

SUSANA MARTINEZ
GOVERNOR



FRANK ZUBIA
DIRECTOR

ROBIN BRASSIE
DEPUTY DIRECTOR

AMENDED MINUTES

STATE OF NEW MEXICO
CRIME VICTIMS REPARATION COMMISSION
6200 Uptown Blvd. NE Suite #210
Albuquerque, NM 87110

Meeting Called to Order

On February 22, 2018 Commission Chair Marron Lee called the regular monthly meeting of the New Mexico Crime Victims Reparation Commission to order at 10:08 a.m.

The following Commission Members were present:

Marron Lee, Commission Chair
Dr. Robin Edward, Commission Vice-Chair
Erica Jorgensen-Forde, Commission Member
Mark Myers, Commission Member

The following Commission staff members were present:

Frank Zubia, Director
Cindy Mok, Chief Financial Officer
MaryEllen Garcia, VAWA Grants Administrator
Melissa Ewer, VOCA Grant Administrator
Moises Valdez, State Investigator Supervisor
Samantha Acuff, State Investigator Supervisor
Jacqueline Sanchez, State Investigator
Debra Yepa, State Investigator

Absent:

Robin Brassie, Deputy Director

Rose Martinez, Administrative Secretary documented the meeting.

Introduction of Commission Member, Mark Myers

Director Zubia welcomed and introduced the new Commission Member, Mark Myers to Commission and staff.

Review Agenda

The agenda was reviewed. Commission Member Erica Jorgensen-Forde moved to approve the agenda as written. Commission Vice-Chair Dr. Robin Edward seconded the motion. The motion passed unanimously.

Review and Approval of January 11, 2018 Commission Meeting Minutes

The minutes for the January 11, 2018 Commission Meeting were reviewed. Commission Vice Chair Dr. Robin Edward moved to approve the minutes. Commission Member Erica Jorgensen-Forde seconded the motion. The motion passed unanimously.

Public Comment
No Discussion

Agency Financial Report

Ms. Mok informed the Commission of the following:

FY2017 Audit Report – Presented by JJ Griego, CPA, Griego Professional Services, LLC

Mr. Griego thanked the Commission and was thankful to our agency for allowing Griego Professional Services to conduct the CVRC agency audit. Mr. Griego addressed the Commission on the agency audit and the process in which it was conducted. Ms. Mok informed the Commission that she will provide a copy of the audit for the Commission to review.

The FY18 beginning budget for victim payouts was \$2,391,978. The total amount for victim payouts to date is \$1,216,185 leaving an available year-end balance of \$445,716.

Payments received for the period of July 1, 2017 to February 22, 2018 in Crime Victims Fund by Type:

Restitution and Correction: \$337,617.83

Civil Settlement: \$16,626.24

Penalty Assessment: \$216,063.62

Donations: \$75.00

Total received: \$570,383.09

Status on FY2018 Victim Budget Projection and Crime Victim Fund

Ms. Mok reviewed the FY2018 Victim Budget Projection and Crime Victim Fund to the Commission.

	Agency Request	Passed House/Senate	Increase/Decrease
General Fund:	\$2,324,000	\$5,723,100	\$3,399,100
Crime Victims Fund:	896,000	896,000	
Fund Balance:	138,200	138,200	
Federal Fund:	14,321,000	14,321,000	
Total:	\$17,679,200	\$21,078,300	\$3,399,100

Services, Training, Officers, Prosecutors Violence Against Women Act (STOP VAWA)/ Victims of Sexual Assault Services Program (SASP) Formula

Ms. Garcia informed the Commission of the following:

The 2017 STOP VAWA and SASP subgrantee annual reports have been received by all subgrantees. They are in the process of being reviewed for submission to the Office on Violence Against Women prior to the March 30, 2018 deadline.

The FY19 STOP VAWA Request for Proposal (RFP) was issued January 8, 2018. The total available funding for this RFP is \$1,207,159.00. Of that, \$973,954.00 is designed for continuation projects that have not yet completed a four-year cycle. The remaining \$233,205.00 is available for new/competitive projects. Of the funds available for new/competitive projects, \$132,551.00 must support prosecution purposes. 412,367.00 must support law enforcement purposes. \$27,237.00 must support victim services purposes, \$12,730.00 must go to the courts for court purposes and \$48,320.00 can enhance any of these allocations or support federal purposes that do not fit within these categories.

