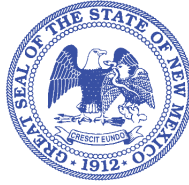


STATE OF NEW MEXICO
CRIME VICTIMS REPARATION COMMISSION

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 November 21, 2024, 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 acknowledged those who are participating in person and remotely.

The following Commission Members were present:

David Karst, Commission Chair
Cody Rogers, Commission Member (Virtual)
Kim Stewart, Sherriff, Commission Member (Virtual)
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 (Virtual)
Debra Yepa, State Investigator
Leslie Valenzuela, State Investigator
Jacqueline Hernandez, Administrative Secretary

The following guests were present:

Rebecca Guay, Assistant Attorney General

Review Agenda

Commission Chair Karst and Commission members reviewed the agenda and Commission Chair Karst asked for a motion to approve the agenda. Commission Member Brown 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 Brown, aye, Commission Member Stewart, aye.

Review and Approval of October 24, 2024, Commission Meeting Minutes

Commission Chair Karst and Commission members reviewed the Commission meeting minutes for October 24th, 2024. Commission Chair Karst asked for a motion to approve the minutes. Commission Member Brown made a motion to approve. Commission Member Rogers seconded the motion. The motion to approve the Commission meeting minutes passed unanimously.

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

Public Comment

No Public Comment.

Agency Financial Report

Ms. Mok updated the Commission on the FY2025 budget position report regarding victim payments from July 01, 2024, through November 12, 2024.

The victim payment allocation is \$3,451,950. As of November 12, 2024, the compensation victim batch payouts are \$998,367.

Below are the payments received for the period of July 01, 2024, to November 12, 2024, by type:

Restitution: \$30,945

Corrections: \$163,827

Civil Settlement: \$4,951

Penalty Assessment: \$9,713

Total received: \$209,436

Ms. Mok reviewed the Crime Victims Funds Status report with the Commission, which collected **\$209,436**.

FY2024 Agency Audit

Ms. Mok informed the Commission that CVRC successfully submitted the FY24 audit to the Office of the State Auditor on November 1st, the statutory due date. She thanked Commission Chair David Karst for attending the exit conference with the auditor. Additionally, Ms. Mok reported that the audit had no findings, which she noted as a positive outcome.

New Business

NM CVRC Rules and Regulations (Proposed Changes)

Mr. Zubia informed the Commission that Sandra Gardner, who previously served as Assistant Attorney General with the Department of Justice, has left the department. He noted that a new appointee has yet to be assigned, but he introduced Rebecca Guay, the substitute assistant attorney general from the Department of Justice.

Mr. Zubia stated that he would follow up with Ms. Guay and intended to propose additional information regarding the agency's rules and regulations. He reported meeting with Matt Ortiz from the State Records and Archives and beginning the process of updating the laws and regulations. However, Mr. Zubia acknowledged a minor setback due to the departure of Ms. Gardner, which interrupted the ongoing work. He assured the Commission that once a new appointee is assigned, efforts to address the proposed rules and regulations will resume. Mr. Zubia emphasized that the matter remains active and will continue to be included on the agenda to ensure progress.

Business

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

Ms. Richmond informed the Commission that the department has three vacancies, although one of those positions has already been filled. She reported that the department processed close to \$2,000,000 of invoices in October to finalize the year-end, month-end, and quarter-end processes for federal VOCA, state funds, and VAWA. These details are included in the department's report. Ms. Richmond expressed pride in her team's collaborative effort, ensuring that sub-recipients received their payments promptly.

2025 Proposed Commission Meeting dates (Voting Item)

Commission Meeting November 21, 2024

The following dates are proposed meeting dates for the year 2025: January 23rd, 2025; February 27th, 2025; March 27th, 2025; April 24th, 2025; May 22nd, 2025; June 26th, 2025; August 28th, 2025; September 25th, 2025; October 23rd, 2025; November 20th, 2025.

Mr. Zubia provided the proposed dates for the 2025 Commission meetings to the Commission. Commission meetings were held on the fourth Thursday of the month.

Commission Chair Karst asked for a motion to approve the proposed Commission meeting dates for 2025. Commission Member Brown made a motion to approve. Commission Member Rogers seconded the motion. The motion to approve the Commission meeting dates for 2025 passed unanimously.

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

Action on Item Discussed in Executive Session (Voting Item) 202027

At 10:20 a.m. Commission Chair Karst 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 Brown, aye, Commission Member Stewart, aye, Commission Member Rogers, aye.

At 10:24 a.m. Commission Chair Karst 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, aye, Commission Member Stewart, aye, Commission Member Rogers, aye.

The will of the Commission is to support item 202027. The approval of item 202027 passed unanimously.

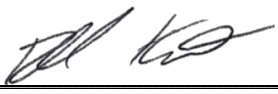
The roll-call vote of the Commission was as follows: Commission Chair Karst, aye, aye, Commission Member Stewart, aye, Commission Member Rogers, aye.

The next Commission meeting has been scheduled for Thursday, January 23rd, 2025, at 10:00 a.m. at 6200 Uptown Blvd. N.E., Suite #210, Albuquerque, NM in the conference room.

Adjourn

Commission Chair Karst adjourned the November Commission meeting.

The Commission meeting adjourned at 10:28 a.m.

APPROVED:  DATE: 1/23/2025
Commission Chair Karst