



**MINUTES OF THE**  
**CITY OF SANTA FE**  
**HUMAN SERVICES COMMITTEE**  
**MEETING**  
**Santa Fe, New Mexico**  
**October 13, 2015**

A meeting of the City of Santa Fe Human Services Committee was called to order by Chris Sanchez on this date at 3:00 p.m. at Market Station Offices, 500 Market Street, Suite 200, Caboose Conference Room, Santa Fe, New Mexico.

Roll Call indicated the presence of a quorum as follows:

**MEMBERS PRESENT:**

Marizza Montoya-Gansel, newly appointed Chair  
Jeremy Perea, newly appointed member  
Anthony Romero, newly appointed member  
Kristin Carmichael, newly appointed member

**MEMBER(S) ABSENT:**

Shirlee Davidson, resigned  
Betty Anne Rose, resigned  
Kathleen Rowe, resigned  
Brian Serna, excused  
2 vacancies

**STAFF PRESENT:**

Chris Sanchez, Youth and Family Services Division Director

**OTHERS PRESENT**

Jo Ann G. Valdez, Stenographer

**APPROVAL OF AGENDA**

**Commissioner Montoya-Gansel moved to approve the agenda as published. Mr. Perea seconded the motion. The motion passed unanimously by voice vote.**

**APPROVAL OF MINUTES: August 11, 2015 Meeting**

**Commissioner Montoya-Gansel moved to approve the Minutes of the August 11, 2015 meeting. Commissioner Carmichael seconded the motion. The motion passed unanimously by voice vote.**

## NEW BUSINESS

### **a. Introductions of newly appointed Committee Members**

Mr. Sanchez introduced himself noting that he is the new Youth and Family Services Division Director. He asked the newly appointed members to introduce themselves and provide a brief history of their respective backgrounds.

Anthony Romero said he currently serves as the Deputy Director for Adult Prisons. He oversees 11 prisons throughout the state and has about 2200 employees and a \$350 million budget. He has been in the Corrections field about 21 years.

Mr. Romero was born and raised in Santa Fe and graduated from Santa Fe High School. He received a call from Mr. Sanchez about serving on this Committee and said he would love to serve on this Committee. He noted that he works with at-risk youth and they have a lot of initiatives, so he figured this Committee was a perfect fit in helping to serve our community and our youth.

Kristin Carmichael said she is currently the Director of Community Health at CHRISTUS St. Vincent Hospital. In this role, she oversees the Community Benefit funding grants that the hospital receives every year. She noted that they also have a Residential Detox Center and programs for “high utilizers”. These are people who are visiting the Emergency Room frequently. This is a program that is for both adults and children and tend to be individuals who have co-occurring issues in addictions and mental health.

Ms. Carmichael has been in Santa Fe for approximately 17 years. She graduated from the College of Santa Fe and worked at the Esperanza Shelter for about 10 years after graduation. She is a licensed independent social worker and is an author of a book about domestic violence. She said she has had a lot of great opportunities and many of them stem from the support she has received from this community, so her heart is here in Santa Fe. She said anything she can do to be of assistance to people who have needs. She greatly appreciated that Mr. Sanchez invited her to serve on this Committee and to be a part of this.

Jeremy Perea said he is currently the Assistant Executive Director of the Boys & Girls Club. He is also the Vice President of an organization that is entitled “Healthy Kids New Mexico”, which he founded in conjunction with his master thesis. He also has a book that was published on human resources for college students that is being utilized at the University of New Mexico in their Human Resource 325 class. He has a Masters in Healthcare Education and Administration focused on public health. He said he is excited and happy to be a part of this Committee because he sees a lot of individuals in his age-range, or individuals who he went to high school with who are seeking, or are in need of services/resources.

Marizza Montoya-Gansel said she is retired from the State. She worked at the Behavioral Health Services Division. She is also a licensed independent social worker. She has a small private practice and does some consulting now that she is retired.

Mr. Sanchez said this Committee allocates approximately \$900,000 for community programs and services.

Mr. Sanchez distributed and reviewed the Resolution that was introduced in 2012 and created new membership criteria for this Committee. A copy is hereby incorporated to these Minutes as Exhibit "A".

Mr. Sanchez referred to the first, third and fourth WHEREAS' of the Resolution. They state as follows:

First: *WHEREAS, Human Services funding provides and maintains a "safety net" of services to meet the essential health and human service needs of the residents of Santa Fe; and*

Third: *WHEREAS, on an annual basis, the City accepts applications from human services providers as part of the process of preparing the annual City budget; and*

Fourth: *WHEREAS, the role of the Human Services Committee is to: assess and advocate for human service needs, coordinate resources to maximize cost-effectiveness, evaluate local human services programs, provide technical assistance to programs; and...*

Mr. Sanchez said *the purpose of the Committee is to understand the community needs and support services that meet the essential health and human services needs of the citizens of Santa Fe."*

*Duties and responsibilities: The Committee shall:*

- (a) Oversee the Human Services Fund;*
- (b) Review applications and make recommendations to the Governing Body;*
- (c) Oversee contractors to ensure access to services for all persons including low income persons;*
- (d) Keep current on health and human service needs of our community.*

Mr. Sanchez noted that the City Human Services Department has adopted results-based accountability. Therefore, organizations are funded for specific outcomes that the City wants to see achieved. The organizations are required to provide the data that supports that outcome.

Mr. Sanchez mentioned that he will be the primary staff liaison for this Committee. He will handle the administrative duties for the Committee, which includes preparing agendas, attending all committee meetings, distribution of minutes and any correspondence for the Committee, under the direction of the Chairman.

