



Agenda

DATE 9/30/15 TIME 10:50 am

SERVED BY Richard DeMella

RECEIVED BY [Signature]

SANTA FE REGIONAL JUVENILE JUSTICE BOARD

Thursday October 15th, 2015

5:15-6:15 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 September 17th 2015
- VI. Financial Report – Richard De Mella
 - A. Budget – Detailed Budget and Financial Report
 - B. Approve of Financial Report
- VII Presentations:
 - A Request for Proposal FY 16/17 CYFD: Facilitate Process.
 - B Programs for next year per Retreat
- VIII Matters from the Board
- IX Matters from the Public
- X Next Meeting November 19th, 2015
- 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.

SF Regional Juvenile Justice Board
Index
Meeting of October 15, 2015

Cover Sheet		0
I. Call to Order	<i>The Santa Fe Regional Juvenile Justice Board was called to order at 5:16 p.m. by Mr. Sam Jackson, Chair.</i>	1
II. Roll Call		1
III. Approval of Agenda	<i>Mr. Trujillo moved to approve the agenda as presented with a second by Mr. Dickson which passed by unanimous voice vote.</i>	1
IV. Introductions of Board Members and Guests		1
V. Approval of minutes September 17, 2015	<i>Judge Sommers moved to approve the minutes of September 17th, 2015 as presented with a second by Ms. Jacobs which passed by unanimous voice vote.</i>	1
VI. Financial Report		2
A. Budget-Detailed Budget and Financial Report		
B. Approve Financial Report	<i>Mr. Trujillo moved to approve the Financial Report as presented, with a second by Judge Sommer which passed by unanimous voice vote.</i>	2
VII. Presentations		
A. Request for Proposal FY 16/17 CYFD: Facilitate Process	Informational	2
B. Programs for Next Year Per Retreat	<i>Discussion was held about voting for the Programs that will be chosen, since the item was not added to the agenda it cannot become an action item. Discussion will be held tonight and a special voting meeting with just this one action item will be scheduled on October 29th, 2015 at 5:15 p.m., the reason being the application must be turned in on November 9, 2015.</i>	3
VIII. Matters from the Board		3
IX. Matters from the Public		3
X. Next Meeting October 29, 2015		4
XI. Adjournment	<i>There being no further business, Ms. Jacobs moved the Santa Fe Regional Juvenile Justice Board adjourn at 6:07 p.m., with a second from Mr. Garcia which passed by voice vote.</i>	4
Signature Page		4

Santa Fe Regional Juvenile Justice Board Meeting
October 15, 2015
5:16 p.m. to 6:07 p.m.
CYFD Offices 1920 5th Street, Santa Fe, NM 87505

1. Call to Order

The Santa Fe Regional Juvenile Justice Board was called to order at 5:16 p.m. by Mr. Sam Jackson, Chair. A quorum was established.

2. Roll Call

Present

Sam Jackson, Chair
Mark Dickson
Judge Mary Marlowe Sommer
Sarah Jacobs
Deacon Anthony Trujillo
Aaron Garcia
Ted Lovato
Jennifer Romero

Staff Present

Richard DeMella, City Liaison

Others Present

Linda Vigil, Stenographer
Sgt. David Webb, SF Police
Maguliy Campos, ICM
Mary Ellen Gonzales, Restorative Justice
Shelly Mann-Lev, Santa Fe Public Schools
Janet Musolf, CYFD

3. Approval of Agenda

Mr. Trujillo moved to approve the agenda as presented with a second by Mr. Dickson which passed by unanimous voice vote.

4. Introductions of Board Members and Guests

Introductions were made by those who present.

5. Approval of minutes September 17th 2015

Judge Sommers moved to approve the minutes of September 17th , 2015 as presented with a second by Ms. Jacobs which passed by unanimous voice vote.

6. Financial Report – Richard DeMella

A. Budget – Detailed Budget and Financial Report

Mr. DeMella presented and explained the detailed report of the billing statements, (See Exhibit A) ICM has been actively billing and CIS should be billing beginning next month. Strengthening Families will begin in the second semester in January, the contract and purchase order is in place. Mr. DeMella gave a brief description of the matching amounts. Mr. DeMella did not include his pay stub but it is available. Mr. DeMella will redact Ms. Romero's address starting next month.

Mr. Garcia reported that the MOU for the Day Reporting is in process and will be signed and presented to the City. The process should take up to 6 weeks.

Ms. Gonzales stated that Restorative Justice contract was finalized and will bill this month and updated on active cases. Mr. Trujillo asked about the billing issue and if it was resolved. Mr. DeMella explained the issue was with the 5% limit for the administrative duties. Ms. Debra Oliver will come to explain to the Board next month.

B. Approval of Financial Report

Mr. Trujillo moved to approve the Financial Report as presented, with a second by Judge Sommer which passed by unanimous voice vote.

7. Presentations:

A. Request for Proposal FY 16/17 CYFD

Ms. Musolf was returning from a previous meeting in Clayton. Ms. Musolf will return for the January meeting with more information tonight she will just answer questions.

Mr. Trujillo wanted to know how JJAC moves money around from a set amount from one program to another program. Ms. Musolf stated that is not how it operates. Mr. Jackson gave the example of ICM and several other programs that were reduced from year to year.

Ms. Musolf explained the process of the JJAC Grant Subcommittee. When the applications were received, the Grant Subcommittee wanted to see the data and how many youths were served. During the review process, the Continuums will have 15 minutes to discuss it. Last year, all programs were reduced 4.3% across the board if programs weren't functioning.

Ms. Musolf stated the questions will be distributed ahead of time. Mr. Jackson explained that the Budget presentation coming up and they want to do it correctly.

It was discussed that when the presentation process began there were only 8 continuums in the state, now there are 21 continuum sites. As a board they need to speak to the legislators to get more funding. Ms. Musolf stated they are reverting half a million dollars every year. There is plenty of Legislative support however, until they get programs up and running and address issues when there are some not functioning or in use they will ask for more funding.

Ms. Musolf explained that there is now monthly and quarterly reporting. Mr. Jackson asked if there is some funding available at the end of the year can some continuums request what is left. Ms. Musolf stated they are reviewing with their Board and Administrative Services Department.

The Board will welcome Ms. Musolf back at a meeting in January after the questions will be sent out around Christmas.