The 2017-2020 Implementation Plan outlined a statewide priority to support a new and innovative approaches, in addition to allocating funds to support projects for underserved, marginalized and culturally specific population specific services. To support the current strategic plan, priority consideration will be given for positions, or programs that specifically improve services to underserved, marginalized, and culturally specific populations and /or support new and innovative approaches.

We received 38 acknowledgements of interest from prospective competitive and continuation applicants, which were due January 22, 2018. A grant writing workshop to provide tips and tools to prospective applicants was held on January 24, 2018. There were 53 participants on the webinar, which we were able to record and post on CVRC's VAWA webpage. We show that it has been viewed over 20 times. Applicants had the opportunity to ask questions in accordance with the RFP and five sets of responses were disseminated, the final being sent on February 7, 2018. Applications were due February 12, 2018.

The New Mexico Crime Victims Reparation Commission received 20 competitive proposals for the STOP VAWA #19-P707-780-0000000052 Solicitation. We also received one incomplete application that was notified their application was ineligible and non-responsive. A proposal review committee will review and score the proposals in accordance with the request for proposal guidelines, which included mandatory allocation and stator funding priorities. The proposal review committee will be meeting February 27, 2018.

The New Mexico Crime Victims Reparation Commission received 30 continuation applications in accordance with the guidelines of the Request for Proposals under the STOP VAWA #19-P707-780-0000000052 Solicitation. We also received one late continuation applications that was notified their application was ineligible and non-responsive.

Victims of Crime Act Victim Assistance (VOCA VA)

Ms. Ewer informed the Commission of the following:

The December and January VOCA invoices from subgrantees have been processed for payment.

Quarterly PMT (Performance Measures Tool) data for the first quarter was received by subgrantees and were submitted timely through the PMT website by the deadline of February 15, 2018.

Melissa Ewer was accepted to attend the Basic Grants Financial Management Training in Washington, D.C. in late March 2018. She also submitted an application for membership on the National Association of VOCA Assistance Administrators (NAVAA) Board at the request of the current NAVAA Board President.

A site visit was conducted at La Casa. A site visit scheduled for Battered Families Services in Gallup was rescheduled for March 6th due to a snow cancellation. An additional site visit is scheduled with CASA Partners 4NMKIDS for this month.

Vision 21 Status

Ms. Garcia updated the Commission on the Vision 21 status. The contracts have been signed and the work has begun with Genoa, for the victim compensation data base. The contract and work with Dulles will begin after the AIA conference. Ms. Garcia is optimistic that it should be up and running between July and August.

Status on the 2018 Legislative Session

Director Zubia updated the Commission on the status of the 2018 Legislative Session and the passing of the "Failure to Render Aid" bill which CVRC introduced. Chairwoman Lee thanked Director Zubia for his dedication and persistence to push the bill through.

Current Status of Office Expansion

Director Zubia updated the Commission on the progress of the office expansion. The completion is scheduled for next week.

Personnel

Director Zubia informed the Commission that interviews of the State Investigator and the VINE liaison positions are in progress.

Advocacy in Action Conference March 13-16, 2018

Director Zubia reviewed with the Commission what was on the agenda and invited them to attend the AIA luncheon and workshops.

New Business

VINE3

Director Zubia updated the Commission about the VINE3 implementation in New Mexico. This program keeps track of offenders for victims of crime.

Payment for Forensic Interviews on Adult Victims with Developmental Disabilities

Director Zubia posed the question to the Commission concerning covering expenses for adult victims with developmental disabilities. Director Zubia will provide further information to the Commission at the April 5, Commission meeting.

Commission Retreat

Director Zubia held a discussion with the Commission regarding a group retreat. It would be held on a Friday or Saturday. Further information regarding retreat will be presented when available.

Executive Session

No Executive Session was held.

The next Commission meeting is scheduled for Thursday, April 5, 2018 at 10:00 a.m. at 6200 Uptown Blvd. N.E., Suite #210, Albuquerque, NM in the conference room.

Adjourned

Commission Member Erica Jorgensen-Forde moved to adjourn the meeting. Commission Vice-Chair Dr. Robin Edward seconded the motion. The motion passed unanimously.

The meeting adjourned at 11:37 a.m.

APPROVED: Marron Lee DATE: 04.05.18
Marron Lee, Commission Chair