

**SURREY/WHITE ROCK CCRC  
NEW MEMBER'S PACKAGE  
JUNE 2008**

**SURREY/WHITE ROCK CO-ORDINATED COMMUNITY RESPONSE COMMITTEE  
TO VIOLENCE AGAINST WOMEN IN RELATIONSHIPS  
STRUCTURE OF THE COMMITTEE**

The Co-ordinated Committee is composed of four committees.

**1. The General Committee (Committee of the Whole)**

This Committee is composed of representatives from the Sub-Committees and all members of the community who are interested in working to prevent violence against women in relationships.

The General Committee has a two-fold purpose:

- a) A forum for general members to be updated and informed of tasks, projects, and issues being addressed at the sub-committee level. Any interested person/s may attend.
- b) To bring forward new issues, tasks, projects, and to strike Working Task Groups to address the new issues, tasks and projects or refer them to a relevant sub-committee.

A Working Task Group is a group of General/Sub- Committee members who have volunteered to work together for a short term period of time to complete a certain task or project that has been identified by the General/Sub- Committee.

The General Committee is also the place where issues regarding structures, goals and administration are addressed. The General Committee meets 2 - 3 times a year.

Contact Person: Karen Kilbride at 604-596-3221.

**2. Education Sub-Committee**

This Committee is to promote awareness of the issue of violence against women in relationships and the Coordination Committee, as well as to promote prevention of violence through education. This Committee meets bi-monthly.

Contact Person: Karen Kilbride at 604-596-3221.

**3. Justice Sub-Committee**

This Committee is to identify gaps and barriers to the legal/criminal justice system relating to the issue of violence against women in relationships and to work to develop methods of addressing these identified gaps and barriers. This Committee meets bi-monthly on the last Wednesday morning of the month in the Surrey RCMP Main Detachment at 0930 hrs. Contact Person: Corrine Arthur at 604-589-1868 x225

**4. D.V.E.R.S. Sub-Committee**

This is a “stand alone” Committee which monitors, implements, and provides service for the Domestic Violence Emergency Response System (DVERS). Membership in this Committee is closed. To join, your agency must be willing to provide services for the program (ie: provide interviews, or be affiliated with RCMP or ADT Canada Ltd.). This Committee meets monthly. Contact Person:

Sandeep Nagra at 604-589-1868 x224.

**SURREY/WHITE ROCK COORDINATED COMMUNITY RESPONSE COMMITTEE  
MISSION STATEMENT  
AND GROUNDING ASSUMPTIONS**

The Committee's mandate is to focus on the area of Violence Against Women in Relationships, that is: physical assault or the threat of physical assault, emotional abuse, sexual abuse or any crime against women by those with whom they have, or have had an intimate relationship whether or not they are legally married or living together at the time of the assault, threat or crime.

**WE BELIEVE:**

1. THAT there is a need to recognize and respect the woman's capacity for self-determination and her ability to make choices for herself.
2. THAT violence against women in relationships is unacceptable in our society and is a criminal act: we thus support and encourage any endeavours which will eliminate this abuse along with an effective response from the criminal justice system.
3. THAT violence and abuse take various forms; physical, emotional/psychological, sexual, economic and destruction of property.
4. THAT violence against women in relationships crosses all ethnic, socio/economic boundaries and initiatives to address violence against women in relationships must be sensitive to individuals in relation to their culture, socio/economic status, sexual orientation, religion, age and mental and physical ability.
5. THAT violence against women in relationships has a destructive and long lasting impact on children, family relationships, the individual, community and society.
6. THAT in looking for answers to the reality that violence against women is pervasive and severe we must continually examine and challenge society's socialization of men and women and the structures and beliefs which support this violence.
7. THAT offenders must be held accountable for their behaviour.

Through the sharing of our knowledge and resources, we will create a co-ordinated and effective response to incidents of violence against women in relationships, promote awareness and change in social attitudes and ultimately realize the elimination of violence against women in our community and society.

**SURREY/WHITE ROCK CO-ORDINATED COMMUNITY RESPONSE COMMITTEE  
GOALS**

1. TO assess and improve the effectiveness of existing social service, health and justice responses to violence against women in relationships.
2. TO encourage the provision of education, support and treatment services to women, children and men.
3. TO develop procedures and protocol to ensure cases of violence against women in relationships are dealt with in a consistent manner and in line with the Attorney General's Policy on Violence Against Women in Relationships.
4. TO actively promote community awareness on the issue of violence against women in relationships and the effects on children and the community.
5. TO increase recognition that socio/economic status, physical/mental ability, ethnic/native/cultural and language barriers to accessing an effective response exist and have commitment to acknowledging and overcoming these barriers.
6. TO ensure a range of treatment and incarceration must be available in order to ensure accountability of the offenders.

NOTE: VIOLENCE AGAINST WOMEN IN RELATIONSHIPS is physical assault or the threat of physical assault, emotional abuse, sexual abuse or any crime against women by those with whom they have, or have had an intimate relationship whether or not they are legally married or living together at the time of the assault, threat or crime.

**SURREY/WHITE ROCK CO-ORDINATED COMMUNITY RESPONSE COMMITTEE  
TO VIOLENCE AGAINST WOMEN IN RELATIONSHIPS  
Responsibilities of Members**

The responsibility of members of the Surrey/White Rock Co-ordinated Community Response Committee is to support and facilitate a co-ordinated and consistent response to violence against women in relationships within our own agencies and community.

