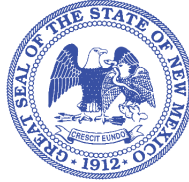


STATE OF NEW MEXICO  
CRIME VICTIMS REPARATION COMMISSION

MICHELLE LUJAN GRISHAM  
GOVERNOR



FRANK ZUBIA  
DIRECTOR

STATE OF NEW MEXICO  
CRIME VICTIMS REPARATION COMMISSION-(NMCVRC)  
**January 23, 2025, Amended Commission Meeting Minutes**  
6200 Uptown Blvd. NE Suite #210  
Albuquerque, NM 87110

### **Meeting Called to Order**

On January 23, 2025, Commission Chair Karst called the November 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 the acknowledged those who are participating in person and remotely. Information for attending remotely is posted on the CVRC website.

The following Commission Members were present:

David Karst, Commission Chair (Virtual)  
Kim Stewart, Sheriff, Commission Member (Virtual)  
Dr. Randall Brown, M.D., Commission Member (Virtual)

The following NMCVRC staff members were present:

Frank Zubia, Director  
Cindy Mok, Chief Financial Officer  
Donna Richmond, Grants Bureau Chief  
Jacqueline Sanchez, Compensation Bureau Chief  
Rebecca Duran, State Investigator Supervisor  
Debra Yepa, State Investigator  
Leslie Valenzuela, State Investigator  
Rose Martinez, State Investigator  
Anna Quintana, Compensation Management Analyst  
Todd Hebert, Grant Program Specialist  
Vicki Nakagawa, VOCA Administrator  
Braden Best, Grant Program Specialist  
Kristina Escamilla, Administrative Secretary  
Kellie Begaye, Victim Resource Specialist  
Cahterine Hiskey, Victim Resource Specialist

The following public guest attendee was present virtually:

Zunneh Bah Jim-Project Manager, Missing and Murdered Diné Relatives Coalition (MMDRC)

### **Review Agenda**

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

## **Commission Meeting January 23, 2025**

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

### **Review and Approval of November 21, 2024, Commission Meeting Minutes**

Commission Chair Karst and Commission members reviewed the Commission meeting minutes for November 21, 2024. Commission Chair Karst asked for a motion to approve the meeting minutes. Commission Member Brown made the motion to approve and Commission Member Stewart seconded the motion. The motion passed unanimously.

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

### **Public Comment**

Director Zubia advised the Commission that Dr. Jac Ox, a private citizen/victim, would like to address the Commission, expressing her concerns and sharing her story about the domestic violence she endured with Commission members and CVRC staff. Ms. Ox is disappointed that CVRC could not assist with costly legal fees. Ms. Ox conveyed to the Commission how disappointed she was with the CVRC staff and how they handled her case. Mr. Zubia assured Ms. Ox that he and his staff would follow up with her today and review her case. CVRC will review with Ms. Ox the guidelines, rules, and regulations that we must adhere to when determining eligibility. Mr. Zubia will also review the appeal process. Ms. Ox thanked the Commission and Mr. Zubia for listening to her and respecting her.

Note: At 10:16 a.m. Ms. Mok informed Mr. Zubia and the Commission that Scott Sanchez, Legislative Finance Committee (LFC) Analyst has joined virtually.

At 10:22 a.m. Ms. Mok informed Mr. Zubia and the Commission that Laila Tso, SHCNM has joined virtually.

### **Agency Financial Report**

Ms. Mok updated the Commission on the FY25 budget position report regarding victim payments from July 1, 2024, to January 23, 2025.

The victim payment allocation is \$3,451,950, the victim total approved payouts, as of January 23, 2025, was \$1,469,829. In addition, Ms. Mok informed the Commission that twenty-four weeks remain to close out the fiscal year. Projected amount to carry over is \$386,575.

Ms. Mok informed the Commission that in December, there was a slight decrease in victim payouts.

#### **FY2025 Crime Victim Fund – Budget Status**

Payments received for the period of July 1, 2025, through January 23, 2025, by category:

Restitution: \$37,700

Corrections: \$240,716

Civil Settlement: \$14,096

Penalty Assessment: \$10,968

Total Received: \$303,480

Ms. Mok reviewed the Crime Victim Fund with the Commission. She also informed the Commission that we have not received funds from the Administrative Office of the Courts (AOC) since October 1, 2024. CVRC anticipated this due to the elimination of the fines and fees.