B. Programs for next year per Retreat

Discussion was held about voting for the Programs that will be chosen, since the item was not added to the agenda it cannot become an action item. Discussion will be held tonight and a special voting meeting with just this one action item will be scheduled on October 29th, 2015 at 5:15 p.m., the reason being the application must be turned in on November 9, 2015.

Mr. DeMella and Mr. Lovato discussed the programs that were in detail discussed at the Retreat last week. A handout was presented (Exhibit B). Mr. Jackson stated these were the programs that were decided on for the FY 2016. It was decided that before the meeting of October 29th Mr. DeMella will present the actual amounts that will be requested.

Mr. DeMella presented a summary of other matters discussed (See Exhibit C).

Ms. Gonzales mentioned her frustration with the tutoring programs that she experienced. It was discussed at the retreat and the program will be partnered.

Mr. Trujillo reiterated that the new figures will be presented before the next meeting on October 29, 2015. Mr. DeMella explained that he will pad the budget and request more. He wants to ensure to keep the programs viable. He will start to write it up and pass out via email for discussion and feedback.

Judge Sommer is excused for a previous appointment.

8. Matters from the Board

Mr. DeMella mentioned the Teen Summit that is coming up on October 27, 2015. He explained the groups involved.

Mr. Trujillo asked how the children were picked to participate. Ms. Mann-Lev mentioned that they were chosen by each school. Mr. Trujillo wanted to know more about the organization, he can contact Mr. DeMella to get more information.

9. Matters from the Public

Ms. Mann-Lev informed the board that the Wal-Mart Store on Cerrillos Road is looking to expand liquor sales and the concerns that it brings to neighborhoods and schools. It would take 30 days for City Council to review and approve.

Ms. Mann-Lev discussed the high risk youth who live in that area and presented a fact sheet (See Exhibit D). The Santa Fe Prevention Alliance will have a community meeting and discuss the matter (See Exhibit E).

A discussion was held about the liquor license and the process of using an existing license. Ms. Mann-Lev stated the group has met with the Director of the New Mexico Alcohol and Gaming Division to discuss data collection from SF Police and other emergency responders about the issue.

10. Next Meeting October 29th, 2015

11. Adjournment

There being no further business, Ms. Jacobs moved the Santa Fe Regional Juvenile Justice Board adjourn at 6:07 p.m., with a second from Mr. Garcia which passed by voice vote.

Signatures:



Sam Jackson, Chair

Linda Vigil, Stenographer

Date received by CYFD	
Date SARA Data Entered	
Date to Finance Specialist	
Date invoice paid	
Check #	

PROGRAM INVOICE

INVOICE NUMBER: 3

I.

CONTRACTOR NAME:

REMIT TO ADDRESS:

Street/PO Box
City, State, Zip

AGREEMENT NUMBER:

TERM OF AGREEMENT:

VENDOR NUMBER:

PURCHASE ORDER #

City of Santa Fe

PO Box 909

Santa Fe, NM 87504

16-18436

July 1, 2015 - June 30, 2016

54360

49759

II.

BILLING PERIOD:

September 2015

TOTAL GRANT AMOUNT:

\$183,351.00

PREVIOUS BALANCE:

\$176,295.00

AMOUNT OF THIS BILLING:

\$7,476.00

GRANT BALANCE:

\$168,819.00

MATCH CONTRIBUTION THIS BILLING:

\$4,188.43

Teresita Garcia

SUB-GRANTEE SIGNATURE

10/14/15

INVOICE DATE

Teresita Garcia Assistant Finance Director

PRINT NAME AND TITLE

955-6536

TELEPHONE

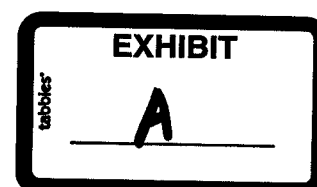
I /WE CERTIFY THAT THE INFORMATION IN THIS INVOICE IS TRUE AND CORRECT, THAT THE SERVICES PERFORMED ARE IN ACCORDANCE WITH THE SCOPE OF WORK IN THE ABOVE REFERENCED CONTRACT AND SERVICES RENDERED HAVE NOT BEEN PREVIOUSLY APPROVED.

PROGRAM MANAGER

DATE

PRINT NAME

Revised 7/2015



CHILDREN, YOUTH, AND FAMILIES - EXPENDITURE REPORT

CONTRACTOR/GRANT NAME: City of Santa Fe

Check which applies:

PROGRAM EXPENDITURE REPORT (X)

CONTRACT/GRANT PERIOD: July 1, 2015- June 30, 2016

MATCH EXPENDITURE REPORT ()

BILLING FOR PERIOD OF: September 2015

Use this form to budget and request reimbursement for expenditures and to report match requirement.

ACCOUNT DESCRIPTION <small>INSERT YOUR LINES EXACTLY FROM THE BUDGET WITHIN YOUR CONTRACT IN THIS COLUMN</small>	APPROVED BUDGET <small>INSERT YOUR BEGINNING AMOUNTS IN THIS COLUMN</small>	CURRENT BILLING <small>INSERT YOUR CURRENT BILLING IN THIS COLUMN</small>	PREVIOUS BILLINGS <small>TOTAL PREVIOUS BILLINGS LESS CURRENT BILLING</small>	BUDGET BALANCE
Continuum- Contractual	\$1,938.00			\$1,938.00
Travel	\$1,435.00			\$1,435.00
Youth Committee	\$300.00			\$300.00
ICM- Contractual	\$42,108.00	\$7,476.00	\$7,056.00	\$27,576.00
Gender Specific- Contractual	\$4,785.00			\$4,785.00
				\$0.00
Day Reporting- Personnel	\$47,850.00			\$47,850.00
Benefits	\$17,226.00			\$17,226.00
Contractual	\$6,699.00			\$6,699.00
Strengthening Families- Personnel	\$6,910.00			\$6,910.00
Communities in Schools- Personnel	\$25,431.00			\$25,431.00
Benefits	\$4,744.00			\$4,744.00
Restorative Justice- Contractual	\$23,925.00			\$23,925.00
GRAND TOTAL - THESE FIGURES MUST MATCH THE AMOUNTS ON THE FRONT INVOICE FORM	\$183,351.00	\$7,476.00	\$7,056.00	\$168,819.00

I CERTIFY THAT THE ABOVE INFORMATION IS TRUE AND CORRECT AND THAT PAYMENT HAS NOT BEEN RECEIVED.

