



Agenda

DATE 5/8/13 TIME 9:44 am
SERVED BY Richard DeMella
RECEIVED BY [Signature]

SANTA FE REGIONAL JUVENILE JUSTICE BOARD

May 16th, 2013
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 April 18th, 2013
- VI. Financial Report – Richard De Mella
 - A. Budget – Detailed Budget and Financial Report
- VII. Committee Reports
 - Program Committee
 - A. Action item: Discussion and decision on how to spend stipends (\$3005.00)
 - B. Alternative School update
 - FYRA Committee
 - Budget Committee
- VIII. Announcements, Board discussion
- IX. Next meeting June 20th, 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

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| Call to Order and Roll Call | The meeting was called to order by the Deacon Trujillo, Chair, at 5:15 pm, a quorum was present at roll call. | 1 |
| Approval of Agenda Mr. DeMella announced that Mary Louise would be bringing in some students and the presentation could take place under Announcements. It was noted that if she did not come today it would be on the Agenda for next month. | <i>Ms. Gonzales moved to approve the agenda as amended, second by Councilor Dimas, motion carried by unanimous voice vote.</i> | 1 |
| Approval of Minutes April 18, 2013 | <i>Ms. Gonzales moved to approve the minutes of April 18, 2013 with suggested changes as reflected in the minutes, second by Councilor Dimas, motion carried by unanimous voice vote.</i> | 2 |
| Finance Report | Informational | 2 |
| Committee Reports Program Committee Alternative School Update FYRA Committee Budget Committee – no report Program Committee Report Exhibits A (2 pages) Exhibit A-1 | Informational with staff follow up. <i>Mr. Tommy Rodriguez moved to award the \$2700 to the ICM program as a one-time allocation, second by Councilor Dimas, motion carried by unanimous voice vote.</i> Mr. DeMella will work on amending the contract and was reminded by Mr. Lindahl that a BAR will be necessary. | 2-7 |
| Announcements and Board Discussion | Informational Follow up on required organization and staff representation on the Regional Juvenile Justice Board | 7 |
| Next Meeting | June 20, 2013 | 7 |
| Adjournment | Board adjourned at 6:50 pm | 8 |
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SANTA FE REGIONAL JUVENILE JUSTICE BOARD

May 16, 2013

5:15-6:50 P.M.

CYFD OFFICES

1920 FIFTH STREET, SANTA FE, NM

I. Call to Order

The meeting was called to order by Deacon Trujillo, Chair, at 5:15 pm, a quorum was present at time of roll call.

II. Roll Call

Present:

Deacon Anthony Trujillo, Chair
Mary Ellen Gonzales
Boni Armijo
Councilor Bill Dimas
Jennifer Romero
Tommy Rodriguez

Not Present

Linda Trujillo
Judge Mary Marlow Sommers
Mark Dickson
Mark Caldwell

Others Present:

Richard DeMella, Staff Liaison
Terri Rodriguez, Director, Children and Youth Department

Anna Serrano for Fran Lucero, Stenographer

III. Approval of Agenda

Mr. DeMella announced that Mary Louise would be bringing in some students and the presentation could take place under Announcements. It was noted that if she did not come today it would be on the Agenda for next month.

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

IV. Introduction of Board Members and Guests

(Guests and attendees reflected in roll call.)

Deborah Oliver, Common Ground, Restorative Justice
Sam Jackson, Day Reporting

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Richard Lindahl
Michelle Armijo, Tutor at Cesar Chavez
Amanda Valencia
Mary Louise Romero (Jennifer and Jessica)

V. Approval of Minutes April 18, 2013

Ms. Gonzales moved to approve the minutes of April 18, 2013 with suggested changes as reflected in the minutes, second by Councilor Dimas, motion carried by unanimous voice vote.

