

SUSANA MARTINEZ  
GOVERNOR



FRANK ZUBIA  
DIRECTOR

ROBIN BRASSIE  
DEPUTY DIRECTOR

STATE OF NEW MEXICO  
CRIME VICTIMS REPARATION COMMISSION  
8100 Mountain Road NE Suite 106  
Albuquerque, NM 87110

Commission Meeting Minutes – March 18, 2015

Meeting Called To Order

Commission Chairwoman Marron Lee called the regular monthly meeting of the New Mexico Crime Victims Reparation Commission to order at 10:04 a.m.

The following Commission Members were present

Marron Lee, Chairwoman  
Raul Ortiz, Commission Member  
Erica Jorgensen-Forde, Commission Member

Arrived at 10:09 a.m.

Dr. Edward, Vice Chairwoman

The following Commission staff members were present

Frank Zubia, Director of CVRC  
Robin Brassie, Deputy Director  
MaryEllen Garcia, Grants Administrator  
Moises Valdez, Reparation Officer Supervisor  
Jacqueline Sanchez, Reparation Officer

Dorothy Padilla, HR Administrator recorded the proceedings of the meeting.

Absent

Stuart Feltman, Commission Member  
Jennifer Salazar, Assistant Attorney General Liaison

*Left.*  
Dismissed at 10:25 a.m. 10:30

Marron Lee, Chairwomen  
Frank Zubia, Director

Review and Approval of Agenda

Review and Approval of Commission Meeting Minutes – February 26, 2015

The minutes for the February 26, 2015 Commission meeting were reviewed. Ms. Jennifer Salazar's title was corrected from Assistant District Attorney to Assistant Attorney General Liaison.

Commission Member Ms. Jorgensen-Forde moved to approve the minutes as proposed. Commission Member Mr. Ortiz seconded the motion. The motion passed unanimously.

Public Comment  
No Discussion.

#### Agency Financial Report

Mr. Zubia presented the agency budget that was provided by Cindy Mok, Chief Financial Officer, who was absent. Based on the current average rate of victim payouts, we will have a projected budget balance of \$165,642 at the end of FY 2015. As of February 25, 2015 the agency has an available budget balance of \$645,498 for victim payouts.

Mr. Zubia informed the Commission that we received \$46,730 in restitution payments for the month of March 2015. Mr. Zubia commended Jacqueline Chavez for her efforts in collecting restitution.

#### Business

##### Federal Grants Status

Ms. Garcia provided an update to the Commission regarding the status of the County of Luna Healing House and County of Luna CASA VOCA Victim Assistance subgrant programs. Both programs successfully met their six-month probationary status and are eligible to have their awards extended for the remaining six months of the fiscal year, which Ms. Garcia supported. In addition, she recommended that if both programs successfully meet the next six-month probationary status that their continuation status be reinstated. The agency would remain on probation for the following fiscal year.

Vice Chairwomen Dr. Edwards made a motion to approve the recommendations regarding the County of Luna VOCA Victim Assistance projects. Commission Member Mr. Ortiz seconded the motion. The motion passed unanimously.

Ms. Garcia informed the Commission that the agency received thirty-two competitive proposals for the #16-P707-780-0000000033 STOP VAWA FFY14 Request for Proposal (RFP), totaling \$1,400,406.00. There were twenty-two projects eligible for continuation funding, all of which submitted their applications on time and in accordance with the RFP. The total available to support the proposed projects was \$1,175,283.00, with \$681,703.00 allocated towards continuing projects and \$493,580.00 available for competitive projects.

The peer review committee reviewed and scored the proposals in accordance with the request for proposal guidelines, which included mandatory allocation and statutory funding priorities. The proposal review committee recommended funding seventeen of the competitive proposals submitted.

Ms. Garcia informed the Commission that applicants would be notified of the preliminary award recommendations. They all have the opportunity to Protest in accordance with the RFP.

- Ms. Garcia requested that the Commission support the peer review committee's recommendations regarding the competitive request for proposals and offer continued support to the continuation projects.

