

**Center for Crime Victim Services  
Board Meeting Minutes  
August 15, 2022**

**Board Members Present:** Bob Paolini, Susan Ide, Richard Katzman

**Absent:** Susie Carr, Alycia Post.

**Staff Members Present:** Jennifer Poehlmann, Julie Frailey, Carol Morgan, Christine Morrison, Jodie Bacon, Abby Gladstone-Strobel, Melinda Meyer. **Absent:** Michelle Pelletier, Carol Brochu.

The meeting was called to order at 12:05 PM, with Bob Paolini and Richard Katzman present and Susan Ide attending via Zoom.

**REVIEW MINUTES OF LAST MEETING**

The Board reviewed the meeting minutes of July 18, 2022, and unanimously approved them as presented.

**REVIEW OF PROPOSED UPDATES TO CCVS EMPLOYEE HANDBOOK**

Julie Frailey, Human Resources Generalist, advised the Board on proposed updates to the CCVS Employee Handbook, which were: adding a Diversity, Equity and Inclusion Policy; revision of Telecommuting Policy; revision to CCVS Electronics Usage Policy; revision to Combined Time Off (CTO) carry-over of unused CTO; carry-over of unused CTO hours / option to put in Sick Bank; new Paid Parental Leave Policy; and new Employee Assistance Program benefit. Motion was made, seconded, and the board voted unanimously to approve the proposed updates.

**COMPENSATION CLAIMS REPORT**

No Compensation report was presented this month.

**RESTITUTION UNIT REPORT**

No Restitution Unit report was presented this month.

**FINANCIAL REPORT**

No Finance Report was presented this month.

**CENTER UPDATE**

No update was presented this month.

**MEETING ADJOURNED:** Motion was made, seconded, and voted unanimously to adjourn. Adjourned at 12:15 PM.

**Next VCCVS Board Meeting Date:  
Monday, September 19, 2022  
1:30 PM  
In the conference room  
At 60 South Main Street, Waterbury.**