MINUTES OF THE JUVENILE JUSTICE ADVISORY COMMITTEE
July 19, 2018

The meeting of the Juvenile Justice Advisory Committee was called to order at 10:10 AM by Douglas Mitchell, Chair at the 1st National Bank Alamogordo, Atrium Room, 414 E. 10th Street, Alamogordo, NM 88310.

I. Call to Order - Douglas Mitchell, Chair, at 10:10AM

Mr. Mitchell asked that everyone at the table introduce themselves as there was a new Board Member present and some Members were being represented by Proxy. New Board Member is Mr. Ron West. Proxies for Board Members were Martha Garcia for Shelley Currier and Chad Pfeiffer for Roshanna Toya.

II. Roll Call for Quorum

Mr. Mitchell asked for a Roll Call for Quorum, which was conducted by Cindy Varela, Grant Manager.

Quorum was established with the following members present:

Members Present
Douglas Mitchell, Chair
Ronald West
Honorable Alan Kirk
Craig Sparks
Alma Cortez
Annelies Cortez
Chad Pfeiffer proxy for Roshanna Toya
Martha Garcia proxy for Shelly Currier

Members Excused
Honorable Angie Schneider
Sasha Pellerin
Oscar Solis
Helen Chereomiah
Tina Harris
Tony Ortiz
Nathan Tarbox
Oscar Gonzalez

Staff in Attendance
Nick Costales, Deputy Director if Field Services
Janet Musolf, Special Programs Manager
William Kearney, Grant Management Unit Manager/JJ Specialist
Cindy Varela, Grant Manager
Louis Pacias, Grant Manager
Consuelo Garcia, Grant Manager
Steve Brooks, DMC Coordinator
Steve Shaw, OJJDP Compliance Monitor

Guests in Attendance
Bridgette Jones, Otero Cty Coordinator
Andrea Cunningham, Los Alamos Cty Coordinator
Gerri Bachicha, Bernalillo Cty Coordinator
Debra Gerads, 12th Judicial Bar President
Richard Boss, Mayor of Alamogordo
Brian Peete, Alamogordo Chief of Police
Martha Youts, Minutes Transcriber

III. Welcome and Introductions

Richard Boss, Mayor of Alamogordo, welcomed the Committee and thanked them for their service and support, commenting on the remarkable, positive impact he has seen in the community by the work of the Committee and the local Continuum.
Brian Peete, Alamogordo Chief of Police, expressed his appreciation for all of the agencies involved and how he has been inspired by their support of the youth in the community. Chief Peete is relatively new to the community, having been in this position approximately four months, and stated that his goal is to partner with the local agencies becoming proactive in making the community safer for everyone and to support youth in need, with the aim to treat all members of the community with respect, dignity and compassion; exploring resources for families and individuals they come in contact with which will foster an excellent working relationship between the officers and the community.

Debora Gerads, 12th Judicial District Bar President, spoke on behalf of Judge Schneider expressing Judge Schneider’s regret that she was unable to attend today’s meeting as she is in Washington, D.C., representing New Mexico at the Judicial Improvement Commission. Ms. Gerads noted that she is has many other roles in the community in addition to being President of the Bar Association; she is the managing attorney at the Public Defender’s Office, a defense attorney on the Juvenile Drug Court, a member of the Juvenile Justice Coordinating Commission, as well as being involved in youth sports in the community. Ms. Gerads described how, in every role she has within the community she sees the impact of the work of the Committee. She noted that as her roles within the community have shifted she has seen more and more what an impact the work of this Committee has on the community through the various programs they oversee as well as the fostering of collaboration within the community and how different organizations have come together to coordinate and support one another. She also told the Committee that it was not only New Mexico they were impacting, how a friend of hers who lives in Ireland, a research psychologist, who was in Alamogordo last year working on the Winston Churchill Research Grant, visited Toronto, San Francisco and New Mexico, and the reason she visited New Mexico was because Alicia Lieberman, who famously works with children’s programs in California said they had a partnership with New Mexico. So, the work being done here in New Mexico is reaching to California and even Ireland at this point. She then thanked the Committee on behalf of the community as a whole for their work here.

