I. CALL to ORDER

II. ROLL CALL for QUORUM: It was determined that a quorum was present.

III. WELCOME and INTRODUCTIONS: Made Sharon Stover

IV. PUBLIC COMMENT: None made

V. APPROVAL OF AGENDA: Motion to approve was made by Doug Mitchell and seconded by Anthony Ortiz. The agenda was approved unanimously.

VI. APPROVAL OF 10/9/14 MINUTES Motion to approve was made by Tony Ortiz and seconded by Shelly Currier. The minutes from the 10/9/14 meeting were unanimously approved as distributed

VII. FY16 FUNDING RECOMMENDATIONS-GRANT SUB-COMMITTEE

SASHA PELLERIN

A. The Grant Sub-committee process was reviewed.
B. More funding has been requested than is available. There was a total of $3,291,849 to award and $4,017,989 was applied for.
C. The sub-committee looked closely at three things: 1. If a continuum site’s data reporting and invoicing were up to date; 2. If the population for each site is within JJAC’s purview; and 3. How many youth were served.
D. A Survey Monkey was sent out to all involved in the application process for both continuums and committee members; 21 people responded. Feedback will be taken into consideration next year in order to streamline the process. Results have been sent to the Board members.
E. The Chair requested that the Board look at voting on all of the sub-committees recommendations in one complete motion. The funding recommendations by the subcommittee included funding for the continuums, youth subcommittee, Native American Pass Through, and the Compliance Monitor. Board members who financially benefited from funding, or if a family member does, were asked to recuse themselves from voting.
F. The Grant Sub-committee summary sheets were reviewed. In order to stay within the budget, after the sub-committee’s recommendations were made, each application line item was reduced by 4.3% so as to stay in budget.

G. Upcoming funding will address the Native American Pass-Through; around $6,000 has already been set aside. Requests for this funding will be brought before the JJAC Board for approval.

H. Two units within CYFD have independently submitted contract request forms for similar services which has created a possible procurement violation. The department is working to resolve this so that the Native American Pass-through funding can be awarded.

I. The final approval process was explained; the Grant Sub-committee’s recommendations if approved will be presented to the Cabinet Secretary. Based on her decision contracts will be presented to each local governments. Fiduciates will have the opportunity to work with the office to adjust how their budget will be finalized.

J. In the past Youth activity money came out of JJAC general funds. Youth Activity money must come from JJAC Board allocation. As Board expenses increase, due to having meetings across the state, alternative ways to fund the youth is being looked at.

1. It was recently discovered that the Life Link funding (meant to pay for some of the Youth Sub-committees expenses) was coming out of direct program allocation. In the future this funding will need to come out of Board costs. There will be no program monies to support statewide youth activities in the future. Since Board costs are limited, it was suggested that the activities be moved to local Boards.

2. It was recommended that $300 in grants funds be added to each site’s contract in order to attract youth to their board and to assist youth throughout the state for a total of $6,000. This would be a separate line item on a site’s contract and invoices may only be for youth members for 3 specific activities.

3. This would be a separate line item on a site’s contract and invoices may only be for youth members for three specific activities.

4. It was felt, by attending members of the Youth Sub-committee, that this would in the long run reduce youth members’ involvement statewide and recommended they are given time to review it. In turn it was suggested that other states be looked at to see what they are doing.

5. How JJAC supports both youth and adults engaging with youth needs to be looked at closer. Currently Los Alamos and Las Cruces have youth members and it is feared JJAC will lose them if this funding suggestion passes. There are other statewide youth organizations that the Youth Sub-committee can try and coordinate with to build their membership. There has not been time to take this funding suggestion to the entire Youth Sub-committee. A request was made to put this issue on hold so as not to risk traumatizing current youth members and to have time to hold more in depth discussions at the youth retreat.

6. There were additional concerns that sites will not spend this money. It was suggested that the $300 per site be held on to for now in order to question each site as to whether or no they want it. It was noted that if the Board does not agree to the funding at this time they will not have the option again until FY17; a line item cannot be added in the middle of a year. It was further explained that to delay adding funding to contracts until a later date would
take extensive work; it needs to be added now and to figure out how to do it better in the future needs to happen at a later date. If we do not proceed with giving each site $300, there will not be a vehicle for reimbursement for youth expenses this next year. If this does not go to sites for youth it will go into the reserve fund. This is state funding and it will revert if not used. Funding cannot come out of program funds.

7. It was suggested that there be a place on next year’s application about youth participation and to give sites with youth participation bonus points.

8. On FY16 applications sites explained that they do not hold meetings at times that are convenient for youth to attend. Boards need to adjust their meeting times in order to better accommodate youth as youth participation is a high priority.

