

**NOTICE OF PUBLIC MEETING  
OF THE  
CRIME VICTIMS COMMITTEE  
OF THE  
ARIZONA CRIMINAL JUSTICE COMMISSION  
AND  
AGENDA**

Pursuant to A.R.S § 38-431.02, notice is hereby given to the members of the **Crime Victims Committee** of the Arizona Criminal Justice Commission and to the general public that the **Crime Victims Committee** will hold a meeting open to the public on **Thursday, January 15, 2015** beginning at **11:00 a.m.** at the **Arizona Criminal Justice Commission Office, 1110 W. Washington, Suite 250, Phoenix, Arizona 85007.**

Pursuant to the Americans with Disabilities Act (ADA), the Arizona Criminal Justice Commission endeavors to ensure the accessibility of its meetings to all persons with disabilities. Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting the Commission Office at (602) 364-1146. Requests should be made as early as possible to allow time to arrange the accommodation.

Agenda for the meeting is as follows:

- I. Call to Order and Roll Call** **Chairperson Charles Ryan**  
*Crime Victims Committee Members:*  
Charles Ryan, Chairperson  
Mark Brnovich  
Drew John  
Ellen Kirschbaum  
Barbara LaWall  
David Sanders  
Daniel Sharp  
Steven Sheldon  
Mark Spencer
- II. Minutes of the May 22, 2014 Meeting**
- Approval of Minutes **P-F-T**

- III. Crime Victim Assistance Grant Program** **Larry Grubbs**
- Review, discussion, consideration and possible action on the following:
    - A. FY 2016 Grant Program Funding Level **P-F-T**
    - B. Grant Program Emerging Issue Funding Priority **P-F-T**

**IV. Call to the Public**

Those wishing to address the Committee need not request permission in advance. Action taken as a result of public comment will be limited to directing staff to study the matter or rescheduling the matter for further consideration and decision at a later date.

**V. Date, Time, and Location of Next Meeting**

- The next Crime Victims Committee meeting will be held on **Thursday, March 19, 2015** at the Arizona Criminal Justice Commission, 1110 W. Washington, Suite 250, Phoenix, Arizona 85007.

**VI. Adjournment**

A copy of the agenda background material provided to Committee members is available for public inspection at the Arizona Criminal Justice Commission Office, 1110 West Washington, Suite 230, Phoenix, Arizona 85007, (602) 364-1146. This document is available in alternative formats by contacting the Commission Office.



**CRIME VICTIMS COMMITTEE  
OF THE  
ARIZONA CRIMINAL JUSTICE COMMISSION**

**Request for Committee Action**

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<b>Action Requested:</b>	<b>Type of Action Requested:</b>	<b>Subject:</b>
January 15, 2015	<input checked="" type="checkbox"/> Formal Action/Motion <input type="checkbox"/> Information Only <input type="checkbox"/> Other	Minutes of the May 22, 2014 Meeting

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**TO:** Chairperson and Committee Members

**FROM:** Larry Grubbs, Program Manager  
Crime Victim Services

**RECOMMENDATION:**

The Committee approve the minutes of the Crime Victims Committee Meeting held on May 22, 2014.

**DISCUSSION:**

N/A

**FISCAL IMPACT:**

N/A

**ALTERNATIVES:**

Not Approve - Modify - Table

**Crime Victims Committee  
Minutes  
May 22, 2014**

A public meeting of the Crime Victims Committee of the Arizona Criminal Justice Commission was convened on May 22, 2014 at the Arizona Criminal Justice Commission, 1110 W. Washington, Suite 250, Phoenix, AZ 85007.

Members Present:

Charles Ryan, Director, Department of Corrections  
Tom Horne, Arizona Attorney General, Kirstin Flores representing  
Drew John, Graham County Supervisor  
Barbara LaWall, Pima County Attorney, Vanessa Helms representing by conference call  
Brian Livingston, Chairperson, Board of Executive Clemency  
David Sanders, Pima County Chief Probation Officer, Wendy Islas representing by conference call  
Daniel Sharp, Chief, Oro Valley Police Department, Chris Olson representing  
Steven Sheldon, Former Judge  
Mark Spencer, Law Enforcement Leader

Staff Participating:

Larry Grubbs, Program Manager  
Wendy Boyle, Executive Secretary

**I. Call to Order and Roll Call**

The meeting was called to order by Chairperson Charles Ryan at 10:00 a.m. Roll was taken and a quorum was declared present.