Teresa Garcia
AUTHORIZED SIGNATURE

[Signature]

10/14/15
DATE

Assistant Finance Director
Printed Name and Title
Teresa Garcia

Account	4276810140	Other Consulting	From Date	To Date	YTD	Posted
Ledger Type 1		General Ledger	08/01/2015	09/30/2015		
Ledger Type 2						
Transfer Subledger						

Recounts 1.5

[illegible]

Juvenile Justice
Expense Breakdown F.Y. 15/16
By Program

Month	Continuum		ICM		Gender Specific		Day Reporting Center			Strengthening Families			Communities in School		Restorative Justice	
	Contractual		Contractual	Travel	Contractual		Personnel	Benefits	Supplies	Personnel	Benefits	Contractual	Supplies	Personnel	Benefits	Contractual
July	\$0.00		\$2,408.00													\$2,408.00
August			\$4,648.00													\$4,648.00
September			\$7,476.00													\$7,476.00
October																\$0.00
November																\$0.00
December																\$0.00
January																\$0.00
February																\$0.00
March																\$0.00
April																\$0.00
May																\$0.00
June																\$0.00
Total Spent	\$0.00		\$14,532.00		\$0.00	\$0.00				\$0.00				\$0.00		\$14,532.00
Total Budget	\$3,673.00		\$42,108.00		\$4,785.00	\$71,775.00				\$6,910.00				\$30,175.00		\$183,351.00
Remaining Budget	\$3,673.00		\$27,576.00		\$4,785.00	\$71,775.00				\$6,910.00				\$30,175.00		\$168,819.00



City of Santa Fe, New Mexico

P.O. BOX 909
200 LINCOLN AVE
SANTA FE, NM 87504-0909
(505) 955-6130
ACCOUNTS PAYABLE

Check Number: **372008**

Vendor Name	SUPPLIER#	CHECK DATE	CHECK NUMBER	CHECK AMOUNT
MARY LOUISE ROMERO	9697	09/29/15	372008	\$2,492.00

INVOICE #	INVOICE DATE	REMARKS	INVOICE AMOUNT	DISCOUNT	NET AMOUNT
927295	09/27/15		2,492.00		2,492.00

TOTALS 2,492.00 2,492.00



City of Santa Fe, New Mexico

P.O. BOX 909
200 LINCOLN AVE
SANTA FE, NM 87504-0909
(505) 955-6130
ACCOUNTS PAYABLE

Wells Fargo Bank, N.A.
Santa Fe, NM

95-219
1070

Check Number **372008**

Vendor #	CHECK #	CHECK DATE	PAY EXACTLY
9697	372008	09/29/15	\$*****2,492.00

VOID ONE YEAR AFTER DATE ISSUED

Pay

TWO THOUSAND FOUR HUNDRED NINETY TWO AND 00/100*****

To
The
Order
Of

MARY LOUISE ROMERO
1601 1/2 YOUNG STREET
SANTA FE NM 87505

Mayor:

Kevin M. Pzabo

Treasurer:

[Signature]

⑈00372008⑈ ⑆107002192⑆7318735151⑈



City of Santa Fe
Purchasing Office
P.O. Box 909
Santa Fe, NM 87504-0909
www.santafenm.gov

PURCHASE ORDER
Order Number: 60157 - 000 - OP
Print Date: 2015-07-02
Approval Route: CSADMIN
Page: Page 1 of 2
Originator: SRODRIGUEZ

Vendor: 9697
MARY LOUISE ROMERO
1601 1/2 YOUNG STREET
SANTA FE NM 87505

Ship To: 12097
COMMUNITY SERVICES DEPARTMENT
200 LINCOLN AVENUE
SANTA FE NM 87504

HOLD
Please HOLD CK TX.

LN	QTY	Description	Account	City	Unit	Extended	Request	Request
		Item		Ord	M	Cost	Date	Type

1	0	Other Consulting	22768.510340	EA	\$0.00	\$42,108.00	07/02/15	20171344 - OR
---	---	------------------	--------------	----	--------	-------------	----------	---------------

The contractor shall receive referrals from the Santa Fe County Juvenile Probation and Parole and the First Judicial District Children's Court to place offenders in the Intensive Community Monitoring Program
RFP 14/43/P
Council Approved 07/30/14

Order Total: \$42,108.00

9/28/15 \$2,492.00

I/We, certify that the above articles were received in good condition after due inspection thereof, or the services were rendered as stated: that they were necessary and proper and that the amounts claimed are just and reasonable and that no part thereof has been paid.

PAID
PAID
PAID
SEP 28 2015
BY: _____

partial
927225 -
9/28/15
2492.00

9/28/15: OK TO PARTIAL PAY \$2,492.00

INSTRUCTIONS TO VENDORS:

- ACCEPTANCE OF THIS PURCHASE ORDER WITH THE TERMS, CONDITIONS AND PRICES STATED IS A LEGAL CONTRACT. NO CHANGES, SUBSTITUTIONS, OR PRICE VARIANCE WILL BE ALLOWED WITHOUT PRIOR AUTHORIZATION FROM THE PURCHASING OFFICE.
- THE PURCHASE ORDER IS SUBJECT TO ALL TERMS AND CONDITIONS AS STATED ON THE REVERSE SIDE (Page 2) OF THIS DOCUMENT.

Robert Rodarte
Robert Rodarte - Purchasing Officer or
Shirley Rodriguez - Sr. Purchasing Agent
(Orders greater than \$50,000 are invalid without an original signature)

ATTENTION RICHARD DEMELLA,
COMMUNITY SERVICES DEPT!!!