VI. Financial Report – Richard De Mella

A. Budget – Detailed Budget and Financial Report

- Program invoice came in for Science Director, Marcos Tapia. Mr. DeMella said that all the invoices are forthcoming and money will be spent down by June 30th. SFPS has already billed, Mr. Ortega's invoice and Santa Fe County's invoices are forthcoming.
- Under SFPS falls, Mentoring, Tutoring and FTEs.
- Balance: \$77,896.50

Mr. Armijo asked if we would have any problems with the County billing us. Mr. Jackson said that he submitted an MOU since February, 2013 and it has been in procurement for some time. Mr. DeMella stated that the advantage of this is that it is under \$50,000 so it is a walk through. The cut off for PO's is the middle of June therefore it is needed as quickly as possible. Mr. DeMella will send a follow up e-mail to the board when he receives the MOU from Santa Fe County.

VII. Committee Reports

Program Committee:

Action Item: Discussion and decision on how to spend stipends (\$3005.00) Under direction of the board, Mr. DeMella spoke with Marcos Tapia, Finance Director. Mr. Tapia told Mr. DeMella that he did not have any problems if the Board utilized the money for the gift cards, however, it is really CYFDs call. Mr. DeMella said that they had set aside \$305 to help Hilda. Spoke to Arturo and he said the \$305 expenditure is good. The only reason it is good is because we are going to get a Purchase Order for Target, we are going to go to Target and personally purchase the merchandise. The only thing the kids are going to get is a backpack with pencils, books, etc.; they are not going to get cards.

Ms. Gonzales said that in her conversation with Hilda that with that \$305 what she would like to do are purchase supplies for this summer, which is really going to focus on keeping families together. Mr. DeMella said that was good and reconfirmed that this is for the FYRA program.

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Mr. DeMella detailed that the other \$2700 that was going to be utilized to buy Target cards and that request was denied. Ms. Gonzales asked if that money could be used for Office Depot to get school supplies, Shopping Cart for Kids. Gift cards are out of the question is the response. Mr. Armijo said that he would like to see iPads purchased for those kids in need. They would be issued by Mary Louise, Jack's or Hilda's programs.

Mr. Lindahl said that if it falls in a current line item it would be acceptable but if it does not fit in to a current line item the contract would need to be amended.

Mr. Armijo said it was his belief that Stipends was always a line item.

Mr. Rodriguez said that in the past we had T-Cap money that wasn't being spent and that if was going to be used as kid's incentives. It amounted to approximately \$5600. It was recommended that T-Cap money be used as stipends, now it is a line item in our budget. CYFD will not approve using money for stipends.

Ms. Gonzales reiterated that if kids need computers, Doug Shockey will supply our kids with computers. Ms. Gonzales also spoke to Arturo; specifically, Hilda wants to take her kids to the zoo. Arturo said if we were to amend the contract and the way it would be important to phrase it correctly but if we phrased it that we were going to state that the children were going to learn how to behave themselves appropriately on a bus, and it would be a geography lesson and maybe a biology lesson and we wrote that in to the contract then we could do a trip to the Zoo. So if we want to do reward cards with money that we get from the state, we need to be creative and we need to be intelligent on how we write that in to the contract.

Ms. Romero said that taking into the consideration of the timeline that any amendments at this time is late, we need to identify how to use the money now.

Ms. Gonzales made the suggestion and said that Deborah Oliver is here tonight, they are partners in all of this, Ms. Gonzales will recues herself from the discussion.

Michelle Armijo said that as everyone talks about school supplies, she added that a lot of the under-privileged schools receive from the teachers and other sources school supplies at the beginning of the school year. If this is a one-time thing, it would be best to use that money for something that you can repeatedly provide.

Mr. Lindahl offered the information that the State Juvenile Justice Advisory Committee will hold their meeting on May 21st and this is their award meeting.

Mr. Armijo clarified that as a Board they have already approved a stipend. As it is approved, are we supposed to UN-approve it? At the last board meeting it was

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approved that \$2700 be used to purchase the Target cards. Chairperson Trujillo said it would not have to be un-approved it would need to be reallocated.

