

## New Executive Directors' Roundtable For Family Violence Programs

February 1, 2010

**Monday, February 1, 2010**

**2 CEU Hours**

**2:00 p.m. – 3:00 p.m.**

### **New Executive Directors' Roundtable**

*Gloria A. Terry, President  
Texas Council on Family Violence  
TCFV Annex*

**3:00 p.m. – 4:00 p.m.**

### **Reflections on Effective Leadership**

*Marla Johnson, Executive Director  
Hays-Caldwell Women's Center  
TCFV Annex*

This tenured executive director of Hays-Caldwell Women's Center will discuss her leadership successes and challenges through the growth and development of a highly successful family violence program. She also will discuss the support needed to sustain the leadership position. There also will be ample time to ask key questions you may have about discoveries made during your first months on the job.

**4:00 p.m. – 5:00 p.m.**

### **Nonprofit Finance**

*Steven D. Zimmerman, Principal  
Spectrum Nonprofit Services, LLC.  
TCFV Annex*

Everything you want to know about finance but are afraid to ask. This interactive session will cover the finance basics – staffing, what are internal controls and what reports should you be receiving. There will be additional time for questions.

**10:30 a.m. – 11:45 a.m.**

## **Plenary Session**

### **Demystifying Nonprofit Finance: Financial Leadership for Executive Directors**

*Steven D. Zimmerman, Principal, Spectrum Nonprofit Services, LLC*  
Salons A/B

Ask most executive directors which aspect of their new job they fear the most and it is usually either finances or fundraising. Between the increased call for accountability and the jargon of nonprofit accounting it is no wonder they are confused and a little bit frightened. After all, none of them work for a nonprofit because of their love of numbers! Alas, it doesn't have to be this way. This presentation removes the jargon, breaks down the fear and explains the role of the executive director as the financial leader of the organization. In the process, we'll also teach how to quickly assess your organization's financial health from looking at your financial statement.

**11:45 a.m.**

## **Break**

**Noon – 12:30 p.m.**

## **Lunch**

Salons A/B

**12:30 p.m. – 1:15 p.m.**

## **Plenary Session**

### **If We Do Not Change Our Direction, We Are Likely to End Up Where We Are Headed**

*Russell Strand, Chief, Family Advocacy Law Enforcement Training Division, U.S. Army Military Police School*  
Salons A/B

Along with our active military personnel, our communities have been involved in a war. Much like the insurgent, we are fighting in another war in several battlefields around the world; our enemy continually changes methods and strategies and so must we... if we want to win. There are indicators around our nation we must review, new research we must internalize, and changes we must make if we want to succeed in making a difference for victims of this war. We must learn not only from our victories but also our defeats.

Texas boasts a commanding presence of U.S. military installations across the state. As the "silent wounds" of Post Traumatic Stress Disorder and traumatic brain injury continue to receive national attention, the war continues to impact returning veterans. These post-war responses have a direct impact on safety in the home and communication between family members. Texas leaders from government, social services, nonprofits and the military must develop strategies to prepare communities in a proactive manner.

**1:15 p.m.**

## **Break**

1:30 p.m. – 2:45 p.m.

## Break out Sessions:

### Emerging Issues Track

#### **When Johnny and Jane Come Marching Home Again... and Again... and Again**

*Russell Strand*

Pecan A

We are a nation at war. We have been engaged in this current war for almost nine years and the end is not in sight. The effects of this war significantly involve the Great State of Texas. Whether you serve a large military population or seemingly no military population at all, you and the people you serve are impacted. More Texans serving our country have been killed in action than from any other state in the nation other than California. Texas has a huge population serving in active duty, the National Guard and reserves. The impact on our military personnel, family members and surrounding community is great. This session will explore some of the benefits and challenges this war has on our families and communities. The military has responded to these challenges by making revolutionary changes in how we capitalize on the positive effects and meet the extraordinary challenges. Information of family programs, family violence intervention, case review committees, fatality review boards and other strategies will be provided. We will discuss practical ways in which you can adapt some of the programs and methodologies and engage in partnerships to assist the military and civilian communities in meeting these challenges.

