

**SUSANA MARTINEZ
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 October 25, 2018 Commission Chair Ms. Marron Lee called the regular monthly meeting of the New Mexico Crime Victims Reparation Commission to order at 10:13 a.m.

The following Commission Members were present:

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

The following Commission staff members were present:

Frank Zubia, Director
Cindy Mok, Chief Financial Officer
MaryEllen Garcia, Grants Bureau Chief
Melissa Ewer, VOCA Grant Administrator
Dorothy Padilla, Procurement Manager
Moises Valdez, Compensation Bureau Chief
Samantha Acuff, State Investigator Supervisor
Jacqueline Sanchez, Restitution and Recovery Officer
Debra Yepa, State Investigator

Rose Martinez, Administrative Secretary documented the meeting.

Review Agenda

The agenda was reviewed and amended to move public comment to 10:30 am to accommodate a victim compensation appeal by Commission Chair Ms. Marron Lee. Commission Vice-Chair Dr. Robin Edward moved to approve amending the agenda. Commission Member Mr. Mark Myers seconded the motion. The motion passed to amend the agenda.

Review and Approval of September 27, 2018 Commission Meeting Minutes

The minutes for the September 27, 2018 Commission Meeting were reviewed by Commission Chair Ms. Marron Lee. Commission Member Mr. Mark Myers moved to approve the minutes. Commission Member Ms. Erica Jorgensen seconded the motion. The motion passed unanimously.

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 \$399,381 leaving an available year-end balance of \$651,344.

Payments received for the period of July 1, 2017 to October 25, 2018 in Crime Victims Fund by Type:

Restitution: \$19,875.87

Corrections: \$136,924.45

Civil Settlement: \$9,000.00

Penalty Assessment: \$70,437.60

Total received: \$236,237.92

Ms. Mok informed the Commission that the auditor has already completed testing the samples, there is no findings so far. The Exit Conference is scheduled after the Commission meeting. The Commission Chair, Ms. Marron Lee will participate in the Exit Conference. We will continue to keep the Commission informed with the status.

Ms. Mok informed the Commission that Director Zubia, Mr. Valdez, Ms. Garcia and herself went to the Legislative Finance Committee Budget Request Hearing on October 24, 2018. Director Zubia presented the FY 2020 Budget Request, and it is accepted by the committee. The next budget hearing will be in January 2019. We will continue to keep the Commission informed with the status.

Public Comment (Moved)

The Commission members considered the appeal that was presented before the Commission from Mr. Michael Rivera, the claimant, for his underage child. The Commission Chair Ms. Marron Lee informed Mr. Michael Rivera that the Commission will review and decide during the Executive Session and Mr. Rivera will be notified of the decision.

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 and SASP subgrantees submitted their first quarterly report by October 10, 2018. They are currently being reviewed against each program's approved goals, and objectives.

The quarterly invoices are currently being processed and a financial report will be included with next month's Commission packet.

Every Wednesday, beginning July 18, 2018 Dulles has been providing training for all Grants staff regarding the new grants management system. Each week we review the various components that have been configured to meet CVRC's business process. They are able to modify the configurators to meet our requests.

Discussed Minnesota Coalition Against Sexual Assault (MNCASA) ASA Online Learning Discovery regarding best practices for Sexual Assault Services. October 5, 2018. MNCASA and the Office on Violence Against Women have requested Ms. Garcia participation as a subject matter expert in the online learning modules for SASP Administrators.

Ms. Garcia has discussed the re-authorization of VAWA and enhanced language to improve access to services for marginalized populations with the National Commission on Domestic & Sexual Violence, the Los Angeles

LGBTQ Center, the National Coalition Against Violence and Oppression and various other national organizations. Conference calls were held on September 18, 2018, October 16, 2018 and future meetings have been set.

Victims of Crime Act Victim Assistance (VOCA VA)

Ms. Ewer, VOCA Grant Administrator informed the Commission of the following:

The final FY18 September VOCA invoices from subgrantees are being processed for payment to close out the federal fiscal year, which ended September 30, 2018.

The fourth quarter statistical performance reports were received by FY18 subgrantees and after review, the data will be entered into the federal Performance Measure Tracking (PMT) website by the deadline of November 15, 2018.

The FFY19 VOCA final award letters with additional required forms and requested budget revisions, and appeal determinations were emailed to applicants on September 27, 2018. Contracts were emailed to awarded subgrantees on September 28, 2018.

