

SUSANA MARTINEZ
GOVERNOR



FRANK ZUBIA
DIRECTOR

ROBIN BRASSIE
DEPUTY DIRECTOR

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

Meeting Called to Order

On October 26, 2017 Commission Chair Marron Lee called the regular monthly meeting of the New Mexico Crime Victims Reparation Commission to order at 10:01 AM

The following Commission Members were present

Marron Lee, Commission Chair
Dr. Robin Edward, Commission Vice Chair
Erica Jorgensen-Forde, Commission Member
Raul Ortiz, Commission Member (telephonic)

The following Commission staff members were present

Frank Zubia, Director of CVRC
Robin Brassie, Deputy Director
Cindy Mok, Chief Financial Officer
MaryEllen Garcia, VAWA Grant Administrator
Melissa Ewer, VOCA Grant Administrator
Moises Valdez, State Investigator Supervisor
Debra Yepa, State Investigator

Also Present

Regina Ryanczak, Assistant Attorney General

Absent

Louise Tracy-Hosa, Commission Member
Samantha Acuff, State Investigator Supervisor

Anne Matson, Compensation Management Analyst documented the meeting.

Review Agenda

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

Review and Approval of September 28, 2017 Commission Meeting Minutes.

The minutes for the September 28, 2017 Commission Meeting were reviewed and amended. Commission Member Erica Jorgensen-Forde moved to approve the minutes as amended. Commission Vice Chair Dr. Edward seconded the motion. The motion passed unanimously.

Public Comment

No Discussion

Agency Financial Report

Ms. Mok informed the Commission of the following:

The beginning budget for victim payouts was \$2,391,978.00. The total amount for victim payouts was \$565,786.00 leaving a projected available year-end balance of \$542,185.00 .

Payments received in Crime Victims Fund by Type for period of October 1-26, 2017:

Restitution and Correction: \$2,823.42

Penalty Assessment: \$3,493.00

Total received is \$6,316.42

Business

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

Ms. Garcia informed the Commission of the following:

The 2017-WF-AX-0019, Services, Training, Officers and Prosecutors, Violence Against Women Act Grant (STOP VAWA), was awarded and accepted. The FFY17 award is for \$1,341,287.00.

The 2013-WF-AX-0039 STOP VAWA closeout packet has been submitted and approved. No funds were reverted.

The New Mexico Coalition Against Domestic Violence held a two-day Accessibility Training for providers. This is the first of three trainings they will hold with STOP VAWA funds.

Victims of Crime Act Victim Assistance (VOCA VA)

Ms. Ewer informed the Commission of the following:

The final September VOCA invoices from subgrantees have been processed for payment. A total of \$380,321.72 was reverted by FFY17 subgrantees.

Quarterly Performance Tool (PMT) statistical data for the fourth quarter was received from subgrantees and will be timely submitted through the PMT website by November 15, 2017.

Scanned copies of the fully executed contracts for FFY18 were sent to subgrantees via email upon approval of their FFY18 starting budgets. Several applicants received technical assistance in finalizing their starting budgets.

Two two-hour VOCA FFY18 post-award workshop webinars were held for subgrantees, with over 150 registered attendees and active participation.

Individual meetings were held with denied VOCA RFP applicants, who stated that they found the proposal feedback helpful for preparing future funding applications.

Two grants program specialists (Nicole Avery and Marvel Baca) attended a national training at Isleta Pueblo on the intersection between substance abuse and domestic violence. One grants program specialist (Troy Giangola) attended a training on juveniles and the criminal justice system in El Paso, Texas.

A grants and compensation training was conducted in Silver City with Melissa Ewer and Robin Brassie.

A joint site visit with CYFD was conducted at Valencia Shelter Services and additional joint site visits at mutually funded Child Advocacy Centers are planned for November. A site visit at Rio Rancho Police Department is scheduled for October 30, 2017. Site visit reports for September site visits are currently being completed.

Ms. Ewer attended the VAWA funded NM Coalition Against Domestic Violence two-day training on accessibility for Limited English Proficient (LEP) and disabled individuals in order to enhance contractual compliance assessment at subgrantee site visits.

A workshop webinar training on successful tracking and completion of the required VOCA quarterly statistical reports was developed and conducted by grants program specialist, Troy Giangola.

Melissa Ewer will attend the VOCA Peer-to-Peer meeting in Seattle, Washington in early November in order to share information and learn best practices from other VOCA administrators throughout the country.

New Business

Disposal of Surplus Property

Mr. Zubia informed the Commission that General Services Department (GSD) approved the distribution of the following items to non-profit organizations:

- 1- HP Printer
- 2- IMAC Computers
- 1- IMAC Book
- 1- HP Elite

Rules and Regulation Loss of Wages Consideration

Mr. Zubia asked the Commission if our agency could potentially consider loss of wages for non-family members. The Commission stated we will no longer pay loss of wages to non-family members.

New Attorney General appointee Regina Ryanczak, Assistant Attorney General

Mr. Zubia introduced Regina Ryanczak, Assistant Attorney General to the Commission.

Executive Session

Commission Member Ms. Jorgensen-Forde moved to enter into Executive Session, Commission Member Dr. Edward seconded the motion. The motion passed unanimously.

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

At 10:34 AM the Commission entered into Executive Session.

At 10:39 AM Commission Member Ms. Jorgensen-Forde made a motion to come out of Executive Session. Commission Vice Chair Dr. Edward seconded the motion. The motion passed unanimously.

Commission Member Ms. Jorgensen-Forde 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

Claim 17-03-00640 was denied.

The next Commission meeting is scheduled for Thursday, November 16, 2017 at 10:00 AM at 6200 Uptown Blvd. NE, Suite 210, Albuquerque, NM in the conference room.

Adjourned

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

The meeting adjourned at 10:40 AM

APPROVED: Marron Lee DATE: _____
Marron Lee, Chair