IV. Presentation by Otero County Continuum Coordinator, Bridgette Jones

Ms. Jones thanked First National Bank, the 12th Judicial District Bar Association and a number of other local businesses and organizations for their donations of meeting space and funding for today’s meeting and products provided in the “Thank You” gift bags.

She then gave a PowerPoint presentation of what has been and will be happening in Otero County as well as an introduction to their website which was created by one of their youth members. She emphasized the programs that they have been able to institute in partnership with the schools, offering alternatives to long-term school expulsion, bullying/cyberbullying, tutoring, restorative justice, etc., and that through partnerships with the schools and with community mental health providers they have been adopted into the Community School Resource Health Guidebook. They are also working with Con-Alma for another grant to improve their Student Success Program.

V. Approval of Agenda:

Mr. Mitchell called for Approval of the Agenda. Judge Alan Kirk asked that for all future meetings an agenda item be added titled “Legislative Update”, due to the anticipated change in the state administration and what that will mean regarding the next Legislative session.

A motion was made by Judge Kirk and seconded by Alma Cortez, to approve the agenda for the July 19, 2018 meeting and addition of Legislative Update to future agendas. The agenda was unanimously accepted.
VI. Approval of April 19, 2018 Minutes

A motion was made by Mr. Craig Sparks and seconded by Mr. Doug Mitchell, to approve the minutes from the April 19, 2018 meeting. The minutes were unanimously approved.

VII. Updates – Written reports submitted by staff

a. Detention and Compliance Monitoring Update

i. Steve Shaw reported that this last quarter was spent finishing up some compliance monitoring in the Jemez Valley/Los Alamos/Rio Arriba area, as well as Southeastern New Mexico, Eddy, Chaves and Lea counties. Between those two circles, 32 total facility inspections were completed which brought the total up to 54 inspections completed per this reporting period, October 1, 2017 through September 30, 2018.

With regard to funding expended there was a balance remaining of $529.60, the majority of which, all but $0.30, was from mileage and the remaining $0.30 was GRT difference.

Mr. Shaw said he was looking forward to getting to work on this quarter, focusing on the Albuquerque Metro area. He had a good meeting with the new Chief of Police, Mike Geier, who he is very familiar with as he was the Chief of the Department in Rio Rancho when Mr. Shaw served there, and Chief Geier’s new Chief of Staff is also a former Deputy Chief from Rio Rancho and that he had worked very well with them on compliance issues while they were in Rio Rancho, and that he is looking forward to that relationship continuing now that they are at APD. He noted that with the DOJ oversight it has been difficult getting scheduled with the various area commands and having a more direct connection with the Chief and his Administration and that should be much improved going forward.

ii. Ms. Janet Musolf noted that an e-mail had been sent out regarding Mr. Fernando Corral taking another job within CYFD, so this is his last report. According to his report all of the detention centers are caught up on inspections and things are in a good place right now. This position has been posted on the State Personnel website and on the way to today’s meeting she received a list of candidates, but it is a continuous posting so if Board Members have someone in mind that would be a good candidate to please tell them to apply.

Ms. Musolf reiterated that all of the inspections are caught up, however, there were a couple of detention centers that had a few minor things with regard to the standards but those have all been cleaned up as well, so things are in a really good place with respect to the detention centers at this time.

Mr. Mitchell asked where this position is housed. Ms. Musolf stated that it is currently listed for Albuquerque.

Mr. Mitchell asked if any of the detention centers were put on any kind corrective action due to the inspections. Ms. Musolf stated that one had a letter of findings and was asked to fix those within 120 days and all of those were completed.

Nick Costales commented that he agreed with Ms. Musolf’s observation that things are in a good place because the inspections are up-to-date, but as previously discussed there is the ongoing issue of detention centers being closed, Taos being the latest one to have closed. He noted that he understands the decision to do so from
a fiscal aspect, but there is the issue it causes for their law enforcement officers which
truly has a ripple effect all the way down to the safety in communities and that this
is something that is going to have to have continued examination and discussion. He
noted that Mr. Spark’s facility is contracted with 18 counties and four tribal courts.
Mr. Costales continued that with more and more centers closing there will be
situations like Mr. Sparks’ and others where there has to be somewhere to place
these juveniles. Mr. Costales concluded that this is going to continue to be an issue
around the State as counties make those decisions to close detention centers.