Mary Louise Romero
1601 1/2 Young Street
Santa Fe NM 87505
(505) 984-2969
romeroml@earthlink.net

9/27/15

City of Santa Fe, New Mexico
Community Services Department
Attn: Richard Demella
200 Lincoln Avenue
PO Box 909
Santa Fe NM 87504-0909

Services Rendered: Intensive Community Monitoring Program
JPPO Office/ City of Santa Fe

For Services Rendered:

Home Visits
Employment visits
School Visits
JPO Visits
SFCC Tour
Court Appearances
Mediation Services
Community Service with local agencies follow-ups
Build stronger relationships with parent/client
Connect clients and parents with school
GED follow-ups
Administrative Services
Nightly phone/ check-ins
Reports for JPPO
Meetings on behalf of ICM

Services Rendered from 9/14/15-9/27/15

Total: \$2,492.00

Thank you,

Mary Louise Romero
Mary Louise Romero

PAID
PAID SEP 28 2015 **PAID**
BY: _____

Santa Fe Week Ending: September 27, 2015

Santa Fe Week Ending: September 27, 2015

Program Coordinator	Mary Louise Romero
---------------------	--------------------

Address) 1 1/2 Young Street Santa Fe New Mexico 87505

Phone (505) 310-1789

Per agreement, please pay:

[illegible]

Signature

City of Santa Fe Approval

Date _____

PAID
SEP 28 2015

61



City of Santa Fe, New Mexico
P.O. BOX 909
200 LINCOLN AVE
SANTA FE, NM 87504-0909
(505) 955-6130
ACCOUNTS PAYABLE

Check Number: **371401**

Vendor Name	SUPPLIER#	CHECK DATE	CHECK NUMBER	CHECK AMOUNT
MARY LOUISE ROMERO	9697	09/16/15	371401	\$2,436.00

INVOICE #	INVOICE DATE	REMARKS	INVOICE AMOUNT	DISCOUNT	NET AMOUNT
9132015	09/13/15		2,436.00		2,436.00

TOTALS 2,436.00 2,436.00



City of Santa Fe, New Mexico
P.O. BOX 909
200 LINCOLN AVE
SANTA FE, NM 87504-0909
(505) 955-6130
ACCOUNTS PAYABLE

Wells Fargo Bank, N.A.
Santa Fe, NM

95-219
1070

Check Number **371401**

Vendor #	CHECK #	CHECK DATE	PAY EXACTLY
9697	371401	09/16/15	\$*****2,436.00

VOID ONE YEAR AFTER DATE ISSUED

Pay

TWO THOUSAND FOUR HUNDRED THIRTY SIX AND 00/100*****

To
The
Order
Of

MARY LOUISE ROMERO
1601 1/2 YOUNG STREET
SANTA FE NM 87505

Mayor:

Kevin M. Zales

Treasurer:

[Signature]

⑈00371401⑈ ⑆107002192⑆7318735151⑈



City of Santa Fe
Purchasing Office
P.O. Box 909
Santa Fe, NM 87504-0909
www.santafenm.gov

PURCHASE ORDER 15140157
Order Number: 15140157 - 000 - OP
Print Date: 2015-07-02
Approval Route: CSADMIN
Page: Page 1 of 2
Originator: SRODRIGUEZ

M

Vendor: 9697
MARY LOUISE ROMERO
1601 1/2 YOUNG STREET
SANTA FE NM 87505

Ship To: 12097
COMMUNITY SERVICES DEPARTMENT
200 LINCOLN AVENUE
SANTA FE NM 87504

Please HOLD CK TX.

Hold

Line	Item	Description	Account	Qty	Unit	Price	Extended	Request	Request
N	NO	Item	NO	Ord	M	Price	Cost	Date	Type

1	0	Other Consulting	22768.510340	EA		\$0.00	\$42,108.00	07/02/15	20171344 - OR
---	---	------------------	--------------	----	--	--------	-------------	----------	---------------

The contractor shall receive referrals from the Santa Fe County Juvenile Probation and Parole and the First Judicial District Children's Court to place offenders in the Intensive Community Monitoring Program
RFP 14/43/P
Council Approved 07/30/14

9/4/15: \$2,436.00

Order Total: \$42,108.00

I/We, certify that the above articles were received in good condition after due inspection thereof, or the services were rendered as stated: that they were necessary and proper and that the amounts claimed are just and reasonable and that no part thereof has been paid.

[Signature]

Partial
9132015
9-13-15
\$2,436.00

PAID
SEP 15 2015

32K

9/14/15: OK TO PARTIAL PAY \$2,436.00

INSTRUCTIONS TO VENDORS:

- ACCEPTANCE OF THIS PURCHASE ORDER WITH THE TERMS, CONDITIONS AND PRICES STATED IS A LEGAL CONTRACT. NO CHANGES, SUBSTITUTIONS, OR PRICE VARIANCE WILL BE ALLOWED WITHOUT PRIOR AUTHORIZATION FROM THE PURCHASING OFFICE.
- THE PURCHASE ORDER IS SUBJECT TO ALL TERMS AND CONDITIONS AS STATED ON THE REVERSE SIDE (Page 2) OF THIS DOCUMENT.

[Signature]

Robert Rodarte - Purchasing Officer or
Shirley Rodriguez - Sr. Purchasing Agent
(Orders greater than \$50,000 are invalid without an original signature)

ATTENTION RICHARD DEMELLA,
COMMUNITY SERVICES DEPT!!!

Mary Louise Romero
1601 1/2 Young Street
Santa Fe NM 87505
(505) 984-2969
romeroml@earthlink.net

9/13/15

City of Santa Fe, New Mexico
Community Services Department
Attn: Richard Demella
200 Lincoln Avenue
PO Box 909
Santa Fe NM 87504-0909

Services Rendered: Intensive Community Monitoring Program
JPPO Office/ City of Santa Fe

For Services Rendered:

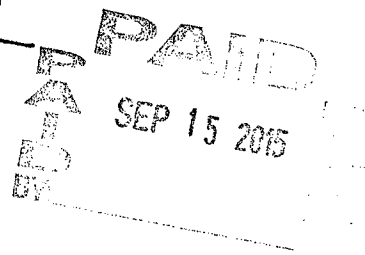
Home Visits
Employment visits
School Visits
JPO Visits
SFCC Tour
Court Appearances
Mediation Services
Community Service with local agencies follow-ups
Build stronger relationships with parent/client
Connect clients and parents with school
GED follow-ups
Administrative Services
Nightly phone/ check-ins
Reports for JPPO
Meetings on behalf of ICM

Services Rendered from 8/31/15-9/13/15

Total: \$2,436.00

Thank you,

Mary Louise Romero
Mary Louise Romero



Santa Fe Week Ending: September 13, 2015

Santa Fe Week Ending: September 13, 2015

OFFICE OF THE ATTORNEY GENERAL
STATE OF NEW YORK
ALBANY, N.Y.

