



Agenda

DATE 3/13/13 TIME 4:12p
SERVED BY Richard DeMella
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SANTA FE REGIONAL JUVENILE JUSTICE BOARD

**March 21, 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
- VI. Financial Report – Richard De Mella
 - A. Budget – Detailed Budget and Financial Report
- VII. Committee Reports
 - Program Committee
 - FYRA Committee
 - Budget Committee
 - Duties and Responsibilities
- VIII. Next meeting April 18th, 2013
- IX. 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

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Call to Order and Roll Call	Meeting was called to order at 5:15 PM by Acting Chair, Mary Ellen Gonzales. A quorum did not exist.	2
Approval of Agenda	No staff or committee changes.	2
Approval of Minutes February 21, 2013	Deferred to next regular scheduled meetings. Minutes reflect documented changes for action at next meeting.	2
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Community Comments	Mr. Shannon Freedle, Team Builders, Informational	6-7
Adjournment	There being no further business to come before the Santa Fe Regional Justice Committee, the meeting was adjourned at 6:30 pm	7
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**SANTA FE JUVENILE JUSTICE
MINUTES
Thursday, March 21, 2013 – 5:15p.m. – 6:30 p.m.
Santa Fe, NM**

1. ROLL CALL

The meeting of the Regional Juvenile Justice Committee was convened by the Acting Chair at 5:15 pm, CYFD Building, Santa Fe, New Mexico. A quorum was not present at time of roll call. Deacon Trujillo led the meeting upon his arrival at 5:25 pm.

Present:

Deacon Anthony Trujillo, Chair
Mary Ellen Gonzales
Boni Armijo
Mark Dickson
Jennifer Romero

Not Present

Councilor Bill Dimas
Jim Bianca
Tommy Rodriguez, Excused
Judge Mary Marlow Sommers, Excused
Mark Caldwell

Others Present:

Richard DeMella, Staff Liaison
Chris Sanchez, Staff,
Children and Youth Department
Margo Shirley, Retired Administrator,
SFPS
Michelle Armijo, Tutor
Cesar Chavez School
Shannon Freedle, Team Builders
Sam Jackson, Day Reporting
Mary Louise Romero, ICM
Richard Lindahl, CYFD
Fran Lucero, Stenographer

2. APPROVAL OF AGENDA

No Changes from Staff or the Board Members.

3. INTRODUCTION OF BOARD MEMBERS AND GUESTS

As listed in attendance.

4. APPROVAL OF MINUTES FROM FEBRUARY 21, 2013

Noted changes from Ms. Mary Ellen Gonzales.

Page 4, paragraph beginning "Mr. Ortega said that the other piece that is new..." the last word of the paragraph is attendance, it should be noted that "attendance" refers to attendance in school.

Page 5, paragraph beginning "it was asked..." The last sentence is "Ms. Gervers will work closely with the Board."

At the bottom of page 5, Tutor position, the board has been wanting to hire a tutor since last September, not for 2 years.

No action on minutes due to lack of quorum.

5. FINANCIAL REPORT

a. Budget – Detailed Budget and Financial Report (Exhibit A)

\$1200 was drawn down in the month of February for ICM and future money draw down will be consistent. All contracts have been processed for other programs and we are awaiting billing as this is the first invoice for 6 months period. We have advised the Budget Committee of the financial status. It was noted that \$5.00 was carried over and reflected in the \$3005 stipend amount.

6. COMMITTEE REPORTS

- a. **Ms. Mary Ellen Gonzales: Program Committee has met. (Read report verbally) (Exhibit B) Note to Report of the Program Committee:** Mr. Armijo would like to identify the committees that requested time for reporting, add this as an action item, reporting on teen court. Also discussed at the Program Committee was the dissemination of the gift cards for Day Reporting and Teen Court.

Ms. Gonzales noted that at the last meeting the Program Committee was asked to come up with some rubrics for evaluation and she worked on that task. She started with the FYRA Program working together with Hilda and came up with a suggested evaluation form. Ms. Gonzales asked the board if they would like the suggestions read or sent to them by e-mail.

Mr. DeMella said that the Continuum sites are going to meet in Los Lunas and one of the topics of discussion are outcomes and measurements. The programs that we run are different programs then what they run in Las Cruces or in Taos. They will try to streamline this process so CYFD and the Feds can get a clearer picture of what is going on in each community. A report will be provided to the Program Committee after this meeting on the 26th.