b. Grants Management Unit

i. Unit Funds and Data – Janet Musolf, Special Programs Manager

Ms. Musolf directed the Committee to the information in their packets regarding the
current fiscal year regarding the contracts that were funded and the programs within
those contracts. She noted that when they were able to include the year-end invoices
that were done. She called the Committee’s attention to the total percentage of the
grants spent and the total percentage match credit overall for each Continuum. She
commented that some of the June invoices were not included because it was not
possible to process and reconcile all of them in time for the report for today’s
meeting, but they should have a complete picture for the total fiscal year at the next
meeting.

Mr. Mitchell commented that then the indicated surplus is not necessarily a surplus
and Ms. Musolf confirmed that he was correct.

Mr. Mitchell asked for questions regarding the report. Judge Kirk noted that there
were three Continuums which seemed to be struggling, Cibola, Curry and Las Vegas.
Ms. Cindy Varela commented that the report from Las Vegas was one which had not
been processed/reconciled yet so the information in the current report is lacking.
She also noted that Cibola ran into some issues at the County level and were not
able to draw down and that a site visit was done and an attempt was made to walk
them through the process, but it just did not happen.

Mr. Mitchell called for any additional questions and there were none. He then
thanked Ms. Musolf and her staff for preparing these reports and that they are very
helpful for the Committee and him personally to get a sense of what people are
doing and giving them an opportunity to explain what some of the issues are.

ii. Strategic Plan – William Kearney, Grant Management Unit Manager/JJ Specialist

Mr. Kearney noted that at the last meeting the position was being filled and he
started on June 4, 2018, and this was one of the projects he was tasked with in terms
of putting the Strategic Plan together. He explained the process.

Mr. Kearney then explained that what drove the development of this plan was the
filling of the position he now holds and another element that is driving it is having an
approved plan by this fall. Mr. Kearney stated that the document in the Committee’s
packet is the first draft of the Strategic Plan and this is the Committee’s first
opportunity to review it. He suggested that at 18 months, staff and the Committee
examine the plan and better define specific areas with a full year of work and data.

Mr. Kearney then reviewed the Draft of the Strategic Plan with the Committee point
by point.
Mr. Mitchell asked when this Plan has to be submitted. Ms. Musolf commented that this does not currently have to be submitted outside of the Board, that it is internal only. Mr. Mitchell then asked what the target date for adopting the Plan would be and Ms. Musolf indicated in the fall, September/October 2018. Mr. Mitchell then noted that there was still opportunity for input/changes and Ms. Musolf and Mr. Kearney both said that was correct.

c. Juvenile Community Corrections – Louis Pacias, Grant Manager

Mr. Pacias reported that JCC has had a very successful year with an increase in services, serving 966 youth, an increase from 949 in FY17. He went on to note that service delivery was outstanding and what JCC has been looking for in the past was a balance between individual services and group services and that balance was almost met this past year with getting a lot of group services.

Mr. Mitchell asked how the funds are allocated. Mr. Pacias responded that when they looked at the RFP they look at the population in the county and then they were given a matrix of how many youth they could work with and they also looked at how many youth in the District were on probation and the decisions for funding were based on that matrix. Mr. Mitchell asked who approved this. Mr. Pacias stated that the JJAC Board approved it approximately two and a half years ago. Mr. Mitchell asked when the next RFP is to go out. Mr. Pacias replied that it goes out again in five years.

