

JJAC Quarterly Meeting

MINUTES

JULY 10, 2014

10:00 AM – 4:00 PM

760 MOTEL CIRCLE
LAS CRUCES, NM

MEETING CALLED BY	Sharon Stover
BOARD MEMBERS ATTENDING	Deborah Bogosian, Helen Cheromiah, Alma Cortez, Shelly Currier, Todd Heisey, Judge Alan Kirk as proxy for Monnica Garcia, Anna Marie Loughead, Douglas Mitchell, Amy Orlando, Tony Ortiz, Erica Padilla, Sasha Pellerin, Wilson Quintana, John Richmond, Judge Freddie Romero, Judge Angie Schneider-Cook, Craig Sparks, Sharon Stover
BOARD MEMBERS NOT ATTENDING	
OBSERVERS	Judge Marci E. Beyer, Sarah Bouquin, Steven Brooks, Michelle Herron, Brian Kavanaugh, Kirstin Keller, Linda Kennedy, Tamera Marcantel, Harry Montoya, Olivia Nunez, Bianca Padilla, Amber Parker, Rachel Peltz, Vincent Quintana, Judge Beatrice Sanders, Christiann Stapf, Patti Vowell

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

III. INTRODUCTIONS were made and **WELCOME presented by District Judge Marcy E. Beyer**

IV. APPROVAL OF MINUTES: The agenda was unanimously approved with a change in order. The SARA data project update and demonstration were moved to later in the day.

V. APPROVAL OF 3/20/14 MINUTES: The minutes of the previous meeting were unanimously approved with one change: John Richmond did not abstain from the March approval of the minutes.

VI. PUBLIC COMMENT: None made

VII. ACTION ITEMS

DISCUSSION	<p>a) Vice president Nomination/Election Presented by Sharon Stover</p> <p>Judge Angie Schneider-Cook was the only nominee for vice president and was approved.</p>
<p>Motion to approve Judge Schneider as vice-president was made by John Richmond and seconded by Judge Romero</p> <p>VOTE: Ms. Schneider was approved by acclamation.</p>	

DISCUSSION	<p>b) Socorro Reconsideration of funding request for Teen Court Presented by Kirstin Keller and Judge Beatrice Sanders</p> <p>There was a feeling that there was a miscommunication/confusion over Socorro's Teen Court program. The Grant Committee had decided across the board to not fund teen court programs based on the thought that the program worked with adjudicated teens. It was explained that none of the youth participating in the program have been adjudicated; these are teens referred to the program prior to adjudication. The program is meant to keep youth out of district court. The program is fashioned after OJJDP's Diversion program.</p>
<p>A motion to recommend to the cabinet Secretary that funding for Socorro's Public Youth Diversion Program in the amount of \$28,159 was made by Sasha Pellerin and seconded by Erica Padilla</p> <p>VOTE: Unanimously approved</p>	

VIII. REPORTS/SCHEDULES/PROJECTS

DISCUSSION	<p>a) SARA data project and demonstration Presented by Patti Vowell</p> <ul style="list-style-type: none"> _The SARA system is the first of its kind in the United States. It will capture data electronically. _No JJAC funds were used to set up the data tool; money from JDAI was used. _Each county will enter the data specific to their programs and will be able to access the data they need for reports and applications. _Detention and RAI information will be accessible by Coordinators, but case specific information must be received from JPO. _The data tool was presented to the board. Each Performance Measure (one is selected for each program) will open an area with questions specific to that Performance Measure selected for a program. The number of questions has gone from 11 up to 96. Federal requirements are being followed. This is needed for accountability. _A super-user (administration) can look at all the data and refine the questions. The data unit will meet and decide if there is a good reason to make a change. _There are four trainings set up in July for the Coordinators to learn the new data tool. <p>b) Formula Title II FFY14 Grant Application Presented by Christiann Stapf and Tamera Marcantel</p> <ul style="list-style-type: none"> _The application update has been turned in. Much of the data was outdated and has been updated. There is one more year left on this application. Next year a full application will need to be done with a new 3 year plan, DMC plan and Compliance plan. _There is only one pot of Federal money left (\$400,000). In August if the OJJDP plan is approved additional funding may open up. _There will be a 5% penalty assessed on the PREA funding due to lack of compliance. There has been no audit certifying we have been compliant with how the current funding has been spent. The Governor did not feel comfortable signing off on the report so stipulated that that we were not in compliance. The 5% penalty will equal approximately \$7,000. This money must be reallocated to ensure we are in compliance in FY16. This year will not be affected. <p>c) Strategic Plan/3-Year Plan Presented by Christiann Stapf and Tamera Marcantel</p> <ul style="list-style-type: none"> _There may need to be more meetings to get the 3-year plan together. There needs to be more consistency in the plan. _NMPPR is looking at criminal justice reform. They should be contacted. _Focus of funding is changing and we need to look at this. It was suggested that OJJDP be contacted to come out and help, as they have been willing to do so in the past. There are concerns that OJJDP's reduced funding may impede there coming out here to help with the strategic plan/3-year plan. It was felt that OJJDP should be contacted as soon as possible to give them enough notice and improve the chances of their coming out. Whether or not JJAC could fund OJJDP coming out was questioned. Costs if any need to be determined. _A successful plan needs to be focused on. The JJAC retreat last fall talked about the strategic plan/3-year plan, but homework wasn't done. It was felt that the Executive Committee could get the core of the strategic plan/3-year plan together after which the entire Board could get together. _It was suggested that the strategic plan/3-year plan be more collaborative with all the "JJAC pieces" (Boards) being involved and different players to facilitate not just staff.
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_ Amy Orlando, Doug Mitchell, Tony Ortiz, Alma Cortez and Craig Sparks have agreed to help the Executive Committee. A date to meet was not committed to.