K. 5% of the Title II grant, approximately $20,000 is allocated to support the activities of the JJAC Board. Although it was a priority of the board to hold their meetings across the state, this also comes with an increase in travel cost. The board has spent $5,809.06 year to date of their set-aside funds federal funds.

1. FACJJ membership costs $5,000 a year and would come out of Board funds. In the future funding for this fee needs to come out of Board funds.

2. Ms. Pellerin (FACJJ Alternate) has another meeting coming up soon in Arizona. The last FACJJ meeting she attended cost approximately $2,000.

L. Programs that potentially have other sources of funding were closely looked at by the Grant Sub-committee, i.e. Teen Court, Intensive Community Monitoring, SRO and YCS Case Managers.

1. More conversation will be had on this subject with the Cabinet Secretary, to get her thoughts, after the session is over.

2. Continuums are passionate about funding these programs.

3. There needs to be funding cuts somewhere in order to bring on additional sites that are interested in receiving funding.

M. Funding for Cuba (under the Sandoval County application) was unclear at the time of the Grant Sub-Committee. After the meeting it was discovered that Sandoval is going to contract with the schools for a credit recovery program (a part of a Learning Lab). A request was made, if Sandoval can work within their current budget, to add the Learning Lab.

N. A report on invoicing and data collection issues for each Continuum site was presented.

1. If a site is not meeting their requirements the Board can go to the Secretary about rescinding their contract. Contracts are with local governments and the JJAC Board can recommend to the Cabinet Secretary that a site not be funded due to accountability issues.

2. Graduated Sanctions as presented last year was questioned. It was explained that that this is not being followed, but fiscal restraints can be put on sites: withholding reimbursements until contractual obligations are fulfilled.

3. Coordinators want accountability: frustrations were voiced about some continuums who do everything asked of them and others historically have not. It was felt that hard decisions need to be made by the Board and staff as there is a desire for additional funding by those who are complying.

4. There was a tremendous amount of consideration taken this year by the Grant Sub-committee regarding compliance and it will be looked at closer next year. Moving forward as data gets better, better comparisons can be done.

5. Money cannot be taken away from a site mid-year without an amendment. Local governments may not have known the issues and what their Coordinator
was doing. Fiduciary agents are now being included in communications with Coordinators.

6. Data and invoicing is due by the 15th of the following month. The office wants to enforce the terms of the contract, but also be flexible enough to work with sites. Beginning in January 2015 sites will not be reimbursed until all of their data is up to date. At the end of every month invoicing will be reviewed.

7. A projection of surplus funding was requested for next year. Hopefully by the end of this January the office will be able to talk with each continuum about where they are at.

Handout: Summary of Funded /Requested Program Dollars with comments from the Grant Sub-committee and funding justification.

MOTION #01

Motion to approve the Grant Sub-committee’s FY16 funding recommendations as presented, for a total of $3,287,777 with a change to Sandoval’s funding to include a Learning Lab, in Cuba, for a total of $329,679 to Sandoval County programs was made by Sasha Pellerin and seconded by Todd Heisy.

VOTE: Passed unanimously with the exception of Doug Mitchell. Shelly Currier and Judge Currier recused themselves due to a conflict of interest.

VIII. 3-YEAR STRATEGIC PLAN UPDATE

TAMARA MARCANTEL

A. A rough draft of the 3-Year Plan, previously sent out, is not anywhere completed. Information is still being pulled together from different places. Resources and feedback was asked for.

B. Federal guidelines are extensive. The Federal Fiscal Year 2016 application and guidelines have not been released yet. When the deadlines are known the Board will be notified.

C. A meeting of the ad-hoc committee, who have previously met may be held in March pending additional information from the OJDDP.

D. No identifying strategies exist yet in the draft; it is primarily statistics. The bulk of the work lays ahead; identifying strategies.

E. The previous list of key points, for a 3-Year Plan, can be sent to the Board for review.

MOTION

No motions were made

IX. CONTINUUM UPDATE

A. JJAC Unit Update

Janet Musolf

1. This year’s application process added a training and a mandatory review with each Coordinator.

2. There were concerns by applicants about the difficulty of filling out a form done entirely in Excel. It was explained that Excel does have its limitations, but this was done to assist staff in compiling all the information.

3. A rubric was done to get the Grant Sub-committee thinking and to guide the conversation. It was not used in scoring the applications.
4. A Survey Monkey was also sent out to the Grant Sub-committee and continuums about their process.

5. Getting the application process started earlier but allowing the sites more time to complete the application is being considered. However, the process cannot start until Federal funding comes in which is typically October. Ultimately, our goal is to ensure that the process is completed in a timely fashion so that the sites have their executed contracts in place on July 1st so that there is no break in service; this has been a priority of the continuums.

B. Coordinator Update

1. Socorro now has information about their Continuum on their website. Go to Socorro and click on “What’s going on in Socorro?”