Mr. Armijo said that the Program Committee should oversee the checks and balances on the cards to assure there is a quality check. There will not be a need for the names of who they are disbursed to for confidentiality reasons. It was noted that each recipient would get 2 movie cards and 1 Applebee cards. Mr. DeMella will do an inventory of the cards and send a report to the Board Members. It will be important to assure that the cards have written on them; "no alcohol or tobacco" can be purchased with these cards. The value increments of the cards will be \$25 and there is no monetary amount indicated on the movie tickets.

Alternative School Update: Mr. DeMella reported that he and Chris Sanchez met with Alma Abeyta from the Santa Fe Public Schools and laid out a plan and discussed our goals for this school project and she was very receptive as to what we are doing. We have spoken since the last meeting to Dr. Joel Boyd, City Councilor Carmichael Dominguez and Ms. Abeyta. Plan is to speak to Robert Anaya who is the County Commissioner for that district and also to Pablo Sedillo who runs the detention center for both the adult and kids (YTD) from Santa Fe County. Mr. DeMella explained to the guests that the plan is to create an alternative school with probably 12 kids at the Ark which is the Detention Center, a non-secured area in a different building. The county has the facility, the schools have the kids; we spoke

about getting a bi-lingual teacher and an Aid; they already have a Principal at the Day Reporting.

Mr. Sam Jackson: Yes, Dr. Sanchez is the Principal at that Academy at Larragoite and Day Reporting is part of that group.

Mr. DeMella: We might be able to incorporate that individual as a cost savings. Through the Children and Youth Commission, there are 35 programs that will be used as wrap around services for these kids. Chris Sanchez spoke about when a kid comes in he gets an educational assessment, a mental health assessment and see where they can be placed and how they can be helped. It was reiterated that there will be no cost to the SFPS, City or County. The concept is not to talk about the funding but more so about the services. This program is starting from the ground level but the desire is to have it up and running quickly.

A committee will be created in the next week; Mr. DeMella will provide the names of those individuals for this committee. Mr. Sanchez said that there has been a large amount of community involvement and support once this concept was discussed. A timeline cannot be defined at this time. Mr. DeMella said that there will be a great deal of legal and administrative processes that will take place; at this time creating the process and bringing the people together is important.

Ms. Romero asked if a list has been provided by SFPS on how many kids are on long term suspension. Mr. Chris Sanchez said that this information is extremely valuable and this information is needed. Mr. Jackson said that in Day Reporting they work very hard to try to get the kids back in to school. Mr. DeMella would like to get some of the kids seen by the Judge.

Mr. Jackson said that one of the good factors is that the building is there and it is a great facility. One thing not mentioned is that we are talking about kids that are not yet in the juvenile justice system. Long term suspended so when you talk about kids at the beginning of the year, there are kids that think they dropped out and the school knows who they are, there may be some of those who could start their school year in this facility.

Mr. DeMella said that SFPS also is looking at two other schools they want to put up; one is a virtual school with computers and they will give the kids the computers to work with at home and the other is a Twilight School (night school). That is with a different population; those are two other schools that SFPS is looking at doing. We are trying to help with the alternative piece, it helps the Juvenile Justice system, it will help the school and it will help the community at large with what we are trying to accomplish here.

It was asked if this Alternative School would be on the SFPS schedule or on its own schedule. Mr. DeMella said these are questions and specifics that need to be worked out with the committee.

Ms. Alma Abeyta was very excited because there is such a dire need for this type of educational option.

Ms. Gonzales knows of an individual who refurbishes computers and is willing to donate them for use by those who are in need. This gentleman will be invited to the next meeting to make this presentation.

Mr. Sanchez said that this project is a cooperative effort with the Children and Youth Commission and the Santa Fe Regional Juvenile Justice Board and other participating entities. Ms. Gonzales would like to have this on the next meeting Agenda for further discussion.

Ms. Mary Louise Romero asked if any statistical information has been received from SFPS on who has been long term suspended. She said that she feels that Teen Court is a good resource to get a list of the kids that are in need of this program. Ms. Jennifer Romero said that the courts will definitely be a critical link.

Ms. Shirley recently retired as an Administrator from the SFPS after 26 years having served as Principal at Salazar Elementary and Secondary Principal at Ortiz where she worked hand in hand with Mary Louise. She is a witness of how it starts at the elementary level and continues on at the secondary level and how we lose these kids. Something needs to get done, it is not just an issue with the SFPS or with the juvenile system, it is a community issue and we all need to take part in helping to fix this. When I recently saw the article in the newspaper, it touched my heart. I see kids that are adults now and I wish we had something to offer them. I myself suspended children in middle school and they were at day reporting, some of them got lost, it is really sad. Ms. Shirley said that it would be important to learn what reading level the kids who are in long term suspension are at; what is their grade level for reading.

