

STATE OF NEW MEXICO  
CRIME VICTIMS REPARATION COMMISSION

MICHELLE LUJAN GRISHAM  
GOVERNOR



FRANK ZUBIA  
DIRECTOR

STATE OF NEW MEXICO  
CRIME VICTIMS REPARATION COMMISSION-(NMCVRC)

**June 12, 2025, Commission Meeting Minutes**

6200 Uptown Blvd. NE Suite #210  
Albuquerque, NM 87110

**Meeting Called to Order**

On June 12, 2025, Commission Chair Karst called the April meeting of the New Mexico Crime Victims Reparation Commission to order at 3:03 p.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. Information for attending remotely is posted on the CVRC website.

The following Commission Members were present:

David Karst, Commission Chair (Virtual)  
Cody Rogers, 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 (Virtual)  
Jacqueline Sanchez, Compensation Bureau Chief  
Debra Yepa, State Investigator  
Leslie Valenzuela, State Investigator (Virtual)  
Alexis Torres, State Investigator (Virtual)  
Marivel Baca, State Grant Administrator (Virtual)  
Kristina Escamilla, Administrative Secretary

The following members of the public were in attendance:

Eduardo Ugarte II, Assistant NM Attorney  
MaryEllen Garcia, CEO NMCADV (Virtual)  
Mica Reagan NMCADV (Virtual)  
Natasha Espana (Virtual)  
Rachel Cox, NM Coalition of Sexual Assault (Virtual)

**Review Agenda**

Mr. Zubia addressed the Commission Chair Karst, requesting an amendment to the agenda. He clarified that no items were being added, but instead some items needed to be removed for further discussion under item #7 in business. Specifically, he asked the Commission Chair, Karst, to remove items #7 A2, the Domestic Violence Services FY2026 Preliminary Award, and #7 A4, the Sexual Assault Services FY2026 Preliminary Award, from the agenda.

## **Commission Meeting June 12, 2025**

Commission Chair Karst and the Commission Board Members reviewed the agenda. Commission Chair Karst asked for a motion to approve the amended agenda and removing item #7A2 and item#7A4. Commission Member Dr. Brown made the motion to approve, and Commission Member Rogers seconded the motion. The motion passed unanimously.

A roll-call vote of the Commission was as follows: Commission Chair Karst, yes; Commission Member Rogers, yes; Commission Member Dr. Brown, yes.

### **Review and Approval of May 22, 2025, Commission Meeting Minutes**

Commission Chair Karst and Commission Members reviewed the Commission meeting minutes for May 22, 2025. Commission Chair Karst asked for a motion to approve the meeting minutes. Commission Member Dr. Brown made the motion to approve and Commission Member Rogers second the motion. The motion passed unanimously.

A roll call vote of the Commission was as follows: Commission Chair Karst, yes, Commission Member Rogers, yes, Commission Member Dr. Brown, yes.

### **Public Comment**

No public comment

### **Agency Financial Report**

Ms. Mok began her presentation by addressing the Chair and the Commission with a report on the FY25 Victim Payment Budget status. She noted that nearly \$2.6 million in victim payouts have been approved and paid out. Ms. Mok indicated that the current payout rate of victim payments and the CVRC budget is sufficient to cover expenses for the remainder of the fiscal year.

Ms. Mok presented the second report to the commission. She informed the Commission members that, as of the date the report was prepared, a total of \$482 000 had been collected. She noted that the penalty assessment revenue remains low, a trend previously reported to the commission during prior meetings.

Ms. Mok stated that additional financial data would be available during the subsequent two commission meetings, which will help close out the fiscal year and provide a final financial summary.

#### **FY 2025 Crime Victims Fund – Budget Status**

Payments received for the period of July 1, 2024, through June 6, 2025, by category:

Restitution: \$54,694

Corrections: \$400,190

Civil Settlement: \$14,096

Penalty Assessment: \$13,860

Total Received: \$482,841

Mr. Zubia provided an update regarding penalty assessments, reporting that the organization has received \$13,860 in penalty assessments year-to-date. He explained that these assessments were supposed to be terminated as of July 1, 2024. Despite reaching out to the Administrative Office of the Courts, no explanation has been provided as to why these funds continue to be collected and directed to the organization. While it is understood that the courts are aware of the termination of penalty assessments, the ongoing collection remains unresolved. Mr. Zubia assured the commission that efforts to gather further information will continue, with updates provided as they become available.

Mr. Zubia also reported that the organization is in a good financial position. He noted that expenditures are either equal to or slightly lower than those of the previous state fiscal year. The organization remains well-positioned to continue providing financial services to crime victims across the state.

Mr. Zubia highlighted a positive aspect of the funding structure: unexpended allocations roll over into the next state fiscal year, which begins **on July 1, 2025**. He stated that more precise financial figures will be available in August, following the commencement of the state fiscal year 2026.

**New Business**

No new business

**Business**

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

Ms. Richmond opened the presentation by noting that three final award recommendations would be presented, rather than the anticipated five. The change was due to the New Mexico Crime Victims Reparation Commission(CVRC) not having received an executed contract to secure funds from the New Mexico Department of Health (DOH).