Mr. Mitchell stated that when he was chief in Albuquerque they were getting 12,000 referrals just in Albuquerque and JCC is getting less than that in the whole State of New Mexico now so it might be fortuitous to really think about the services that are required for the referrals that are now being generated, not the ones they were getting when the statute was enacted years ago and this might be a losing battle in that there just may not be that many juveniles that are rising to that level of service and that problem is not going to go away. He also commented that if all of the other interventions are as effective as they have appeared to be over the last 10 or 15 years it is only going to aggravate as time goes on. Mr. Sparks agreed that things are evolving in that the numbers are low and there seem to be two issues at play; there is sometimes a lack of confidence on the part of the probation officer in the quality of service provided or the type of service and that when Mr. Mitchell was there when the caseloads were higher JCC was looked at more as an assistant or relief valve for the probation office supervision end but then the model started to evolve as the numbers went down to be more of a skill building and support model that frankly a lot of the providers have actually struggled to put in place in terms of building the contacts to provide more of the quality based life skills programs. Mr. Sparks noted that there are a lot of factors involved in this scenario and there are a lot of good models out there but they are expensive in terms of cost per individual served but there is a need to have a review because the system is very different than it was in the beginning. Mr. Mitchell offered that in his opinion the providers had the most to lose in this situation because they are going to lose out completely if they do not adjust to the times, so he suggested to Mr. Pacias that JCC pick one or two sites to do some pilot programs, amending some of the contracts if possible, and doing something different that the referral sources will actually see as valuable and not competitive.

Mr. Mitchell gave the example that a probation officer who only has 20 juveniles on probation will not be looking for the same level of help that they might have been looking for when they had 60. Mr. Pacias agreed that it is different and has evolved and sometimes it is the system has a problem with things being different, but sometimes the referral sources just do not like the services available, but that is one of the challenges being addressed, making sure that the service is appropriate to the community and the needs. Mr. Pacias
agreed that there are some models available that would be effective in New Mexico, however, there are training expenses and overall costs to be considered, which would amount to a huge investment for the State, noting that the current approach is very cost effective, and in places such as Dona Ana and Bernalillo counties they are reverting less than 10% of their funding and overall JCC utilized 84% of their contract funds and last year it was 88% which is decent, but they want to do better and are striving to utilize 92-95% of their contract funds every year, as well as providing the best possible evidence based/best practices programming.

Judge Kirk commented that perhaps it was time to start thinking “outside the box” and consolidating some of these efforts since it seems that in some areas the existing programs are competing with one another. He asked if it was time to look at the JCC programs and the Continuum programs to see if there are areas where there may possibly be some duplication and where programs might be consolidated within individual local communities. Mr. Mitchell noted that some of the problem is a result of restrictions in the statutory language. Judge Kirk admitted that it would not be easy but maybe it is time to try to make some changes and that there are going to be more changes in the judiciary in the next two years than have been seen in the past 30 years.

d. Continuum Coordinator Update – Bridgette Jones, Otero County

Ms. Bridgette Jones represented the Continuum Coordinators at today’s meeting. She noted that there were only three or four Coordinators present but there are approximately 22 Coordinators total in the State. She noted that one of the slides that had been up on the screen at the beginning of the meeting and in the Otero County presentation contained a picture of Judge Schneider and that slide was from the Coordinators website which they are in the process of developing in order to have a collective network. She reported that the coordinators are meeting monthly doing conference calls, developing into two streams at the present time with a Legislative Committee led by Gerri Bachicha and a Strategic Planning Committee led by Andrea Cunningham, who are both here. She explained that on the website there are plans to do things such as share documents and training, and coordinators will be able to access examples of annual reports, strategic plans and needs assessments. Coordinators will also be able to access documents to improve quality of service and that the website will give the Coordinators a place to share, a single place where everyone can go for information and support. She added that there will be pre- and post tests and information on programs like Restorative Justice, Girls Circle, Alternatives to Detention and there will also be a space for development of Youth Board Members. The site will also have contact information for each site and they would like to get an update map with the sites and their respective Coordinators to show where they are located across the State. The website will also feature news stories and highlights and then a section on FAQs. Ms. Jones stated that she hoped to be able to preview the website to the Committee at the next meeting but it is a work in progress and some more work was done on it just yesterday and the Coordinators are also working on a template for Strategic Plan which is Andrea’s lead. She noted it is a broad template with input from all the sites and they want to align with the JJAC Strategic Planning Goals so it was great to hear about that today and they want to be a part of that and Mr. Keorney is already taking steps to make that happen and the Coordinators appreciate that. She stated that Coordinators will be doing the same for needs assessment. She made note that the Legislative Committee will be presenting to an interim work group in September, so that is coming up and they have gotten some help from New Mexico Voices for Kids in preparing for that presentation.
VIII. Board Sub-Committee Reports:

a. Youth Sub-Committee – Annalies Cortez, Chair

Ms. Alma Cortez stated she would give the report today and that the Youth have been extremely busy over the summer and are a bit behind where they should be and none of the youth members have been able to make any of the monthly calls but they have been communicating via e-mail. She reported that they have approved their Charter and the application to be a youth member and hopefully by the next meeting of the JJAC Board it will be presented for their approval and then proceed from there.

