

Sexual Assault Advisory Group (SAAG) Meeting Minutes		Members
Meeting Date:	November 8, 2016	Attendees: Steve Robinson (Chair), Kristin Jette (Admin), Carla Navid, Carolyn Vodon, Janet Smith, Katie Gross, Lisa Park, Meghan Wrathall, Jenna McDonald, Chris Lagimodiere, Aly Cameron, Nick Brown, Trevor Poole, Paul O'Driscoll, Gord Neal, Absent/Regrets: Sharon Hooper, Michelle Magnusson, Russ Paddock, Marion Terry, Jan Chaboyer, Lee Affleck, Marsha Harris, Sherry Sawatzky-Dyck, Rachel Herron, Wendy Lynch, Nadia LaRosa, Sara Provencher,
Meeting Time:	12:00 pm – 1:00 pm	
Meeting Location:	RM 237, HS Building	

Discussion	Recommended Action	Discussion/Comments/Suggestions	Action Item
Call to Order			
Steve call to order (12:07 pm)			
Approval of Agenda			
Agenda - circulated.		<i>Katie moved, seconded by Aly</i>	Motion was moved, seconded and carried.
Approval of Minutes			
Minutes - circulated.		<i>Lisa moved, seconded by Janet</i>	Motion was moved, seconded and carried.
Draft Revised Interim Sexual Violence Response Protocol			
Agenda Item was led by Carla		<p>The current Interim Sexual Violence response protocol (revised protocol) is focused to students only, the revised protocol will need to include staff and faculty. It also bumps up to other policies and procedures on campus.</p> <p>The revised protocol is a starting point. It is noted that other Universities that also have SVEPCs, the SVEPC is the direct point person for all incidents. Other policies on campus will need to be adjusted to allow for this direct point person, for example, the Residence Student Handbook does not have mention of the SVEPC as the direct point person to contact. What currently happens in Residence is that if there is an incident, the RA will contact the Counsellors (usually Marsha).</p> <p>Question: will you be reachable 24/7 (Carla)?</p> <p>Answer: Currently, no, there is also the Clinic toll free line that is available 24/7.</p>	

	<i>Recommended that there be time allowed before the Townhalls for any planning that needs to happen.</i>	Suggestion: add information on your (Carla's) voice mail and email to indicate the Klinik hotline if you (Carla) are not reachable. Suggestion: there needs to be a backup person for Carla for the circumstances that revolve around holiday schedules or long weekends. Conversation around the town halls that are booked. They will mostly be talk of the protocol. It is known that the media is also looking for the protocol to come out along with the policy.	
Initial Feedback			
Conversation led by Carla		There has been some feedback provided via the feedback button on the website. Carla mentioned that she is currently keeping printed copies of all the feedback. Some items of mention: suggestion to add that we do not have a behaviour contract – Comment: why add the things that we are not doing into the policy or protocol. Notable addition: at 15 c) to include, "with the permission of the survivor". Carla also mentioned that there has been some positive feedback as well.	
Planning Meeting			
Group discussion led by Steve	<i>Carla to prepare a script for the town halls and provide to other members attending.</i>	It is suggested that the members of the committee prepare a script for the town halls. Carla mentioned that she will normally announce self-care options for people in attendance at the town halls, group agreed to that idea. Suggestion to have the committee members in attendance to be announced. Suggestion to have the town halls via live feed on Facebook or to have a public forum of some kind as that would remove accessibility issues.	
Time/Date for Next Meeting(s)			
		December 6 th , 2016 at 12:40 RM 237, Health Studies	
Adjourned			
Adjourned meeting (12:57pm)			