d) Annual Report to the Governor

Presented by Sharon Stover

There is no specific time to get the annual report to the Governor. The last one was done in December of 2012. It is the responsibility of the Executive Committee to work with staff on this. Board members need to look at the last report and see what they feel is missing, what is working and then staff can fill in the holes.

e) Special Programs Unit Update

i. JDAI State to Scale Update

Presented by Patti Vowell

_The JDAI team recently attended a conference in Philadelphia.

_Working on going "state to scale." There is a good team, but it is small at this time. Sandra Stewart will be joining the team.

_JDAI is looking into doing site visits in 5-6 counties and will be working with Steve Brooks. They will be patterning new programs after Bernalillo since it is already a model program.

_JDAI is pushing ahead with the data project.

_The next JDAI meeting will be the first of August.

_New Mexico is in good shape compared to with other states.

_CYFD reorganized a year ago and created the Special Programs Unit. Interviews for three positions have just been completed. One position remains frozen. This unit provides technical assistance to JJAC, but there are concerns about being over committed. There are five new counties that want to come on board. How do we bring them on board with state to scale in mind?

_Starting new continuums should be a systems approach using the 8 JDAI core strategies. There needs to be a community commitment. Communities and courts need to be educated about JJAC.

_How we help support sites so they are not so dependent on JJAC funding was questioned. It was noted that JJAC funding was meant to get continuums started and they were supposed to find other sources of funding to sustain themselves.

ii. Interested New Continuum Sites (Sierra, San Juan, Roosevelt, Eddy, Otero)

Presented by Tamera Marcantel

_A strong growth plan with goals, guidelines and amount of seed money needs to be created to encourage new sites. A letter of intent requesting startup money and requiring potential sites to do an assessment were talked about. More input is needed to determine what should go into the letter.

_It was determined that the JDAI assessment would not be useful for new site assessments, but that the SARA data tool could be used as a template for the assessments if the Board agrees. Performance measures for coordinators also needs to be determined.

_It was suggested to look at what the newest continuums did to join JJAC so as to not have to totally reinvent the process. Curry County began by sending in a letter of inquiry to JJAC in order to determine what they needed to do.

_A flat rate for funding start up sites needs to be determined: \$25,000 was mentioned. Step one should be hiring a coordinator. A formal proposal letter needs to include a request for money to hire a coordinator

_Roosevelt County is very committed and ready to begin the process to become a continuum site. They have started their programs and want JJAC money to fill in the gaps. To have to wait another year to request JJAC funding was upsetting, as

they are all volunteers at this time.

_Judge Angie Schneider-Cook stated that Eddy and Otero counties have gotten things together without a coordinator.

_A letter from the perspective continuum needs to include what they have done and what they still need to do. There is some funding available, but it needs to be clear that new sites need to look at other sources of funding also. Timelines and deadlines need to be set. There will need to be a contracting process. The JJAC Grant Sub-committee can set up the criteria.

_Consideration should be given to allowing joint applications for counties that have low populations, i.e. a diversion program that can go on the road.

_JJAC should not have unreasonable expectations. Is JJAC willing to say to old sites that they need to find other sources of funding in order to fund new sites? JJAC needs to get a handle on what they are willing to do. Additional funding needs to be set aside specifically to start new continuum sites. Continuum's requirement to have a 40% match was mentioned.

_HB21 always planted the seed that we would try and start new continuums. HB21 specifically speaks to reaching out to rural communities.

_Additional items to look at are: What fiscal year new continuum programs will be able to receive funding? A formalized process to determine sustainability needs to be created. Who will sites be collaborating with and questioning schools for their insight into their community's needs?

_It was suggested that new sites should not be funded until after the new strategic plan is completed. JJAC's strategic plan needs to have goals for bring on new continuums each year: a growth plan.

_There are two types of funding: startup funding and program funding. Using Federal money for startups and Continuum money for programs was suggested. There is currently \$160,000 left after FY15 awards have been made. Whether or not money that is reverting from FY14 could be used as startup money was questioned. This appears to be a possibility.

iii. Website

Presented by Linda Kennedy

The website is up and running. To access the website go to cyfd.org then select JJS and Special Programs. Additional information can now be added to expand on the site.

iv. Hiring

Presented by Tamera Marcantel

The office is working on filling positions.

