

**Center for Crime Victim Services
Board Meeting Minutes
July 9, 2018**

Board Members Present: Bob Paolini, Susan Ide, Richard Katzman. **Absent:** Margaret Joyal, Jerry O'Neill.
Staff Members Present: Chris Fenno, Mary Kay Hewlett, Christine Morrison, Jodie Bacon, Abby Gladstone-Strobel, Carol Brochu, Elaine Boyce, Rachel Atkins, Melinda Meyer. **Absent:** Carol Morgan, Cara Cookson.

The meeting was called to order at 1:40 PM.

REVIEW MINUTES OF LAST MEETING

The Board reviewed the meeting minutes of June 11, 2018, and approved them as presented.

LEGISLATIVE UPDATE

There was no legislative update this month.

COMPENSATION CLAIMS REPORT

Christine Morrison presented the Compensation report for June 2018. As usual, Chittenden County generated the largest number of regular claims. There were several counties that usually generate claims but had none this June. Although fewer regular claims were received in June 2018 than in June 2017, there was an increase of 1.65% compared with the prior fiscal year (FY17). The number of Sexual Assault (SA) claims spiked in June 2018, with 130% more received than in June 2017. For the year, SA claims showed an increase of 8.72% in FY18 compared to FY17. Despite the increased number of SA claims received, SA expenses in FY18 decreased to \$65,803 versus \$82,302 in FY17.

Homicide expenses were high in June, at \$33,919.81. Christine noted that 8 or 9 homicide claims were paid that month, and one homicide can generate numerous claims. In FY18, the Victims Compensation Program received 69 claims related to 15 actual homicides. In the previous fiscal year (FY17), there were 47 claims related to 13 actual homicides. Expenses for Funerals in June 2018 were a little high at \$17,520, which included some travel costs. Comparing the fiscal year just ended (FY18) with the prior year (FY17), FY18 showed an increase in expenses for regular claims, but a decrease in Sexual Assault expenses. Total compensation expenses in FY18 were \$528,526 (including SA expenses) versus \$513,317 in FY17. The Compensation Report was accepted as presented.

REVIEW OF SPECIFIC COMPENSATION CLAIMS

Claim 65606 – This claim was brought to the Board to determine the eligibility of payment for a second travel trip from Africa to Vermont. The suspect had not been located for the domestic homicide that occurred on 5/03/18. The claimant is the brother of the victim, and was seeking compensation for a return trip to Vermont to provide emotional support to his family. The Board voted all-in-favor to approve the payment, as long as the claimant understands that this payment comes out of the maximum funds available on his claim.

Claim 63186 – This claim was brought to the Board to determine whether or not the Compensation Program could pay to move a memorial bench for the claimant, who is the parent of a homicide victim. Staff advised that payment to move the bench would exceed the \$2,000.00 cap for headstones,

cemetery plots, and memorial items. The bench was originally placed where the claimant had lived, in a residential group home where she was live-in provider. The claimant no longer had this job and wanted to have the bench moved to her other son's home. Board voted all-in-favor to approve payment for moving the memorial bench.

COMPENSATION REVIEW of REVISED POLICY FOR REIMBURSEMENT of TRAVEL EXPENSES FOR VICTIMS

Compensation Program staff presented the revised policy with new reimbursement rates for meals and mileage for crime victims, as approved by the Board at the June meeting. The Board approved the new language of the policy.

RESTITUTION UNIT REPORT

Elaine Boyce presented on the Restitution Unit (RU) for June 2018. She noted that RU staff made about 4,400 outgoing calls in June and collections had exceeded the monthly goal, with Case Managers bringing in \$62,631.66 through their work. Another \$24,360.65 came in via tax offsets in June. With FY18 now complete, FY18 collections had exceeded the yearly goal, and more was received via tax offsets than in any prior year. Elaine's report included a new item, showing receipts related to offender lottery winnings, which came to \$25,261 for FY18. The number of new orders received in June was up a bit, due to the diversion cases the RU has taken on under a new Memo of Understanding with Court Diversion.

Elaine also presented a list showing collections made by the RU on behalf of other state agencies, such as Fish & Wildlife, which the RU began collecting for about two years ago. Collections for these other agencies came to a grand total of \$75,545.44 in FY18. The Restitution Unit Report was accepted as presented.

FINANCIAL REPORT

Carol Brochu presented the Financial Report through June, which marked the end of FY18. She was happy to report that revenues into all the Center's funds were doing well and had exceeded their projected targets for FY18. Carol explained that she uses a three-year average to build the budget for each fiscal year, and since revenues had been decreasing in recent years, she'd factored a decrease into the FY18 budget. She noted that the RU Fund did extremely well in FY18, and the Compensation Fund balance did well, ending the fiscal year higher than it started. The balance in the DV/SV Fund had improved significantly, due to increased fees for marriage licenses. Carol explained that the negative figure in the Federal Fund balance was misleading and only shows as negative due to the way payments go out to the Center's subgrantees.

Reviewing Expenditures by Fund, Carol noted that Operating Expenses went over-budget in FY18, due to a combination of increased rent and other increases that weren't factored into the budget. There was also an expense of \$23K for a new database module for the Compensation Program, but that was paid for with allowable federal funds. The Compensation Program only paid out 70% of the budgeted amount for the program. Carol Brochu shares her figures each month with Carol Morgan and Elaine Boyce so they can see how their numbers compare. Chris Fenno and Carol Brochu noted that the Center is being conservative in using our federal grant funds which give us a two-year cushion, while also increasing our use of allowable percentages for administration of those federal funds.

A board discussion of proposed changes to meals and mileage reimbursement rates for CCVS staff was tabled to the August meeting. The Financial Report was accepted as presented.

CENTER UPDATE

Chris Fenno updated the Board on several things. In June the Center had been very focused on applying for federal grants related to technology and human trafficking (HT). Applying for the human trafficking services grant involved a lot of coordination, as it is a joint endeavor with the HT Task Force and the Vermont State Police. Chris also advised that the Center will be discontinuing funding to one of our sub-grantees in southern Vermont. Once their current grant expires, it will not be renewed. The Center has identified serious issues with the organization and will be looking to fund a new provider in that area instead.

Chris advised the Board that the Center will be advertising for someone to fill a new part-time position working on social media for the Center. And in early August, Chris Fenno and Cara Cookson will both be presenting at the national VOCA Training Conference in Savannah, put on by the National Association of VOCA Assistance Administrators.

MEETING ADJOURNED: 2:38 PM

Next VCCVS Board Meeting Date:

Monday,

August 13, 2018

1:30 – 3:30 PM

60 South Main St. conference room

Waterbury, VT