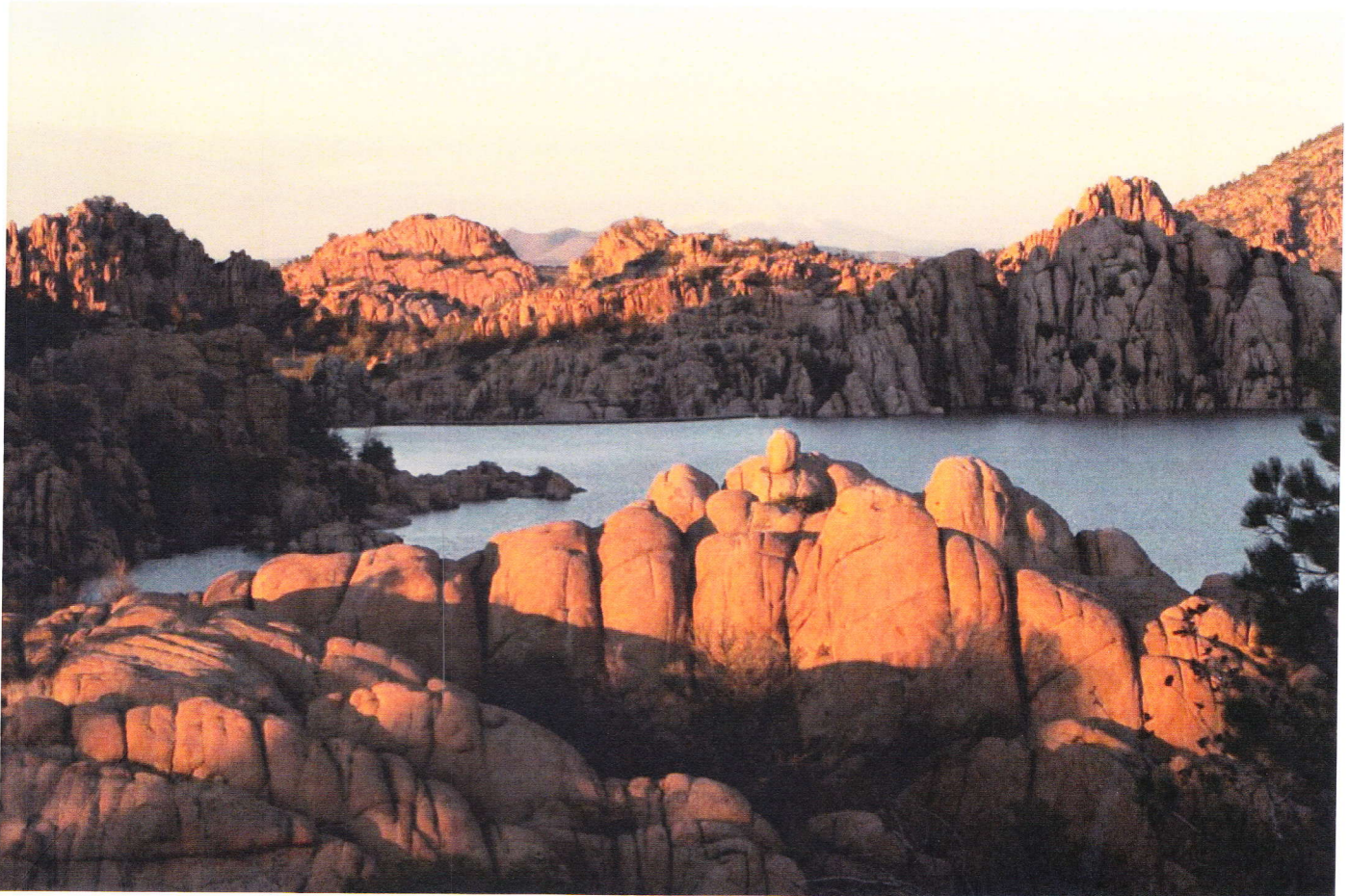


YAVAPAI COUNTY
DOMESTIC VIOLENCE
FATALITY/NEAR FATALITY
REVIEW TEAM



Watson Lake/Granite Dells, Yavapai County, Arizona

ANNUAL REPORT 2013

SUBMITTED TO:
TOM HORNE, ARIZONA ATTORNEY GENERAL

JANUARY 31, 2014



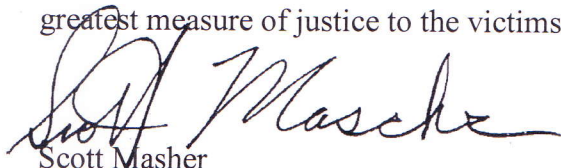
The Yavapai County Domestic Violence Fatality and Near Fatality Review Team was authorized to form by the Yavapai County Board of Supervisors in May of 2013. The combined offices of the Sheriff and the County Attorney provide the oversight to the various stakeholders and appoint the co-chairpersons who will manage the Team's review process.


One of the Team's goals is to examine these tragic occurrences from a "systems" perspective. This approach encompasses the responsibilities of identifying methods of intervention and prevention, along with victim protection and offender accountability.

Domestic violence related death continues to be a reality, and Yavapai County and the communities within have all been touched by these horrific crimes. The work of our review team will provide a mechanism for a blending of ideas, thoughts and ultimately recommendations for system change that will make those trapped in abusive relationships safer. It is clear that there is a continued need for improvement in how not only society, but the criminal justice and social services agencies approach domestic violence incidents.

Domestic homicide continues to occur in Arizona. In 2012, the Arizona Coalition to End Sexual and Domestic Violence reported approximately 132 deaths related to domestic violence. These numbers bear out the critical need of continued efforts in recognizing failures and weaknesses in the system and in identifying and recommending changes that may strengthen our response to domestic violence. Implementation of these recommendations is also a major part of this effort and will include not only the review team members and agencies represented themselves, but the whole community.

