

STATE OF NEW MEXICO
CRIME VICTIMS REPARATION COMMISSION

MICHELLE LUJAN GRISHAM
GOVERNOR



FRANK ZUBIA
DIRECTOR

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

Meeting Called to Order

On January 25, 2024, Commission Chair Summa called the January meeting of the New Mexico Crime Victims Reparation Commission to order at 10:00 a.m.

Commission Chair Summa announced the names of the Commission members of the public body and acknowledged those who are participating in person and remotely.

The following Commission Members were present:

- Allyn Summa, Commission Chair
- David Karst, Commission Vice Chair (Virtual)
- Cody Rogers, Attorney, Commission Member (Virtual)
- Randal Brown, M.D., Commission Member (Virtual)

The following NMCVRC staff members were present:

- Frank Zubia, Director
- Donna Richmond, Grants Bureau Chief (Virtual)
- Cindy Mok, Chief Financial Officer
- Jacqueline Hernandez, Administrative Secretary
- Pamela Brendler, State Investigator Supervisor
- Debra Yepa, State Investigator
- Leslie Valenzuela, State Investigator (Virtual)
- Rebecca Duran, State Investigator

Review Agenda

Commission Members reviewed the agenda and Commission Chair Summa asked for a motion to approve the agenda. Commission Member Rogers made the motion to approve. Commission Vice Chair Karst seconded the motion. The motion to approve the agenda was passed unanimously.

The roll-call vote of the Commission was as follows: Commission Chair Summa, aye, Commission Vice Chair Karst, aye, Commission Member Rogers, aye, Commission Member Brown, aye.

Review and Approval of November 17, 2023, Commission Meeting Minutes

Commission Chair Summa and Commission members reviewed the Commission meeting minutes for November 17, 2023. Commission Vice Chair Karst made a motion to approve the meeting minutes. Commission Member Brown seconded the motion. The motion to approve the minutes passed unanimously.

The roll-call vote of the Commission was as follows: Commission Chair Summa, aye, Commission Vice Chair Karst, aye, Commission Member Rogers, aye, Commission Member Brown, aye.

Public Comment

No Public Comment

Agency Financial Report

Ms. Mok updated the Commission regarding the fiscal year FY2024 budget position report regarding victim payments for the period of July 1, 2023, through January 18, 2024.

The victim payment allocation is at \$2,579,000. The compensation victim batch payouts as of January 18, 2024, is in the amount of \$1,531,554 with available budget of \$1,047,446 for the remaining state fiscal year.

In addition, Ms. Mok informed the Commission there are 26 weeks remaining in the fiscal year to close out FY2024.

As previously presented, Ms. Mok informed the Commission that CVRC has a negative balance of \$378,914. Ms. Mok will update the Commission in a future meetings when this deficit and budget request is presented to the Legislature and the budget hearing.

Ms. Mok presented the FY 2023 Crime Victim Fund Budget Status report to the Commission.

Below are the payments received for the period of July 01, 2023, to January 18, 2024, by type:

Restitution: \$35,663

Corrections: \$244,531

Civil Settlement: \$8,172

Penalty Assessment: \$69,039

Total received: \$357,405

Ms. Mok reviewed the Crime Victims Funds Status report with the Commission, totaling \$357,405.

Ms. Mok informed the Commission that the Administrative Office of the Courts (AOC) penalty assessment payments for the month of December has not been received. In addition, CVRC is not meeting the target for what was projected for the Commission.

CVRC FY2025 Agency Budget, House Appropriation Finance Committee Hearing-January 10, 2024

Ms. Mok informed the Commission that CVRC received recommendations from the Legislative Finance Committee (LFC) and the Department of Finance and Administration (DFA). DFA fully supports the request for \$4,470,000. However, LFC only supported a total of 10%.

Ms. Mok informed the Commission of the 10% breakdown. LFC fully supported the CVRC overhead, which includes the personnel and overhead increase; for sexual assault victim services, LFC recommended \$500,000 rather than \$2,000,000. Furthermore, LFC recommended \$250,000 for care and support rather than \$750,000.

Ms. Mok informed the Commission of a special appropriation of \$750,000 that CVRC requested for care and support; DFA recommended \$500,000; however, LFC did not support the special appropriation.

Ms. Mok informed the Commission LFC supported \$1,500,000 for special appropriation due to the VOCA cut.

In addition, Ms. Mok informed the Commission she, Mr. Zubia, Commission Chair Summa, and Ms. Richmond attended the January 10, 2024, budget hearing; they approved the adoption of LFC's recommendation and stated that they understood the importance of CVRC's mission, wherein a special meeting committee will be created to discuss further regarding CVRC's budget.

