



CRIME VICTIMS REPARATION COMMISSION

Commission Meeting Minutes – March 27, 2014

Meeting Called To Order

Marron Lee called the regular monthly meeting of the New Mexico Crime Victims Reparation Commission to order at 10:01 a.m. The meeting was held in the conference room at the New Mexico Crime Victims Reparation Commission Office, 8100 Mountain Road N.E., Suite #106, Albuquerque, New Mexico.

The following Commission members were present: Marron Lee, Chairwoman; Dr. Robin Edward, Vice Chairwoman; and Raul Ortiz, member.

Absent: Stewart Feltman, member and Erica Jorgensen-Forde, member.

The following Commission staff were present: Frank Zubia, Director; Robin Brassie, Deputy Director; Moises Valdez, Reparation Officer Supervisor; Valerie Martinez, Reparation Officer Supervisor; MaryEllen Garcia, Grants Administrator; Cindy Mok, Chief Financial Officer; Samantha Morga, Reparation Officer and Corey Roybal, Reparation Officer.

Also present: Luis Carrasco, Assistant Attorney General Liaison.

Anne Matson, Compensation Management Analyst recorded the proceedings of the meeting.

Review and Approval of Commission Meeting Minutes – February 27, 2014

The minutes for the February 27, 2014 Commission meeting were reviewed and approved. Dr. Edward moved to approve the minutes as proposed. Mr. Ortiz seconded the motion. The motion was unanimously approved.

Public Comment

Attorney Claire Harwell from the Coalition of Sexual Assault Programs spoke about the trauma of sexual violence and misconception. She attended as an interested member of the public.

Business

Agency Financial Report:

Agency Audit:

Mr. Zubia informed the Commission that we received \$40,000 in restitution for the month of February, \$20,000 higher than the regular received payments. Therefore, the year-end budget projection deficit has improved.

Cindy Mok, Chief Financial Officer, provided the Commission with the agency's financial report. She provided a projection of where the agency is with victim payouts. According to the budget projection we will have a deficit of \$21,542 at the end of the fiscal year.

Grants Report

MaryEllen Garcia, Grants Administrator, provided updates to the Commission regarding the Services, Training, Officers, Prosecutors Violence Against Women (STOP VAWA) formula grant, Sexual Assault Services Program (SASP) formula grant and the Victims of Crime Act Victim Assistance (VOCA) formula grant. She informed the Commission that the STOP VAWA application was submitted to the Office on Violence Against Women, which included the 2014 – 2016 Implementation Plan. The 2014 – 2016 Implementation Plan was adopted March 17, 2014 and is available on CVRC's webpage.

She informed the Commission that we received seven proposals for prosecution and law enforcement projects under the STOP VAWA FFY13 Request for Proposal and Resolicitation. The proposal review committee, which was held, March 19, 2014 recommended fully funding five of the seven proposals. She also informed the Commission that we received twenty-nine continuation applications under the STOP VAWA award and one under the SASP award. A request was made to the Commission to approve the proposal review committee's recommendations as preliminary awards and to support the continuation applications submitted.

Dr. Edwards moved to approve the FFY13 STOP VAWA/SASP preliminary and continuation awards as proposed. Mr. Ortiz seconded the motion. The motion was unanimously approved.

New Business

Discussion on Personnel Matters:

Mr. Zubia introduced Shannon Loy, Victim Advocate and Rose Martinez, Administrative Secretary to the Commission. Mr. Zubia informed the Commission we have hired two new Reparation Officers. William Lamb and Jennifer Morfin. Both will start on Monday, March 31. Mr. Zubia also informed the Commission that hopefully by May, we will solicit for the Grants Program Specialist through State Personnel Office (SPO).

Office Request for Proposal:

Mr. Zubia informed the Commission that he met with Mike Malinowski from General Services Department (GSD) to discuss the office request for proposal. GSD is proposing we stay at this office during the RFP process and requested we go to a month-to-month lease after July 1 until a new contract is in place. Mr. Zubia also stated he, Ms. Brassie and Ms. Lee will meet with the building owner and building maintenance tomorrow to address possible needs.

Mr. Zubia informed the Commission we have purchased 15 new MAC computers for the office. Mr. Zubia stated he will solicit a contract to hire Mark Mitz, a local IT person who is certified in Apple computers. It may be possible to be up and running in three to four weeks. Mr. Zubia also stated Mr. Mitz charges \$150 per hour so he is allocating \$13,000 for the project. Mr. Zubia will update the Commission at the April meeting.

Proposed Legislative Changes:

The Commission discussed issues with proposed legislative changes. Mr. Zubia suggested he take each member of the Commission to meet with their State Representatives and State Senator in the summer so they could each represent their areas of the state and ask for support. Discussion followed.

Executive Session

Dr. Edward moved that the New Mexico Crime Victims Reparation Commission close the meeting to the public and enter into executive session to discuss the items listed on the agenda pursuant to NMSA 1978, Sections 10-15-1(H) or Section 31-22-18 of the Crime Victims Reparations Act (NMSA 1978, Sections 31-22-1 to -24) and an implied exception to the Open Meetings Act (NMSA 1978, Sections 10-15-1 to -4), in accordance with the New Mexico Attorney General's Open Meetings Act Compliance Guide, to discuss claims. Mr. Ortiz seconded the motion.

A poll of the Commission members was made as follows: Dr. Edward, aye; Ms. Lee, aye and Mr. Ortiz, aye. The motion passed unanimously.

The Commission then entered into Executive Session.

At 12:43 p.m. the Commission came into open session.

The Chairwoman 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.

Subrogation:

Claim #13-08-01089: Possible reimbursement from a civil law suit:

Dr. Edward moved to approve a 50% reduction in the amount of money to be reimbursed to the Commission in Claim #13-08-01089. Mr. Ortiz seconded the motion. The motion was unanimously approved.

Appeals:

Claim #13-09-01216: Request to overturn original denial by the Commission.

Mr. Ortiz moved to overturn the Commission's original decision to deny this claim and to approve Claim # 13-09-01216 at 50%. Dr. Edward seconded the motion. The motion was unanimously approved.

Claims:

Ms. Lee moved to approve, consistent with the Commission's deliberations, Claim Numbers 13-11-01427; 13-10-01294; 13-12-01669; 14-02-00163; 13-10-01293; 13-09-01154; 12-03-00370; 13-11-01431; 12-07-00889; 13-10-01271; 13-11-01496; 13-09-01206; 13-09-01212; 13-11-01517; 13-04-00529; 13-10-01267; 14-01-00009; 13-03-00388 and 13-11-01476. Dr. Edward seconded the motion. The motion was unanimously approved.

Ms. Lee moved to deny Claim Numbers 13-11-01482; 13-11-01499; 13-11-01576; 13-11-01429; 13-12-01654; 13-10-01363; 13-10-01308 and 13-11-01519. Mr. Ortiz seconded the motion. The motion was unanimously approved.

Ms. Lee moved to table Claim Number 13-09-01182. Mr. Ortiz seconded the motion. The motion was unanimously approved.

The next Commission meeting is scheduled for Wednesday, April 16, 2014 at 10:00 a.m. at 8100 Mountain Road N.E., Suite #106, Albuquerque, NM in the conference room.

Ms. Lee made a motion to adjourn the meeting. Dr. Edward seconded the motion. The motion was unanimously approved.

The meeting adjourned at 12:47 p.m.

APPROVED: Marrion Lee
DATE: 04.14.14