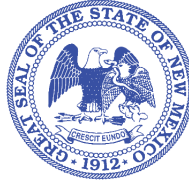


STATE OF NEW MEXICO  
CRIME VICTIMS REPARATION COMMISSION

MICHELLE LUJAN GRISHAM  
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 September 26<sup>th</sup>, 2024, Commission Chair Karst called the September meeting of the New Mexico Crime Victims Reparation Commission to order at 10:02 a.m.

Commission Chair Karst announced the names of the Commission members of the public body and acknowledged those who are participating in person and remotely.

The following Commission Members were present via a video conferencing platform:

David Karst, Commission Chair  
Cody Rogers, Commission Member  
Kim Stewart, Sherriff, Commission Member

The following NMCVRC staff members were present:

Frank Zubia, Director  
Cindy Mok, Chief Financial Officer  
Donna Richmond, Grants Bureau Chief (Virtual)  
Debra Yepa, State Investigator  
Leslie Valenzuela, State Investigator (Virtual)  
Jacqueline Hernandez, Administrative Secretary  
Jacqueline Sanchez, Compensation Bureau Chief

The following guests were present:

Scott Sanchez, Legislative Finance Committee (LFC) Analyst (Virtual)

**Review Agenda**

Commission Vice Chair Karst and Commission members reviewed the agenda and Commission Chair Karst asked for a motion to approve the agenda. Commission Member Rogers made the motion to approve. Commission Member Stewart seconded the motion. The motion to approve the agenda was passed unanimously.

The roll-call vote of the Commission was as follows: Commission Chair Karst, aye, Commission Member Rogers, aye, Commission Member Stewart, aye.

**Review and Approval of August 22<sup>nd</sup>, 2024, Commission Meeting Minutes and August 27<sup>th</sup>, 2024, Emergency Commission Meeting Minutes**

Commission Chair Karst and Commission members reviewed the Commission meeting minutes for August 22<sup>nd</sup>, 2024, and Emergency Commission meeting minutes for August 27<sup>th</sup>, 2024. Commission Member Stewart made a motion to approve both Commission meeting minutes. Commission Member Rogers seconded the motion. The motion to approve both Commission meeting minutes passed unanimously.

The roll-call vote of the Commission was as follows: Commission Chair Karst, aye, Commission Member Rogers, aye, Commission Member Stewart, aye.

### **Public Comment**

No Public Comment.

Note: Mr. Zubia informed the Commission Scott Sanchez, Legislative Finance Committee (LFC) Analyst was present virtually.

### **Agency Financial Report**

Ms. Mok updated the Commission on the FY2025 budget position report regarding victim payments from July 01, 2024, through September 18, 2024.

The victim payment allocation is \$3,451,950. As of September 18<sup>th</sup>, 2024, the compensation victim batch payouts are \$670,123.

Below are the payments received for the period of July 01, 2024, to September 18<sup>th</sup>, 2024, by type:

Restitution: \$8,722

Corrections: \$34,737

Civil Settlement: \$4,951

Penalty Assessment: \$8,480

Total received: \$56,890

Ms. Mok reviewed the Crime Victims Funds Status report with the Commission, which collected **\$56,890**.

Note: Ms. Mok informed the Commission that this amount includes a small remaining portion from penalty assessments. Although a sunset clause took effect on July 1, 2024, eliminating the penalty assessments collected by the courts, there is uncertainty about when the final payment will be received by the agency.

### **New Business**

#### **CVRC Annual Report FY2024**

Mr. Zubia presented the CVRC Annual Report for FY2024 to the Commission. He explained that the data is collected quarterly and provided to the federal government in a performance measure tool (PMT). These reports are also available on the CVRC website to give the public a clearer understanding of how funds are distributed. The report included a chart showing victim payments from FY2021 to FY2024, highlighting the amounts CVRC has paid directly to crime victims in New Mexico. These payments have increased each year. From FY2023 to FY2024, as stated in previous Commission meetings, victim payouts rose by 25%, and it is anticipated that payments will increase by an additional 17% in FY2025, compared to the \$3,436,444 distributed in FY2024.

Furthermore, Mr. Zubia also informed the Commission that some pending edits must be made to the report. Once completed, the updated report will be posted on the agency's website and shared again as a final item of discussion at the next Commission meeting in October.

### **Agency Website**

Mr. Zubia informed the Commission about the ongoing project of updating the agency website. He explained that CVRC solicited federal funding to assess the compensation program a few years ago. As part of this funding, CVRC aimed to enhance the agency's databases and upgrade the website to be ADA-compliant and victim-centered. Over the past several months, CVRC has been working closely with its provider to implement these updates. While most glitches have been resolved, CVRC is optimistic about launching the new website **on October 1st**, though this timeline remains tentative. Mr. Zubia strongly encouraged the Commission to visit the website and provide any feedback, insights, or suggestions. Your feedback is invaluable to us and will help us ensure that the new website meets the needs of all our users.

Mr. Zubia also mentioned that the project will continue over the next few months until the website is fully functional. A vital feature of the new website is a sophisticated accessibility tool that allows users to hover over content for translation into one hundred and fifty (150) languages. The tool can also translate forms and read information aloud. Additionally, but not limited to, it adjusts the website's font and appearance to accommodate users with visual impairments or other accessibility needs.

CVRC is one of the few state agencies in New Mexico that have such an advanced accessibility tool. The agency is also collaborating with some of our service providers to explore expanding this feature to their websites.

## **Business**

### **Grants Status Report (VOCA, VAWA, SASP, and State Funds)**

Ms. Richmond informed the Commission that the Grants Department has successfully submitted the federal funding applications for VOCA Assistance, VAWA STOP, and VAWA SASP through the federal grants system and has been awarded continuation funding. They ensure that service providers across the state have the necessary resources to continue delivering services.

In addition, Ms. Richmond reported to the Commission three (3) recent vacancies in the department, with the positions set to be posted soon. In the meantime, the team will work collaboratively to manage the workload until these positions are filled. Ms. Richmond expressed her gratitude to the Commission for their assistance on the peer review committee, which helped facilitate the allocation process, and to her team for successfully distributing the contracts.

## **Executive Session**

### **Personnel Salary Alignment-State Personnel Office**

At 10:19 a.m. Commission Chair Karst made a motion to enter executive session. Commission Member Rogers made a motion to enter executive session. Commission Member Stewart seconded the motion. The motion to enter executive session passed unanimously.

The roll-call vote of the Commission was as follows: Commission Chair Karst, aye, Commission Member Rogers, aye, Commission Member Stewart, aye.

At 10:37 a.m. Commission Chair Karst made a motion to exit executive session. Commission Member Stewart made a motion to exit executive session. Commission Member Rogers seconded the motion. The motion to exit executive session passed unanimously.

The roll-call vote of the Commission was as follows: Commission Chair Karst, aye, Commission Member Rogers, aye, Commission Member Stewart, aye.

The will of the Commission is to support the proposed Personnel Salary Alignment.

The roll-call vote of the Commission was as follows: Commission Chair Karst, aye, Commission Member Rogers, aye, Commission Member Stewart, aye.

The next Commission meeting has been scheduled for Thursday, October 24<sup>th</sup>, 2024, at 10:00 a.m. at 6200 Uptown Blvd. N.E., Suite #210, Albuquerque, NM in the conference room. This could change to a virtual meeting depending on direction from the Attorney General.

## **Adjourn**

Commission Chair Karst adjourned the September meeting.

The Commission meeting adjourned at 10:39 a.m.

APPROVED:  DATE: 10/24/2024  
Commission Chair Karst