



Vermont Department of State's Attorneys and Sheriffs
110 State St., Montpelier, VT 05633 Telephone: 802-828-2891

SIU Grants Board Meeting Minutes

April 22, 2026

12:00pm

TEAMS Meeting and 110 State Street Montpelier, VT 05633

Members in Attendance Public Session:

Tim Lueders-Dumont, Chair – Department of State's Attorneys and Sheriffs

Jennifer Harlow – Vermont Sheriff's Association

Ted Brady- Vermont League of Cities and Towns

Carolyn Hanson – Attorney General's Office

Ashley Barnes- Vermont State Police

Nancy Miller – Department of Children and Families

Members Absent:

Douglas Farnham- Agency of Administration

Amanda Muncil- Vermont Center for Crime Victim Services

Peter Mantello- Vermont Police Chiefs

Other Attendees:

Lauren Clemons – Department of State' Attorneys and Sheriffs

Siri Rooney – Department of State's Attorneys and Sheriffs

Tracy Patnoe – Lamoille County SIU

Trisha Black- Addison County SIU

Samantha Chagnon- NUSI

Dan Boyer- CUSI

Lynn Brochu- Orleans County SIU

Samantha Prince- Windham SIU/Safe Place

Ryan Prince- Member of public

Patti Randall- Vermont Children's Alliance

Call to Order: SIUGB Chair, Tim Lueders- Dumont, 12:03 PM

Introductions: Ashley Barnes from the Vermont State Police was welcomed. Ashley is taking over for J.P. Schmidt, who recently retired.

Review of Agenda: Chair, Tim Lueders-Dumont

Motion to approve minutes from November 11, 2025, meeting made by Jennifer Harlow, seconded by Ted Brady. No discussion. Motion passed.

Tim Lueders-Dumont recognized the efforts that the Windham SIU Board has made throughout this process, despite former Chair Jeremy Evans recently becoming the police chief in Brattleboro and current Chair, State's Attorney Steve Brown having one of the highest caseloads in the state. The work that the Windham Board has done, the many meetings they have held, and engaging an outside firm for a financial review are appreciated.

Siri Rooney gave an update on the progress of the Windham SIU audit. At the last SIU Grants Board meeting in November 2025, it was decided that an external audit would be pursued. The State Auditor's office recommended the independent firm CLA. A meeting was held with CLA, where they requested documents such as job descriptions and timesheets for calendar years 2024 and 2025 for Samantha Prince. The VCA timesheets were received, but the Windham SIU timesheets took much longer, and when they were received, there were two months missing from 2024 and an entire quarter missing from 2025, all of which are presumed lost at this point. The Windham SIU Board also had an independent financial review done, which has been shared with the SIU Grants Board.

Siri Rooney added that many hours have been spent reviewing documents, such as emails, time sheets and job descriptions, and a number of concerns have been noted. These concerns are as follows:

1. There are multiple instances where there appears to be overlap of the two job entities during the same time period for Samantha Prince. These issues have been flagged and will be shared with the Windham SIU Board.
2. Based on the information gathered, Samantha Prince has documented working excessively long hours between the two jobs on numerous occasions, and these are actual hours worked, not time off being used to supplement her hours. This is concerning and will be shared with the Windham SIU Board.
3. A significant discrepancy was noted between the paid time off outlined and allowed by the Windham SIU Board and what was actually taken by Samantha Prince. This discrepancy will also be shared with the Windham SIU Board.

The SIU Grants Program has taken the following steps to address some of the above concerns:

1. Beginning in FY26, timesheets for all SIU grant funded staff, signed by a supervisor, must be submitted quarterly. Staff must document the time they arrive at and depart the office, as well as time worked from home.

2. Limits have been set on the paid time off that SIU grant funds will cover. All timesheets are reviewed and an Excel spreadsheet is maintained to track and manage these records.

With respect to the independent audit with CLA, the cost estimate to review Samantha Prince's timesheets is approximately \$20,000.00. A decision was made to bring this information to the SIU Grants Board for discussion. It was also noted that the Windham SIU Board has taken many steps to address the concerns, and they will be given an opportunity to discuss these steps.

Finally, it was noted that two letters of support for Samantha Prince had been received and distributed to SIU Grants Board members. Siri Rooney recognized Samantha Prince's dedication and commitment to working with children.

Windham County State's Attorney and SIU Board Chair Steve Brown gave a summary of the Windham Board's efforts to resolve ongoing issues. Steve Brown noted that Samantha Prince has overwhelming support from the law enforcement community in Windham County for her commitment to keeping children safe and to the mission of Safe Place (the Windham SIU). Steve Brown stated that the Windham SIU Board has spent a significant amount of time over the past six months meeting and helping Samantha Prince with her mission and the finances. The SIU Grants Board's inquiries into financial matters were both fair and taken seriously by the Windham SIU Board, and Steve Brown reported that they ultimately did not find anything that would call into question Samantha Prince's integrity. Steve Brown believes that the Windham SIU is now financially secure, as a lot of safeguards have been put into place. Safeguards are as follows:

1. Steve Brown will meet with Samantha Prince on a biweekly basis to review her timesheets
2. A spreadsheet has been instituted that all board members can monitor in live time to see what funds are being expended as well as remaining balances, grants, and the overall budget
3. Restructuring the Windham SIU's personnel, with a candidate for the Victim Advocate position being interviewed
4. Board member David Gartenstein will begin reviewing the Windham SIU's personnel policies and procedures

Steve Brown added that he plans to address the three concerns raised by Siri Rooney earlier in the meeting.

Tim Lueders-Dumont addressed the \$24,000.00 in SIU Grant funds that the SIU Grants Board voted to suspend at a previous meeting. These funds were a portion of Samantha Prince's salary. Tim Lueders-Dumont stated that these are taxpayer dollars and they were held back based on concerns about the responsible use of these funds.

Ted Brady asked for staff recommendations.

Tim Lueders-Dumont responded that he was on the fence until hearing the safeguards that Steve Brown spoke of, as well as the work that the Windham SIU Board has done over the past six months and is now comfortable releasing the funds.

Ted Brady made a motion to release the remaining \$24,000.00 to the Windham SIU. Jennifer Harlow seconded the motion. No discussion. Motion passed.

Tim Lueders-Dumont gave a brief update on staff changes at the Executive Director's Office. Matt Hill has been hired as the new Fiscal Director. Matt Hill brings grant and fiscal management experience to the table and will join the office in May.

No public comment.

Jennifer Harlow made a motion to adjourn the meeting. Nancy Miller seconded the motion. No discussion. Motion passed.

Meeting adjourned at 12:27.