Our offices are committed to this review process and fully support the work of the team. Both of us have as a goal, the prevention, or minimization of the instances of these tragic events and to provide appropriate accountability of those criminally liable. It is also our goal to achieve the greatest measure of justice to the victims.


Scott Masher
Yavapai County Sheriff


Sheila Polk
Yavapai County Attorney

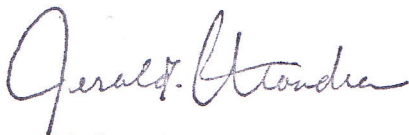
A message from the Yavapai County Domestic Violence Fatality and Near Fatality Review Team Co-Chairs:

As Co-Chairs of the Yavapai County Domestic Violence Fatality and Near Fatality Review Team (YCDVFRT), we are pleased to share this report on the activities of our Team. The YCDVFRT was created in May of 2013, by the action of the Yavapai County Board of Supervisors (BOS) pursuant to A.R.S. § 41-198, with Yavapai County Sheriff Scott Mascher and Yavapai County Attorney Sheila Polk given the authority to appoint team members and designees. The resolution from the BOS also states that the team will automatically terminate on January 31, 2018, unless reauthorized by the BOS prior to that date (see Appendix I).

Following a planning meeting with interested stakeholders in June of 2013 at the Prescott Police Department, a July meeting for Team Orientation occurred at the Camp Verde Marshal's Office. At the July meeting, YCDVFRT by-laws were adopted and a membership list established. (For By-laws, see Appendix II.) The committee also selected a Prescott Police Department domestic violence homicide case to review, which began at the August meeting. All future meetings were held at the Prescott Police Department.

The Team met on this case in September, October, and November. No meeting was held in December. The case review was not completed and is anticipated to continue through March of 2014. No information about the case review is included in this report.

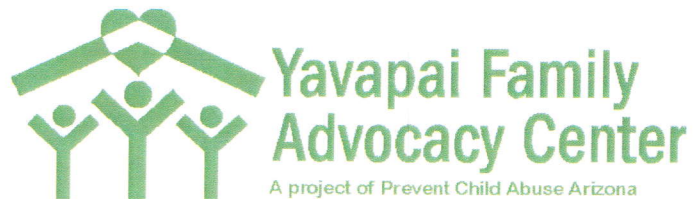
We are excited about the work of this Team and the possible positive outcomes that will be realized from the recommendations at the review's conclusion. The team also stands ready to play a role in seeing any recommendations implemented in our community.