Deborah Oliver, Common Ground Restorative Justice

Stated to the board that they have the contract with CYFD to do restorative justice for Santa Fe County CYFD. Last FY they received \$45,000 for the program and handled approximately 60 cases with 12% recidivism rate. This year because the programming was extended to Las Cruces, \$20,000 for Las Cruces was retracted from the local budget so this year they received \$25,000 and have done 22 cases. Out of the 22 cases only 2 re-offended which amounted to 9% recidivism for the year. Right now they have 20 referrals waiting for service and they are out of funding. She stated if they were to receive the \$2700 and said that each facilitator makes less than \$500 per case from start to end including follow up. They would be willing to do 3 cases at a discounted rate so that 3 of the 22 kids waiting for service could be served in this fiscal year. Ms. Oliver stated that they have also written grants but they do not know if they will receive anything from the Frost Foundation. If they do, it would not be until the next FY. They have also done some fund raising and they have received some private funding, approximately \$2500. She said they are working very hard on the school to prison pipeline.

Mr. DeMella said that 99% of their money goes in to the Professional Services Agreement. If they put \$2700 in to Professional Services Agreement line item they would have a problem doing continuous funding because of the lateness in getting this agreement back. It was reiterated that on May 21st they are going to decide, by the time this would be physically back, it could take up to the end of August to put this in place. Mr. DeMella suggested that the \$2700 be used to help Mary and increase her pay by this amount. This is a process that is much easier to facilitate as an amendment to the contract.

Three considerations:

Common Ground Restorative Justice

IPads or Kindles

Salary Adjustment - \$2700 (Extend program until the end of July)

Other Needs:

Mary Louise: What is in the best interest of the kids is what she wants.

(Introduced Jennifer and Jessica)

- She has been doing a rewards program on her own where she purchases movie tickets that say "You Matter". She would like to see those tickets go to the ICM kids.

Michelle: Manipulative services for kids. Books for tutoring program and other supplies for tutors. As a tutor it is good to have several of the same books at one time. It was noted that the level of books at Cesar Chavez library are not of the best condition.

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Mr. Rodriguez said that every idea is a good idea. He would like to see the money go to the ICM program

Ms. Terri Rodriguez stated that she has worked with Ms. Oliver and with Ms. Mary Ellen Gonzales and their program is phenomenal; unfortunately in looking at the budget it is hard to stretch this budget in the short time frame.

Councilor Dimas asked for clarity from Ms. Rodriguez; was she suggesting that the \$2700 be split between Restorative Justice and ICM?

Ms. Rodriguez said no. Councilor Dimas asked how do you do both?

Mr. DeMella said again, we have a short time frame and the decision needs to be based on what can be processed quickly.

Mr. Tommy Rodriguez moved to award the \$2700 to the ICM program as a one-time allocation, second by Councilor Dimas, motion carried by unanimous voice vote.

Mr. DeMella will work on amending the contract and was reminded by Mr. Lindahl that a BAR will be necessary.

A) Alternative School Update – Richard DeMella

Mr. DeMella, Mr. Chris Sanchez from Children and Youth Department and City Councilor Carmichael Dominguez spoke with the County Commissioner Judith Holian and she is very high on the idea of what they are trying to do. Next steps is to put forth a resolution to the City Council which Mr. DeMella has completed and it will be read at the City Council on May 29th. All Board members and program managers were invited to attend. Councilor Carmichael Dominguez will sponsor and Councilor Bill Dimas will co-sponsor.

B) FYRA Committee – Exhibit A

Report has been sent to all board members.

Update from Sam Jackson, Day Reporting (Exhibit A-1)

Ms. Gonzales stated that she realized that all the programs need to be reviewed but that FYRA has them totally consumed at this time.

The Chair commented that he knows several meetings have been held and that he would not like to turn FYRA over to another group until there is a history of what is wanted from FYRA as we have never really done that. The Chair has reviewed all of the minutes from the time that they discussed starting this program and how these individuals have been able to run this program is an amazing challenge.

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Ms. Gonzales asked the Chair if she heard correctly is; “from the Chair’s perspective the charge to the Program Committee should be to develop the expectations of what we want for FYRA.”

Mr. Armijo said that he thought this had been done.

The Chair said that what he received was everything from a job description to items discussed at past board meetings on where they saw FYRA going forward.