Mr. Zubia provided an update on the funding issue, stating that CVRC is actively communicating with the DOH and its leadership to address logistical and procedural challenges. He explained that the current intergovernmental agreement requires subgrantees to submit invoices to CVRC, which will then be processed and forwarded to the DOH for reimbursement. This process could take up to ninety (90) days. Unfortunately, this marks a shift from previous agreements that allowed direct fund transfers to CVRC while still adhering to the Department's reporting requirements.

Due to the change in terms under the current leadership, CVRC is unable to move forward with the full \$4 million award allocation. As a result, only the \$2 million directly appropriated to CVRC could be presented to the Commission for approval at this time.

Mr. Zubia expressed hope that a fully executed contract with the DOH would be finalized before the start of the new fiscal year **on July 1, 2025**. However, he acknowledged the timeline may be optimistic. He emphasized that CVRC cannot proceed with funding additional subgrantees identified during the peer review process until the remaining funds are secured.

In response to a question from Chair Karst regarding the possibility of holding another meeting within the month, Mr. Zubia confirmed that, should the contract be finalized, an emergency Commission meeting would be convened to vote on the remaining awards.

**Domestic Violence Services FY2026 Final Award (Voting Item)**

Ms. Richmond began by outlining the process for the first recommendation. On May 7, 2025, the New Mexico Crime Victims Reparation Commission (CVRC) issued a request for proposal (RFP) for the state fiscal year 2026 domestic violence services funding opportunity. The proposal submission period concluded on May 27, 2025.

During the preview process, CVRC evaluated 61 competitive proposals, which were assessed by a committee and scored based on the RFP guidelines. The committee recommended 15 of these proposals for commission approval, totaling \$950,000 in funding. A supplemental report, presented during the meeting, included the committee's funding recommendations as displayed on the screen.

Ms. Richmond formally requested the Commission's support for the Proposal Review Committee's recommendation under the FY26 Domestic Violence Services competitive RFP. She concluded by asking if there were any questions or comments from the commission members.

Commission Member Dr. Brown made the motion to approve the recommendation of the Peer Review Committee, and Commission Member Rogers seconded the motion. The motion passed unanimously.

A roll-call vote of the Commission was as follows: Commission Chair Karst, yes; Commission Member Rogers, yes; Commission Member Dr. Brown, yes.

**Sexual Assault Services FY2026 Final Award (Voting Item)**

Ms. Richmond provided the second presentation of recommendations. She reported that on May 7, 2025, the New Mexico Crime Victims Reparation Commission (CVRC) issued a request for proposal (RFP) for the start of fiscal year 2026, outlining the sexual assault services funding opportunity. The submission period for this funding closed on May 27, 2025.

Ms. Richmond clarified that while the supplemental report erroneously stated that 61 proposals were received, the accurate number was 16. The 16 competitive proposals were reviewed by a committee and scored according to the RFP guidelines. The committee recommended 11 of these proposals for commission approval, totaling \$950,000 in funding.

The supplemental report, as displayed on the screen, detailed the committee's recommendations. Ms. Richmond formally requested the Commission's support for the Proposal Review Committee's recommendations for the FY26 Sexual Assault Services competitive RFP.

Commission Member Dr. Brown made the motion to approve the recommendation of the Peer Review Committee, and Commission Member Rogers seconded the motion. The motion passed unanimously.

A roll-call vote of the Commission was as follows: Commission Chair Karst, yes; Commission Member Stewart, yes; Commission Member Dr. Brown, yes.

**Legal Helpline & Civil Legal Services for Victims of Domestic Violence, Sexual Assault and Stalking, State Funding FY2025 Award (Voting Item)**

Ms. Richmond presented the final award recommendation to the Commission. She reported that in May 2025, the New Mexico Crime Victims Reparation Commission (CVRC) released a request for proposal (RFP) for the state fiscal year 2026 Legal Helpline and Civil Legal Services funding opportunity for victims of domestic violence, sexual assault, and stalking. The proposal submission period closed on May 27, 2025.

During the review process, CVRC received two competitive proposals, which were evaluated by a committee and scored according to the RFP guidelines. The committee recommended one proposal for commission approval, totaling \$262,425 in funding.

The supplemental report is included in the funding recommendation for New Mexico Legal Aid. Ms. Richmond formally requested the Commission's support for the proposal review committee's recommendations under the Legal Helpline and Civil Legal Services solicitation for FY 2026.

Commission Member Dr. Brown made the motion to approve the recommendation from the Peer Review Committee, and Commission Member Rogers seconded the motion. The motion passed unanimously.

A roll-call vote of the Commission was as follows: Commission Chair Karst, yes; Commission Member Rogers, yes; Commission Member Dr. Brown, yes.

**Executive Session**

At 3:25 p.m. Commission Chair Karst asked for a motion to enter Executive Session.

A roll call vote of the Commission was as follows: Commission Chair Karst, yes, Commission Member Rogers, yes, Commission Member Dr. Brown, yes.

At 3:37 p.m. Commission Chair Karst made a motion to come out of Executive Session.

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

Claim # 240879

Mr. Zubia asked the Commission Members for a motion on claim #240879 to deny or approve. Commission members voted unanimously to deny this claim.

A roll call vote of the Commission was as follows: Commission Chair Karst, deny, Commission Member Rogers, deny, Commission Member Dr. Brown, deny.

The next Commission meeting has been scheduled for Thursday, August 28, 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**

At 3:41 p.m., Commission Chair Karst adjourned the June 12, 2025 Commission meeting.

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



Commission Chair Karst

DATE: 8/28/2025