



DEPARTMENT OF THE ARMY  
U.S. ARMY MANUEVER SUPPORT CENTER OF EXCELLENCE  
14000 MSCOE LOOP, SUITE 316  
FORT LEONARD WOOD MO 65473-8300

ATZT-SH (11-2a1)

07 DEC 2020

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Sexual Assault Review Board (SARB) Charter

1. References.

- a. Department of Defense Directive 6495.01, Sexual Assault Prevention and Response Program (SAPR).
- b. Department of Defense Instruction 6495.02, SAPR Procedures.
- c. AR 600-20, Army Command Policy.

2. Purpose. To establish the SARB in accordance with the referenced regulations. The SARB will review victim response capabilities of the Maneuver Support Center of Excellence (MSCoE) in support of the Sexual Harassment/Assault Response and Prevention (SHARP) Program. The SARB fulfills the procedural directives issued in AR 600-20 and DODI 6495.02 (under Case Management Group).

3. Mission. The SARB provides executive oversight, procedural guidance, and feedback concerning the installation's SHARP program. The SARB shall carefully consider and implement immediate, short-term, and long-term measures for response and prevention of sexual assault. The SARB will closely monitor the victim's progress and recovery. These measures are to help facilitate and assure the victim's well-being during recovery from a sexual assault. This will include reviewing cases, procedures, system accountability, and victim access to quality services.

4. SARB Composition. A by-name roster of SARB members is attached to this charter. The SARB will strive to protect the victim's privacy, ensuring only those with an official need-to-know have the victim's information and related case details. The Senior Commander will appoint, by position, the following members and alternates to serve on the SARB:

- a. Chairperson (Senior Commander/Commanding General or the Deputy Commanding General).
- b. Co-chairperson (Lead Installation Sexual Assault Response Coordinator (SARC) or SHARP Program Manager (PM)).

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c. SARB members are listed by name in the enclosure, which will be updated as needed.

5. Responsibilities.

a. The Chairperson will: -

(1) Convene the SARB at least monthly.

(2) Ensure the installation sexual assault prevention and response service providers are receiving appropriate training and have the necessary resources.

(3) Sign the minutes after they are finalized.

(4) Ask SARB members if the victim, victim's family members, witnesses, bystanders, SARCs, victim advocates, responders, or other parties have experienced any incidents of retaliation, reprisal, ostracism, or maltreatment.

(5) Form a High-Risk Response Team as needed.

b. The Co-Chairperson will: -

(1) Assist the Chairperson with logistical support and coordination of the SARB, to include assisting with preparation of the meeting, agenda, facilitation, minutes, and other tasks assigned by the Chairperson.

(2) Ensure all SARB members receive advanced notification of meeting dates and locations.

(3) Ensure SARB participants receive appropriate case management training consistent with DoD requirements. This includes briefing all SARB members that information discussed will be treated in a sensitive manner and no further disclosures should be made outside the SARB.

(4) File the signed minutes of the meeting for archival purposes.

(5) Ensure integrity of all restricted cases.

(6) Conduct reviews of memorandums of agreement (MOAs) with other Services and Civilian agencies regarding sexual assault prevention and response support.

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c. SARB members will: -

(1) Perform required functional tasks as designated by the appropriate regulations and as directed by the Chairperson.

(2) Conduct reviews of current procedures for each reported sexual assault case for compliance with DoD and local policies to provide updated best practices to the MSCoE team.

(3) Participate in SHARP training as required.

(4) Provide updates to the SARB and recommendations for improvements as necessary.

(5) Each victim's commander will report to the Chairperson that the victim has received updates on the case 14 days after the initial report, monthly (within 72 hours of the last SARB) during the case, and within 45 days after the final disposition of the case to ensure the victim's needs have been addressed. This responsibility cannot be delegated.

(6) In the event a brigade commander will not be available to attend the SARB, the BDE SARC will represent their respective BDE and brief the SARB.

6. Point of contact for this charter is the SHARP Program Manager, MSCoE SHARP Resource Center, Building 315, (573) 596-5711.