Mary Louise Romero complimented Ms. Shirley for the concern and care of the children in this community.

- b. Mr. Armijo informed the Board that he will step down from the FYRA committee as his daughter was on the hiring committee for the Tutor.

FYRA Committee: Michelle Armijo is our new tutor and will start in this position on Monday. Ms. Gonzales complimented Ms. Gervers who expedited the paperwork, thank you.

Mr. Armijo asked Ms. Shirley if she was familiar with the goals of the FYRA committee and she acknowledged the information she has recently seen. Mr. Armijo said this is where we are trying to catch the kids at a young age and help them as much as we can. Hopefully more programs will be available for them.

- c. Chair Trujillo: Budget Committee has met and another meeting is forthcoming. The Committee discussed the frequency of meetings to possibly convene on a monthly basis. It was approved to spend \$2705 to purchase gas vouchers and grocery cards. The FYRA committee will determine where they will be used.

- d. Duties and Responsibilities

It was noted that any decisions made at the committee level will need to be brought back to the full board for concurrence. The Chair stated that in reviewing the minutes from a few meetings back the discussion was for the committees to review the programs we have now, whether they are doing what they should be or not be

doing and the recommendations would come back to the board from the program committee to make decisions on the program process and funding for present and future. A board vote would be required to approve and accept the recommendations on each program. It was noted that a meeting will be set to discuss this topic and that more than 1 hour should be allotted for this process.

Mr. DeMella said that close attention will be needed for this important action as it talks about adding new programs. It was noted that the board is locked in to the specifications of the RFI that has been submitted. The only increase requested was for Restorative Justice.

6. NEXT MEETING APRIL 18TH

7. Community Comments

Mr. Freedle from Team Builders was invited by Mr. Tommy Rodriguez and shared his background. Mr. Freedle said that he has knowledge and experience in the virtual schools and is happy to help with the alternative school. He has worked throughout the state on this endeavor and they have one currently with the SFPS for a different target population. He has worked with at risk and delinquent population that the board was talking about and would be glad to help with that. As the development continues Mr. Freedle can also help with the behavioral health component.

Mr. Jackson said that a lot of his kids from Day Reporting are in Team Builders.

Mr. Freedle said that Team Builders is a Children's Mental Health Agency; it is the core service agency for Santa Fe County for youth. When referring to it as the core service agency designation is meant to denote the children safety net provider in terms of the publicly funded Behavioral Health programming in the state. Team Builders has offices in 24 counties and Santa Fe is the largest office. Bulk of funding comes from Medicaid. They have staff that do behavior management which is a 1:1 specialized mentoring and behavioral assisted program and they are probably in most of the schools in Santa Fe if not all of them at present. They are in 100 schools around the state and over 25 school districts. I have a great deal of experience working with kids; that is my passion. I am a policy and budget person, but I really enjoy the work with kids. They do everything from residential treatment to treatment foster care to juvenile community corrections in some counties to behavior management, comprehensive community support services which has both a case management care coordination component as well as a skills development component.

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Mr. Freedle talked about their program called BEAR – Bonding Through Experiential Adventures in Recovery and it is a partnership between Team Builders and the Santa Fe Mountain Center and it is an intensive outpatient program for adolescents impacted by very serious issues with substance abuse, a huge problem here in Santa Fe and surrounding areas with regards to opiate prescription abuse. We do most of our work with kids, we believe that it takes something special to engage them so the State, CYFD in fact and Medicaid have endorsed an IOP program called MATRIX which is largely a classroom based – workbook based intensive outpatient program. That is great as we see it as a component but to engage kids and get them to come back which is one thing you will want to consider when you do your alternative school. If want them to come back you have to do something else to keep their interest. There is an experiential component, they go rafting, climbing, pro-social activities, sand play therapy component, art therapy

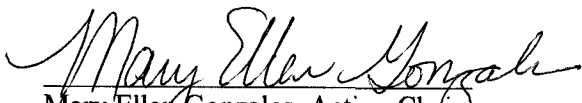
and keep it live for them to come back. It is required that they be engaged 3 nights a week – 3 hours a night. A lot of these kids in the BEAR program are “life and death” situations. Mr. Jackson said that almost ½ of those in the Day Reporting Program are in the BEAR Program and what is good is that it keeps these kids very busy. Team Builders is the only core care agency for youth and work closely with PMS in the adult program.

