

**Vermont Commission on Women  
Criminal Legal System Committee  
Meeting Minutes  
Friday, December 3, 2021, | 12:00 pm – 1:30 pm  
Teleconference**

**Commissioners present:** Ashley Messier, Sarah Mell, Delaney Courcelle, Lisa Ryan

**Commissioners absent:** Kerin Durfee, Lisa Senecal

**Advisors present:** Jessica Barquist of Vermont Network Against Domestic & Sexual Violence, Lisa Falcone of Mercy Connections, Meredith Roberts of ANA Vermont

**Staff present:** Cary Brown, Ellie Lane, Lilly Talbert

**Recording:** Ellie Lane & Sarah Mell

**Presiding:** Ashley Messier & Lisa Ryan

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**Meeting called to order at 12:05 pm.**

#### **LEADERSHIP STRUCTURE**

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Ellie offered an opening point of discussion around how the Committee would like to approach Leadership and structure.

**MOTION made by Delaney, seconded by Sarah:  
To approve appoint Ashley & Lisa as co-Chairs, and Sarah as secretary.  
Hearing no nays, the motion is unanimously passed.**

#### **MEETING SCHEDULE**

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Meetings are scheduled for 12/17 and 1/7, 12:00 – 1:30 pm. Ellie will send out calendar invites this afternoon.

#### **CARY'S PROPOSAL FOR VCW GATHERING INPUT RE: CRCF REPLACEMENT PROCESS**

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**GOAL:** Gather input from five major stakeholder groups, through visiting CRCF, interviews, a public forum, and possibly surveys (for staff).

**TIMELINE:** Winter 2021-2022, committee to determine more details

**MAJOR STAKEHOLDER GROUPS:**

- currently incarcerated women
- formerly incarcerated women
- families of currently or formerly incarcerated women
- advocates, providers, and general public

- DOC staff

**DRAFT WORK PLAN**

STAKEHOLDER GROUP	MEANS OF GETTING INPUT	NOTES/QUESTIONS TO BE ANSWERED
Currently incarcerated women	Group discussion in person at CRCF	<ul style="list-style-type: none"> <li>• Determine what questions to ask them</li> <li>• Coordinate with Theresa Messier to schedule visit</li> <li>• Consider creating a tour opportunity for commissioners who haven't been to CRCF</li> <li>• Discuss whether to invite DOC staff to attend to listen</li> </ul>
Formerly incarcerated women	Personal interviews	<ul style="list-style-type: none"> <li>• Determine what questions to ask them</li> <li>• Determine the best way to connect with people and conduct interviews</li> </ul>
Families of currently or formerly incarcerated women	Personal interviews	<ul style="list-style-type: none"> <li>• Determine what questions to ask them</li> <li>• Determine the best way to connect with people and conduct interviews</li> </ul>
Advocates, providers, and general public	Public forum, fully or partially online	<ul style="list-style-type: none"> <li>• Determine guiding questions to ask people to address</li> <li>• Create a way for people to send written comments or otherwise contribute without attending in person</li> <li>• Invite legislators</li> </ul>
DOC staff	?? Surveys?	<ul style="list-style-type: none"> <li>• Determine what questions to ask them</li> <li>• Create a process that will be anonymous and preserve confidentiality</li> </ul>

The group discussed the proposal, and will continue that discussion at the next meeting.

**MEETING CLOSURE**

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- We'll see folks at the VCW Commission meeting on December 10, 2021.
- The next meeting is 12/17 - and we'll communicate in between around the agenda.

**Meeting adjourned at 1:21 pm.**