Mr. Rodriguez said that this year has not been a good year for FYRA, there is no doubt about that. Last year was a good year with Catherine and Hilda and they were working with local kids to where they were even able to extend the program in to the summer and did things with the families. Therefore that expectation for Chris to work with at risk kids who were at risk and not graduating, falling behind in grade levels, providing social work services to their families and tutoring. This year when we started, Catherine left and it took a long time to get the next tutor and that person is left, he may have been on board for maybe one day. We are now fortunate because we have Michelle who is doing a great job. I think that the program has always been strong, but our expectations were poor from the very beginning and we never got any reports that the program was falling apart. It was reiterated that this program that was presented to the Program Committee yesterday is the program with the same expectations that we always had, community in schools program.

It was suggested that the Board spend same time in discussion to decide, for next FY budget, the expectations of this program. In all programs a strong leadership is needed. It is important to have the leadership in these programs advise the board when there are problems.

Ms. Gonzales said that Hilda has done an amazing job and has interacted with the families very well. It was noted in discussion with Tita Gervers that it is hard to evaluate a program when there isn’t any criteria. The biggest problem right now is the physical setting; to start with a setting where you accommodated 3 and now to try to accommodate over 30+ and not have a confidential space to talk to parents makes it hard.

Michelle said that she has set goals and reminded the Board that they have FYRA program funding for the summer and she would like to hear from the Board on their expectations.

Mr. Armijo said that meeting after meeting they have asked for feedback on the program; they have asked Hilda to provide a needs assessment to the Board. At the last Program Meeting Mr. Armijo stated that an assessment needs to be made on the staffing in order to set the high standard and provide them the tools to succeed.

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The Chair made the statement that he does not think the program was a failure. They struggled when they couldn't get a tutor in place.

Mr. Rodriguez said that he felt that Hilda needed to be more assertive to provide the Board with what was doable as far as how many students and services she could handle. The Board would have then be able to devise a plan to assist her and the FYRA program.

Mary Louise Romero from the ICM Program complimented Michelle and Hilda in their program. Their interaction with the kids and the parents has been phenomenal. When you have kids who need tutoring the Tutor needs to work with those kids and for those who don't need tutoring, you need to have a program person support.

Mr. Rodriguez informed the Board that Communities in Schools is going to Cesar Chavez; that is a definite. The principal there was told by the Superintendent that they would be accepting the community in schools. There are 6 sights and Cesar Chavez was one of them.

The Chair suggested that a conversation be held with the Principal to see if there are any problems she would like to identify. It is important to know if the Board is giving in to a program that is going to be pushed out, it is important to know that. The Chair said that this is not an action item for tonight's meeting, but it will require close attention and discussion as soon as more information is received.

Ms. Gonzales made mention that she has a Program Committee meeting scheduled for May 19th and feels that the Agenda needs to be changed for that meeting based on the above noted discussion.

C) Budget Committee – no report.

X. Announcements and Board Discussion

Mr. Lindahl made the statement that 5 of the required partner's are not in attendance at tonight's meeting. Councilor Dimas said that he will make a second attempt to get a representative from the Santa Fe Police Department.

Jennifer Coen and Jessica – Presentation

Mr. Jackson informed the Board that he will be retiring from Day Reporting and would like to be considered as a member on the Board.

XI. Next meeting June 20, 2013

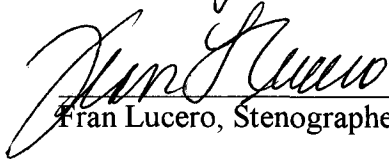
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XII. Adjournment

There being no further business, the Board adjourned at 6:50 pm.

Signature Page:


Deacon Anthony Trujillo Chair


Fran Lucero, Stenographer

for meeting of May 16, 2013

PROGRAM/FRYA COMMITTEE REPORT

The Program/FRYA committee met twice. Once, on April 29 at Cesar Chavez ES, and on May 1 at the BF Young Annex.

The meeting at Cesar Chavez was attended by Richard Demella, Deacon Anthony, Shelley Mann-Lev, Hilda Perez, Michelle Armijo, and Mary Ellen Gonzales.

