



Agenda

DATE 4/10/13 TIME 9:34a
RECEIVED BY Richard DeMella
RECEIVED BY [Signature]

SANTA FE REGIONAL JUVENILE JUSTICE BOARD

April 18, 2013

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 of, February 21, 2013 and March 21, 2013
- VI. Financial Report – Richard De Mella
 - A. Budget – Detailed Budget and Financial Report
- VII. Committee Reports
 - Program Committee
 - A) Action item voting to give incentive cards to Program committee
 - B) Alternative School update
 - FYRA Committee
 - Budget Committee
- VIII. New Business
 - Dr. Douglas Schocke, Computer Recycling Program
- IX. Next meeting May 16th, 2013
- X. 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.

SANTA FE REGIONAL JUVENILE JUSTICE COMMITTEE

INDEX – APRIL 18, 2013

Cover Page		0
Call to Order and Roll Call	The meeting was called to order by the Acting Chair, Mary Ellen Gonzales at 5:15 pm, a quorum was present at 5:35 pm	1
Approval of Agenda	Changes: Item VIII moved after approval of minutes. Add Announcements. <i>Mr. Armijo moved to approve the agenda as amended, second by Councilor Dimas, motion carried by unanimous voice vote.</i>	1
Approval of Minutes February 21, 2013 March 21, 2013	<i>Councilor Dimas moved to approve the minutes of February 21st with suggested changes as reflected in the minutes, second by Mr. Armijo, motion carried by unanimous voice vote.</i> <i>Councilor Dimas moved to approve the minutes of March 21, 2013 as presented, second by Mr. Armijo, motion carried by unanimous voice vote.</i>	
Doug Schocke	Informational, Computer Program	2
Finance Report	Informational	2
Committee Reports Program Committee FYRA Committee Budget Committee	<i>Mr. Armijo moved that the Program Committee oversee the stipend cards, offer them as requested, needed and justified for accomplishments and recognition, second by Mr. Dickson, motion carried by unanimous voice vote.</i> <i>Ms. Trujillo moved that the funds be used to buy Target cards for award recognition and that the Chair draft a letter to the City providing them with the justification of this expense, second by Mr. Armijo, motion carried by unanimous voice vote.</i>	2-5
New Business	Doug Schocke (above)	2
Announcements	Informational	5
Next Meeting	May 16, 2013	6
Adjournment	Board adjourned at 6:45 pm	6
Signature Page		6

MINUTES

SANTA FE REGIONAL JUVENILE JUSTICE BOARD

April 18, 2013

5:15-6:45 P.M.

CYFD OFFICES – TESUQUE ROOM
1920 FIFTH STREET, SANTA FE, NM

I. Call to Order

The meeting was called to order by Acting Chair, Mary Ellen Gonzales at 5:15 pm, a quorum was present at 5:35 pm.

II. Roll Call

Present:

Mary Ellen Gonzales, Acting Chair
Boni Armijo
Linda Trujillo
Councilor Bill Dimas
Mark Caldwell
Jennifer Romero
Tommy Rodriguez
Mark Dickson

Not Present

Deacon Anthony Trujillo
Judge Mary Marlow Sommers

Others Present:

Richard DeMella, Staff Liaison
Jack Ortega, Board Liaison
Shelley Manlave
Tita Gervers
Hilda Perez, FYRA
Sam Jackson, Day Reporting
Mary Louise Romero-Betancourt, ICM
Doug Schocki, CybernetworkNM, Inc.
Fran Lucero, Stenographer

III. Approval of Agenda

Changes: Item VIII moved after approval of minutes. Add Announcements.

Mr. Armijo moved to approve the agenda as amended, second by Councilor Dimas, motion carried by unanimous voice vote.

MINUTES

- IV. Introduction of Board Members and Guests
(Guests and attendees reflected in roll call.) Ms. Linda Trujillo was introduced and welcomed as the new member to the Regional Juvenile Justice Board. Mr. Jim Bianca is no longer serving on the Board.

- V. Approval of minutes of, February 21, 2013 and March 21, 2013

Councilor Dimas moved to approve the minutes of February 21st with suggested changes as reflected in the minutes, second by Mr. Armijo, motion carried by unanimous voice vote.

Councilor Dimas moved to approve the minutes of March 21, 2013 as presented, second by Mr. Armijo, motion carried by unanimous voice vote.