Upon final approval of budgets and review of other required documentation, fully executed contracts will be emailed to subgrantees. Upon final approval, eighty-five (85) VOCA subgrantees will have continuation or first year awards starting October 1, 2018. Seventeen (17) will be new VOCA subgrantees. All required information received from subgrantees is currently under review for compliance with special conditions.

Pegasus Legal Services final award (Voting Item)

Director Zubia and Ms. Ewer, VOCA Grant Administrator, held a discussion with the Commission Members regarding the funding for Pegasus Legal Services. Director Zubia and Ms. Ewer presented new information to the Commission for approval. Director Zubia polled the Commission as follows: Commission Chair Ms. Marron Lee voted no, Commission Member Ms. Erica Jorgensen voted no, and Commission Vice Chair Dr. Robin Edward voted yes with conditions, Commission Member Mr. Mark Myers voted yes with conditions, and Commission Member Ms. Nivia Thames voted yes with conditions. The vote to approve funding to Pegasus passed three votes in favor and two votes against.

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

Ms. Dorothy Padilla, Procurement Manager informed the Commission of the following:

The September invoices are being received and processed for the State Sexual Assault Service Program, with no issues being reported. Ms. Padilla provided the Commission with the State Sexual Assault Program report for the month of September.

The Human Trafficking Contracts have been signed and are now considered as executable contracts. La Piñon Sexual Assault Recovery Services of Southern New Mexico and New Mexico Immigrant Law Center are the two agencies that received contracts.

Director Frank Zubia and Commission Chair Ms. Marron Lee thanked Ms. Padilla and Ms. Garcia for their hard work with getting contracts signed with the obstacles that they encountered.

Agency Personnel Matters

Director Zubia updated the Commission on personnel matters. Director Zubia informed the Commission that there are three (3) vacancies in our agency. Director Zubia informed the Commission that Ms. MaryEllen Garcia is the new Grants Bureau Chief and Mr. Moises Valdez is the new Compensation Bureau Chief. Commission Chair Ms. Marron Lee congratulated Mr. Valdez and Ms. Garcia.

Proposed Office in Las Cruces

Commission Chair Ms. Marron Lee made a motion to put on hold the proposed office in Las Cruces until next meeting. Commission Vice Chair Dr. Robin Edward seconded the motion. The motion passed unanimously.

New Business

Proposed 2019 Commission Meeting Dates

The Commission requested to table the proposed 2019 Commission Meeting dates until next meeting.

Executive Session

Commission Member Mark Myers made a motion to enter into Executive Session, Commission Vice Chair Dr. Robin Edward seconded the motion. The motion passed unanimously.

A poll of the Commission Members was made as follows: Commission Chair Ms. Marron Lee, aye and Commission Vice Chair Dr. Robin Edward, aye and Commission Member Ms. Erica Jorgensen, aye, and Commission Member Mr. Mark Myers, aye, Commission Member Ms. Nivia Thames, aye

At 11:02 Recorder Stopped recording.

At 11:02 a.m. the Commission entered in to Executive Session

At 11:36 a.m. Commission Chair Ms. Marron Lee made a motion to come out of Executive Session. Commission Vice Chair Dr. Robin Edward seconded the motion. The motion passed unanimously.

Commission Member Mr. Mark Myers 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.

Action on Items Discussed in Executive Session (Voting Item)

191448-Additional Counseling
190180-Appeal (Expense Determination)
191038- Eligible Reporting to Law Enforcement
190804-Eligible Reporting to Law Enforcement

Commission Member Mark Myers made the motion to deny the appeal for claim #190180. Commission Vice Chair Dr. Robin Edward seconded the motion. The motion passed unanimously.

Commission Vice-Chair Dr. Robin Edward made the motion to approve for counseling only claim #191488, claim #191038, and claim #190804. Commission Member Mr. Mark Myers seconded the motion. The motion to approve for counseling passed unanimously.

The next Commission meeting is scheduled for Thursday, November 15, 2018 at 10:00 a.m. at 6200 Uptown Blvd. N.E., Suite #210, Albuquerque, NM in the conference room.

Adjourned

Commission Vice Chair Dr. Robin Edward moved to adjourn the Commission meeting. Commission Member Mr. Mark Myers seconded the motion. The motion passed unanimously.

The meeting adjourned at 11:39 a.m.

APPROVED: Marron Lee DATE: 11.28.18
Marron Lee, Commission Chair