Chief Jerald L. Monahan
Co-Chair
Prescott Police Department



Director Kathryn Chapman
Co-Chair
Yavapai Family Advocacy Center



Membership

The team members of the YCDVFRT are appointed by the Co-chairs upon approval of the Yavapai County Attorney and Yavapai County Sheriff. Team members may serve during the life of the Resolution and sign a confidentiality agreement at each meeting. The process for replacing team members, which may be needed from time to time, is outlined in the By-laws under Article IV (see Appendix II).

The Co-chairs would like to acknowledge the dedication and commitment shown to this effort by the team members, who not only represent themselves as professional and caring individuals, but also represent their agencies and organizations in a very positive manner. The energy and enthusiasm of each team member will contribute greatly to the overall success of this case review.

Yavapai County Domestic Violence Fatality/Near Fatality Review Team (YCDVFRT)

Jerald Monahan, Co-chair	Prescott Police Department
Kathryn Chapman, Co-chair	Yavapai Family Advocacy Center
Anna (Ski) Cahall	Retired Detective, Prescott Police Department
Beth Engels	Community Legal Services, Inc.
Christie Anderson	Prescott Regional Communications Center
Christina Healy	Yavapai County Adult Probation
Dana Owens	Yavapai County Attorney's Office
Harold Cook	Yavapai County Adult Probation
James Tobin	Prescott Valley Police Department
Jane Hausner	Verde Valley Sanctuary
Jenn Ruben	Yavapai-Apache Nation
Kathy McLaughlin	Arizona Child & Family Advocacy Network
Keith Crabtree	Prescott Police Department
Laura Miller	Camp Verde Marshal's Office
Melinda Swiger	Verde Valley Sanctuary
Michelle Medina, Secretary	Prescott Police Department
Mike Williams	Prescott Valley Police Department
Missy Sikora	Arizona Department of Economic Security
Monica Kuhlt	Cottonwood Police Department
Pamela Pierce	West Yavapai Guidance Clinic
Pauline Jackson	Yavapai-Apache Nation
Robin Burke	Stepping Stones Agencies
Tod Moore	Cottonwood Police Department
Tom Boelts	Yavapai County Sheriff's Office
Toni Van Doren	Yavapai Regional Medical Center
Vincent Schaan	Chino Valley Police Department

RESOLUTION NO. 1827

A RESOLUTION ESTABLISHING A DOMESTIC
VIOLENCE FATALITY / NEAR FATALITY REVIEW TEAM

WHEREAS, the Yavapai County Board of Supervisors has long supported efforts to prevent and reduce domestic violence in Yavapai County;

WHEREAS, domestic violence accounts for over 30%* of female homicides and 6%* of male homicides in the United States.
(*Bureau of Justice Statistics, <http://bjs.gov/content/infrimata/victims.cfm>);

WHEREAS, examination of incidents of domestic violence fatalities can help assess how law enforcement, court systems, and social services can be improved to help prevent such incidents;

WHEREAS, members of the Yavapai County Attorney's Office and the Yavapai County Sheriff's Office are highly trained in investigation and prosecution of crimes involving domestic violence and related matters;


WHEREAS, A.R.S. § 41-198 authorizes Yavapai County, a political subdivision of the State of Arizona, to establish a Domestic Violence Review Fatality / Near Fatality Team; and


WHEREAS, the Board of Supervisors finds that consideration of the public safety, health, and general welfare of potential domestic violence victims warrants the formation of a Domestic Violence Fatality / Near Fatality Review Team;

NOW, THEREFORE, BE IT RESOLVED that the Yavapai County Board of Supervisors does hereby establish a Domestic Violence Fatality / Near Fatality Review Team pursuant to A.R.S. § 41-198 and delegates to the Yavapai County Attorney and the Yavapai County Sheriff, or their designees, the authority to appoint members of the Team to act in accordance with all rules and regulations prescribed by A.R.S. § 41-198 and any other rules or regulations which may be applicable. It is further resolved the establishment of the Team and any powers or authorities associated with such shall automatically terminate on January 31, 2018 (five years) unless re-authorized by the Board prior to that date.