Motion to adapt the existing data template for grant applications was made by Judge Freddie Romero and seconded by Sasha Pellerin.

Discussion followed about sending a letter to counties and tribes that have not previously requested funding. Putting the information on JJAC's website and referring people to it should be sufficient. The idea that we may be offering something that can't be delivered was brought up. 11 of New Mexico's 33 counties have not yet been funded.

VOTE: Passed with two members opposing: Amy Orlando and Doug Mitchell

IX. CONTINUUM SITE REPORTS/UPDATES

DISCUSSION	<p>a) JJAC Unit Presented by Christiann Stapf and Tamera Marcantel</p> <p>_An overview of the finances was presented. There have been a lot of changes;</p>
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	<p>invoicing and communication has become better and clearer. There will be an estimated \$273,000 in reverting FY14 continuum funds. The Board will need to approve a budget adjustment request after closing out the FY14 grant to reallocate this money to FY15. This can be done at the next meeting with a plan to spend it. It can be used to start new programs.</p> <p>_JJAC is going to pay for services rather than a straight draw down and will be able to better understand what cost effective looks like. Most sites are doing well with transferring from a straight draw down to a fee for services.</p> <p>_There will be \$309,000 in reversion of Federal funds (JABG, Title V, Title II). Extensions to use this money can be requested.</p> <p>_All but one county have fully executed contracts. Due to San Miguel changing their fiscal agent their contract has been delayed.</p> <p>_About ½ of the sites have turned in their sub-contracts for approval.</p> <p>_Bob Cleavall's contract is not being renewed by the Secretary. The Feds have been notified and how to fulfill his contract is being looked into. Whether or not this position will be a CYFD position is not known at this time. Why Mr. Cleavall's contract was not renewed was brought into question, particularly in light of the apparently positive OJJDP audit. It was felt that JJAC deserved an explanation for why contracts they approved were rejected by the Secretary.</p> <p>_JJAC is only required to visit 33% of adult sites yearly. JJAC is responsible for looking at the data and trends. Compliance monitoring of adult facilities is a smaller piece than the monitoring of the youth facilities</p> <p>b) Continuum Coordinator Presented by Amber Parker</p> <p>_There was a Coordinator's meeting in April. Only about 50% attended.</p> <p>_Some sites are struggling with the new data form. Those that have a good relationship with their JPO are doing better. CYFD, continuum staff and JPO's need to work together.</p> <p>_There is a concern about coordinator turn over.</p> <p>_Some of the funding reversions are due to not getting money in enough time to expend it.</p> <p>c) Meeting for Local Board Chairs Presented by Judge Alan Kirk</p> <p>Judge Kirk is organizing the Chairs and plans to get them together to give them a forum. There has never been an initiative to get Chairs together. He hopes they will be able to meet in September or October. Supreme Court Justice Vigil has shown interest in attending.</p>
VOTE: N/A	

X. TRAINING AND RETREATS UPDATE

DISCUSSION	<p>a) OJJDP Core Training and CJJ Conference/Hill Day Updates by Delegates Presented by John Richmond and Erica Padilla</p> <p>_OJJDP Core Training was attended by Sasha Pellerin, John Richmond, Caitlin Wilson, Tamera Marcantel, Christiann Stapf and Kathy Swope. It reportedly went well and they met with many of delegates. Those that attended will be passing on additional information to local delegates. It was suggested that all the participants meet next year prior to the training to prepare.</p> <p>_The Coalition for Juvenile Justice is working on pushing through an act that will</p>
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	<p>strategic planning. They will be talking to law enforcement, court systems and JPO. A five-year comparison has been done for FY08-FY13. Reporting referrals (RRI) are being broken out in order to cut down on disproportionality. Separating diligent offenses and probation violations is also being looked. Zero tolerance has had a huge impact on RRIs. Schools need to be talked to about softening this. New Mexico is ahead of a lot of other states collecting data and breaking it down. Statewide system changes are being looked at.</p> <p>_New board members selected sub-committees to participate on: Tony Ortiz – Data, Craig Sparks – Grants, Shelly Currier – DMC.</p>
VOTE: N/A	

XII. OTHER CONTRACTS

DISCUSSION	Compliance Monitoring –Addressed earlier in the meeting.
VOTE: N/A	

XIII. NEXT MEETING AND AGENDA ITEMS

DISCUSSION	<p>_2015 Meeting Schedule – Not Addressed</p> <p>_Next quarterly JJAC meeting will be on October 9,2014 in Roswell N.M.</p>
VOTE: N/A	

XIV. Public Comment – None made

XV. Meeting Adjourned at 3:15 PM

Minutes Approved by JJAC Committee on: 10/9/14

Sharon Stover, Chair