

APRIL 2023

CalVCB Victim Advocate Newsletter



National Crime Victims' Rights Week

CalVCB joined with all of you in recognizing National Crime Victims' Rights Week. Governor Gavin Newsom issued a proclamation to commemorate this important week. Our Executive Officer, Lynda Gledhill, and our outreach team attended numerous events throughout California.

Thank you for inviting us to your events and the work you do to engage, elevate, and effect change for survivors and victims.

Reminders

Information Security and Privacy Training forms must be sent to infoadvocate@victims.ca.gov.

Are you signed up for **Morning Coffee**? Receive a brief daily email with news articles of interest to CalVCB.

Mental health provider forums Friday, May 12 at 10 a.m. and Tuesday, May 23 at 2 p.m.

Advocate webinar: CalVCB Overview: Tuesday, May 23 from 1 p.m. until 3 p.m.

Updated Public Records Act Request Procedure

CalVCB recently updated its Public Records Act (PRA) guidelines. They now state:

Public records maintained by the California Victim Compensation Board are available for public inspection or copying according to the following procedures:

Requests for inspection or copying of public records:

- Should be directed to:

Public Records Act Request

California Victim Compensation Board

P.O. Box 350

Sacramento, CA 95812

(916) 491-3651

CPRA@victims.ca.gov

- Should be specific, focused and not interfere with the ordinary business operations of the Board. Where a request is not specific and focused, Board staff will assist the requester to

identify the requested information, describe the technology or physical location of the record, and provide suggestions on how to overcome practical barriers to disclosure. The operational function of the Board will not be suspended to permit inspection of records during periods in which such records are reasonably required by Board personnel in the performance of their duties. If the request requires review of numerous records, a mutually agreeable time should be established for the inspection of the records.

- Should sufficiently describe the records so that they can be identified, located and retrieved by Board personnel.
- Can be made orally or in writing; however, the Board encourages written requests.
- The Board may refuse to disclose any records which are exempt from disclosure under the Public Records Act or any other applicable law. (See, e.g., Gov. Code §§ 7922.000, et seq.)
- Records are available for inspection during regular business hours, Monday through Friday, 8 a.m. to 5 p.m.
- Inspection of records will be allowed upon conditions determined by the Board. Upon either the completion of the inspection or the oral request of Board personnel, the person conducting the inspection shall relinquish physical possession of the records. Persons inspecting Board records shall not destroy, mutilate, deface, alter, or remove any such records from the Board's office. The Board reserves the right to have Board personnel present during the inspection of records in order to prevent the loss or destruction of records.
- Copies of records that are not exempt from disclosure are available upon pre-payment of the copying costs (10 cents per page).
- These guidelines shall be posted in a conspicuous public place at the Board, and a free copy shall be provided upon request.

If you have questions, please email CPRA@victims.ca.gov

Information Security Verification

Thank you to those who submitted their information security and privacy training forms already.

For those who haven't, please send the updated annual confidentiality statement form with the additional security training section to infoadvocate@victims.ca.gov.

In case of noncompliance, CalVCB may suspend access to CalVCB computer systems until compliance is confirmed.

All victim specialists and all District Attorney's Office staff with access to CalVCB computer systems are required to complete information security and privacy training annually.

The training must include social engineering and phishing, privacy and password protection, browsing safety, and ransomware.

All new specialists and District Attorney's Office staff with access to CalVCB computer systems must complete the training within 30 days from the date of hire.

Advocate Monthly Training

CalVCB holds monthly advocate webinars, which are designed to help you better understand our overall program. We offer some topic-specific training currently, which covers funeral and burial expenses, income and support loss, and relocation.

Outreach specialist Cindy Kaiser is planning to develop additional topic-specific webinars and training and is interested in knowing what would most benefit you and advocates in your office. Fill out our [presentation request form](#) and email it to infoadvocate@victims.ca.gov.

Keeping Cares2 Up to Date

Have you logged into your Cares2 account recently? Your account will automatically deactivate if you do not log in at least once every 90 days.

To have it reactivated, or to submit any staff changes, email infoadvocate@victims.ca.gov.

Did You Know?

For CalVCB eligibility purposes, a victim is a person who sustains injury, threat of injury or death as a result of a qualifying crime. To qualify for CalVCB benefits, the victim must be a California resident at the time of the crime, or, if a nonresident, the crime must have occurred in California.

For CalVCB eligibility purposes, a derivative victim is a person who, at the time of the crime, is:

- The parent, grandparent, sibling, spouse, registered domestic partner, child or grandchild of the victim.
- Someone living in the household of the victim.
- A person who had previously lived in the household of the victim for a period of not less than two years in a relationship substantially similar to a parent, grandparent, sibling, spouse, child or grandchild of the victim.
- The primary caretaker of a minor victim at the time treatment is rendered, but was not the primary caretaker at the time of the crime (i.e. new caretaker filing status).
- Another family member of the victim who is not already listed above and who witnessed the crime.

- Such family members include but are not limited to: great-grandparent, uncle, aunt, nephew, niece, great-grandchild; great-great-grandparent, great uncle, great aunt, first cousin, grandnephew, grandniece; victim’s fiancé or fiancée, and the spouse of any person in this list.

CalVCB defines “family member” as a person who is related to the victim at the time of the qualifying crime by blood, marriage, registered domestic partner or adoption.

Children who are born after the qualifying crime are eligible as derivative victims if they were conceived (in utero) before the qualifying crime occurred.

Please let us know if you have questions, comments, or suggestions for future editions. Email us at infoadvocate@victims.ca.gov.

Contact Us

[Visit our Website](#)

California Victim Compensation Board

800-777-9229

P.O. Box 3036

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