

DRAFT

**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.