Mr. Mitchell asked if there was anything else to report and Ms. Cortez stated that Cathy from CCAM e-mailed her and Cathy has put together a group of Idaho teens who are willing to sit with the New Mexico teens and put together a survey, which would be youth surveys for use when exiting a program or during a program, that has yet to be decided, but there should be more information available on this at the next Board meeting as well.

Mr. Mitchell asked for questions or comments. Mr. Costales commented that he was in the Window Rock area a few weeks ago and there has actually been a Youth Council formed on the Navajo Nation which is just getting up and running and he would very much like to get them tied into the work that the Youth Sub-Committee is doing. Mr. Costales stated that they are trying to expand this to more than just a work group on tribal notification because there are so many other areas of like concerns and perhaps areas in which resources could be shared, so he will passing along the contact information to Youth Sub-Committee.

b. DMC/JDAI Sub-Committee – Chair vacant

i. DMC Discussion – Steve Brooks, DMC Coordinator

Mr. Brooks reported that there has been a lot of activity with DMC and JDAI and they are preparing to push out into the 13th Judicial District, which is Sandoval, Cibola and Valencia counties, as well as the 6th Judicial District, which is Grant, Luna and Hidalgo counties, and have been doing local assessments and there has just been a training with all of the interviewers who will be conducting that. He commented that there is a lot of work that goes into this, taking an exhaustive look at the data in order to know where to focus their questions. Mr. Brooks described how New Mexico has tweaked their JDAI local assessments to include a lot of racial and ethnic disparity questions and work in order to identify some of the causal effects of the DMC at the local level which is a process. He reported that they have learned a lot from the work done in San Juan County and hopefully they will learn more from this next phase and they hope to continue refining that process. He stated that these next assessments are scheduled to begin next week and that Ms. Musolf and Mr. Sparks will also be involved in this as well as a team who will be interviewing the local stakeholders, county and city level stakeholders, as well as schools, so that this will be a very comprehensive assessment. He also reported that they will have some technical assistance providers coming in on September 11th and 12th for a two day JDAI and DMC training for both of these sites to solidify an action plan and hopefully will be able to replicate this as they move out into other jurisdictions and Otero County is one that is slated in the next phase. Mr. Brooks noted that since Judge Freddie Romero resigned as Chair of this Sub-Committee that he is hoping that someone will step-up and volunteer for that and be ready to help them move forward with the exciting things that lie ahead in this endeavor to hopefully make some positive changes in Juvenile Justice and this is a tremendous opportunity to be a part of this change.

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ii. Elect new DMC Chair

Mr. Mitchell asked where things stand regarding a new chair for this Sub-Committee. Ms. Musolf stated that a survey was sent out after the last meeting with several questions, one of which was to see if any Board member be interested in chairing the JDAI/DMC Sub-Committee as well as maybe not chairing that sub-committee but in the future chairing another committee, and there were a few responses, unfortunately, there was no indication of who responded, but there were three positive responses regarding chairing the JDAI/DMC Sub-Committee. She said she did not know if any of these individuals were present at today’s meeting. Mr. Mitchell then asked if anyone wanted to respond to this question. Ms. Musolf went on to say that as Mr. Brooks had stated previously there are a lot of exciting things happening and that if someone was not particularly interested in chairing the committee but simply wanted to serve on the sub-committee that would be wonderful. Some discussion followed regarding whether Mr. Ron West would be interested in serving on the Sub-Committee or possibly chairing it and Mr. Mitchell asked Mr. Brooks if he would reach out to Mr. West and have some conversation about what is involved in the work of the Sub-Committee. Mr. Mitchell stated that the vote regarding a chair should be tabled for the time being and be put on the Agenda for the next meeting and to give opportunity for any other Board members who might be interested in serving on the Sub-Committee to communicate with Mr. Brooks and/or the Board in general.

