

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

Commission Chair Marron Lee called the regular monthly meeting of the New Mexico Crime Victims Reparation Commission to order at 10:04 AM

The following Commission Members were present

Marron Lee, Chair
Dr. Robin Edward, Vice Chair
Erica Jorgensen-Forde, Commission Member

The following Commission staff members were present

Frank Zubia, Director of CVRC
Robin Brassie, Deputy Director
Cindy Mok, Chief Financial Officer
MaryEllen Garcia, Grants Administrator
Samantha Morga, Reparation Officer Advanced

Absent

Raul Ortiz, Commission Member and Stuart Feltman, Commission Member

Anne Matson, Compensation Management Analyst documented the meeting.

Also in Attendance

Mr. Elliott, Member of the Public

Review Agenda

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

Review and Approval of June 23, 2016 Commission Meeting Minutes as amended.

The minutes for the June 23, 2016 Commission Meeting were reviewed and approved as amended. Commission Vice Chair Dr. Edward moved to approve the minutes as amended. Commission Member Ms. Jorgensen-Forde seconded the motion. The motion passed unanimously.

Public Comment

Mr. Elliot, Member of the Public was in attendance. No discussion was held.

Agency Financial Report.

Ms. Mok presented the agency's FY 2016 end of fiscal year financial report. The results are as follows:

- **Victim payments:**
The total payout for victim payments was \$2,007,354. In comparison to FY2015, the victim payout has increased 28%.
- **State General Fund:**
The total budget for FY 2016 was \$2,504,900. We reverted \$230.17 or 0.01% back to the State General Fund. In comparison, we had a total budget of 1,879,900 in FY 2015 and reverted \$562.79 or 0.03% back to the State General Fund
- **Payments received in Crime Victims Fund (by type)**
Restitution and Correction: \$472,113.90.
Civil Settlement: \$31,077.34.
Penalty assessment from AOC: \$213,673.
Penalty assessment from DOC: \$24,475.90.
The total amount received was \$741,340.14.

Ms. Mok presented the agency's FY 2017 budget. The beginning FY 2017 budget is \$2,697,050. After paying out a total of \$32,475 in victim payouts, our available budget balance is \$2,664,575. Based on the current rate of victim payouts, we will have a projected budget balance of \$691,514 at the end of FY 2017. Currently we have received the following:

Restitution: \$10,642.06
Penalty assessment: \$1,700
Total received is \$12,342.06

Mr. Zubia gave kudos to Ms. Mok and Ms. Sanchez for reconciling the Restitution and Penalty Assessment records for the entire FY 2016 year.

Business

Status of Grants

Ms. Garcia informed the Commission of the following:

A memo from the Office for Victims of Crime (OVC) was issued on July 8, 2016 regarding the VOCA Victim Assistance FFY2016 allocation. The original allocation amount provided by OVC was \$14,754,890. The memo indicated OVC was directed by Congress to reprogram \$40 million dollars of funds to compensate victims and families of those who died, who were infected with fungal meningitis as a result of contaminated steroid injections. The revised allocation for New Mexico is \$14,551,569, a reduction of \$203,321. This does not impact the ability to support the competitive projects as continuation projects effective this next fiscal year.

The FY2016 VOCA Victim Assistance application was submitted to the Office for Victims of Crime without issues.

Post award workshops for STOP VAWA and SASP subgrantees were held on June 20 and June 24, 2016.

Status of Priority Processing

Mr. Zubia informed the Commission that we have received one claim so far for FY17. He also stated that we paid 156 funeral expenses for FY2016.

Status of Relocation and Rental Assistance; Under Compensation and RFP

Mr. Zubia informed the Commission that the solicitation went out and was reviewed in June, 2016. The peer review team voted to re-solicit due to the non-responsiveness of the applicants to the RFP. A new solicitation will be sent out with the recommended changes by next month.

Personnel Matters

Mr. Zubia informed the Commission that Valerie Martinez submitted her resignation on July, 18, 2016. Also, Mr. Zubia announced our new VOCA Administrator is Melissa Ewer. The Financial Specialist position is still vacant.

Rules and Regulations/Repeal and Replace (Voting Item)

Commission Vice Chair Dr. Edward moved to approve the Rules and Regulations/Repeal and Replace. Commission Member Ms. Jorgensen-Forde seconded the motion. The motion passed unanimously.

Executive Session

Dr. Edward moved to enter into Executive Session, Commission Member Ms. Jorgensen-Forde seconded the motion. A poll of the Commission Members was made as follows: Commission Vice Chair Dr. Edward, aye; Commission Chair Ms. Lee, aye and Commission Member Ms. Jorgensen-Forde, aye.

At 10:35 AM the Commission entered into Executive Session.

At 11:22 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

Ms. Brassie stated it was the will of the Commission to approve the following claim(s): Claims 1 and 2. Commission Vice Chair Dr. Edward moved to approve the claims. Commission Member Ms. Jorgensen-Forde seconded the motion. The motion passed unanimously.

Ms. Brassie stated it was the will of the Commission to deny the following Claims: Claim 3 and Additional Claim 1A. Commission Vice Chair Dr. Edward moved to approve the claims. Commission Member Ms. Jorgensen-Forde seconded the motion. The motion passed unanimously.

The next Commission meeting is scheduled for Thursday, August 25, 2016 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 11:23 AM

APPROVED: Marron Lee DATE: 9.22.16
Marron Lee, Chair