

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 29, 2026, Commission Meeting Minutes

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

Meeting Called to Order

On January 29, 2026, Commission Chair Karst called the January meeting of the New Mexico Crime Victims Reparation Commission to order at 10:07 a.m.

Commission Chair Karst requested Director Zubia to take roll call of the Commission Members attending the meeting and of the public body and acknowledged those who are participating in person and virtually.

The following Commission Members were present:

David Karst, Commission Chair (Virtual)
Dr. Randall Brown, M.D., Commission Member (Virtual)
Sheriff Kim Stewart, Commission Vice Chair (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
Debra Yepa, State Investigator
Yvette Chacon, Victim Resource Specialist
Leslie Valenzuela, State Investigator (Virtual)
Kristina Escamilla, Administrative Secretary

The following members of the public were in attendance:

Eduardo Ugarte II, NMDOJ

Review Agenda

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

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

Review and Approval of November 20, 2025, Commission Meeting Minutes

Commission Chair Karst and Commission Members reviewed the Commission meeting minutes for November 20, 2025. Commission Chair Karst asked for a motion to approve the meeting minutes. Commission Member Dr. Brown made the motion to approve and Commission Vice Chair Stewart seconded the motion. The motion passed unanimously.

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

Public Comment

No public comment

Agency Financial Report

Ms. Mok provided an update on the FY2026 Victim Payment Budget. She reported that \$1,460,436 in victim payments have been approved and paid. The current payout rate is sufficient to cover victim payment expenses for the remainder of the fiscal year.

Ms. Mok also presented the Crime Victim Fund Budget Status Report. She reported that, at the time the report was prepared, CVRC had not yet received the November 2025 and December 2025 inmate wages payments from the Department of Corrections (DOC). Therefore, the report reflects negative balances for those months due to the timing of the payments, not a budget shortfall. Upon communication with DOC, it was determined that a system upgrade has delayed their payment processing. DOC is actively working to resolve the issue and will forward the outstanding payments to CVRC as soon as possible.

Below are the payments received for the period of July 1, 2025, through January 12, 2026, by category:

Restitution: \$35,552

Corrections: \$173,311

Civil Settlement: \$12,421

Penalty Assessment: \$2,260

Total Received: \$223,544

CVRC FY2027 Agency Budget, DFA and LFC Recommendations

Ms. Mok reported on the FY2027 budget recommendations from the Department of Finance and Administration (DFA) and the Legislative Finance Committee (LFC). She reminded the Commission that CVRC requested a recurring appropriation of \$1.15 million for sexual assault services and personnel, including \$1 million for sexual assault services and \$151,000 for personnel costs. She stated that the DFA recommendation supported partial recurring funding for sexual assault services and fully supported the requested personnel increase. Ms. Mok noted that the LFC recommendation supported only the personnel cost portion. As the legislative process is ongoing, additional funding decisions remain pending.

Director Zubia reported that he and Ms. Mok attended the House Appropriation and Finance Committee (HAFC) subcommittee hearing on January 14, 2026. He noted that discussions regarding additional funding for sexual assault services were positive with the committee members. He stated that the agency anticipates approximately \$390,000 in recurring funding and a \$1 million special appropriation, and expressed optimism that increased recurring funding will be approved to help sustain sexual assault service providers statewide.

CVRC FY2025 Audit Status

Ms. Mok reported that the FY2025 audit is being submitted in two parts due to the federal government shutdown. She stated that the financial statement audit has been submitted to the Office of the State Auditor (OSA) with no findings. The single audit report remains in progress and is due to OSA by February 9th, 2026.

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.

Commission Member 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, yes, Commission Member Dr. Brown, yes, Commission Vice Chair Stewart, yes.

Adoption of 2026 Commission Code of Conduct (Voting Item)

Director Zubia reviewed with the Commission the Adoption of 2026 Commission Code of Conduct and asked for a motion. Commission Member Brown made a motion to adopt the 2025 Commission Code of Conduct and Commission Vice Chair Stewart. The motion passed unanimously.

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

Adoption of the 2026 Open Meetings Resolution (Voting Item)

Director Zubia reviewed with the Commission 2026 Open Meetings Resolution and 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 is as follows: Commission Chair Karst, yes, Commission Member Dr. Brown, yes, Commission Vice Chair Stewart, yes.

Review and approve 2026 Compensation Guide for Eligibility Determination and Expense Policies (Voting Item)

Director Zubia deferred to Jacqueline Sanchez to provide the Commission with the revised policies and asked for questions. Director Zubia asked for a motion to approve the 2026 Compensation Guide for Eligibility Determination and Expense Policies. Commission Member Brown made a motion to approve, and Commission Vice Chair Stewart seconded the motion. The motion passed unanimously.

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

Proposed Statute Change for Compensation to include Assault, Battery, Criminal Sexual Contact and Robbery with Deadly Weapon for qualifying offenses for victim reparation (Voting Item)

Director Zubia advised the Commission to reintroduce a bill that failed to pass last legislative session and asked for a motion to approve the Proposed Statute Change for Compensation to include Assault, Battery, Criminal Sexual Contact, and Robbery with Deadly Weapon as qualifying offenses for victim reparation. Commission Member Brown made a motion to approve, and Commission Vice Chair Stewart seconded the motion. The motion passed unanimously.

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

CVRC State Vehicle Vandalism

Director Zubia reported that our state vehicle at the Las Cruces office was vandalized, resulting in approximately \$5,000 in damage. The incident was reported to law enforcement and State Risk Management, and the vehicle is being repaired, with one remaining part still pending.

Business

Agency Personnel

Director Zubia reported on personnel updates, including the introduction of Ms. Melissa Santistevan as VAWA Grants Administrator and Ms. Yvette Chacon as Victim Resource Specialist. CVRC is reclassifying the agency

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auditor position following Ms. Suzanne Lopez's retirement. The agency continues to face challenges retaining staff beyond one year. Currently, the Accountant/Auditor and State Investigator positions remain vacant.

Grant Status Reports (VOCA, VAWA, SASP and State Funds)

VAWA 2026-2029 Implementation Plan

Ms. Richmond reported that the agency conducted statewide stakeholder meetings to gather feedback and establish funding priorities for the next four years, which will guide the administration of federal and state grants. She stated that the draft plan is being developed in collaboration with partners and is expected to be presented to the Commission by March or April. Ms. Richmond also announced that the VAWA STOP Request for Proposals will be released on February 9th, 2026.

Director Zubia reported that due to staffing shortages during the VAWA Grant Administrator recruitment, the agency partnered with the New Mexico Sentencing Commission and contracted with former grant manager Kerry Lupher to provide research, analysis, and project management for the implementation plan. He stated that the plan will guide federal and state funding priorities for the next four fiscal years and ensure compliance and effective use of funds.

Action on Item Discussed in Executive Session

No items were discussed

The next Commission meeting has been scheduled for Thursday, February 26th, 2026, 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 11:07 a.m., Commission Chair Karst adjourned the January 29, 2026 Commission meeting.

APPROVED: _____

Commission Chair Karst

DATE: 2/26/2026