



# Agenda

CITY CLERK'S OFFICE

DATE 7/2/14 TIME 2:10pm

SERVED BY Richard DeMella

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## SANTA FE REGIONAL JUVENILE JUSTICE BOARD

Thursday, July 17, 2014

5:15 P.M. - 6:15 P.M.

CYFD Offices

1920 FIFTH STREET

- I. Call to Order
- II. Roll Call
- III. Approval of Agenda
- IV. Introductions of Board Members and Guests
- V. Approval of minutes of June 19th, and June 26<sup>th</sup>, 2014
- VI. Financial Report – Richard De Mella
  - A. Budget – Detailed Budget and Financial Report
  - B. Approve of Financial Report
- VII. Presentations:
  - A. RFP Review- Program Committee
    1. Day Reporting - Ted Lovato
  - B. Action Item: Vote to approve the responses (any individual Board Member may move to remove one or more items to be voted on individually.)
- VIII. Matters from the Board
  1. Board Elections-Voting for Co-Chair - Deacon Trujillo, Action item
- IX. Matters from the Public
- X. Next Meeting August 21st, 2014
- XI. Adjournment

**PERSONS WITH DISABILITIES IN NEED OF ACCOMMODATIONS, CONTACT THE CITY CLERK'S OFFICE AT 955-6520, FIVE (5) WORKING DAYS PRIOR TO MEETING DATE.**

REGIONAL JUVENILE JUSTICE BOARD  
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JULY 17, 2014

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Call to Order and Roll Call	Santa Fe Regional Juvenile Justice Board meeting was called to order at 5:15 PM, roll call constitutes a quorum.	Page 2
Approval of Agenda	<b><i>No changes to Agenda.</i></b>  <b><i>Councilor Dimas moved to approve the agenda as presented, second by Mr. Lovato, motion carried by unanimous voice vote.</i></b>	Page 2
Introduction of Board Members and Guests	<b><i>Reflected in Minutes</i></b>	Page 2
Approval of Minutes June 19 and June 26, 2014  June 19, 2014 – Corrections Correct spelling: Superintendent	Ms. Gonzales moved to approve the minutes of June 19 <sup>th</sup> as amended, second by Councilor Dimas, motion carried by unanimous voice vote.  Councilor Dimas moved to approve the minutes of June 26, 2014 as presented, second by Ms. Gonzales, motion carried by unanimous voice vote.	Page 3
Financial Report	Councilor Dimas moved to approve the final financial report for this fiscal year, second by Ms. Gonzales, motion carried by unanimous voice vote.	Page 3
Presentations: A. RFP Review B. Action Item: Vote to approve the responses (any individual Board Member may move to remove one or more items to be voted on individually).	A. No formal action. B. No formal action.	Page 3-6
Matters from the Board	Informational, no action.	Page 7
Matters from the Public/Staff	Informational	Page 7
Next meeting	August 21, 2014 – 5:15 pm	Page 7
Adjournment and Signature Page	There being no further business to come before the Regional Juvenile Justice Board, the meeting was adjourned at 6:05 pm	Page 7

**SANTA FE REGIONAL JUVENILE JUSTICE BOARD**

**Thursday, July 17, 2014**

**5:15 pm – 6:05 pm**

**CYFD Office, Santa Fe, New Mexico**

**MINUTES**

**I. Call to Order**

Deacon Trujillo called the meeting to order at 5:15 pm at the CYFD offices, Santa Fe, New Mexico. A quorum was declared by roll call.

**II. Roll Call**

Present:

Deacon Anthony Trujillo  
Judge Mary Marlow Sommers, Chair  
Mary Ellen Gonzales  
Mark Dickson  
Jennifer Romero  
Ted Lovato  
Councilor Bill Dimas

Not Present

Linda Trujillo  
Sam Jackson, Excused  
Mark Caldwell

Others Present:

Richard DeMella, Staff Liaison  
Mary Louise Romero  
Terri Rodriguez, Director  
Anna Serrano for Fran Lucero, Stenographer

**III. Approval of Agenda**

***Councilor Dimas moved to approve the agenda as presented, second by Mr. Lovato, motion carried by unanimous voice vote.***

**IV. Introductions of Board Members and Guests**

Reflected in Roll Call

**V. Approval of Minutes, June 19 and June 26, 2014**

June 19<sup>th</sup> – Corrections:

Page 5: ~~Superintend~~ Superintendent

**Ms. Gonzales moved to approve the minutes of June 19, 2014, second by Councilor Dimas, motion carried by unanimous voice vote.**

June 26, 2014

**Councilor Dimas moved to approve the minutes of June 26, 2014 as presented, second by Ms. Gonzales, motion carried by unanimous voice vote.**

VI. Financial Report – Richard DeMella

Final report for the year, 25 cents will revert back to CYFD.

