficiency within the services. The hopes are to have the new system up and running by mid-May. The website will contain information on services available through Victim Services, educational materials, an online volunteer application, and links to additional resources.

Through the database staff will maintain client files, volunteer information and generate statistics. Volunteers will be able access resource materials, the phone and referral lists, submit their expense claim forms and complete their client reports. In the future, we hope that the website will also be able to field referrals from emergency services and community agencies through an independent log in.

ALL VOLUNTEERS MUST BE TRAINED ON HOW TO USE THE NEW DATABASE AND HAVE INDEPENDENT LOGINS CREATED. PLEASE ENSURE THAT YOU'RE ABLE TO ATTEND EITHER THE MAY OR JUNE VOLUNTEER MEETINGS.

Kingston Police (Changes to our MOU): Kingston Police has agreed to incorporate some changes to how referrals are provided to Victim Services. Soon KPF will be auto-generating calls into a queue on their internal system so Victim Services can access these files and connect with victims. Victim Services and Kingston Police will be evaluating the effectiveness of this process after a couple of months and adjusting it as needed. The hopes are that this new procedure will be operational by May 1st. *NOTE: This new process will not replace our on call procedure, just our remote responses where there is no immediate safety needs.*

Upcoming Spring Volunteer Training: We have scheduled our upcoming Volunteer training for April 16th until May 16th. The training will take place every Tuesday and Thursday evening from 6:15pm to 9:15pm, and Saturday April 27th and Saturday May 4th from 9:00am until 3:00pm.

We have incorporated some new material and called upon some of our volunteers and community partners to lend us their expertise to adapt the material presented. We are now expanding our training to include up to date information on cultural sensitivity and respect, appropriate etiquette with service animals, online and smart technology safety, as well as several new speakers from varying services across Frontenac County.

Current volunteers are welcome to attend any training sessions with advance notice. A training schedule will be posted on our Facebook group. Those who don't use Facebook, please give us a call for more information.



KFACC Risk Assessment Checklist: Please see the attached Risk Assessment Checklist. This checklist will

be included on our website, in our DV Booklet as well as through the KFACC Website. The hopes are that this tool will assist service providers in determining the level of risk a client is at and also help provide victims have an understanding of their situation and the safety concerns involved. There are asterisks beside some of the questions, identifying the factors that would pose the highest risk. If you complete a risk assessment checklist with a client please let the office know so we may keep track for statistical purposes.

Human Trafficking Update from HT Crisis Worker, Lana:

Train the Trainer: As the result of a grant that was applied for by Kingston Police, members of Kingston Police, OPP, Limestone District School Board, Algonquin Lakeshore District School Board, HPEL&A VS and VSKF came together in late February to be formally trained on how to present and educate local high school youth on Human Trafficking. The 2 day workshop was led by Timea Nagy-Payne and Michelle Furgiuele and focused on appropriate and effective ways to present the subject of HT to youth and how to connect with that population. The purpose of the workshop was to educate its participants so they could confidently present to high school students in hopes that, with this awareness, the teens would be less likely to fall prey to exploitation. Presentations at local high schools will begin this spring.

The HT Working Group continues to meet quarterly and our next meeting is scheduled for April 4th. HT Protocol sub-committee has submitted a Grant proposal to have a formal HT Protocol written for the KFLA area.

A request was made by Frontenac Paramedic Services for HT training for their Paramedic staff. Lana has scheduled 12 presentations as part of their annual training. Each training session will have 12 in attendance and sessions will run April through May.

Lana continues to work with clients as needed.