2. The Girls Circle program in Taos is expanding. Questa school programs are also expanding.

3. Las Cruces suggested that a cost analysis be built into the application next year. Since it is no longer required in the monthly data report it is hard for coordinators to answer questions on this subject. Coordinator’s need training on how to do this.

4. Las Cruces was part of a National Council of Children and Family Court Judges site visit; a part of the School Pathways Project. Las Cruces received $8,000 from JJAC to carry a plan forward based on their recommendations. About 50 people participated. Las Cruces is well ahead of sites in other states because of their Board and collective impact approach. Las Cruces still needs to work on collaboration between schools and JPO, better educating schools about what the Continuum does, more marketing on RAC, helping write curriculum to assist in the education of police officers on how to better work with youth. They will make their report available.

5. Amber will be moving out of state and therefore will be resigning from her current position with Las Cruces. The Board thanked Amber for her hard work and contributions and wished her and her family well.

MOTION

No motions were made.

X. REPORT FROM THE FEDERAL ADVISORY COMMITTEE ON JUVENILE JUSTICE CONFERENCE (FACJJ)

SASHA PELLERIN

A. Ms. Pellerin has been appointed as an alternate for FACJJ for a 2 ½ year term.

B. 2014 recommendations to President Obama’s administration will be sent out to the JJAC office to distribute and Ms. Pellerin will take back any responses to the Federal group.

C. Ms. Pellerin is gathering a lot of reports she can share with the Board. There is a movement to not detain status offenders. There is not a report yet, but Ms. Pellerin will get back to the Board when she hears anything.

MOTION

No motions were made.
A. Executive Sub-Committee

1. A letter needs to be sent to Don Tripp requesting some time to discuss future funding. We need to look at how the Continuums can help in advocating.

2. Met with Grace Philips of the New Mexico Association of Counties (NMAC) to determine how NMAC can best support JDAI's efforts. An MOU between NMAC, the Courts and the state is also being developed.

B. DMC Sub-Committee

Included in JDAI report.

C. JDAI

1. All Continuum sites should be working on JDAI. There was a new section to the application to help sites get more involved with JPO and get talking more about JDAI.

2. There are a number of recognizable misconceptions; JDAI is tied to process and not necessarily programming.

3. JDAI is reaching out to JPOs for more training. JPO's need a bigger voice.

4. Data is driving decisions a lot more. JDAI is collecting information for recommendations that sites can use for site or system assessments to do findings/recommendations for each site.

5. Plans have been submitted to Annie Casey and they are positive that this is doable. Annie Casey Foundation will provide information on how to move state to scale in our state. The Continuum Boards will be New Mexico's JDAI Boards.

6. JDAI's work plan was discussed. The Tri-Chair Board (NMAC, Supreme Court, and CYFD) serves as the steering committee. They hope to present the work plan at the Judge's Conclave which is scheduled in June.

7. A work plan has been approved. The first phase will be to go into counties who meet the criteria. Continuums are not getting this information right now; further approval is being waited on. The overall plan is to make positive changes within CYFD purview. JDAI has elected to take on appropriate detentions right now.

8. Methodology was changed in 2012 for DMC to allow breakout of delinquent offenses, non-delinquent offenses and probation violations. This started by looking at probation violations. A probation violation report was handed out and reviewed. Data is a jumping off point for questions. A concern is that more youth are detained for probation violations than for delinquent offenses. The youth reported on are from 10-17 years old.

9. Native American youth are being picked up and sent back to the tribe rather than receiving services. There is a disparity and Native American youth lose out. The state needs to intervene and offer services throughout the state to Native American youth. JDAI is coordinating with tribes.

10. Probation officers hands are being tied by restrictive policies. Probation documents need to be standardized. They have not been revised in 10 years.

11. Families need to be worked with at the same time for continuity. It's not just about being punitive. At times there is no place to release a youth to from probation. Detention may be the only safe place for a child to be when on probation.
12. The system has become more of a homeless or mental health service system. No other system is in place to address this. How we get a system that addresses this was raised.

13. JDAI wants to bring all these components together for the DMC piece in the JJAC’s Strategic plan. JDAI also wants to focus on the huge discrepancy with probation violations; there are more youth in detention for probation violations than offenses.

14. For the DMC piece of the strategic plan it was suggested to:
   a. Pilot the program in Bernalillo. Adding a second county/pilot site was suggested. There was no objection to this.
   b. Continue to look at the cause of probation violations and why we are using detention to take care of probation violations.
   c. Review probation agreements to see if they are up to date or need revising.
   d. Determine if probation violations is casting to wide a net and we are getting the wrong kids.
   e. Explore the graduated sanctions grid to see if it is still valid or needs to be addressed.