New invoices for this month will be rolled out; there is no new activity for this month. The budget amount for this year is \$185,039. Mary Louise Romero's contract is before the Finance Committee and will go to City Council on July 30<sup>th</sup> and the same thing with Communities in Schools. SFPS for Voices which is for \$5,000 and this was done through an RFP process.

The Chair asked when the actual funding is official and Mr. DeMella said after City Council it would be approximately August 1, 2014.

Ms. Gonzales asked for the funding amount for ICM for this year. Mr. DeMella advised that it is \$46,400. Gender Specific is \$5,000 and Mentoring with Communities in Schools is \$31,539, they received an increase. The Consultant amount is \$15,008 and Day reporting is \$75,000. There is also the Strengthening in Schools program which it is believed it is \$12,000.

**Councilor Dimas moved to approve the final financial report for this fiscal year, second by Ms. Gonzales, motion carried by unanimous voice vote.**

VII. Presentations

A. RFP Review – Program Committee (Ted Lovato)

A working meeting was held last week in reference to the Day Reporting Program. Mr. Lovato is in the process of setting up meetings with Santa Fe County and SFPS for next week to finalize the details. Mr. Lovato, together with Ms. Rodriguez met with Youth Shelters regarding a federal grant they have received in the amount of \$1.5 million contract. This will assist with case management, ½ day services, job preparation, job mentoring – they do it all. There is also case coordination for behavioral health services for the kids as well as the development of a mentor.

Judge Sommers shared with the board members that she was at Rio Arriba last week and in discussion with Mr. Ortega is that part of the thought process in the meeting was to have it continue with kids in day reporting as it is a continuation of school.

Mr. Lovato said that there are 2 pieces; 1) the discussion about the education and 2) day reporting. There was no finalized decision made at that meeting, just recommendation but to recognize that day reporting programs that are currently established throughout the state and the nation are time limited programs. The

education piece can be divided but it is recognized that the education is not a full day of education, that it is a 3 ½ to a 4 hour block. Through discussion it will be decided if it is a morning or afternoon session, consideration of the needs of the youth and the educational levels as well as recognizing that the teacher is teaching to a 30-day cycle of services.

Judge Sommers said it was her understanding that the teacher is there in the morning. Does she go back to the detention center in the afternoon?

Mr. Lovato said that there were going to be two teachers and that there would be discussion to have one teacher for day reporting.

Judge Sommers reiterated that it is her understanding that there will be a teacher in the morning and they will do services other than academics in the afternoon. She stated that when they met with the Superintendent that he was clear he only had someone for ½ day.

Ms. Gonzales said she had attended the School Board meeting and they did a report on most specifically Engage, but they are talking about putting TEP at some rented space where Agave is across from the SFPD.

Mr. Lovato said that as part of the Youth Shelters Program it is a part of Engage.

Ms. Mary Louise Romero stated that there are different populations of kids and there are some who don't have an IEP and have to be serviced at SER Academy. The kids who don't have an IEP don't get accepted at TEP.

Judge Sommers stated that a decision did not need to be made at this time but a plan has to be in place by the time school starts with a teacher. At that time the population can be identified.

Ms. Romero said that one important thing is that kids get sent to day reporting and they are all at different levels so you really need to partner with the SFPS and with Karen [last name not stated] so they don't fall so far behind. That piece has been a challenge as well as when the kids get out of day reporting it is not an easy transition as they don't let them go back to school until they get disenrolled from the detention center even though it is still SFPS.

The committee agreed that this is very important.

Ms. Gonzales said that it needs to be remembered that Engage is not for suspended kids it is for kids who have actually dropped out.

Mr. DeMella said that the age limit is 16-22 years of age so it is outside the realm of high school age kids.

Mr. Lovato stated that 14-15 year olds should be in school.

Judge Sommers said another challenge with the day reporting program was that they would not assist the GED kids. Some of the kids had hopes of getting back in to school and that is a big piece of the population. There needs to be some type of collaboration, possibly with Youth Works or another program that provides GED services.