PASSED AND ADOPTED by the Yavapai County Board of Supervisors on this 6th day of May, 2013.

ATTEST:


Ana Wayman Trujillo
Clerk of the Board


A.G. "Chip" Davis
Chairman of the Board

APPROVED AS TO FORM:

Shel'a Polk
Yavapai County Attorney

**Bylaws and Rules of Procedure for the
Yavapai County Domestic Violence Fatality/Near Fatality
(YCDVFRT) Review Team**

Article I – ORDINANCE AUTHORITY

The Yavapai County Domestic Violence Fatality/Near Fatality Review Team (YCDVFRT) is created/appointed by the authority of Yavapai County Resolution No. 1827 in accordance with A.R.S. §41-198 and as subsequently amended.

Article II- MISSION

The mission of this Team is to analyze the circumstances of past fatalities or near fatalities in an effort to better understand the dynamics of such incidents and make recommendations for prevention and system improvements. The purpose of this project is to actively improve all systems that serve persons involved in domestic abuse or intimate partner violence and to prevent violence in the future.

Article III – POWERS AND DUTIES OF THE YAVAPAI COUNTY DOMESTIC VIOLENCE FATALITY/NEAR FATALITY REVIEW TEAM

- A. Team Authority: Yavapai County Resolution No. 1827 authorizes the Yavapai County Attorney and Yavapai County Sheriff or their designee to create a domestic violence fatality/near fatality review team and to appoint members in accordance with state and federal law regulations.
- B. Designee Authority: The designee of the Yavapai County Attorney and Yavapai County Sheriff shall serve the Chair or Co-chair and manage all aspects of the Team, including submission of team membership for approval by the Yavapai County Attorney and Yavapai County Sheriff.
- C. Powers and Duties: The powers and duties of the YCDVFRT shall be:
 - 1. Examine incidents of domestic violence related fatalities/near fatalities to better understand the dynamics involved.
 - 2. File an annual report to the Office of the Attorney General that will include its findings and recommendations as to how incidents of domestic violence related fatalities/near fatalities may be prevented and how related systems can be improved. The report shall not contain any identifiable information pertaining to individuals in specific incidents of domestic violence related fatalities/near fatalities.
 - 3. Determine the number and type of incidents it wishes to review.

4. Develop recommendations from each case reviewed and support implementation of those recommendations as appropriate.

Article IV – MEMBERSHIP AND OFFICERS

- A. Membership: Membership may include, but not be limited to, examples listed in A.R.S. §41-198. Those representatives shall be appointed by the Chair/Co-chair upon approval of the Yavapai County Attorney and Yavapai County Sheriff. Representatives shall be recommended by their respective agency head.
- B. Team members will sign a confidentiality agreement to serve.
- C. Term: Team members with the approval of their agency head may serve during the life of the Resolution. In the event a member becomes incapacitated or resigns or is unable to perform the duties of the office or is otherwise removed, the Chair/Co-chair will attempt to fill the vacant position.
- D. Removal of Members: A team member may be removed by the Chair/Co-chair for nonattendance at three consecutive meetings, conviction of a crime involved moral turpitude, repeated disruptive behavior after a warning, or when removal is in the best interest of the Team, with approval of the Yavapai County Attorney and Yavapai County Sheriff.
- E. Officers:
 1. Chair or Co-chairs – The Chair or Co-chairs are appointed by the Yavapai County Attorney and Yavapai County Sheriff and serve at his/her pleasure. In the event a Chair or Co-chair resigns, becomes incapacitated or unable to perform the duties of the office or is otherwise removed, the Yavapai County Attorney and Yavapai County Sheriff will select a replacement.
 2. Duties of the Chair or Co-chairs - The Chair or Co-chairs, or their designees, shall be responsible for:
 - a. Establishing a regular meeting schedule
 - b. Presiding over team meetings, including all points of order
 - c. Appointing committees, ad-hoc committees, sub committees and their respective chairs
 - d. Selecting agenda items for future meetings prior to team meetings, and in consultation with other team members
 - e. Considering other such matters and concerns of the Team as set forth in these bylaws

