Family Protection Services Board

October 24, 2025

Meeting Minutes

Virtual

Present:

Emily Larkins, Domestic Violence Program Representative, Chair

Arlene Hudson, Citizen representative, Vice-Chair

CarolAnn Caudill, Governor's Committee on Crime, Delinquency and Correction Representative (JCS)

Pepper Arrowood, WV Supreme Court of Appeals

Julie Britton, WVCADV Representative

Kimberly Sizemore, Licensed Batterer Intervention and Prevention Program Representative, Secretary

Alice Hamilton, WV Department of Human Services (Designee)

Courtney Saunders, Board Coordinator

Tonia Thomas, WVCADV

Absent:

Call to Order: Emily called the meeting to order at 10:10 am and confirmed there was a quorum present.

Adoption of Meeting Minutes: Emily asked for a motion to adopt the minutes from August 25th, 2025. Pepper made a motion to approve the minutes. Arlene seconded the motion. All were in favor, motion carried.

Financial Update: Jim was not present for this meeting, however Courtney was able to send the financial reports. However upon receiving the reports, Jim told Courtney the current reports are not correct and he will send the corrected reports soon.

Update from the WVCADV, Tonia Thomas: Tonia reported that the statistics from the domestic violence data is almost completed and will be ready to be sent to Courtney for the annual report. Tonia also reported that WVCADV has been approached to review the BIPP code and suggest code changes through the public policy committee with the WVCADV. She reported this matter will officially be on the agenda for the December meeting.

Cameras in shelters, Alice- Alice reported that she wanted to bring this information to the board that during grant monitoring, she learned shelters have cameras inside shelters. This is a violation of confidentiality under the codes from FVSPA and VOCA. Alice informed the members that the department will send a notice to the shelters with this information.

Entered Executive Session at 10:42 am.(see separate meeting minutes)

Questions, Concerns or Updates:

Action Item List:

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Emily adjourned the meeting at 12:11pm.

Respectfully submitted by
Courtney Saunders, FPSB Coordinator.