[illegible]

Phone (505) 310-1789

Redesigning the Future of Work

[illegible]

Signature

Date _____

City of Santa Fe Approval

Intensive Community Monitoring Program

Santa Fe Week Ending September 13, 2015

Program Coordinator Mary Louise Romero

Address: 0112 Young Street Santa Fe New Mexico 87505

Phone: (505) 310-1789

Per agreement, please pay:

Time	Pg 1	Pg 2	Pg 3	Pg 4	Pg 5	Pg 6	Pg 7	Pg 8	Pg 9	Pg 10	Total
Before	32.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	32.00
5:00	55.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	55.00
Mileage											
Number of Billable Hours											
Before											
5:00 At \$28.00											
After At \$28.00											
5:00 At \$28.00											
Mileage											
0.00											
0.00											
TOTAL =											
0.00											
\$2,436.00											

Signature

Date

City of Santa Fe Approval

Date



City of Santa Fe, New Mexico
P.O. BOX 909
200 LINCOLN AVE
SANTA FE, NM 87504-0909
(505) 955-6130
ACCOUNTS PAYABLE

Check Number: **370870**

Vendor Name	SUPPLIER#	CHECK DATE	CHECK NUMBER	CHECK AMOUNT
MARY LOUISE ROMERO	9697	09/02/15	370870	\$2,548.00

INVOICE #	INVOICE DATE	REMARKS	INVOICE AMOUNT	DISCOUNT	NET AMOUNT
8302015	08/30/15		2,548.00		2,548.00

TOTALS 2,548.00 2,548.00



City of Santa Fe, New Mexico
P.O. BOX 909
200 LINCOLN AVE
SANTA FE, NM 87504-0909
(505) 955-6130
ACCOUNTS PAYABLE

Wells Fargo Bank, N.A.
Santa Fe, NM

95-219
1070

Check Number **370870**

Vendor #	CHECK #	CHECK DATE	PAY EXACTLY
9697	370870	09/02/15	\$*****2,548.00

VOID ONE YEAR AFTER DATE ISSUED

Pay

TWO THOUSAND FIVE HUNDRED FORTY EIGHT AND 00/100*****

To
The
Order
Of

MARY LOUISE ROMERO
1601 1/2 YOUNG STREET
SANTA FE NM 87505

Mayor:

James M. Zales

Treasurer:

[Signature]

⑈00370870⑈ ⑆107002192⑆7318735151⑈



City of Santa Fe
Purchasing Office
P.O. Box 909
Santa Fe, NM 87504-0909
www.santafenm.gov

PURCHASE ORDER

Order Number: 60157 - 000 - OP
Print Date: 2015-07-02
Approval Route: CSADMIN
Page: Page 1 of 2
Originator: SRODRIGUEZ

2N30P
WM

Vendor: 9697

MARY LOUISE ROMERO
601 1/2 YOUNG STREET
SANTA FE NM 87505

Ship To:

12097
COMMUNITY SERVICES DEPARTMENT
200 LINCOLN AVENUE
SANTA FE NM 87504

Hold

Please HOLD CK TX.

LN	QTY	Description	Account	UOM	Unit Price	Extended Cost	Request Date	Req#	Req# type
----	-----	-------------	---------	-----	------------	---------------	--------------	------	-----------

1	0	Other Consulting	22768.510340	EA	\$0.00	\$42,108.00	07/02/15	20171344	- OR
---	---	------------------	--------------	----	--------	-------------	----------	----------	------

The contractor shall receive referrals from the Santa Fe County Juvenile Probation and Parole and the First Judicial District Children's Court to place offenders in the Intensive Community Monitoring Program
RFP 14/43/P
Council Approved 07/30/14

Order Total:

\$42,108.00

3/31/15: \$2,548.00

I/We, certify that the above articles were received in good condition after due inspection thereof, or the services were rendered as stated: that they were necessary and proper and that the amounts claimed are just and reasonable and that no part thereof has been paid

PAID

SEP 01 2015

Partial

8/30/15

\$ 2,548.00

8/31/15: OK TO PARTIAL PAY \$2,548.00

INSTRUCTIONS TO VENDORS:

- ACCEPTANCE OF THIS PURCHASE ORDER WITH THE TERMS, CONDITIONS AND PRICES STATED IS A LEGAL CONTRACT. NO CHANGES, SUBSTITUTIONS, OR PRICE VARIANCE WILL BE ALLOWED WITHOUT PRIOR AUTHORIZATION FROM THE PURCHASING OFFICE.
- THE PURCHASE ORDER IS SUBJECT TO ALL TERMS AND CONDITIONS AS STATED ON THE REVERSE SIDE (Page 2) OF THIS DOCUMENT.

Robert Rodarte - Purchasing Officer or
Shirley Rodriguez - Sr. Purchasing Agent
(Orders greater than \$50,000 are invalid without an original signature)

Robert Rodarte

ATTENTION RICHARD DEMELLA,
COMMUNITY SERVICES DEPT!!!

Mary Louise Romero
1601 1/2 Young Street
Santa Fe NM 87505
(505) 984-2969
romeroml@earthlink.net

8/30/15

City of Santa Fe, New Mexico
Community Services Department
Attn: Richard Demella
200 Lincoln Avenue
PO Box 909
Santa Fe NM 87504-0909

Services Rendered: Intensive Community Monitoring Program
JPPO Office/ City of Santa Fe

For Services Rendered:

Home Visits
Employment visits
School Visits
JPO Visits
SFCC Tour
Court Appearances
Mediation Services
Community Service with local agencies follow-ups
Build stronger relationships with parent/client
Connect clients and parents with school
GED follow-ups
Administrative Services
Nightly phone/ check-ins
Reports for JPPO
Meetings on behalf of ICM

Services Rendered from 8/17/15-8/30/15

Total: \$2,548.00

Thank you,

Mary Louise Romero
Mary Louise Romero

PAID
PAID SEP 01 2015 **PAID**
BY: _____

Santa Fe Week Ending: August 31, 2015

Phone (505) 310-1789

Key:

[illegible]Date

Date _____

PAID
PAID
SEP 01 2015
BY: _____

CHILDREN, YOUTH, AND FAMILIES - EXPENDITURE REPORT

CONTRACTOR/GRANT NAME: City of Santa Fe

Check which applies:

CONTRACT/GRANT PERIOD: July 1, 2015- June 30, 2016

PROGRAM EXPENDITURE REPORT ()

BILLING FOR PERIOD OF: September 2015

MATCH EXPENDITURE REPORT (X)

Use this form to budget and request reimbursement for expenditures and to report match requirement.

