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**STATE OF NEW MEXICO
CRIME VICTIMS REPARATION COMMISSION**

6200 Uptown Blvd. NE Suite #210
Albuquerque, NM 87110

Meeting Called to Order

On March 28, 2019 Commission Chair Lee called the regular monthly meeting of the New Mexico Crime Victims Reparation Commission to order at 10:05 a.m.

The following Commission Members were present:

Marron Lee, Commission Chair
Dr. Robin Edward, Commission Vice-Chair (Absent)
Erica Jorgensen, Commission Member
Mark Myers, Commission Member (Telephonic)
Nivia Thames, Commission Member

The following NMCVRC staff members were present:

Frank Zubia, Director
MaryEllen Garcia, Grants Bureau Chief
Moises Valdez, Compensation Bureau Chief
Cindy Mok, Chief Financial Officer
Dorothy Padilla, Procurement Manager
Samantha Acuff, State Investigator Supervisor
Jacqueline Sanchez, State Investigator Supervisor
Debra Yepa, State Investigator
Rose Martinez, Management Analyst
Joann Ziegler, Administrative Secretary
Pam Brendler, State Investigator
Rebecca Duran, State Investigator

Review Agenda

The agenda was reviewed by Commission Chair Lee. Commission Member Jorgensen moved to approve the agenda. Commission Member Thames seconded the motion. The motion passed unanimously.

Review and Approval of February 28, 2019 Commission Meeting Minutes

The Commission meeting minutes were reviewed for February 28, 2019 by Commission Chair Lee. Commission Member Jorgensen moved to approve the minutes. Commission Member Thames seconded the motion. The motion passed unanimously.

Public Comment

None

Agency Financial Report

Ms. Mok updated the Commission about the FY 2019 beginning budget for victim payouts and the amount was \$2,342,678. The total amount for victim payouts to date is \$1,030,180.00 leaving an available year-end balance of \$855,287.00.

Payments received for the period of July 1, 2018 to March 28, 2019 in Crime Victims Fund by Type:

Restitution: \$47,798.00

Corrections: \$358,588.00

Civil Settlement: \$9,100.00

Penalty Assessment: \$251,361.00

Total received: \$661,035.00

Business

Linda Milanesi, Executive Director of Assistance Dogs of the West gave a presentation about service and emotional support animals. She showed several videos to the Commission members and CVRC staff which outlined the work of Assistance Dogs of the West and provided an overview of the various legal determinations of emotional support animals, therapy animal and service animals. Ms. Milanesi informed the Commission that the ADA (Americans with Disabilities Act) defines a service animal to be a dog or a miniature horse, under 100 pounds, that is individually trained to do work or perform tasks for people with disabilities. Ms. Milanesi did discuss emotional support and/or comfort animals and described that these animals are typically not covered under ADA, as they are often not limited to dogs and miniature horses. Emotional support and/or comfort dogs and/or miniature horses may qualify under ADA if they have been trained to work or perform specific tasks for individuals with disabilities. However, emotional support and/or comfort animals are covered under the Fair Housing Act. Ms. Milanesi stated that Assistance Dogs of the West primarily trains Labradors and other breeds that have a good disposition and pedigree for a working dog.

After the presentation, the Commission Members evaluated the information and jointly agreed that they are not comfortable with approving assistance for emotional support animals as they are often untrained and do not meet the requirements of ADA. The Commission Members would consider possible assistance with a service animal in a limited capacity and would review the determination with recommendation from a licensed professional.

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

Ms. Garcia, Grants Bureau Chief, informed the Commission of the following:

The FY19 STOP VAWA Solicitation was issued March 4, 2019. Applications are due on the Online Grants Management System by April 4, 2019. The total available funding for this RFP is \$1,224,721.00. Of that amount, \$745,116.00 is designed for continuation projects that have not yet completed a four-year cycle. The remaining \$479,605.00 is available for new/competitive projects.

In an effort to make the transition to the Online Grants Management System easier for subgrantees and applicants, CVRC has created numerous training videos providing step-by-step instructions on how to use the system, in addition to quick reference guides.

The FY2019 Sexual Assault Services Formula Program (SASP) Solicitation was issued from the Office on Violence Against Women (OVW) on March 5, 2019. The application will be submitted to prior to the April 24, 2019 deadline. OVW has not released the FY19 allocation amount.

The FY2019 STOP VAWA and SASP annual reports from subgrantees have been received and reviewed for submission to OVW prior to the March 30, 2019 deadline. In addition, an administrator's report has been prepared and will be submitted to OVW.

