

**Center for Crime Victim Services
Board Meeting Minutes
August 9, 2021**

Board Members Present: Bob Paolini, Richard Katzman, Susan Ide. **Absent:** Margaret Joyal.
Staff Members Present: Carol Brochu, Carol Morgan, Christine Morrison, Jodie Bacon, Abby Gladstone-Strobel, Michelle Pelletier, Melinda Meyer, Julie Frailey.

The meeting was called to order at 1:32 PM with Susan Ide attending via Zoom.

REVIEW MINUTES OF LAST MEETING

The Board reviewed the meeting minutes of July 12, 2021, and unanimously approved them as presented.

COMPENSATION CLAIMS REPORT

Christine Morrison presented the Compensation reports for July 2021, the first month of state fiscal year 2022 (FY22). The number of claims received in July 2021 for both regular and sexual assault (SA) was down compared to July 2020, although there were only two fewer SA claims in July 2021 than in July 2020. There were 26 regular claims in July 2021 compared to 31 the previous July. Expenses for both programs were down significantly compared to the previous July. The Compensation Report was accepted as presented.

RESTITUTION UNIT REPORT

Michelle Pelletier reported on the Restitution Unit (RU) for July 2021. Statewide, a total of 25 restitution judgement orders (RJOs) were received this July. The number of RJOs received from Chittenden County was lower than in the past, but Michelle remarked that there was a new court administrator there, so the numbers may increase later. Collections by the case managers brought in \$36K and tax offsets generated another \$49K. The Restitution Report was accepted as presented.

FINANCIAL REPORT

Carol Brochu presented the Financial Report for July 2021. With July being the first month of the new state fiscal year 2022 (FY22), Carol had reformatted some areas of her reports. Although there are still concerns about future declining revenues, Carol noted that the receipt of one-time special appropriations and COVID funds were extremely helpful to the CCVS budget for FY22. The Financial Report was accepted as presented.

REVIEW OF CCVS EMPLOYEE HANDBOOK

Regarding the revised Employee Handbook which was sent to the Board for review in May 2021, Richard Katzman motioned to approve the revised document. Susan Ide seconded the motion and the Board voted unanimously to approve adoption of the revised version for CCVS staff.

MEETING ADJOURNED: Motion was made and seconded to adjourn. Adjourned at 2:30 PM

Next VCCVS Board Meeting Date:

**Monday,
Sept. 13, 2021
1:30 PM**

**In the conference room
At 60 South Main Street, Waterbury.**