ACCOUNT DESCRIPTION <small>INSERT YOUR LINES EXACTLY FROM THE BUDGET WITHIN YOUR CONTRACT IN THIS COLUMN</small>	APPROVED BUDGET <small>INSERT YOUR BEGINNING AMOUNTS IN THIS COLUMN</small>	CURRENT BILLING <small>INSERT YOUR CURRENT BILLING IN THIS COLUMN</small>	PREVIOUS BILLINGS <small>TOTAL PREVIOUS BILLINGS LESS CURRENT BILLING</small>	BUDGET BALANCE
Juvenile Justice Planner	\$72,080.00	\$2,928.43	\$5,860.85	\$63,290.72
I.C.M.	\$1,260.00	\$1,260.00		
GRAND TOTAL - THESE FIGURES MUST MATCH THE AMOUNTS ON THE FRONT INVOICE FORM	\$73,340.00	\$4,188.43	\$5,860.85	\$63,290.72

I CERTIFY THAT THE ABOVE INFORMATION IS TRUE AND CORRECT AND THAT PAYMENT HAS NOT BEEN RECEIVED.

Jessica Garcia
AUTHORIZED SIGNATURE

[Signature]

10/14/15
DATE

Jessica Garcia
Printed Name and Title
Assistant Finance

10/11/15

To Whom It May Concern:

The Intensive Community Monitoring Program donates over 1,200 gas miles per month. Since July/15 the money provided for gas has been expended @.35 per mile. The gift in kind amounts to approximately \$ 1,260. CYFD funding is limited therefore the program continues to serve our community and juveniles, pending adjudication.

My best

Mary Louise Romero-Betancourt
ICM Program Coordinator
"Our Kids Matter"

Santa Fe Juvenile Justice Board
Programs Subcommittee

Programs for consideration/continue:

Current:	Budget for 2016-
2017(183K):	
• Intensive Community Monitoring (ICM)	60K
• Gender Services	8K
• Community In Schools	30K
• Restorative Justice	20K

Total: 118K balance: 65K

New: (65K for services)

- Current Day Reporting Program/Santa Fe County;
- Evening Reporting Centers (Youth Shelters/Youthworks/Boys and Girls Club);
- First Contact Program (FCP) youth entering juvenile justice system for the first time/intervention;
- Youth Case manager from Santa Fe County attached to EM Services (non-traditional hours);
- What Else?

Current Day Reporting Program:

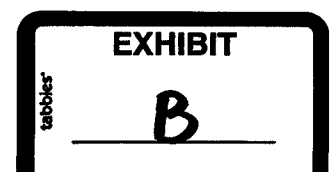
Aaron will provide write up...

Evening Reporting Centers (ERC- sites at 32.5K):

All youth are required to report Monday through Friday, from 4:30 pm to 7:30 pm, except for major holidays. Clients will be transported to and from the facility by ERC staff members. Youth are required to bring homework each day and if no homework was assigned or brought, grade appropriate educational assignments are provided by the ERC. Weekly contact is maintained with the juvenile's family and snacks and dinner are provided daily. Urinalysis testing and regular visits are conducted on-site by Juvenile Probation Officers.

Possible to be Services Provided

- Intake Assessments: Biopsychosocial, Educational & Competency Development
- Homework Assistance & Educational Monitoring
- Life Skills Development



- Group Counseling
- Resource Development
- Recreational Activities
- Individualized Discharge Planning
- Community Service & Involvement
- Cultural Enrichment
- College & Career Exploration

County of Berks 633 Court Street Reading, PA 19601 Juvenile Probation Office (610) 478-3200

First Contact Program (possibly run through Teen Court):

JUVENILE FIRST CONTACT PROGRAM (JCP)

The Juvenile First Contact Program (JFCO) Program is a voluntary program designed to divert juvenile first offenders from the justice system and reduce recidivism, the likelihood that the juvenile will commit another delinquent criminal offense.

Possible to be Services Provided

- First-time misdemeanor offenders arrested for crimes such as shoplifting, trespass, possession of marijuana or possession of paraphernalia, simple battery, affray, possession of alcohol, and truancy.
- A Notice of Referral/Incident are sent to the legal guardian inviting both the guardian and the youth to participate in the program.
- The youth must be willing to admit to their wrongdoing, sign a statement waiving their rights to due process, and be willing to actively participate in the program.
- An intake meeting is scheduled to discuss the case, assess needs, and assign sanctions.
- Sanctions are assigned and reviewed by all parties involved to encourage the youth to think about the consequences of their actions. Examples of sanctions are performing community service hours, anti-theft or anger management classes, paying restitution, observing a curfew, participating in youth court, and writing a letter of apology.
- The program can typically be completed within ninety (90) days.
- No delinquent charges will be filed if the youth complies with the requirements and sanctions of the program.
- If the youth does not meet the JFCO Program criteria, does not actively participate, is re-arrested, or fails to successfully complete the program, the case may be forwarded to the Juvenile Probation Office/District Attorney for the possibility filing of criminal charges.

Youth Case Manager in the community from Santa Fe County for youth on GPS/EM:

YOUTH CASE MANAGER- Community Custody Program (CCP)

Possible to be Services Provided

- Apply appropriate safety measures to ensure the safety of the community, CCP/YRC/GRC client(s) and staff.
- Responsible for informing County/JPO of any violations or problem(s) with clients being supervised.
- Conduct visits with Parents/Guardians/Custodians (P/G/C) after court to include the following:
 - Inform the P/G/C of the rules and program requirements; and
 - Inform the requirement of being a “party to petition” if necessary.
- Interview and inform youth of the rules and requirements of the CCP.
- Maintain a client file which shall include a written log of behavioral incidents/sanctions, observations of the client during field visits, compliance with “Order of Release,” referrals to other programs or agencies, treatment recommendations and any other pertinent information to assist in supervising the client.
- If a CCP case manager isn’t available; communicate with assigned probation officer to initiate referrals to service providers.
- Provide support and guidance to clients and families as needed to maintain client successfully on the program.
- Provide oral and written reports regarding client’s behavior and performance to the program manager/or designee, the 2nd Judicial District Court, the children’s court attorney, JPO office, and to the client’s attorney (if necessary).
- Maintain communication with the client’s P/G/C, JPO, attorney(s), and County staff regarding the client’s progress in the CCP.
- Conduct field visits to client’s home, school, work.
- Be available to check in clients as required.
- Install and remove Electronic Monitoring equipment (EM) and Global Positioning System (GPS) equipment and input information into the appropriate system(s).
- Monitors GPS (Level 2/3) clients on a 24/7 basis using internet system for tracking according to established protocol.
- Perform random drug testing to all CCP clients to include:
 - Observe all client(s) during U.A. collection;
 - Complete all required forms during this process;
- Carry and respond to on-call cell phone if responsible to do so.
- Attend and testify in court as needed.
- Maintain professional relationships with co-workers, clients, families, school officials, juvenile probation and all service providers CCP staff may have contact with.