We agree that this responsibility will be carried out in the following ways:

**Agency Responsibility**

All agencies/programs which participate in Co-ordination will support the mission statement and grounding assumptions, goals, and objectives of Co-ordination. In addition, all agencies/programs will make every effort to provide the necessary support to their representative(s) to attend and participate in the work of the Committee.

**Individual Responsibility**

All individuals who participate in Co-ordination will support the mission statement and grounding assumptions, goals, and objectives of the committee and will actively promote them within their agencies and communities by:

1. making a personal commitment to collaboration and co-ordination
2. maintaining an up-to-date knowledge of the issues relating to violence against women by self-education
3. acting as a liaison between their agency and the committee by reporting back to the agency about the activities of the committee
4. attending and participating in meetings
5. being proactive in raising awareness about violence against women in their agency or organization
6. actively working to change those policies and procedures in their agencies which impede a victim of abuse from receiving the best possible service
7. encouraging women who have experienced violence in relationships to contribute to the work of the committee: eg: by giving permission (verbal or written) for their case to be discussed
8. participating in community awareness and educational events

## **Consensus Decision-Making**

We agree that we will make recommendations and take action using a consensus decision-making process. We agree that any decision will be made in accordance with the mandate of the Committee and our mission statement and goals.

The consensus process seeks to find solutions that everyone at a given Committee meeting can support. Without agreement of all, we are unable to make a decision.

The Committee would like to acknowledge that occasionally a member or members may feel it necessary to choose to stand aside from a Committee decision, thereby enabling the work of the Committee to proceed.

## **Confidentiality**

We agree that all discussions during Committee meetings are confidential. When reporting to our agencies about Committee business, we will only report on the outcomes of discussions, holding the specifics of the discussion in confidence to allow every member of the Committee to speak freely at all times.

We agree that case consultation is an effective tool in our co-ordination efforts as it helps us to identify, explain, and make recommendations on systemic issues at the committee level. Committee members will bring general issues and case examples to committee meetings for discussion and possible action. These discussions should include the general facts and issues of the case only, although a member may, on occasion and for whatever reason, find it necessary to share the specifics of a case with the Committee. In these cases, the victim(s) consent is required and must be ensured by way of a signed "Consent for Release of Information" form or similar agency document.

## **Public Statements**

Public statements on behalf of the Committee will not be made by anyone without the written consent of all Committee Members.

**SURREY/WHITE ROCK CO-ORDINATED COMMUNITY RESPONSE COMMITTEE  
TO VIOLENCE AGAINST WOMEN IN RELATIONSHIPS  
Guidelines for Committee Protocol**

- Committee members' communication with one another will be based on respect and trust, focusing on the intent of the message.
- Committee members need to recognize that everyone is valuable and their input is important.
- Perception "checks" should be used regularly to ensure that we understand each other. If a member is confused, it is her/his responsibility to acknowledge confusion and request clarification.
- Decision-making will be by consensus. Such decisions to be preceded by the words: "The minutes shall reflect...." to ensure that the actual wording recorded is correct.
- In the event that consensus cannot be reached by the committee, the following will occur:
  - Three times around table
  - If no consensus is reached, the issue is put to vote
  - Majority decision rules
  - All members of the Committee present to vote and all members not present to be given opportunity to cast vote
  - If a member is unable to attend but wishes to vote, must notify Chair of vote
  - If a member is absent and the Chair has not been notified, the member is considered to have abstained from voting
  - Where a decision impacts directly on a member or an agency not present at the meeting, no final decision will be made until that agency expresses its position to the Committee and consensus is achieved
- If a Committee member has a difficulty with a particular decision or action of an individual, the Committee member will speak to that person first, prior to bringing the issue to the Committee. If it is not resolved, it will then be brought to the group.
- It is important that individuals who are operating in what they believe to be the Committee's interests actually have the committee's endorsement. This will help to alleviate any feelings of being solely responsible for decisions or actions.
- All correspondence, proposals, and initiatives will be faxed out to all committee members for "Review and Comment" and support from entire committee prior to any action taken.
- Confidentiality - we should feel free to speak our minds without fear that our

actions or statements will be taken out of context. Only information recorded in the minutes will be discussed outside of the committee.

**SURREY/WHITE ROCK CO-ORDINATED COMMUNITY RESPONSE COMMITTEE  
TO VIOLENCE AGAINST WOMEN IN RELATIONSHIPS**

**Affirmation of Confidentiality**

By signing this Affirmation of Confidentiality, I hereby affirm that I understand and will respect the fact that my position as a member with the Surrey/White Rock Co-ordinated Community Response Committee to Violence Against Women in Relationships is of a confidential nature.

I agree that any knowledge gained with regard to specific individuals as a result of my position on the Committee is, and will remain, confidential and only for the use of Committee members. I will exercise due care that any information I provide to non-committee members is the information they are entitled to know. If any questions arise as to the entitlement of information to particular individuals, I will refrain from providing the information until clarification is obtained from the Committee.

I further affirm that I will not discuss Committee business, specifically the names of victims or offenders, with any member of the media. I will also ensure that any information given to the Committee or anyone else does not reveal the name of the victim(s) and witness(es) or other data that could lead to their identification through the case being discussed at the Committee meetings except when I need to discuss a specific case with any agency.

I understand that once signed, this Affirmation of Confidentiality is irrevocable and continues to apply to me when I retire from this committee.

I have read the above "Affirmation of Confidentiality" and hereby affirm that I will abide by the same.

Name of Committee Member (Please Print)

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Signature of Committee Member

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Date

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Witness

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Date

(Draft is based on Vancouver Coordination Program Document, 2000)