### Development Track

#### **Framing Prevention Messages**

*Jennifer Margulies, Prevention Director, Texas Council on Family Violence*

*Andrea Giron, Prevention Manager, Texas Council on Family Violence*

Pecan B

This interactive workshop will help participants frame prevention messages for public relations and media communications. How can you change the conversation in your community about domestic violence? We will discuss prevention messages for media and analyze a variety of examples of public awareness campaigns with a primary prevention approach.

### HR Issues Track

#### **Diagnosing and Addressing the “Right Problem” of Bad Behavior and Using CPR to Resuscitate Both Results and Relationships**

*Hayden Hayden, Enlightened-Leaders, LLC*

Longhorn

Hayden will teach you how to make sure you address the right problem using a principle called CPR to resuscitate both the relationship and the results you really want and help you properly diagnose the real problem using the 6-Cell Diagnostic Tool before you prescribe a solution.

**1:30 p.m. – 2:45 p.m.**

## **Break out Sessions:**

### **Financial Track**

#### **Dashboard Driving**

*Steven D. Zimmerman, Principal, Spectrum Nonprofit Services, LLC.*  
Bluebonnet

Engaging your board of directors in a strategic conversation about your organization while trying to keep them informed can be challenging. In this session, we'll introduce you to the dashboard – an engaging, brief document that highlights the key metrics for your organizations in a way that every board member can understand and allows you to drive the conversation towards those things that matter most. This workshop covers the concept as well as process for implementation.

**2:45 p.m.**

## **Break**

**3:00 p.m. – 4:15 p.m.**

## **Break out Sessions:**

### **Emerging Issues Track**

#### **Human Trafficking**

*Kate Rocke, Victims of Trafficking Program Coordinator, Refugee Services of Texas Inc.; Kathi West, Victim/Witness Coordinator, U.S. Attorney's Office*  
Pecan A

This workshop will help you understand the legal definition of human trafficking, be more likely to identify a victim at your shelter and recognize the key indicators that may indicate human trafficking. We will discuss unique victim issues and safety considerations, along with available victim benefits and resources.

### **Development Track**

#### **Fundraising in Online Social Networks: No Country for Old Media**

*David J. Neff*  
Pecan B

In his presentation, David J. Neff will discuss the differences between the old media model and the new media model and how successful people have been with the adoption of the new media model with respect to fundraising. He will take you out of your comfort zone of membership/development and expose you to a wide range of fundraising techniques taking place in Online Social Networks.

**3:00 p.m. – 4:15 p.m.**

## **Break out Sessions:**

### **HR Issues Track**

#### **The EEOC is on the hunt. Are you their prey?**

*Manuel A. Pelaez-Prada, Attorney at Law/Arbitrator,  
Goldman, Pennebaker & Phipps*

Longhorn

A discussion regarding the recent decision by the Equal Employment Opportunity Commission to more aggressively target employers and to pursue claims filed by employees. We will discuss statistical data, liability avoidance strategies, most common mistakes made by nonprofit agencies, and recent changes in the law that impact employers.

### **Financial Track**

#### **Current Developments with 990 Federal Reporting and Related Policies Issues**

*Rene Peña, Principal, CPA, Peña, Briones, McDaniel & Co.*

Bluebonnet

A new and expanded 990 Federal Tax report is now required for most not for profit entities. We will focus on the theory, policies pitfalls and make up of the report, not the preparation. The report now covers an even wider spectrum of financial data. It also requires significant policies disclosure and individual financial data disclosure that is expanded from prior years. We will explore the issues that can create unrelated business income, excessive pay and questionable expenditures and revenues.