Mr. Sanchez distributed copies of the Rules and Procedures for City Committees. He briefly reviewed some of the Rules and Procedures. A copy is hereby incorporated to these Minutes as Exhibit "B".

Mr. Sanchez noted that all of the Committee Members' appointments have been approved by the Mayor and City Council.

**b. Action item:**

- **Nomination and Appointment of the Chair of the Committee**

Mr. Sanchez recommended that Marizza Montoya-Gansel be nominated to serve as Chair of the Committee given the time she has served on the Committee. Ms. Montoya-Gansel is also familiar with the Request for Proposal process.

**Mr. Romero moved to appoint Marizza Montoya-Gansel to serve as Chair of the Committee. Ms. Carmichael seconded the motion. The motion passed unanimously by voice vote.**

- **Nomination and Appointment of the Vice Chair of the Committee**

Chair Montoya-Gansel suggested that the nomination and appointment of the Vice Chair of the Committee be postponed until Brian Serna is present.

**Mr. Romero moved to postpone the nomination and appointment of the Vice Chair of the Committee until Brian Serna is present. Mr. Perea seconded the motion. The motion passed unanimously by voice vote.**

- **Calendar Approval for 2016**

Mr. Sanchez noted that the Committee meets every other month on the second Tuesday of the month. He asked if this time (3:00 p.m. to 5:00 p.m.) works for the new members. There was consensus of the Committee Members to meet as noted above.

**Mr. Romero moved to meet every other month on Tuesdays from 3:00 p.m. to 5:00 p.m. Ms. Carmichael seconded the motion. The motion passed unanimously by voice vote.**

Mr. Sanchez would like to host a retreat for the Committee sometime in July of 2016.

**c. Discussion of:**

- **Key Outcomes and Indicators**

Mr. Sanchez explained that there are some key outcomes and indicators that have been adopted by the Human Services Department. This specific indicators will help them measure the effectiveness of the organizations' programs.

- **Upcoming RFP Cycle**

Mr. Sanchez said the Human Services Department starts to prepare the Request for Proposal in October of each year. When the Human Services Committee releases the Request for Proposal, they will make recommendations to the Governing Body for funding, after they review the proposals. This is usually done in the months of February, March or April. Mr. Sanchez will then take the recommendations to the Governing Body for approval.

Mr. Sanchez distributed and reviewed a handout on the *Program Priorities for Fiscal Year 2015-2016*. A copy is hereby incorporated to these Minutes as Exhibit "C".

One of the priorities includes Adult Health and Behavioral Health: Where everyone in our community will have access to health and behavioral health regardless of ability to pay. The population indicators (How do we know people are better off: There is a decrease in chronic diseases (diabetes, heart disease); a reduction in Emergency Department visits for behavioral health issues; a decrease in suicide rates; reduction in incarcerations for persons with behavioral health needs and the percentage of women accessing pre-natal care.

Ms. Carmichael said she appreciated the fact that the City has moved to having these population indicators established and then evaluating programs and strategies based on their indicators.

Mr. Sanchez noted that the Children and Youth Commission have adopted these as well. They recently hired a data consultant who will go into the organizations and help them to do an assessment of their program. They will look at the key indicators and the specific outcomes that they would like to achieve. Then they will help them develop a system to help them track these and report back to the Commission.

Mr. Romero mentioned that the Corrections Department has also moved to an evidence-based program and if it is not based on evidence programming, it does not get funded. He said he has seen the positive effects of this.

Mr. Sanchez said the next priority is Community Safety: Where everyone in our community is safe, housed, and stable. The population indicators include an increase in people accessing transitional and permanent housing. This is one area that is particularly important for people who are being released from jail or from prison. We also do not want people to die from exposure.

Mr. Sanchez continued to explain the priorities that were listed in the *Program Priorities for Fiscal Year 2015-2016*.

Ms. Carmichael asked if it was OK to share these population indicators with the hospital.

Mr. Sanchez said yes, absolutely.

Mr. Sanchez distributed and reviewed a list of the *Human Services Grantee Contact List 2015-2016*. A copy is hereby incorporated to these Minutes as Exhibit "D".

Mr. Sanchez said he would like to consider the potential of moving from a 1-year funding cycle to a 2-3 year funding cycle because it is difficult to assess or track progress in one year. He noted that an evaluation tool has been developed for this Committee to use.

Chair Montoya-Gansel said since the RFP process is coming up soon, the Committee should probably look at the evaluation tool now so the Committee can familiarize themselves with it.

Mr. Sanchez said that is a good idea and he will forward a copy electronically to the Committee Members.

Ms. Carmichael asked if this discusses the people that are needed during the time of transitions, as Mr. Sanchez discussed previously.

Mr. Sanchez said the Committee can modify the evaluation tool, and incorporate some of these ideas into it.

Ms. Carmichael asked Mr. Sanchez how many applications they usually get.

Mr. Sanchez said there were 45-50 last year and they funded approximately 20 organizations.

### **OLD BUSINESS**

There was no old business.

### **COMMENTS FROM THE CHAIR AND COMMISSIONERS**

There were no comments from the Chair or Commissioners.

### **REPORT FROM STAFF**

Mr. Sanchez noted that there are two vacancies on the Committee and asked the Committee Members to think of prospective candidates to fill the vacancies and forward their names to him. Interested individuals need to submit a resume and a letter of interest to Mr. Sanchez.

### **MATTERS FROM THE FLOOR**

There were no matters from the floor.

### **ADJOURNMENT**

There being no further business to discuss, Ms. Carmichael moved to adjourn, second by Mr. Perea, the meeting adjourned at 4:00 p.m.

**Approved by:**

**Marizza Montoya-Gansel, Chair**

**Respectively submitted by:**

**Jo Ann G. Valdez, Stenographer**