D. Data and Accountability Sub-Committee

Elisa Alford

1. JJAC funded programs do not address sex offender issues.
2. Data from July-November 2014 was presented on stats and discussed.
3. Continuums are still having problems with reporting and instructions need to be sent out again.
4. The Continuum Data Charts will be sent to Continuum sites. The charts can be used for cost analysis.

E. Youth Sub-Committee

John Richmond

1. Planning the Youth Sub-committee retreat is in the works. CYFD’s Finance Department is willing to take $2,500 out of CYFD administrative costs. The Secretary will have to approve this.
2. The Children’s Law Institute was a very good experience for youth sub-committee participants. Judges wanted JJ5 youth involvement. There was a lot of diversity there.
3. On June 17th, 18th and 19th there will be a Communities of Care Summit. More information can be received from Erica Padilla. It will address behavioral health issues for the most part.
4. Youth involved in Communities of Care voted to help make offices for Juvenile Justice Services and Juvenile Protective Service more family friendly by putting up posters and toys in the offices.
5. Communities of Care is looking at how to help youth more and will be voting soon on more collaboration as a best practice.
6. John Richmond, the current chair of the Youth Sub-Committee, announced that he will be moving out of state this summer so that will leave a vacancy on the board and with the Sub-committee.

F. Native American Sub-Committee

Wilson Quintana

1. Last year an agenda was put together and tribes were contacted in order to share information on Continuum services. Moving forward with accessing Continuum funding now going to be a challenge as there is a new administration.
2. There is a need for MOAs with state services.
3. Most families have a hard time understanding restrictive documents and a lengthy process that ties the hands of youth and JPOs.
4. Treatment must be supported by families on the reservation and when a child is away at school.

Handouts: DMC report on probation violations, data pie charts and JDAI reports

**MOTION #02**

MOTION TO present as part of the JJAC strategic plan, in collaboration with DMC and JDAI to: 1. pilot the program in Bernalillo and a second city, 2. continue to look at the cause of probation violations and why we are using detention to take care of probation violations, 3. review probation agreements to see if they are up to date or need revising, 4. determine if probation violations is casting to wide a net and we are getting the wrong kids, 5. Explore the graduated sanctions grid to see if it is still valid or needs to be addressed was made by Erica Padilla and seconded by Sasha Pellerin.

**DISCUSSION** followed to clarify why there are so many probation violations, how this affects the different races and how we address these issues.

**VOTE:** Passed unanimously

**MOTION #03**

MOTION TO make a formal recommendation to the Cabinet Secretary for $50,000 plus gross receipts tax for a Compliance Monitor was made by Judge Currier and seconded by Anna Marie Loughead.

**DISCUSSION** followed about why this contract was not brought in house. It was explained that it turned out to not be feasible. A compliance monitor is required by OJJDP.

**VOTE:** Passed unanimously with the exception of Doug Mitchell.

**TOPIC:** Funding Teen Court, Intensive Community Monitoring, and School Resource Officers through Continuum funds.

**DISCUSSION:**
1. Funding these three programs was discussed last year, and the same concerns were expressed by the grant subcommittee this year since JJAC funds are limited and there may be other funding sources available to support these programs. It was recommended that after the session we would reach out to the Secretary to discuss and get her perspective.
2. More information is needed: What are expectations for JPOs? What does Teen Court look like? Do these programs fit within JJAC’s purview?
3. These programs will be funded this year, but Continuums need to come up with an alternative plan for funding next year. JJAC should be a secondary source of funding only if other funding cannot be located. Continuums would need to show proof of attempts to find alternative sources of funding before JJAC fills in the gaps. Searching for alternative funding will help continuums build relationships.
4. Perhaps staff could coordinate programs to speak on this at next meeting. Perhaps Mr. Sparks and Mr. Mitchell can also speak to this?

**XII. BOARD MEMBER RECRUITMENT**

**AMY ORLANDO WAS NOT PRESENT**

**PRESENTED BY SHARON STOVER**
A. Two new people are being looked at.
B. Monnica Garcia has now missed three meetings in a row and has not appointed an alternate. She is not returning messages and telephone calls made by chair nor responding to meeting notifications sent by JJAC staff.
C. JJAC is in compliance with youth membership.

MOTION

No motions were made.

XIII. PUBLIC COMMENT

A. Ben Lewinger spoke about trying to bring MADD’s SMART diversionary program for youth to New Mexico. He has been asked to speak more on this subject at the next coordinator meeting.
B. The Las Cruces continuum website addresses how school discipline relates to juvenile justice, “Breaking School Rules.” It has good ideas for collaboration.
C. A presentation was made by the Boys and Girls Club and BSA ScOutreach in Los Lunas.

MOTION

No motions were made.

XIV. ADJOURNMENT AT 2:00 PM

Next meeting will be on March 26, 2015, Taos N.M

Minutes Approved by JJAC Committee on: 3/26/2015

Sharon Stover, Chair