**4:15 p.m.**

### **Reception**

Limestone 2

## Wednesday, February 3, 2010

### 5 CEU Hours

**8:00 a.m.**

#### **Welcome and Continental Breakfast**

*Marta Pelaez, Vice Chair, Texas Council on Family Violence*  
Salons A/B

**8:15 a.m. – 8:45 a.m.**

#### **General Membership Meeting**

*Norma Luginbyhl, Membership Committee Chair*  
*Texas Council on Family Violence*  
Salons A/B

**8:45 a.m. – 9:45 a.m.**

#### **Plenary Session**

##### **Methods of Engaging Law Enforcement**

*Sheriff Richard D. Wiles, El Paso County*  
Salons A/B

Sheriff Wiles, a 27-year veteran in law enforcement, will share his perspective on methods for family violence programs and local law enforcement to collaborate so these critical relationships yield the greatest victim safety. In addition, Wiles will discuss border communities' needs to keep victims' perspectives when facing obstacles relating to immigration and the careful balancing act of law enforcement.

**9:45 a.m.**

#### **Break**

**10:00 a.m. – 11:15 a.m.**

#### **Break out Sessions:**

##### **Emerging Issues Track**

##### **Family Group Decision Making**

*Ellen Letts, Child Protective Services (CPS) Program Specialist*  
*Texas Department of Family and Protective Services*  
Pecan A

CPS uses the Family Group Decision Making (FGDM) philosophy as the basis for involving youth and family in service planning and decision making. Using the FGDM philosophy, CPS invites the family, youth and community to participate in a collaborative approach to make decisions to enhance the safety, well-being and permanency of children. Through this workshop, participants will gain a high level understanding of Texas FGDM, including the varied FGDM models and evidence based outcomes. Participants will learn how collaboration with the community is essential to the success of the FGDM process and positive outcomes for youth and families involved in the CPS system.

10:00 a.m. – 11:15 a.m.

## Break out Sessions:

### Development Track

#### Strategic Planning

*Candyss Bryant, Coordinator, Center for Community Based and Nonprofit Organizations at Austin Community College*

Pecan B

How can your visions and dreams be designed and come to life? Many strategic plans never see the light of day because confusion exists around the basic fundamental concepts of the planning process. Strategic planning is a formal process of defining the requirements for delivering results and for identifying what and how to get from current realities to future visions. In this session we will discuss the theories and approaches to the strategic thinking and planning models.

### HR Issues Track

#### Health Care Options: Benefits Strategies for NonProfits

*Matthew W. Lannon, Benefits Advisor, DSG Benefits Group, LLC*

Longhorn

One of the surest ways to attract and retain good employees for an organization is to provide them with quality employee benefits. In this informative session Matthew Lannon will discuss how nonprofit agencies can improve employer/employee relationships by obtaining maximum value on dollars spent towards employee benefits.

### Financial Track

#### Building a Strong Foundation: Partnering with Health and Human Services Commission (HHSC) for Success

*Annie Beach, Program Specialist/Contract Manager, HHSC Family Violence Program (FVP); Judy Forbes, Program Specialist IV, HHSC FVP; Humphrey Mathews, Program Specialist/Contract Manager, HHSC FVP; Robin Mobley, Contract Specialist, HHSC FVP; Becky Morales, Program Specialist/Contract Manager, HHSC FVP; Chan McDermott, Program Manager, HHSC FVP; Helen Oh, Specialist/Contract Manager, HHSC FVP; Sandy Steward, Program Specialist/Contract Manager, HHSC FVP; Bill Turner, Program Specialist/Contract Manager, HHSC FVP*

Bluebonnet

HHSC is your partner and we want you and your organization to succeed! This workshop will cover key components that will contribute to your program's solid foundation and ultimate success.

The workshop will be an update of several topics, with an emphasis on:

- FY2010 Contract Monitoring Tool - highlighting changes from FY09
- Outcome Surveys - how to complete the report and how HHSC uses it
- Cost allocation

**11:15 a.m. – 12: 45 p.m.**

**12:45 p.m. – 1:30 p.m.**

**1:30 p.m.**

**1:45 p.m. – 3:00 p.m.**

## **Lunch on your own**

## **Plenary Session**

### **Office of the Governor Victim Services Funding Opportunities**

*Angie Martin, Program Manager, Office of the Governor, Criminal Justice Division (CJD)*

Salons A/B

CJD administers the federal Victims of Crime Act Victim Assistance funds, the federal STOP Violence Against Women Act funds and the state Criminal Justice Planning Fund (421) which focus on improving the criminal justice systems response to victims of crime and enhancing or supporting assistance to crime victims. This workshop will discuss the different funding opportunities available through CJD, the application review, selection and award process, and the resources and help available to prospective applicants.