Ms. Shirley said there was strong intervention and cooperative programs with TEAM Builders. Mr. Armijo said he is happy to assist with tickets for the Isotopes.

8. ADJOURN

There being no further business to come before the Santa Fe Regional Juvenile Justice Board, the meeting was adjourned at 6:30 pm.

Signature Page:


Mary Ellen Gonzales, Acting Chair

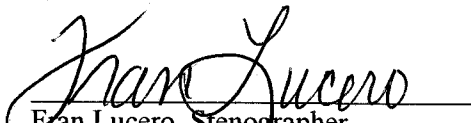

Fran Lucero, Stenographer

Exhibit A

PROGRAM INVOICE

INVOICE # 7

I. CONTRACTOR NAME:
REMIT TO ADDRESS: street/po box
city, state, zip
CONTRACT NUMBER:
TERM OF CONTRACT:
VENDOR NUMBER:
PURCHASE DOC #

City of Santa Fe
120 Lincoln Ave PO Box 909
Santa Fe NM 87504-0909
11-690-12431-4
July 2012 to Dec 2012
54360
690-0000028146

II. BILLING PERIOD:

Feb-13

TOTAL CONTRACT AMOUNT:

\$90,671

AMOUNT OF THIS BILLING

CONTRACT BALANCE:

\$89,393

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

CONTRACTOR SIGNATURE

MELVILLE L. MORGAN, FINANCE DIRECTOR
PRINT NAME AND TITLE

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

CHILDREN YOUTH AND FAMILIES EXPENDITURE REPORT

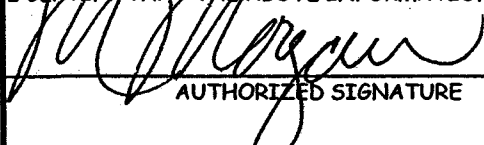
CONTRACTOR/GRANT NAME City of Santa Fe
 CONTRACTOR/GRANT Continuum
 CONTRACT/GRANT PERIOD July 12 to Dec 12
 BILLING FOR PERIOD OF 13-Feb

PROGRAM EXPENDITURE REPORT (x)
 MATCH EXPENDITURE REPORT ()
 (CHECK IF APPLICABLE)

Use this form to bill for reimbursement of expenditures if your contract is a reimbursement budget.

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	\$ 1,277.00	\$ 1,277.00	\$ 21,723.00
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 \$ -			\$ -	\$ -
0 \$ -			\$ -	\$ -
GRAND TOTAL - THESE FIGURES MUST MATCH THE AMOUNTS ON THE FRONT INVOICE FORM	\$ 90,670.50	\$ 1,277.00	\$ 1,277.00	\$89,393.50

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


 AUTHORIZED SIGNATURE
 Dr. Melville L. Morgan
 Printed Name and Title

3/15/13
 DATE

REPORT OF THE PROGRAM COMMITTEE TO THE SFRJJB

March 21, 2013

The Program Committee met twice and considered the scope of work it needs to do, and some work it would like to do. We need to meet again, soon, because there is much to do!

We agreed with the recommendations of the Finance Committee to purchase cards from Smith's which can be used for gasoline or food and to start awarding these cards and the Applebee's and movie cards to young men and women who truly work at turning their lives around. We agreed to make it clear that these cards CANNOT be used to purchase alcohol or tobacco. We requested a report from Richard as to how many of these he presently has. We agreed that Sam Jackson will present cards to 10 youngsters in his program and Jennifer Romero will present cards to 2 of her outstanding clients.

The committee approved spending up to \$305 for supplies for the FRYA program.

We decided not to sign any contracts for any program that will extend beyond June 30 of this year until we know what kind of funding we will have from the Legislature.

However, Shelley will ask Stephanie Covington to save a date to present a workshop for providers of services to girls if possible. We understand that might not be possible without a signed contract and deposit from us. We considered doing some independent fundraising to help support this program.

We talked about cooperating with SFPS and the City and County to set up an alternative school, but Tommy helped us understand how truly challenging some of these young people are. We will continue the discussion.

We agreed that we need to determine how to evaluate each program. That is also on the agenda for our next meeting which will be April 10th from 130 to 3:00.

Tita has hosted our meetings and provided a light lunch. We are grateful.

Mary Ellen Gonzalez

- Sam Jackson - Day Reporting
- Jennifer for Teen Court