New Business**Commission Election for Chair (Voting Item)**

Mr. Zubia presented to the Commission with the nomination of Allyn Summa for Commission Chair. Commission Member Karst motioned to accept and approve this nomination, and Commission Member Rogers seconded the motion.

The roll-call vote of the Commission is as follows: Commission Chair Summa, aye; Commission Member Karst, aye; Commission Member Rogers, aye.

Mr. Zubia presented to the Commission with the nomination of David Karst for Commission Vice Chair. Commission Member Rogers motioned to accept and approve this nomination, and Commission Chair Summa seconded the motion.

The roll-call vote of the Commission is as follows: Commission Chair Summa, aye; Commission Vice Chair Karst, aye; Commission Member Rogers, aye.

Commission Chair Summa and Commission Vice Chair Karst accepted their nominations. The motion to approve the new nominees was passed unanimously.

Mr. Zubia congratulated Commission Chair Summa and Commission Vice Chair Karst.

Adoption of the 2024 Open Meetings Resolution (Voting Item)

Mr. Zubia provided information and guidance to the Commission regarding the New Mexico Crime Victims Reparation Commission Open Meetings Act Policy Resolution for January 2024. Commission Member Rogers motioned to approve adopting the 2024 Open Meetings Resolution, and Commission Vice Chair Karst seconded the motion. The motion was passed unanimously.

The roll-call vote of the Commission is as follows: Commission Chair Summa, aye; Commission Member Rogers, aye; Commission Vice Chair Karst, aye.

Adoption of 2024 Commission Code of Conduct (Voting Item)

Mr. Zubia provided information and guidance to the Commission regarding the New Mexico Crime Victims Reparation Commission Code of Conduct in January 2024. Commission Member Rogers motioned to approve the Adoption of the 2024 Commission Code of Conduct, and Commission Vice Chair Karst seconded the motion. The motion was passed unanimously.

The roll-call vote of the Commission is as follows: Commission Chair Summa, aye; Commission Member Rogers, aye; Commission Vice Chair Karst, aye.

Review and approve Compensation Guide for Eligibility Determination and Expense Policies (Voting Item)

Mr. Zubia provided information and guidance to the Commission regarding the Compensation Guide for Eligibility Determination and Expense Policies and the minor edits. Commission Vice Chair Karst motioned to approve the Compensation Guide for Eligibility Determination and Expense Policies, and Commission Member Rogers seconded the motion. The motion was passed unanimously.

The roll-call vote of the Commission is as follows: Commission Chair Summa, aye; Commission Member Rogers, aye; Commission Vice Chair Karst, aye.

CVRC Agency Personnel

Mr. Zubia informed the Commission CVRC solicited for a new Compensation Bureau Chief, Jacqueline Sanchez, State Investigator accepted the role. In addition, CVRC currently has three (3) vacancies; one (1) State Investigator Supervisor and two (2) State Investigator positions.

Business

Grants Status Report (VOCA, VAWA, SASP, and State Funds)

Ms. Richmond informed the Commission that for January, CVRC released the STOP VAWA RFP on Monday, January 22, 2024; proposals will be due for review on Friday, March 1, 2024. In addition, Ms. Richmond informed the Commission that the Grants Department is in the process of closing its quarterly reporting and billing/invoicing.

Executive Session

At 10:29 a.m., Commission Chair Summa made a motion to enter Executive Session. Commission Vice Chair Karst seconded the motion.

A roll-call vote of the Commission was as follows: Commission Chair Summa, aye, Commission Member Rogers, aye, Commission Vice Chair Karst, aye.

At 10:40 a.m., Commission Chair Summa made a motion to come out of Executive Session. Commission Vice Chair Karst seconded the motion. The motion passed unanimously.

Actions on Items Discussed in Executive Session (Voting Item)

241861

Mr. Zubia reviewed with the Commission claim #241861. The will of the Commission regarding claim #241861 was to approve. The motion to approve was passed unanimously.

The roll-call vote is as follows: Commission Chair Summa, aye, Commission Member Rogers, aye, Commission Vice Chair Karst, aye.

The next Commission meeting has been scheduled tentatively for Thursday, February 22, 2024, at 10:00 a.m. at 6200 Uptown Blvd. N.E., Suite #210, Albuquerque, NM in the conference room. This could change to a virtual meeting depending on direction from the Attorney General.

Adjourned

Commission Chair Summa adjourned the January meeting.

The Commission meeting adjourned at 10:42 a.m.

DocuSigned by:
Allyn Summa - Commission Chair
APPROVED: _____ DATE: _____
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Commission Chair Summa