

**Center for Crime Victim Services  
Board Meeting Minutes  
August 10, 2020**

**Board Members Present:** Bob Paolini, Susan Ide, Jerry O’Neill.

**Absent:** Margaret Joyal, Richard Katzman.

**Staff Members Present:** Chris Fenno, Elaine Boyce, Carol Morgan, Jodie Bacon, Abby Gladstone-Strobel, Michelle Pelletier, Carol Brochu, Melinda Meyer. **Absent:** Christine Morrison.

The meeting was called to order at 1:35 PM.

**REVIEW MINUTES OF LAST MEETING**

The Board reviewed the meeting minutes of July 13, 2020 and approved them unanimously, as presented.

**COMPENSATION CLAIMS REPORT**

Carol Morgan presented the Compensation report for July 2020. For both regular claims and sexual assault (SA) claims, the number of new claims received was down compared to July 2019. Staff could not say whether the decrease in new claims was due to the pandemic. Expenses for July 2020 were also down for regular compensation claims, by about \$17K compared to the previous July. However, despite fewer SA claims this July, expenses related to SA were slightly higher in July 2020 than in July 2019 (up by \$403). Carol Morgan noted that expense figures always fluctuate month-to-month, due to various factors including the timing of data-entry of payments done by staff. The Compensation Report was accepted as presented.

**REVIEW OF SPECIFIC COMPENSATION CLAIMS**

There were no specific claims needing review this month.

**RESTITUTION UNIT REPORT**

Michelle Pelletier reported on the Restitution Unit (RU) for July 2020. In July 2020, the RU Collectors brought in almost 41\$K and another \$61K was received via tax offsets. Michelle noted that, despite the pandemic, the RU received about twice as much from tax offsets this July, as was received in July 2019. A total of 40 restitution judgement orders (RJOs) were received from around the state, with 21 coming from Chittenden County and 14 from Washington County. The Restitution Report was accepted as presented.

**FINANCIAL REPORT**

Carol Brochu presented the Financial Report through July 2020. She noted that July is a difficult month to report on, with lots of fluctuating information, as the state transitions from the end of one fiscal year to the start of a new fiscal year. In addition to the usual state requirements, Carol had to provide documentation to federal auditors from the OJP (Office of Justice Programs) in preparation for a “desk review” by the auditors that will occur in early September to review most of CCVS’s federal grants. Carol advised that she has changed how CCVS tracks payments made by the

Compensation Program from a federal grant. The new tracking method, which is similar to a “purchase allocation method,” will provide a better way to see the budget status of federal grants that CCVS administers.

Regarding CCVS revenues, although Special Fund cash balances on June 30, 2020, were less than at the same point in the previous fiscal year, Carol noted that the balances were still better than expected, and not the worst CCVS has ever had. She remarked that in recent months, the Restitution Fund received more revenue from the work of the RU collectors than it did from the courts.

Chris Fenno and Elaine Boyce advised on the status of the windshield repair program which is currently being administered through the Compensation Program, and only covers certain towns. CCVS will look at the sustainability of the windshield program and whether it can be expanded to cover more areas of the state. Carol Brochu added that although the windshield expenses are not federally reimbursable, her analysis shows that those expenses have not been high over the years and the average payment is \$250. The Financial Report was accepted as presented.

**MEETING ADJOURNED:** Motion made and seconded to adjourn. Adjourned at 2:08 PM

**Next VCCVS Board Meeting Date:**

**Monday,  
September 14, 2020  
1:30 PM  
Via Zoom Meeting**