c. Grant Sub-Committee – Oscar Solis, Chair

Ms. Musolf noted that Mr. Solis was unable to attend today’s meeting as he is in Chicago with the Special Olympics and that he had asked her to give a brief update. Ms. Musolf reported that the Grant Sub-Committee met by telephone and webinar two or three weeks ago and what they had concluded was there was a degree of uncertainty with a new administration coming in due to the Gubernatorial Election coming up in November and the possibility of not having a Cabinet Secretary immediately after the election which could create some issues with respect to the status of Board members and this could potentially affect the Grant process. Ms. Musolf then gave an overview of the Grant process from previous years which consisted of having the training and the application period for the Continuums then the Sub-Committee would review everything, formulate additional questions, the Sub-Committee would meet to make determinations and recommendations to the full Board and then it would be voted on at the January JJAC Board Meeting. Ms. Musolf then stated that because of the possible delay anticipated due to administration changes the Sub-Committee has decided to push everything back by a month so the training will take place in August instead of September, and everyone should have received an updated calendar in their e-mail, and all of the timeframes have been kept the same for the Continuums, none of that has been shortened. What has been done on a staff level is that they have shortened their schedule from a week for each task to three days for these tasks and that the ultimate goal is to have the Sub-Committee meet in the first part of December to review the applications and make recommendations to the full Board and then have a full Board Meeting in December rather than January, in order to have the recommendations fully approved and ready for Cabinet Secretary Approval. Ms. Musolf reported that the Statute states that in this case we must have the Cabinet Secretary approve the Board’s Recommendations for funding and in talking with the Office of General Counsel if the current Cabinet Secretary is not in the office there will be a designee and they believe that the designee can sign. However, if there is not, as sometimes there may be a few weeks where there is a lapse that everything will be in place as soon as the new Cabinet Secretary comes in and can sign off, so the deadlines for contracts will be met in order to have a July 1st start date. The concern of the Sub-Committee was that if they stayed with the schedule used in years past, with the uncertainties involved with a new

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administration, it would push things back too far to ensure a July 1st start date.

Mr. Mitchell asked for questions or comments. Mr. Mitchell asked Ms. Musolf to communicate a request to Mr. Solis which is that he (Mr. Mitchell) would like to have a three year report given to the Grant Sub-Committee about the level of expenditure for each site, and if there is a site that for the last three years has been low on expending their funds this should be a factor considered with respect to their application. Mr. Mitchell stated he thought this would be a useful piece of information if the Grant Sub-Committee comes to a place of having to make some difficult decisions regarding funding.

Ms. Musolf asked for approval by the Board for a December meeting to take care of the recommendations of the Grant Sub-Committee and that the January meeting could be kept on the schedule as well. Mr. Mitchell suggested that there would be no need to meet in December and January and that the schedule simply be modified to meet in December as proposed unless someone objects. The proposed date for the meeting as presented on the calendar is December 6, 2018. Ms. Musolf noted that the January meeting had been changed in the past few years so it did not conflict with SPI and the start of the Legislature so it has always been early in January and located in Albuquerque because of all the other related activities occurring. Ms. Musolf said they did not have a location on the schedule for a December meeting so she had reached out to Mr. Sparks and asked if Bernalillo would be willing to host in December versus January and he said yes they would.

d. Executive Sub-Committee – Doug Mitchell, Chair

i. JJAC Board Survey Results

- Meeting Frequency
  Ms. Musolf reported that the majority of respondents said they would like to go to every two months, the next favored option was keeping it quarterly and the final option was to go to a monthly schedule, but the majority said they would like to go to every other month.

- Day of the Week
  Thursday was the most chosen day for the meeting.

- Meeting Time Start/End
  The majority stated that starting at 9:00 or 10:00 a.m. was preferred, based on the location of the meeting, and then try to end between 2:00 or 3:00 p.m.