**CVRC FY2026 Agency Budget, DFA, and LFC Recommendations**

Ms. Mok provided the Commission with a breakdown of the FY2026 agency budget. CVRC was requesting 4 million dollars to stabilize the agency's budget. CVRC was confident it would be receiving the amount requested. Instead, the Department of Finance (DFA) recommended a \$1 million split between care and support and the Sexual Assault Services helpline. The Legislative Finance Committee (LFC) recommended the amount of \$500,000 for care and support. Ms. Mok and Mr. Zubia will attend a budget hearing with the Legislators on January 29, 2025, in Santa Fe. Mr. Zubia will keep the Commission apprised of how the meeting turns out.

Mr. Zubia informed the Commission that our agency could hire seven (7) new team members, they are Anna Quintana, Compensation Management Analyst, Todd Hebert, Grant Program Specialist, Vicki Nakagawa, VOCA Administrator, Braden Best, Grant Program Specialist, Kristina Escamilla, Administrative Secretary, Kellie Begaye, Victim Resource Specialist, Catherine Hiskey, Victim Resource Specialist

**New Business**

**Commission Election for Chair and Vice-Chair (Voting Item)**

Director Zubia recommended to the Commission his nomination for David Karst for Commission Chair and Sheriff Kim Stewart as Commission Vice Chair.

Dr. Brown made a motion to elect David Karst as Commission Chair and Sheriff Kim Stewart as Commission Vice Chair. Sheriff Kim Stewart seconded the motion. The motion passed unanimously.

The roll call vote of the Commission is as follows: Commission Chair Karst, aye, Commission Vice Chair Stewart, aye, Commission Member Brown, aye.

Commission Chair Karst inquired if new Commission members were getting appointed? Mr. Zubia informed the Commission that he is waiting for the Governor's Office to appoint new members and will inform the Commission of any updates.

**Adoption of 2025 Commission Code of Conduct (Voting Item)**

Mr. Zubia reviewed with the Commission the Adoption of 2025 Commission Code of Conduct and asked for a motion. Commission Vice Chair Stewart made a motion to adopt the 2025 Commission Code of Conduct and Commission Member Brown seconded the motion. The motion passed unanimously.

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

**Adoption of the Open Meetings Resolution (Voting Item)**

Mr. Zubia asked for a motion to accept the Adoption of the Open Meetings Resolution and asked for a motion. Commission Member Brown made a motion to adopt the Open Meetings Resolution. Commission Vice Chair Stewart seconded the motion. The motion passed unanimously.

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

**Review and approve 2025 Compensation Guide for Eligibility Determination and Expense Policies (Voting Item)**

Mr. Zubia asked for a motion to approve the 2025 Compensation Guide for Eligibility Determination and Expense Policies the changes were highlighted. Commission Member Brown made a motion to approve, and Commission Vice Chair Stewart seconded the motion. The motion passed unanimously.

## Commission Meeting January 23, 2025

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

### Business

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

Grant Bureau Chief Donna Richmond introduced three new grant staff members to the Commission. They are Vicki Nakagawa, VOCA Grant Administrator, Braden Best, and Todd Hebert, the new Grant Specialists. Ms. Richmond informed the Commission that the Grants Department released the STOP VAWA RFP, which includes services, training, officers, and prosecutors. Applications are due on March 3, 2025.

The Violence Against Women Act formula grant program request for proposals is scheduled to be released **on 01/21/2025**.

Ms. Richmond provided the Commission with information about the VOCA, State Grant, and VAWA administrator activities and training.

Commission Chair Karst inquired about a satellite office in Farmington. Ms. Richmond and Mr. Zubia briefly discussed the progress and will keep the Commission apprised of any new developments. Commission Vice Chair Stewart stated she would assist with information about possible locations and gather support from other agencies to assist with this new project.

#### Action on Item Discussed in Executive Session (Voting Item)

No Items.

Commission Chair Karst advised of the next Commission meeting has been scheduled for Thursday, February 27, 2025, at 10:00 a.m., at New Mexico Crime Victims Reparation Commission, 6200 Uptown Blvd. NE, Suite 210, in Albuquerque, NM, in the conference room.

### Adjourn

Commission Chair Karst asked for a motion to adjourn the **January** meeting. Commission Member Brown made a motion to adjourn. Commission Member Stewart seconded the motion. The motion to adjourn the **January** meeting passed unanimously.

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

The Commission meeting adjourned at 10:52 a.m.

APPROVED: \_\_\_\_\_



Commission Chair Karst

DATE: 2/27/2025