## **Break**

## **Break out Sessions:**

### **Emerging Issues Track**

#### **Effectively Incorporating Financial Education & Economic Advocacy with Survivors into Programming**

*Krista Del Gallo, Policy Manager, Texas Council on Family Violence*

Pecan A

Economics are a main barrier to leaving an abusive relationship, a main reason for returning to one and an ongoing obstacle to success and safety for many survivors. This workshop will discuss this need as well as available resources and ways to include or enhance financial education and economic advocacy with survivors, stress important partnerships in the housing and employment arenas, and highlight new work towards asset building with survivors that promotes long term stability. There will be an emphasis on effectively incorporating the Allstate Foundation/NNEDV "Moving Ahead through Money Management" curriculum into programming.

### **Development Track**

#### **Grant Writing**

*Karen Vargas, Consumer Health Outreach Coordinator, National Network of Libraries of Medicine South Central Region*

Pecan B

This workshop will present an overview of what is required for a successful proposal. Each component of the grant writing process will be addressed including: documenting the need; identifying the target population; writing measurable objectives; and developing a work plan and an evaluation plan. Also included: avoiding common mistakes.

**1:45 p.m. – 3:00 p.m.**

## **Break out Sessions:**

### **HR Issues Track**

#### **Succession Planning**

*Candyss Bryant, Coordinator, Center for Community Based and Nonprofit Organizations at Austin Community College*

Longhorn

Are you able to continue business as usual without interruption after losing strong/effective leaders in your organization? Does your organizational success rely on skills or knowledge of leaders that could leave at any moment? Leadership is typically a scarce commodity within organizations. A plan of succession ensures the least possible disruption to your organization's mission-based services and the efficiency in which you carry them out. This session will explore the issues behind considered succession planning.

### **Financial Track**

#### **American Recovery and Reinvestment Act of 2009/Section 1512 Reporting Requirements**

*Edith Sunga, Staff Accountant/Trainer, U.S. Department of Justice  
Office of the Chief Financial Officer, Grants Financial Management Division*

Bluebonnet

The Recovery Act clearly states, "every taxpayer dollar spent on our economic recovery must be subject to unprecedented levels of transparency and accountability." In accordance with this objective, Section 1512(c) of the Recovery Act established a quarterly reporting requirement that applies to recipients of the Office of Justice Programs (OJP), the Office of Community Oriented Policing (COPS Office), and the Office on Violence Against Women (OVW) Recovery Act awards. Quarterly Section 1512 (c) reports must be submitted through <https://www.FederalReporting.gov>. This session will focus on the American Recovery Act reporting requirements as it pertains to the Department of Justice's grants.

**3:00 p.m.**

### **Break**

**3:15 p.m. – 4:00 p.m.**

## **Closing Session**

### **Compassion Fatigue**

*Angie McCown, Director, Texas Department of Criminal Justice, Victim Services Division*

Salons A/B

It's All About Perspective: Victim Services and Resilience

From the knowledge of traumatic stress in victimology comes an increased awareness of the high cost of caring. As Charles Figley has often remarked, "The capacity for compassion and empathy seems to be at the core of our ability to do the work and at the core of our ability to be wounded by the work." This workshop will examine work in the field of victim services and the risk of vicarious trauma or compassion fatigue. Qualities of resilience and strength will be identified and innovative plans for prevention reviewed. Participants will be challenged to develop both agency and personal care plans. To help others effectively we must first help ourselves.

**4:00 p.m. – 4:15 p.m.**

## **Giveaways and Farewell**

**10.75 Total CEU Hours Offered**