- VI. Doug Schocke, Chief Tech (Exhibit A)
Ms. Mary Ellen Gonzales graciously invited Mr. Schocke to the meeting to provide information on his program. Exhibit A details his program and services. Mr. Schocke said that in addition to providing computers for children in need, he would also like to have these young individuals who want to learn to work on computers be a part of his program. This would all be instructional, no compensation available. He welcomes donations from any entity that is willing to contribute their old computers and they refurbish them. It was noted that one of the biggest problems is that it is easy to gift a computer but the family sometimes has difficulty in obtaining internet services. If you give a laptop they can utilize the library or other internet services. At a home, some of the families don't have land lines much less internet. It was mentioned that Comcast had a reduced rate of \$9.00 a month for internet services. The Board would like for the staff liaison to research this option and see if internet time could be purchased on a case by case basis. Thank you to Mr. Schocke. Mr. Ortega will contact Mr. Schocke directly on a possible donation and Mr. Caldwell encouraged Mr. Schocke to contact Santa Fe County.

- VII. Financial Report – Richard De Mella
A. Budget – Detailed Budget and Financial Report
- MOU for day reporting is required with signatures.
- Report reflects the vendor status and payments.
- Balance: \$85,561.50

- VIII. Committee Reports
Program Committee: (Exhibit C & D)
(Report of the Program Committee – Exhibit C)
(Report from Mr. Jackson on recognition awards given to Day Reporting Clients through April 16, 2013) Exhibit D

MINUTES

A) Action item voting to give incentive cards to Program committee

Mr. Armijo reported that the discussion from the last meeting was to have the Program Committee administer the stipend cards. If the Program committee would oversee it, they would be responsible to control the inventory and distribute the cards. Mr. Armijo said this process would take away any apprehensions from the staff and the Program Committee would handle all reporting and reconciliation with Board approval. Mr. Ortega concurred that administratively this was good quality control.

Mr. Armijo moved that the Program Committee oversee the stipend cards, offer them as requested, needed and justified for accomplishments and recognition, second by Mr. Dickson, motion carried by unanimous voice vote.

Mr. DeMella provided the process information that he follows in his budget for funds that are placed in to PSAs (Professional Service Agreements). The city has a new Finance Director and Mr. DeMella has been told that the Board cannot purchase the Smith Cards because of the auditing requirements as it is a food purveyor. The recommendation was to utilize Target who does not sell alcohol or tobacco. Target in addition to food the individual can purchase clothes or toiletries. Wal-Mart was also recommended and the concern of the alcohol and tobacco was brought up.

Mr. Armijo had asked if the funds could be used for internet access through Comcast as Mr. Schocke's program gives family's free computers but they don't have internet access. Mr. Armijo would like for Mr. DeMella to contact Comcast and/or Verizon to acquire more information.

Mr. Dickson reiterated that the discussion was to use the gift cards to incentivize. He supports Target as no alcohol is sold; he also likes Wal-Mart if we could safeguard the use of the card.

Mr. DeMella said that the total amount available is \$3005 and that \$305 has been designated for FYRA and the \$2700 is what needs to be earmarked.

Ms. Trujillo moved that the funds be used to buy Target cards for award recognition and that the Chair draft a letter to the City providing them with the justification of this expense, second by Mr. Armijo, motion carried by unanimous voice vote.

Ms. Romero shared a movie ticket that shows wording on the back of the card, YOU MATTER – when she provides recognition to kids randomly. Ms. Romero purchases these cards from her personal account.

MINUTES

Approved action from a prior meeting was to utilize these cards for programs that the Regional Juvenile Justice Board supports. It was clarified that Teen Court does not receive funding from the RJJC; they receive funding from the City and the County.

It was noted that a process needs to be created for distribution and record-keeping, the Program Committee will reviews the requests and bring back for approval from the Regional Juvenile Justice Board.

B) Alternative School update

Mr. DeMella and Chris Sanchez have met with Councilor Carmichael Dominguez and Superintendent Boyd in a follow up meeting regarding the Alternative School concept. They will now take the information and meet with one of the County Commissioners and City staff to expand and formalize the request. As it stands there is support and approval of this concept. Once the County Commission approves the program plan to use the facility a more definitive meeting can be conducted.

FYRA Committee

Hilda – Reported that the tutor is doing good, the beginning was challenging as she had 23 high need students vs. a mixed group of students. She is contacting teachers and has been successful with two of them. She will test the kids next week and again in 5 weeks.

Hilda is working with the Reality Program through the State Police Office (Janice Madrid). It was clarified that Ms. Madrid contacted her to offer information on the program. She is working with students from Capital High who would go in to the detention center to see how life would be there. They have volunteered to go with the State Police to go in as volunteers.

Hilda visited the Juvenile Detention Center and the guards took her on a tour of the facility. Those on the tour were shown and told what could happen if they fell off course. There were 3 students who were taken on this tour by Janice.

Mr. Caldwell asked that this type of endeavor/program be scrutinized closely. There are many pre-requisites to look at when considering taking our kids to the detention center or any facility. The Acting Chair said that Hilda had spoken to her about this request. It was encouraged that students be taken to the Santa Fe Community College to provide positive encouragement. Taking kids to places that provide hope for the future is what we need to focus on.