Encl



JAMES E. BONNER  
Brigadier General, USA  
Commanding

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SARB Members

Effective immediately, the individuals listed below are appointed as members of the Sexual Assault Review Board (SARB):

As of: 17 NOV 2020

<u>NAME/OFFICE</u>	<u>GRADE/RANK</u>	<u>PRIMARY/ALTERNATE</u>
<b>BONNER</b> , James (MSCoE CG)	BG	Chairperson
<b>DELAPENA</b> , Randolph (MSCoE CSM)	CSM	Primary
<b>BALL</b> , Richard J. (MSCoE CS)	COL	Primary
<b>DUPONT</b> , Keith (MSCoE Ass't Chief of Staff)	GS-15	Alternate
<b>TILLMAN</b> , Tammy (Lead Installation SARC)	SFC	Co-Chairperson
<b>BRONER</b> , Paul (MSCoE SHARP Interim PM)	GS-11	Alternate Co-Chair
<b>PAINE</b> , Jeffrey (Garrison Commander)	COL	Primary
<b>MCGLENSEY</b> , Sean (Garrison CSM)	CSM	Alternate
<b>OBERWAGER</b> , Carol (Garrison SARC)	GS-11	Primary
<b>PITNEY</b> , Aaron (MEDDAC CDR)	COL	Primary
<b>CASTILLO</b> , John (MEDDAC CSM)	CSM	Alternate
<b>DELMARTER</b> , Albert (MEDDAC SARC)	GS-11	Primary
<b>HUNCHBERGER</b> , Heidi (Sexual Assault Care Coordinator)	GS-11	Primary
<b>JOHNSON</b> , Tyler (Sexual Assault Medical Director)	GS-12	Primary
<b>QUANDER</b> , Mark (USAES Commandant)	BG	Commandant
<b>LAW</b> , Gerald (1 <sup>st</sup> EN BDE CDR)	COL	Primary

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<b>RUSSELL, Rodney</b> (1 <sup>st</sup> EN BDE CSM)	CSM	Alternate
<b>HOGUE, Erin</b> (1 <sup>st</sup> EN BDE SARC)	SFC	Primary
<b>HOOD, Daryl</b> (CBRN School Commandant)	BG	Commandant
<b>HILBURGH, Adam</b> (3 <sup>rd</sup> CM BDE CDR)	COL	Primary
<b>ARZABALA, Jorge</b> (3 <sup>rd</sup> CM BDE CSM)	CSM	Alternate
<b>MARKS, Michael</b> (3 <sup>rd</sup> CM BDE SARC)	SFC	Primary
<b>KNELL, Niave</b> (USAMPS Commandant)	COL	Commandant
<b>ARNOLD, Robert</b> (14 <sup>th</sup> MP BDE CDR)	COL	Primary
<b>DESANTO, Paul</b> (14 <sup>th</sup> MP BDE CSM)	CSM	Alternate
<b>LILLARD, Christopher</b> (14 <sup>th</sup> MP BDE SARC)	SFC	Primary
<b>LONG, Charles</b> (MARDET CDR)	Col	Primary
<b>MACIEL, John</b> (MARDET SgtMaj)	Sgt Maj	Alternate
<b>LANDRITH, James</b> (MARDET SARC)	NAF-4	Primary
<b>SAMUELSEN, Robert</b> (MSCoE SJA)	LTC	Primary
<b>FIELDS, Jonathan</b> (MSCoE Deputy SJA)	LTC	Primary
<b>THOMSON, Christine</b> (MSCoE SVP)	CPT	Alternate
<b>GROWT, DeWayne</b> (MSCoE SVL)	GS-13	Alternate
<b>ROSE, Donald</b> (Deputy Director of Emergency Services)	GS-13	Primary
<b>DALE, Andrew</b> (CID SAC)	CW3	Primary
<b>DIEMLER, Sean</b> (CID SAI)	GS-13	Alternate

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<b>WALKER</b> , Gregory (Installation Chaplain Office)	COL	Primary
<b>SMITH</b> , Mary (Command Inspector General)	LTC	Primary

**BY-INVITATION, AS NEEDED FOR CASE UPDATES:**

<b>BRANCO</b> , Allen (USAF SQUADRON CDR)	Lt Col
<b>RILEY</b> , Rachel (USAF DET VA)	TSgt
<b>GEGG</b> , Nicholas (USN DET CDR)	LT
<b>GRANSBURY</b> , Elizabeth (USN DET VA)	PO2
<b>ECHEBERRY</b> , Sara (MEDDAC VA)	SFC
<b>CARTER-SMITHERS</b> , LaDon (1 <sup>st</sup> ENG BDE VA)	GS-9
<b>ALEXANDER</b> , Loretha (3 <sup>rd</sup> CHEM BDE VA)	GS-9
<b>BLAKELY</b> , Andrea (14 <sup>th</sup> MP BDE VA)	GS-9