Shelley had not been there before and gave us all a new perspective. We concluded that now that Hilda and Michelle are serving nearly 20 children, the space is totally inadequate. Besides needing more space for that many children, Hilda needs a space for confidential conversations; during the day; that space is also used by the reading coach. Hilda and Michelle have split the group into two halves. One half comes Mondays and Wednesdays; and the other group comes Tuesdays and Thursdays. The children are split into groups of K- second grade and third through fifth grade. But, because it is housed in a portable building, someone needs to go get the snack (which was very substantial); and bathrooms are a long way away. It was quite obvious that the Board needs to clearly articulate its expectations for the FRYA program. There was also concern that the school does not value or respect the FRYA Program because sometimes other activities and groups are scheduled to meet in the FRYA space, with little or no notice given to Hilda and Michelle. Hilda mentioned that since the Sandy Hook shooting, the gate to the parking lot in front of her portable has been locked. That means that parents coming to see her must go through the front office, where they do not feel welcome. She said it would help her in her work if she had a key to that lock. Deacon Anthony promised to talk to the principal about getting a key for Hilda.

Let us all remember that the original thought, which was clearly articulated by Tommy, was to identify the children most at risk of involvement in the Juvenile Justice system at an early age and provide their families with intervention services. Originally, the plan was to follow these children until high school graduation; thus changing the Cradle to Prison Pipeline into a Cradle to Graduation Pipeline.

Let us also remember that last year, the children in the FRYA program increased their reading levels by at least one grade level. Also, some parents who had never come to school did start coming.

This year was very tough because it took until the middle of April to hire a tutor. Hilda and Michelle are busy helping the children learn to control their behavior. Spending time on academics is almost impossible given the physical situation.

When we met at the Annex on May 1, Shelley, Tita Gervers, Richard, Jennifer Romero, and Mary Ellen were present. We discussed the above concerns.

*Exhibit A
1 of 2*

We decided to develop an evaluation tool to be given to the principal, assistant principal, counselor, nurse, and several teachers to determine their perspective of the program. We want to know their perspective of the impact of the program, its problem areas, what is working, and what is not working. Tita and Shelley agreed to develop the tool. We also want to develop criteria for students to enter the program. Now, it seems that our population is the most troubled kids with the uncooperative parents. Tita noted that there is a curriculum which is state funded that might meet the needs of the students and provide some consistency in it. This program is called PASS.

We discussed moving the program to Sweeny, where it is felt that the principal will value the program more. We also noted that Cesar Chavez is scheduled for major construction which will result in no more portables; but we do not know when it is scheduled to begin, nor where our program can be housed during construction. Sweeny has completed its construction and probably would have a better physical space for the program.

Tita suggested that we look at collaborating with Citizen Schools. Perhaps that would increase respect for the program. Also, this program would provide guidance and evaluation that is tough for us to provide. To this end, **we scheduled another meeting, for May 15 at 1:30** at the Annex to explore this possibility with Citizen Schools.

We hope everyone will be able to attend. We need everyone's wisdom as we work to develop a program to meet the needs of these children.

NOTE: Deacon Anthony did talk to the principal and she promised to get a key to Hilda.

Exhibit A
2 of 2

May 13, 2013 report from Sam Jackson

What follows is an updated report on recognition awards given to Day Reporting Clients through May 13, 2013:

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

Distributed as of April 16, 2013: (Previously Reported)

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.*

Distributed as of May 13, 2013

1 Applebee's Card, 2 movie tickets to 1 female Client, 15, 4/26/13 for excellent attendance and academic effort.*

1 Applebee's Card, 2 movie tickets to 1 female Client, 15, 4/26/13 for excellent academic effort, completing course work.**

1 Applebee's Card, 2 movie tickets to 1 female Client, 15, 5/10/13 for perfect attendance over a 3-month span plus completing all course work for Grade 9 with honors.*

*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.

** Client in Santa Fe Youth Shelter, signed a contract indicating they understood that the Applebee's Card was not to be used to purchase alcohol. Applebee's Card was marked "No alcohol" with permanent marker.

Awards on hand: 5 Applebee's Cards, 10 movie tickets from original allocation of 10 Applebee's Cards, 20 movie tickets.

Sam

Sam Jackson, BA, MBA
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Exhibit A-1