MINUTES

Mr. Armijo asked that follow up take place with the State Police and inquire about this program. Mr. Caldwell was asked to speak to the Captain at the State Police for clarity.

Mr. Caldwell offered staff from the Detention Center to make presentations when needed. Ms. Romero said that her Teen Court individuals are given an explanation about the facility and its environment. They also give training and information on substance abuse programs; it is not strictly about facility incarceration. It is important that we provide exposure to positive programs.

Hilda said that in conversation with Janice she recommended that it would be very effective and beneficial if the police would volunteer their time possibly for tutoring. The parents don't like the police and the kids grow up with that same image.

Program Committee will discuss positive ways to take advantage of this program that the State Police are offering.

Mr. Caldwell said that what is very effective is when these individuals at the end of any treatment or service provide a letter and they realize the value of loss of freedom.

Budget Committee

No meeting held before this meeting.

IX. New Business

Dr. Douglas Schocke, Computer Recycling Program (presented above)

X. Announcements

Take Back Drugs Program in Santa Fe on April 27, 2013. Flyers will be circulated.

Two grants are out, Continuum Grant, CYFD is running late.

JCC Program has lost its funding. Jack Ortega is working with Tommy Rodriguez to acquire input and support for Santa Fe. The company that was doing it was out of Texas and they pulled out and no one else applied. This is a \$50,000 grant.

Secondary school reform at the SFPS board meeting.

Mr. Caldwell announced that the newly assigned Interim Administrator is Amanda Valencia. The Board would like for her to be invited to a future meeting.

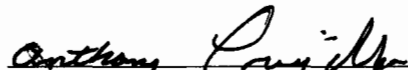
MINUTES

XI. Next meeting May 16th, 2013

XII. Adjournment

There being no further business, the Board adjourned at 6:45 pm.

Signature Page:


Mary Ellen Gonzales, Acting Chair


Fran Lucero, Stenographer

CybernetworkNM, Inc

**1964 Cerrillos Road
Santa Fe, NM 87505
Phone: 505-670-1306**

CyberNetworkNM was set up 6 years ago. We refurbish computers and give them out to low income individuals and families. We get computers from businesses and state government agencies to refurbish with W7, MS office 2010 or 2007, and a full setup, and add kb, mouse, lcd monitor. All are donated and given out. We breakeven on rent and utilities (Comcast high-speed internet is our second major expense) by selling services for computer repairs. We also transfer donated surplus computers and related equipment to 501c3 organizations, senior centers, senior citizens, college and high school students and immigrants. The CybernetworkNM will conduct computer and Internet instruction for groups and individuals. The training aspect of CybernetworkNM includes sponsorship, co-sponsor and or coordinate youth computer projects and camps. In pursuit of these goals the organization coordinates its activities and projects with the proper city, county, state and federal agencies, educational institutions, profit and non-profit businesses and organization. For private individual and businesses donating to CybernetworkNM we provide 501c3 donation verification forms for use with their taxes.

Computers we receive are rebuilt with supplemental parts and updated for general usage. We also disassemble computers not viable for further use into component parts and send to recycling centers — not landfills.

My Cell phone is 505-670-1306; our shop address is CybernetworkNM, 1964 Cerrillos Road, Santa Fe, NM 87505.

Email:cnnm@cybermesa.com

Doug Schocke, Chief Tech

J

PROGRAM INVOICE

Invoice number 8

I. CONTRACTOR NAME: City of Santa Fe
REMIT TO ADDRESS: street/po box 120 Lincoln Ave PO Box 909
city, state, zip Santa Fe NM 87504-0909
CONTRACT NUMBER: 11-690-12431-4
TERM OF CONTRACT: July 2012 to June 2013
VENDOR NUMBER: 54360
PURCHASE DOC # 690-0000028146

II. BILLING PERIOD: Mar-13
TOTAL CONTRACT AMOUNT: \$90,671

AMOUNT DUE TO CONTRACTOR

CONTRACT BALANCE: \$85,561

I CERTIFY THAT THE ABOVE INFORMATION IS TRUE AND CORRECT AND THAT PAYMENT
FOR THE SERVICES RENDERED HAS NOT BEEN PREVIOUSLY APPROVED.