Promising Practices in Transition for Youth in the Juvenile Justice System Short Term Jails and Detention Centers

1. Staff awareness of and familiarity with all county, state, local, and private programs that receive and/or send youth to/from jail or detention center.
2. The immediate transfer of youth's educational records from public and private educational programs to jails or detention centers.
3. The existence of an extensive diagnostic system for the educational, vocational, and social, emotional, and behavioral assessment of youth.
4. Students in jails or detention centers should have access to a resource center which contains a variety of materials related to transition and support services.
5. Special funds are earmarked for transition and support services.
6. Interagency meetings, cooperative in-service training activities, and crossover correctional and community school visits are held regularly to ensure awareness of youth and agency transition needs.
7. A process exists for the immediate identification, evaluation, and placement of youth with disabilities.
8. An *individualized education program* is developed for each student with disabilities that includes a transition plan.
9. An individual transition plan is developed with **all** students which includes the student's educational and vocational interests, abilities, and preferences.
10. To the extent possible, individualized pre-placement planning prior to the transfer of youth from jails or detention centers to the community or long-term correctional facilities should exist.
11. The immediate transfer of youth's educational records from jails or detention centers to community schools, long-term correctional facilities, or other programs.
12. Coordination with probation to ensure a continuum of services and care is provided in the community.
13. Coordination with public and private educational program personnel to ensure that they advocate for these youth, cultivate family involvement, maintain communications with other agencies, and place students in classes with supportive teachers.
14. The existence of a system for periodic evaluations of the transition program and all of its components.



Alcohol Outlet Density

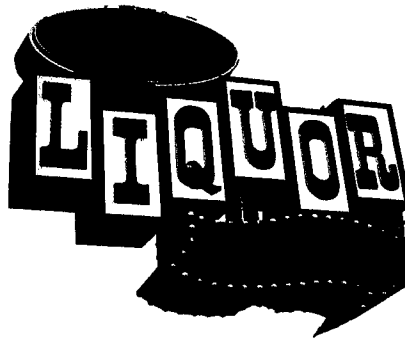
Alcohol Outlet Density in New Mexico

Alcohol abuse and dependence pose significant risks to public health and safety for adults and youth in New Mexico. Since 1997, New Mexico has had the highest death rate due to alcohol in the United States: 1 in 6 deaths among working age adults (ages 20 to 64) is attributed to alcohol in our state.¹ In addition, underage drinking is a serious concern: 22% of high school students report drinking alcohol before the age of 13, the fourth highest rate in the nation.²

Why the Concern for Increased Alcohol Outlet Density?

Research conducted over the past two decades has shown clear linkages between high alcohol outlet density and these public health harms.³

- Violence, Including Homicide, Suicide, Domestic Violence and Child Abuse
- DWI
- Sexual Assault
- Property Damage and Vandalism
- Underage Drinking and High Risk Drinking By Adults



What About the Economic Impact of More Alcohol Outlets?

When communities turn to alcohol sales outlets as a means of economic development, the cost of associated alcohol-related harms is usually ignored. The Centers for Disease Control estimates that the economic cost of alcohol in New Mexico is \$1.9 billion.⁴ This translates to a per capita cost of \$960, the third highest in the nation. Given the list of related harms, it is likely that adding alcohol outlets in areas that already have significant density will create an economic burden, not a benefit, to these communities.

Why the Concern for Expanding the Number of Alcohol Outlets?

New Mexico's current quota regulation limits the number of liquor licenses to 1 per every 2,000 people.⁵ As of 2014, 18 Local Option Districts (LOD) with a population greater than 10,000 in the state exceed the quota by more than 20%. **Española, the City of Santa Fe, and Gallup exceed the quota by more than 200%.**⁶ Four LODs with a population between 8,000 – 10,000 also exceed the quota by more than 20%.⁷

Experience and research show there are many unintended consequences of increasing alcohol sales outlets as an economic development strategy. For example, the Nob Hill district of Albuquerque allowed alcohol outlets to exceed the quota to increase development. This area is dealing with many consequences from a business mix that is disproportionately filled with alcohol outlets including injuries and crime. The New Mexico Department of Transportation cites Central Avenue as one of the deadliest corridors for bicyclist and pedestrian alcohol related fatalities.⁸

Recommendations for Controlling Alcohol Access Through Density Regulations:

Density

Maintain quota on alcohol outlets permitted for given population: 1 full license for every 2,000 people. Limit types of licenses to reduce overall availability and regulate distance between licenses to avoid clusters.

Days and Hours of Service

Maintain appropriate restrictions on alcohol sales to support public safety and health.

Distance from Schools, Churches

Ensure alcohol sales outlets are located away from places where children congregate.