Vice Chairwomen Dr. Edwards made a motion to approve the FY2016 STOP VAWA preliminary award recommendations. Commission Member Mr. Ortiz seconded the motion. The motion passed unanimously.

Ms. Garcia presented the Commission with the SASP FY16 Preliminary Award Recommendation. One program, New Mexico Coalition Against Sexual Assault Programs was eligible to apply for continuation funding to support this project.

Commission Member Ms. Jorgensen-Forde made a motion to approve the FY2016 SASP preliminary award recommendation. Commission Member Mr. Ortiz seconded the motion. The motion passed unanimously.

#### New Business

#### Personnel Update

Mr. Zubia informed the Commission that Dwight Zier, Financial Specialist has resigned. Wednesday, March 18, 2015 will be his last day. He was accepted into law school.

Mr. Zubia informed the Commission that the NM CVRC Legislative Bill (Sponsor, Bill O'Neill) passed the Senate. It will be presented to the House today. Mr. Zubia will keep the Commission updated.

The special public meeting scheduled for April 9, 2015 has been cancelled. Mr. Zubia will keep the Commission updated on a new date. This meeting would require a quorum and would require a 30-day public notice prior to scheduled date.

The Attorney General's Attorney Liaison will no longer be attending our Commission meetings. They are still available for the agency when needed.

Mr. Zubia updated the Commission on the recent situation with the Albuquerque Family Advocacy Center (FAC). The FAC has had several news articles stating the difficulty victims are having accessing services due to the request for background checks. This practice has made it uncomfortable for some victims to seek services at the FAC. Directors that represent many of the service providers would like this practice removed and/or a revision to this practice. After several meetings and seeking the advice from the Office on Violence Against Women, the U.S. Department of Justice and many other State FAC programs, it was decided that this practice will be removed.

#### Executive Session

Commission Member, Mr. Ortiz made a motion to enter into Executive Session. Commission Member Ms. Jorgensen-Forde seconded the motion. The motion passed unanimously.

A poll of the Commission Members was made as follows: Commission Chairwoman Ms. Lee, aye, Vice Commission Chairwoman Dr. Edward, aye, Commission Member Ms. Jorgensen-Forde, aye and Commission Member Mr. Ortiz, aye.

At 10:19 a.m. the Commission entered into Executive Session.

Action on Items Discussed in Executive Session (Voting Item)

At 10:39 a.m. Commission Member Mr. Ortiz made a motion to come out of Executive Session. Commission Member Ms. Jorgensen-Forde seconded the motion. The motion passed unanimously.

Vice Chairwoman Dr. Edward stated that pursuant to NMSA 1978, Section 10-15-1(J), the matters discussed in the closed meeting (Executive Session) were limited only to those specified in the motion for closure.

Claims

Ms. Brassie stated the Commission approved the following claims: Claims 3, 4. Commission Member Mr. Ortiz moved to approve the claims. Commission Member Ms. Jorgensen-Forde seconded the motion. The motion passed unanimously.

Ms. Brassie stated the Commission denied the following claims: Claims 1, 2. Commission Member Mr. Ortiz moved to deny the claims. Commission Member Ms. Jorgensen-Forde seconded the motion. The motion passed unanimously.

Appeals

Ms. Brassie stated the Commission tabled the following claim: 1-a

Commission Member Mr. Ortiz moved to table claim 1-a. Commission Member Ms. Jorgensen-Forde seconded the motion. The motion passed unanimously.

Next Commission Meeting Date

The next Commission meeting is scheduled for Thursday, April 23, 2015 at 10:00 a.m. at 8100 Mountain Road N.E., Suite #106, Albuquerque, NM in the conference room.

Adjourned

Commission Member Mr. Ortiz moved to adjourn the meeting. Commission Member Ms. Jorgensen-Forde seconded the motion. The motion passed unanimously. The meeting adjourned at 10:40 a.m.

APPROVED: \_\_\_\_\_

*Marron Lee*

Marron Lee, Chairwoman

DATE: \_\_\_\_\_

*4.23.15*