Marcos A. Tapia
CONTRACTOR SIGNATURE

Marcos A. Tapia
PRINT NAME AND TITLE

4/15/13
INVOICE DATE

505-955-6531
PHONE NUMBER

FOR CYFD USE ONLY

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

PROGRAM MANAGER SIGNATURE

PRINT NAME

DATE

Mail original invoice to: Arturo Naegelin
CYFD- Juvenile Justice Services
Federal Grants Program Manager
PO Drawer 5160, Rm 2542
Santa Fe, NM 87502

Exhibit B

CONTRACTOR/GRANT NAME	City of Santa Fe	PROGRAM EXPENDITURE REPORT (x)
CONTRACTOR/GRANT	Continuum	
CONTRACT/GRANT PERIOD	July 12 to June 13	MATCH EXPENDITURE REPORT ()
BILLING FOR PERIOD OF	13-Mar	(CHECK IF APPLICABLE)

ACCOUNT DESCRIPTION	APPROVED BUDGET	CURRENT BILLING	EXPEND YTD	BUDGET BALANCE
INSERT YOUR LINES EXACTLY FROM THE BUDGET WITHIN YOUR CONTRACT IN THIS COLUMN	INSERT YOUR BEGINNING AMOUNTS IN THIS COLUMN			
ICM	\$ 23,000.00	\$ 3,832.00	\$ 5,109.00	\$ 17,891.00
Gender Specific	\$ 4,566.50			\$ 4,566.50
Tutoring	\$ 5,000.00			\$ 5,000.00
Admin Overhead	\$ 1,000.00			\$ 1,000.00
Consultant Services	\$ 7,500.00			\$ 7,500.00
Day Reporting	\$ 37,500.00			\$ 37,500.00
Mentoring	\$ 7,500.00			\$ 7,500.00
Stipends	\$ 3,005.00			\$ 3,005.00
FTE	\$ 1,600.00			\$ 1,600.00
				\$ -
				\$ -
0	\$ -		\$ -	\$ -
0	\$ -		\$ -	\$ -
0	\$ -		\$ -	\$ -
0	\$ -		\$ -	\$ -
0	\$ -		\$ -	\$ -
GRAND TOTAL-THESE FIGURES MUST MATCH THE AMOUNTS ON THE FRONT INVOICE FORM	\$ 90,670.50	\$ 3,832.00	\$ 5,109.00	\$85,561.50

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

AUTHORIZED SIGNATURE

DATE

Marcos A. Tapia

Printed Name and Title

REPORT OF THE PROGRAM COMMITTEE

To

THE SANTAFE COUNTY REGIONAL JUVENILE JUSTICE BOARD

April 18, 2013

The program committee met on April 10, 2013 at the Annex of the B. F. Young Professional Development Center of the Santa Fe Public Schools.

Because of completion of the Safe Schools, Healthy Students Grant (a cooperative grant between the SFRJJB and SFPS), there are several services that will not be available to students next school year. Chief among them are the Project Student Success Specialists and the Truancy Court. Also, the new Superintendent is giving schools more freedom to decide how to allocate resources; there will, therefore, not be as much Central Office Support as before. That includes support from the Office of Student Wellness.

The last week in April, there will be a meeting to further discuss the Alternative School with County officials.

We jointly applied for the Enforcing Underage Drinking Law Grant with SFPS. We applied for \$42,000 which will be used for Youth Leadership Training, designing a toolkit for retailers to reduce sales of liquor to minors, and a mystery shopper component. If we receive the money, we will also do some publicity about the Social Host Ordinance. Superintendent Joel Boyd signed the MOU.

We also discussed evaluation metrics of our programs. Shelley and Tita have worked with the tool that Hilda and Mary Ellen developed. They feel that it can be used as a model for all our programs. We will continue to work on these. Tita will send another tool to Mary Ellen for our use as we continue to work on these measures.

Richard reported on the number of reward/incentive cards he purchased and has presented. He will give the Board a full report on this. He is still working on getting the Smith's cards.

All were encouraged to visit our programs and Judge Marlowe-Summer's Court on Thursday mornings.

Our next meeting is May 1 from 1:30 to 2:30.

Exhibit C

Sam Jackson

10:49 AM (10 hours ago)

to me, rmdemella. Mark

Ms. Gonzales:

What follows is a report on recognition awards given to Day Reporting Clients through April 16, 2013:

Received from Richard DeMella March 22, 2013: 10 Applebee's Restaurant Cards, 20 movie tickets

Distributed:

1 Applebee's Card, 2 movie tickets to 1 male Client, 17, 3/25/13 for excellent work on Standardized Core Testing.*

1 Applebee's Card, 2 movie tickets to 1 male Client, 14, 3/29/13 for excellent work on Standardized Core Testing.*

On hand: 8 Applebee's Cards, 16 movie tickets

*Parent or guardian signed a contract indicating they understood that the Applebee's Card was not to be used to purchase alcohol. Applebee's Cards were marked "No alcohol" with permanent marker.

Sam

Sam Jackson, BA, MBA
Day Reporting Program
Santa Fe County Youth Development Center
4250 Airport Road, Santa Fe, NM 87507
505-424-5628
sjackson@co.santa-fe.nm.us

This e-mail is intended for the us

Exhibit D