

MINUTES
Sexual Assault Forensic Examiners Advisory Committee
July 21, 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 2:14 p.m. to 3:38 p.m.

Statutory Members in Attendance:

Chair Linda J. Cimino, Denise S. Covington, Mark Keenan for Sharon Tarala, Nancy Kushins, Joy Reho, Judith Rossi, and Gregory Shangold

Non-statutory Members in Attendance:

Audrey Courtney, Anna Doroghazi, Candida Fusco, Patti LaMonica, Martin Libbin, Rebecca Russo, Lisa Secondo, and Karen Zott

Statutory Members Excused or Absent:

Michelle Cruz, Marielle Daniels, Robert Hoffman, Nancy Mayeda-Brescia, and James Thomas

OVS Staff Present:

Tina Bouchard and Brenda Jordan

Agenda:

1. Welcome
Linda J. Cimino called the meeting to order at 2:14 p.m. and welcomed members.
2. Approval of the April 7, 2010 Meeting Minutes
Linda asked for a motion to accept the minutes of April 7, 2010. The motion was moved and seconded; the minutes were accepted as presented.
3. Introduction of the Program and Clinical Coordinators
Linda introduced Program Coordinator Rebecca Russo and stated that Clinical Coordinator Nancy Mayeda-Brescia was unable to attend the meeting. Members introduced themselves.

Rebecca provided her professional experience and stated that she served as a sexual assault nurse examiner (SANE) in the Massachusetts SANE program and currently is a registered nurse in the Emergency Department at Windham Hospital. Linda added that Nancy is an advance practice registered nurse per diem at St. Mary's Hospital and full time at Weaver High School Clinic.

4. Updates

Linda provided the following updates:

Equipment:

Linda reported that the GynoCarts were ordered and the alternative light sources and locked refrigerators were received.

Linda inquired if the Committee had comments or concerns regarding the SDFI-TeleMedicine (Secure Digital Forensic Imaging) technology and whether the SDFI should be purchased. Members did not contest purchasing the SDFI, but inquired on the outcome of concerns raised during the demonstration held in May.

Linda stated that a demonstration will be scheduled in mid-August to further discuss concerns and for members to invite or suggest invitees to attend. The date of the demonstration will be provided to members when scheduled.

Pilot Hospitals:

Linda reported that she met with the pilot hospital administrators in May and June. Middlesex Hospital Health System requested that Middlesex Hospital serve as the preferred site instead of Marlborough Medical Center, which treats considerably fewer sexual assaults.

Memorandum of Agreement:

Linda reported that the MOA is under development.

Trainer:

Linda reported that a meeting was held with three representatives from Quinnipiac University, which was the only bid received from the RFQ issued. Quinnipiac will abide by the seven-week curriculum in compliance with the International Association of Forensic Nurses and will provide three-day instruction on campus (the first day, one day within the middle of the session, and the last day) with the remainder instruction on-line. The first training will begin on October 18, 2010 and conclude December 11, 2010. Linda offered to provide members with a copy of the curriculum.

Linda stated there is a concern that there is not a clinical portion to the training and that Nancy will research clinical sites for the students. Members discussed and provided suggestions for preceptorships:

- Hartford Hospital Women's Center (Karen Zott will provide coordinators with contact information)
- Contact Beth Cheney of the Prenatal Clinic at Windham Hospital
- The six pilot hospitals
- To shadow within program

Linda reported that the pilot project coordinators will provide the refresher trainings. The training will include legislative updates, the SDFI, and

information on OVS and Connecticut Sexual Assault Crisis Services. Linda asked that members forward topic suggestions to Rebecca and Nancy. Joy Reho stated that the Lab would be available as a training site.

Linda also requested that members provide Rebecca with upcoming conference dates to prevent conflicts with training dates.

Funding:

Linda thanked Lisa Secondo for reallocating \$142,000 of recovery funding back to the program to extend services an additional two months. The program will run October 1, 2010 and conclude September 30, 2012.

5. Next Steps

Linda stated that there is a concern whether there will be enough SANEs to operate the program. The Request for Proposal and RFQ netted two responses from nurses. Linda stated that she is working with Judicial Branch Materials Management on the issuance of a Request for Interest (RFI), which is a simpler process that requests basic and required information.

Responders to the RFI will not be required to access the document from the Materials Management web page and therefore the RFI may be copied and e-mailed. It is anticipated that the RFI will be completed and available in early August. Members discussed distributing the RFI, which will be forwarded to members when available.

Members also discussed the appropriate staffing level of SANE/SAFEs needed to successfully operate the program, including requiring 48 hour minimum shift commitment, the length of the on-call shift (staggering the shift time between the on-call and back-up, split shifts), and to have a lower number (15) of staff to maintain competence.

Linda suggested that the Committee should be divided into appropriate subgroups with the larger Committee meeting quarterly.

6. New Business

An SDFI-TeleMedicine demonstration will be provided in mid-August. The next Committee meeting will be held on September 8, 2010 at 2:00 p.m.

7. Adjournment

Linda adjourned the meeting at 3:38 p.m.

Brenda Jordan, Recorder