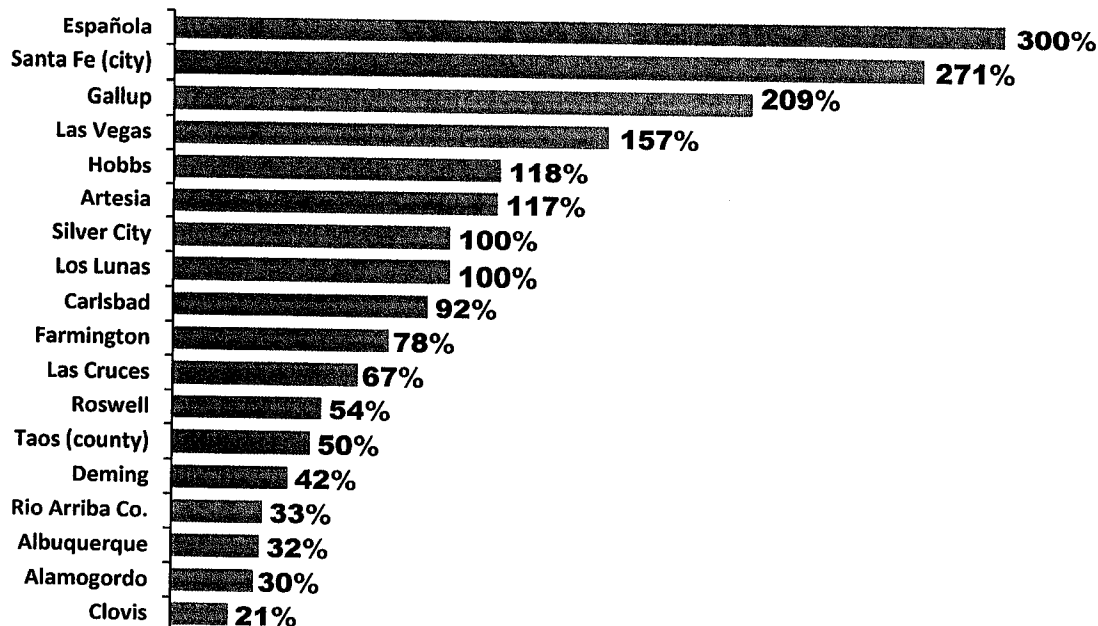
Local Control

Increase local control over restricting alcohol licenses, especially in areas with high density and significant concerns about related harms.



Areas of High Alcohol Outlet Density in New Mexico

Percent Over New Mexico State Quota in Local Option Districts with Population Greater than 10,000



ALCOHOL OUTLET DENSITY IN NEW MEXICO

This graph lists the Local Option Districts with a population greater than 10,000 which exceed the existing quota of 1 alcohol outlet to 2,000 people by at least 20%.

(Alcohol & Gaming Division, 2014)

Current New Mexico Laws related to Alcohol Outlet Density

Current statutes in the Liquor Control Act (LCA) contain some of the best practices recommended to control alcohol establishments based on national recommendations.⁹ These statutes include:

- Limiting outlets to no more than 1 license for every 2,000 population, excluding Restaurant Licenses (beer and wine only)
- Limiting hours of operation
- Restricting outlets within 300 feet of schools, churches and military installations
- Banning sales to minors and sales to intoxicated persons with significant penalties for violations

A recently formed Task Force recommended several changes to the LCA that would undermine these practices. Several Task Force recommendations would expand number and types of licenses, reduce penalties, and lengthen hours. These changes would likely lead to serious public health and safety consequences. In addition, these recommendations may exacerbate economic problems instead of solving them.

How Can We Better Control Alcohol Outlet Density?

- Maintain or strengthen current quota on alcohol outlet density
- Expand requirement to seek a local waiver for outlets wanting to locate near a school or church from 300 to 500 feet
- Strengthen local control to decide whether to approve a new or transferring license based on health and safety impacts
- Use local zoning to apply effective restrictions on alcohol outlet density in sensitive areas

References

1. <http://www.cdc.gov/media/releases/2014/p0626-excessive-drinking.html>
2. <http://nccd.cdc.gov/youthonline>
3. <http://www.thecommunityguide.org/alcohol/RecommendationsReducingExcessiveAlcoholConsumptionAlcohol-RelatedHarmsLimitingAlcoholOutletDensity.pdf>
4. Sacks JJ, Roeber J, Bouchery EE, Gonzales K, Chaloupka FJ, Brewer RD. State costs of excessive alcohol consumption, 2006. *Am J Prev Med.* 2013;45(4):474-85.
5. Canopy License (CAN), Dispenser License (DIS), Rural Dispenser (RDI), Inter-Local Dispenser License (ILD), Lottery License (LOT), Retailer License (RET), Rural Retailer (RRE)
6. New Mexico Alcohol and Gaming Division records of current alcohol licenses and population, 2014
7. Grants (200%), Ruidoso (400%), Town of Bernalillo (225%), and Socorro City (80%).
8. New Mexico Department of Transportation, 2014
9. <http://www.thecommunityguide.org/alcohol/outletdensity.html>



SANTA FE
PREVENTION
ALLIANCE

Developed by the Santa Fe Prevention Alliance, 2014

www.SantaFePreventionAlliance.com | SantaFePreventionAlliance@gmail.com

NEWS FLASH!

WALMART PLANS TO
SELL LIQUOR AT
THE "OLD" STORE ON
CERRILLOS ROAD.

SPONSORED BY THE
SANTA FE PREVENTION ALLIANCE



YOU ARE INVITED TO A COMMUNITY MEETING

WEDNESDAY, OCTOBER 21, 2015
6:30 - 7:30PM
KEARNY ELEMENTARY SCHOOL GYM
901 AVENIDA DE LAS CAMPANAS, SANTA FE

Learn the latest statistics on crime and traffic problems in the area
Share your thoughts and concerns
Learn about what you can do to have a say about new liquor outlets

For more information or questions contact:
Shelley Mann-Lev at 470-9072
or email SantaFePreventionAlliance@gmail.com
www.SantaFePreventionAlliance.com

EXHIBIT

E

Forward for SFPS site discretion
Approved: *Alma Bejar*
Alma Bejar, Executive Assistant
Date: 10/14/15

**PARA HABLAR DE LOS
PLANES PROPUESTOS
QUE TIENE WALMART
(LA "VIEJA") EN
CERRILLOS RD. PARA
VENDER ALCOHOL**

**PATROCINADO POR
SANTA FE PREVENTION ALLIANCE**

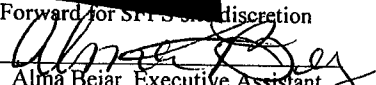


**USTED Y SUS VECINOS ESTÁN INVITADOS A
PARTICIPAR EN UNA JUNTA COMUNITARIA**

**MIÉRCOLES 21 DE OCTUBRE DEL 2015
6:30 - 7:30PM
KEARNY ELEMENTARY SCHOOL GYM
(EL GYMNASIO)
901 AVENIDA DE LAS CAMPANAS, SANTA FE**

**Aprenda las dísticas de crímenes y tráfico en esta área (o zona)
Comparta sus pensamientos y sus preocupaciones
Aprenda lo que puede hacer para tener voz sobre los nuevos puntos de
venta de bebidas alcohólicas**

Para más información y preguntas:
Contact Shelley Mann-Lev at 470-9072
or email SantaFePreventionAlliance@gmail.com
www.SantaFePreventionAlliance.com

SFP Forward for SFP's discretion
Approved: 
Alma Bejar, Executive Assistant
Date: 10/14/15 Expires: 11/14/15