Mr. Lovato said that Youth Shelters is starting GED prep and training program. The grant will also serve Espanola kids and more information will be coordinated with Jack Ortega.

Judge Sommers asked if they were going to follow through with remodeling of the facility. It was her understanding that they were going to put carpet and new light fixtures.

Mr. Lovato did not have a response but he will ask the question from Judge Sommers. Judge Sommers would like to have a confirmation by the end of next week on the carpet and lighting.

Judge Sommers offered meeting time with Mr. Lovato to discuss in detail.

Ms. Gonzales asked about the mentors. Was it said that Youth Shelters was going to find the mentors? Are they going to be volunteers?

Mr. Lovato did not have a response.

Mr. DeMella said that the city has mentors that the Mayor wants to get involved with either the Regional Juvenile Justice Board or the Children and Youth Commission. Mr. DeMella will have a follow up meeting with them and there are two programs that they would like to make a presentation to RJJC next month.

Ms. Gonzales said that Mary Massey has been appointed the new principal at Santa Fe High School. Mary is very much a Vocational Ed person. Hopefully there will be changes at Santa Fe High.

Mr. Lovato noted that she is the 5<sup>th</sup> principal in 4 years.

Mr. DeMella informed the board members that he has sent the award letter to the County Manager. Mr. Ortega is also going to have a conversation with Judge Sommers in the event that there are any questions or response needed when talking to Kathryn Miller.

Mr. DeMella will be meeting with Mr. Garcia from Santa Fe County and they will discuss the MOU. Mr. DeMella said that he cannot get any answers from the people who are working at the Day Reporting Program or detention center. Mr. Garcia from

Santa Fe County always has a grasp of status. Judge Sommers would like an e-mail with an update.

Mr. Lovato said the next meeting is July 28<sup>th</sup> for the sub-committee at noon in one of the court rooms.

**B. Action Item:**

Vote to approve the responses (any individual Board Member may move to remove one or more items to be voted on individually).

Ms. Gonzales said that there needs to be a motion to vote on the RFP responses.

Judge Sommers asked if they received more responses to the RFP.

Mr. DeMella said no, it is only with Santa Fe County.

Ms. Gonzales clarified if there is anything in writing from Santa Fe County that they will accept the \$75,000.

Mr. DeMella said no.

Ms. Gonzales said there is nothing to vote on.

Judge Sommers said this is one reason it is important to have the MOU in place.

Mr. DeMella will get this item on next month agenda.

Ms. Mary Louise Romero informed the board that every year she has to buy the insurance as the city requires. This year the insurance went up over \$5000.00 and it is not affordable. It was \$1500.00 in the past. It has to be paid before the contract is issued. Mr. DeMella is working with the city to see if a waiver can be obtained.

Ms. Rodriguez explained the reason for the insurance and waiver. A waiver for insurance is only when the person does not have direct contact with minors.

Judge Sommers said that this amount needs to be included in the contract. This is a critical issue.

Ms. Romero said when she worked with Youth Works it was taken out of her check.

Judge Sommers requested that the city attorney should be asked for a 1 year waiver and in the following contract year include in her contract.

**VIII. Matters from the Board**

1. Board Elections – Voting for Co-Chair, Deacon Trujillo  
No Action

IX. Matters from the Public/Staff

Mr. DeMella asked if the board would like to have the two organizations, Better Humans and Equestrian present next month. Mr. DeMella feels that the Better Humans Program will fit better with Ms. Romero's ICM program. It was also recommended that Youth Shelters be invited to present as well.

Deacon Trujillo asked that a time limit be sent for each presenter.

X. Next meeting August 21, 2014 at 5:15 pm

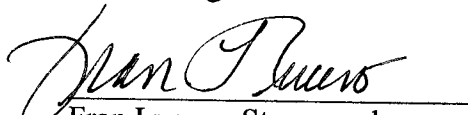
Mr. Lovato asked if there will be any action items at the next meeting. Items will be identified and Mr. DeMella will assure they get on the agenda.

XI. Adjournment

There being no further business to come before the Santa Fe Regional Juvenile Justice Board, the Chair called for adjournment at 6:05 pm.

Signature Page:

  
Judge Mary Marlow Sommers

  
Fran Lucero, Stenographer