CVRC has been working with OVW and their technical assistance provide to discuss the Joint STOP VAWA Administrators and Coalition Directors Meeting in Albuquerque, New Mexico on April 29, 2019 – May 1, 2019.

Victims of Crime Act Victim Assistance (VOCA VA)

Director Zubia informed the Commission that the VINE upgrade project will not move forward. Ms. Garcia added that the VINE upgrade has been terminated due to misinformation about the system and technical issues. Our agency will receive a full refund.

MaryEllen Garcia, Grants Bureau Chief, presented for Ms. Ewer, VOCA Grant Administrator.

The VOCA Grant Administrator, oversaw the re-distribution of VOCA funds previously allocated to the Department of Information Technology (DoIT) for enhancements to VINE, a victim notification service. As DoIT's subcontract with Appriss, the vendor contracted to provide the VINE upgrade, was terminated. The funds were returned to our office to re-distribute for other eligible VOCA purposes to current VOCA subgrantees. One-time non-recurring costs that can be fully expended by May 31, 2019 were considered for re-distribution in order to ensure timely use of these 2016 funds, set to expire September 30, 2019.

The VOCA Grant Administrator also met in person with several subgrantees, including the Executive Director from Youth Heartline (YHL), a non-profit organization providing services to young crime victims in northern New Mexico (Taos and Raton). YHL is the recipient of a direct federal award from the Office for Victims of Crime in order to serve crime victims impacted by the opioid crisis. The organization also received a federal fellowship to implement a project engaging with crime victims in the tribal community of Taos Pueblo.

State Funding Grants: Sexual Assault Services (SAS), Human Trafficking (HT)

MaryEllen Garcia, Grant Bureau Chief, informed the Commission of the following:

The State Sexual Assault Services, Human Trafficking, Intimate Partner Death Review and Civil Legal Services awards were sent a Grant Status Report to determine their projected spending through June 30, 2019 to ensure all funds are fully spent in accordance with the goals and objectives of their individual projects. All projects are on target to fully execute their awards by June 30, 2019.

Director Zubia informed the Commission members that our agency will be acquiring additional funding for FY20. CVRC will receive the funding amount on July 1, 2019. The amount that will be administered will be \$750,000.00. Director Zubia is pleased to know that our agency is continually asked to administer this additional funding.

Agency Personnel Matters

Director Zubia updated the Commission on personnel matters and introduced Rebecca Duran as the agency's new State Investigator. This afternoon, interviews for an additional State Investigator will be held. The VOCA Grant Administrator position was filled by Terry Minjares and she will begin on April 22, 2019. Director Zubia is looking to hire a part-time IT person to assist with AIA, academies, and training. CVRC is asking for 4 additional positions. Approval for these positions have not been finalized.

Dorothy Padilla will be retiring at the end of the AIA conference. There will be a small reception on Tuesday, April 23, 2019, to honor her and Connie Monahan. Commission Chair Lee and Commission Members wished Ms. Padilla the best of luck and stated that she will be missed.

Executive Session

At 12:06 p.m., Commission Member Jorgensen made a motion to enter into Executive Session. Commission Member Thames seconded the motion.

A poll of the Commission Members was made as follows: Commission Chair Lee, aye, Commission, aye, Commission Member Jorgensen, aye, Commission Member Myers, aye, and Commission Member Thames, aye.

At 12:13 p.m., Commission Chair Lee made a motion to come out of Executive Session. Commission Member Jorgensen seconded the motion. The motion passed unanimously.

Commission Member Jorgensen stated that pursuant to Section 10-15-1(J) NMSA 1978 the matters discussed in the closed meeting (Executive Session) were limited only to those specified in the motion for closure.

Actions on Items Discussed in Executive Session (Voting Item)

192941 – Good Cause

Commission Chair Lee made the motion to approve Claim #192941 and Commission Member Jorgensen seconded the motion. Commission Member Thames and Commission Member Mr. Myers agreed and motion was passed unanimously.

The next Commission meeting has been re-scheduled for Thursday, June 27, 2019 at 10:00 a.m. at 6200 Uptown Blvd. N.E., Suite #210, Albuquerque, NM in the conference room. All Commission Members unanimously agreed to change the date.

Adjourned

Commission Member Jorgensen moved to adjourn the Commission meeting. Commission Thames seconded the motion. The motion to adjourn passed unanimously.

The meeting adjourned at 12:18 p.m.

APPROVED: Marron Lee DATE: 6-27-19
Marron Lee, Commission Chair