**Next Volunteer Meeting:
April 9th, 2019 at 7:00pm
Kingston Police – Community Room**



Kingston and Frontenac Risk Assessment Checklist for Intimate Partner Violence

Agency Information

Name: Date:

Agency: Current Gender Identity: Male Female Transgender Other:

Immediate Screening

Are you safe right now? Yes No Unsure (Offer assistance to call police Offer declined Consent given)

- Have you received a referral to the Kingston General Hospital Sexual Assault/Domestic Violence Program? Yes No Unsure
- *Have you recently left your abuser? Yes No Unsure
- Has the abuser left the home? Yes No Unsure
- *Does your abuser own or have access to weapons? Yes No Unsure

If so, has the abuser ever used a weapon to threaten or assault you? Yes No Unsure

- *Has the abuse escalated? Yes No Unsure
- *Do you have children? Yes No

Are they safe? Yes No Unsure

Are Family and Children's Services involved? Yes No Unsure

- *Are you pregnant or think you might be pregnant? Yes No
- *Has the abuser ever threatened to kill you or your children? Yes No
- *Do you have pets in the home that your abuser has threatened to harm/kill? Yes No
- Do you have a disability of which we should be aware of? Yes No

Risk Assessment Checklist

Injuries

- Have you ever been injured by your abuser? Yes No Unsure
- Have you experienced any injuries to your head? Yes No Unsure
- *Has your abuser ever attempted to strangle you? Yes No Unsure
- Are you fearful for your life? Yes No Unsure

Areas of Risk

- Are, or have the police been involved? Yes No Unsure
- *Has your abuser had previous charges involving violence? Yes No Unsure
- Do you have family or criminal court involvement? Yes No Unsure
- Are you employed or in school? Yes No
- Does your abuser know the location and hours of your work or school schedule? Yes No Unsure
- Is your employer or the school aware of the abuse that has been occurring? Yes No Unsure
- Do you feel safe traveling to and from your workplace or school? Yes No
- Is your abuser employed? Yes No Unsure
- *Has your abuser isolated you from family and friends? Yes No Unsure
- *Has your abuser ever stalked you? Yes No Unsure
- Are you concerned your abuser is showing signs of: Depression Suicidal intent Homicidal intent ? Yes No Unsure
- *Is excessive substance use affecting your relationship? Yes No Unsure

27. *Has your abuser threatened to commit suicide if you leave? Yes No
28. Are there immigration issues? Yes No Unsure
- Are these concerns preventing you from calling the police? Yes No

Housing/Community Supports

29. Do you reside in a rural area? Yes No Unsure (Kingston South Frontenac Frontenac Islands Central Frontenac North Frontenac Out of area Homeless/Precariously Housed)
30. Do you share a bank account with your abuser? Yes No Unsure
- Does your abuser have a copy of your bank card, or access to your bank account? Yes No Unsure
- Do you and your abuser own a business or property together? Yes No Unsure
- Does your abuser control the finances? Yes No
- Do you have easy access to cash or credit cards of your own? Yes No
31. Does your abuser possess any of your or your children's ID cards? Yes No Unsure
32. Do you have a supportive network of friends/family nearby? Yes No
33. Do you rent or own your residence? Rent Own
- Do you have the deed? Yes No Unsure
34. Do you have access to transportation? Yes No Unsure
35. Do you own your own car? Yes No
- Is the insurance/registration in your name? Yes No Unsure
36. Do you have a family physician? Yes No
- Do you feel comfortable disclosing to the physician? Yes No Unsure
37. Do you have a counsellor/therapist/psychiatrist/social worker? Yes No Unsure
38. Are you familiar and/or connected with local services for victims of domestic violence? Yes No Unsure
39. If you feel unsafe are you open to relocating? Yes No Unsure

Social Media/ Technology Safety

40. Has your abuser ever harassed or stalked you on social media? Yes No Unsure
41. Does your abuser have access to any of your social media accounts or your e-mail? Yes No Unsure
42. Do you have a working cell phone? Yes No
- Does the abuser know the password? Yes No Unsure
43. Do you know how to adjust your privacy settings on social media accounts and devices? Yes No Unsure
44. Are you aware of GPS tracking capabilities on your phone? Yes No Unsure

Authorization

I authorize the following agency:

To share this document with the following agency or agency worker, or workers:

Along with my name, and contact information for the purpose of file sharing. I understand the sharing of this information is a voluntary process regarding my safety, and I can revoke my consent at any time.

X

Notes