

Administrative Meeting of the
Crime Victim Compensation Commission (CVCC) Minutes
Wednesday, August 12, 2020
Zoom Meeting

Present: Commissioners: Chair Martha Ross, Clifton Y.S. Choy, and Sandra Joy Eastlack
Staff: Executive Director Pamela Ferguson-Brey

Agenda

The Administrative Meeting was called to order at 2:40 p.m. by Commission Chair Martha Ross.

I. Approval of Minutes:

Martha Ross requested a correction to the minutes to reflect that the minutes were approved by unanimous decision. The minutes of the March 17, 2020, meeting as amended were moved for approved by Clifton Choy and seconded by Sandra Joy Eastlack. The amended minutes were approved by unanimous decision.

II. Justice Reinvestment (JRI) Update:

A. COVID-19

The Commission was able to purchase enough laptop for staff to have State computers to Telework via secure State connection. The Supervisor conducted training for staff to be able to communicate and work on documents using One Drive. The Justice Reinvestment/Restitution section revamped their procedures to ensure that restitution collections and payments continued uninterrupted. They have also moved to more paperless procedures in order to accomplish their daily work.

B. Restitution Project

The Commission's JRI Restitution Project has continued to collect restitution from inmates through the facilities. Furlough and parole collections are down since March 2020. Because Judiciary operations have been restricted due to COVID-19, there are less cases being processed through the courts.

Restitution collections are being deposited weekly and monthly payments are being processed. The annual payout list was processed in June and July.

C. Victim Services Project

- i. The JRI Victim Services Project group meetings have been cancelled until further notice due to the COVID-19 pandemic.
- ii. Monthly Restitution and Victim Services (RAVS) meetings are being conducted via ZOOM.
- iii. Victims of Crime Act (VOCA) Award. The Commission applied for and received a grant award of \$274,171.00 for a two-year CVCC-HPA Crime Victim Advocacy Project. Funding is through the Department of

the Attorney General, Crime Prevention and Justice Assistance Division. The project establishes a Post-Conviction Victim Advocate position to assist establish procedures for assisting victims through the parole process. The grant period is from July 1, 2020, to June 30, 2022.

- iv. Statewide Automated Victim Information and Notification System (SAVIN) Governance Committee. The JRI Probation Restitution Recovery Coordinator has been selected as the new Chair of the SAVIN Governance Committee effective July 1, 2020. While there has been a lot of progress on the Department's SAVIN Program, there is a lot of work still to be completed.
- v. Needs Assessment for Victim Services. In September 26, 2019, the Commission took the lead and brought in a national expert to conduct training for the Department's Victim Services staff and to conduct a needs assessment. The key concern identified by the needs assessment was the fragmentation of victim services in PSD. As a result, the group forwarded recommendations to the Director of PSD, recommending that PSD create a unified Victim Service Program in PSD's administrative offices in order to ensure that crime victims have ready access to services that can meet their individual needs.

III. Mass Casualty Update/Statewide Response to Mass Violence for Victim Services:

The Commission completed its Mass Violence Response Plan with the assistance of the consultant from the Office of Victims of Crime, Training and Technical Assistance Center (OVC TTAC). The Commission secured a grant from OVC to support this effort. The Plan is now available at the OVC TTAC website. The document will always be a fluid document subject to change.

Mass Violence Planning meetings continue to be held monthly via ZOOM with federal, state and county victim service providers to work on mass violence response planning. Current procedures include how to respond to a mass violence incident during a pandemic including during a statewide or countywide quarantine.

The National Crime Victims Research and Treatment Center at the Medical University of South Carolina submitted a proposal for OVC's solicitation "Improving Community Preparedness to Assist Victims of Mass Violence or Domestic Terrorism: Training and Technical Assistance Project." The Commission is one of 9 consultants included on this proposal.

The Commission needs to continue to work with and follow up with the Hawai'i Emergency Management Agency (HI-EMA) to ensure that the Commission and other victim service providers are included in the State plan for mass violence incidents.

IV. 2020 Legislative Session:

The Commission did not submit any bills during the 2020 legislative session.

The Commission was asked by the National Crime Victim Compensation Board (NCVCB) to reach out to its federal legislative delegation to request their assistance in supporting funding for victim compensation programs that was being included in Coronavirus compensation packages. The Commission wrote letters to and spoke with staff from the offices of Senator Mazie Hirono, Senator Brian Schatz, and Congressperson Ed Case.

Due to the financial impact of COVID-19 across the State, the Commission's primary funding source – compensation fees from defendants who have been convicted or who have entered a plea under HRS 853-1 – has been drastically reduced. Since the Commission is a special-funded program and receives no general funds from the legislature, this impacts the ability of the Commission to provide compensation to violent crime victims. If special fund revenue continues to decline the Commission will need to submit a bill to the legislature to secure funding in order to ensure continued operations.

V. COVID-19 Commission Response:

Prior to the Governor's first statewide shutdown in March 2020, the Commission was already working on plans to ensure that operations were prepared to respond during the COVID-19 pandemic. Supervisory staff worked to ensure that they have access to the necessary computer systems to be able to work remotely. As the pandemic continued, operations have been modified to ensure that staff can do their work in a safe environment whether at home or in the office. Procedures are in place for staff working in office to ensure that the office environment is kept clean. Staff have been provided access to masks, gloves, antiseptic wipes and hand sanitizer for use in the office. Staff have continued to work diligently to ensure that the Commission's work is done in as timely a manner as possible.

VI. Executive Session Pursuant to Hawai'i Revised Statutes §92-4 and §92-5:

The Commissioners did not move into Executive Session.

VII. Adjournment:

The meeting was adjourned at 3:18 p.m.