Mr. Mitchell asked for any comments. Mr. Mitchell suggested that since meetings have already been planned through December, that the new every other month schedule begin with the next calendar year and at the next meeting in Truth or Consequences have a discussion about the locations for those meetings. He restated the reason for the different locations around the State for the Committee meetings so that the local Continuum Boards have a chance to present and the Board has a chance to see first-hand and experience what they are doing rather than getting a written report, as well as a way for the Board to demonstrate to the local communities throughout the State that the Board is engaged in the work they are doing and that the Board values their work. Mr. Mitchell also stated that though it is sometimes inconvenient to travel to some of the more distant areas of the State that it is important to continue this practice. Mr. Mitchell then asked if all of the Continuums had been visited yet. Ms. Musolf noted that because of the previous quarterly schedule there are some areas that have not been visited yet as there are over 20 Continuums. She also noted that Bernalillo County and Sandoval County have been very generous in hosting the meeting multiple times due to scheduling issues. Mr. Mitchell asked that there be a discussion at the next meeting and
consideration regarding scheduling meetings in areas that have not been visited yet. He did note that proximity is a problem for a Statewide Board.

**ii. JJAC Board Letter to Continuums**

Ms. Musolf recapped that at the last meeting a motion was made and carried to have the Board send letters to the Continuums in recognition of their good works and accomplishments. Ms. Musolf stated that those letters have been prepared and are here at today’s meeting for Board members to sign after the meeting and the letters will then be sent out to the Continuums. Mr. Mitchell commented that he felt it was important for all of the Board Members to sign and not just for him to sign as the Chair as it was a motion of the full Board to do this to demonstrate to the Continuums that the Board does appreciate their work and acknowledge that.

**iii. JJAC Board Expenses and the State Statute**

Mr. Mitchell stated that a letter was sent to the Cabinet Secretary about the issue of limiting the Board to one night stays, particularly when traveling to places such as Raton, Deming, Silver City, etc., that it is really not reasonable for someone who is a Board Member for example from Las Vegas or Farmington, etc., that they would have to sit in an all-day meeting and then drive for six or seven hours to get home. So that letter was sent off to the Cabinet Secretary and Mr. Mitchell said that he was very disappointed that he got no acknowledgement of that letter at all, and while he did not expect the Cabinet Secretary to give feedback he had expected some sort of acknowledgement of receipt of the letter from somewhere within that organization and that a consideration or discussion was taking place, but that Ms. Musolf had more information regarding this.

Ms. Musolf stated that she and Mr. Costales had pursued this with the Administrative Services Division, the Division which enforces the State Statute and travel, etc., and through these conversations they explained what the Board had brought up at the last meeting and how the Board functions; 1) The funds are all from the Federal Grant, it is not through State funding, and 2) The JJDP Act lists specific requirements of the Board which goes along with traveling to our Continuums, traveling distances and getting local input. In light of these conditions there was a discussion of how, within the Statute written, the Board members can be assisted in the requirement of travel. They did come to a conclusion, which still has to be signed off on by the Cabinet Secretary to be put in place. What can be done under that authorization is the Grant Management Staff for the next Board meeting can put together direct bill hotel reservations for those Board members who need it, and for those Board members who need a two-night stay to ensure safe travel, that will now be allowed and the Grant Management Staff will take care of those arrangements and when the locations are confirmed a message will be sent out asking who needs reservations for those nights. If Board members request a hotel room then they will be unable to receive the $95.00 stipend, but what can be done is CYFD will pay for actual expenses related to the required travel, such as actual expenses for meals and mileage. For Board members who do not request a hotel room the situation will remain the same as it is currently, which will be the $95.00 stipend and mileage to the Board meeting.

Mr. Mitchell asked Ms. Musolf if she could provide a list to the Board at the next meeting of all the Board members and their meeting attendance. He stated he believe this information would be important to examine the members’ individual commitments to this work, though he recognizes that they are all volunteers and there are often conflicts, but there are some members who rarely attend and whether the
new Administration will want to continue with the current Board members or if it is
time for some changes.

IX. Public Comment

Nick Costales thanked the Otero County Continuum for hosting the meeting and providing the very
nice and much appreciated food and drinks and their wonderful presentation of the work they are
doing in the community.

XII. Adjournment

Mr. Mitchell asked for a motion to adjourn, Judge Kirk so moved, Mr. Craig Sparks seconded. The
meeting was adjourned at 1:44 p.m.

The next proposed meeting to be held on Thursday, October 18, 2018 in Sierra County