- f. Submitting the annual report
 - g. The publication and distribution of team recommendations within Yavapai County
3. Secretary – The Secretary shall be appointed by the Chair/Co-chairs and shall serve at his/her pleasure. The Secretary will set and distribute meeting agendas and send announcements of all regular or special meetings. This position will assist with research, compile case reviews, provide forms for each meeting, and maintain all statistics; documentation to be filed in accordance with Arizona Statutes. The sole written report file shall be maintained by the Secretary.
4. Legal Representation – The Yavapai County Attorney’s Office, as necessary, is the designated legal representation to the Team.
5. Committees – The Team may establish such committees, ad-hoc committees, and subcommittees as the Team deems necessary and appropriate for carrying out team business. The Chair/Co-chairs shall appoint the chairperson of the committee, ad-hoc committee, and subcommittee. Such committees report to the Team in an advisory capacity and such committee shall exist only so long as necessary to fill the purposes for which they were created. Members of committees, ad-hoc committees, and subcommittees are not required to be YCDVFRT members. The Chair/Co-chairs may remove a committee member at any time with or without cause. Removal of a committee member who is also a team member does not remove that individual from the Team; it merely relieves the individual from his/her duties on that committee.

The specific Committee Chair will be appointed by the team Chair/Co-chairs and will retain that position only as long as necessary to fulfill the purposes for which that committee was created. The committee Chair must be a team member.

Article V – MEETINGS

- A. Schedule – When there exists business to be conducted and a quorum can be obtained, the Team may meet monthly and at such other times when called by the Chair/Co-chairs after consultation with team members.
- B. Quorum – A quorum of the Team shall consist of a majority of its appointed members. Any action voted on by a majority vote of the quorum present shall be considered an action of the Team. In the event a quorum is not present for a meeting, the Team is prohibited from discussing any items from the agenda and the meetings shall be rescheduled. In the event a quorum is present at the beginning of a meeting and is not maintained throughout the meeting, no votes requiring action may be taken after the loss of a quorum.

- C. Open Meetings – The Team and its committees, ad-hoc committees, and subcommittees shall hold all meetings and conduct all business in accordance with Arizona Open Meeting Laws A.R. S. 38-431 et seq and shall be open to the public. DVFRT meetings are closed to the public and are not subject to Title 38, Chapter 3, Article 3.1, if the Team is reviewing a domestic violence fatality/near fatality case.
- D. Procedure Not Contained in Bylaws – All meetings of the Team shall be, to the extent not in conflict with these bylaws, conducted according to the latest edition of Robert’s Rules of Order, with the exception that the Chair/Co-chairs of the DVFRT, the committee, ad-hoc committee and subcommittee shall be permitted to vote on any motion.
- F. Proxy Voting – Team members who are not able to attend the meeting may send a proxy upon prior approval of the Chair/Co-chairs. The request must be made in writing and name the proxy and the relationship to the team member. The sharing of information from the closed meeting is permitted between the team member and proxy.

Proxy votes can be given to other team members and can count toward a quorum.
- F. Agenda Items – Any member of the Team may propose items for the agenda. The Chair/Co-chairs shall approve the agenda for each team meeting.
- G. All audio and written information and documentation not related to the reviews shall be held by the team Secretary in complete confidence, will be the property of the Team, and will be held in accordance with applicable retention law.

Article VI – MISCELLANEOUS:

- A. Conflict of Interest – Any member of the Team who has a substantial interest as defined in A.R.S. §38-502 in the outcome of any matter brought before the Team shall make known that interest and the minutes brought before the Team shall reflect that the member made such fact known. The member shall refrain from voting or in any way participating in that matter.
- B. Amending Bylaws – These bylaws may be amended upon recommendation of a team member and presented to the YCDVFRT at their next meeting. A copy of the proposed amendment will be sent with the notice. A change in the bylaws shall require a concurring vote of three-fifths of the membership present, and approval of the Yavapai County Attorney and Yavapai County Sheriff.
- C. Guests – With prior approval of Chair/Co-chairs and upon signing the agreement of confidentiality, guests will be permitted to attend meetings.