**II. Minutes of the March 20, 2014 Meeting**

Chairperson Ryan called for a motion on the minutes. Commissioner Drew John entered a motion to approve the minutes of the March 20, 2014 meeting. The motion was seconded by Designee Chris Olson and was unanimously approved by the Committee.

**III. Crime Victim Compensation Program**

***A. Designation of Operational Units***

Larry Grubbs, Program Manager, presented staff's recommendation to continue with the current designation of the fifteen County Attorney Offices as operational units for the FY15 Crime Victim Compensation Program.

Mr. Grubbs explained that each year the Commission is required to assign one operational unit for each county to receive an allocation of state and/or federal compensation funds to administer the compensation program for that county during the fiscal year.

Commissioner Steven Sheldon entered a motion to recommend to the Commission the designation of each County Attorney's Office in the fifteen counties as an operational unit for the FY15 Crime Victim Compensation Program. The motion was seconded by Commissioner Drew John and was unanimously approved by the Committee.

***B. Operational Unit State & Federal Funding Allocation***

Larry Grubbs, Program Manager, presented staff's recommendation to allocate \$3,942,500 in state and federal crime victim compensation funds to each operational unit for the 15 counties for FY15 as shown in Table VS-1 on page 9 of the agenda. The allocation formula was approved at the March 2013 Commission meeting and includes \$50,000 of state funds retained in emergency reserve; five percent of the most recent federal VOCA award allocated to ACJC for administrative costs, a fixed administrative allocation of state funds to operational units, a based allotment of \$25,000 to each operational unit, and a 60% reimbursement to operational units spending other local funds on compensation benefits during the previous fiscal year. The remaining balance is distributed as follows: 50% allocated based on the operational unit's prior 3 year benefit expenditure average, 30% based on the average share of crime, and 20% based on population.

Commissioner Drew John entered a motion to recommend to the Commission the allocation of \$3,942,500 in state and federal crime victim compensation funds to the operational units for the FY15 Crime Victim Compensation Program. The motion was seconded by Commissioner Brian Livingston and was unanimously approved by the Committee.

***C. Restitution/Subrogation Expenditures***

Larry Grubbs, Program Manager, explained how FY14 was the first year requiring that the operational unit spend a designated amount of restitution and subrogation funds. Each operational unit has the ability to collect restitution and subrogation on benefit expenditures made on a crime victim compensation claim. The collected funds are deposited at the county level and must be used on crime victim compensation benefits. Statewide county programs collect an average of

\$350,000 a year in restitution and subrogation funds. The funding amount has become important as the program rules have been expanded to include additional benefits and increased benefit maximums. Furthermore, should state revenues decline, restitution and subrogation funds would become a critical resource for crime victim compensation programs.

Mr. Grubbs presented staff's recommendation for the following as an annual process beginning in FY15 to manage the expenditure of restitution and subrogation funds. In September of each year, staff would identify county programs with a total restitution and subrogation fund balance exceeding the one-year reserve amount. The reserve amount equals the county's three-year annual expenditure average. Secondly, require that county programs with an amount greater than the one-year reserve spend the overage on compensation benefits during the current fiscal year.

Commissioner Steven Sheldon entered a motion to recommend to the Commission that beginning in FY15 operational unit restitution and subrogation fund balances exceeding a one-year reserve amount be spent on compensation benefits by the operational unit during the current fiscal year. The motion was seconded by Commissioner Brian Livingston and was unanimously approved by the Committee.

#### **IV. Crime Victim Assistance Grant Program**

##### ***A. FY15 Crime Victim Assistance Grant Awards: Agencies eligible to serve on the ACJC***

Larry Grubbs, Program Manager presented staff's recommendation to award state Crime Victim Assistance grant funds totaling \$1,250,000 for FY15. This agenda item contains two funding proposals that require separate votes by the Committee, and addresses awards to criminal justice government agencies eligible to serve on the Commission and non-profit and other government agencies.

Mr. Grubbs referred the Committee to pages 12 and 13 of the agenda that provide a detailed summary of the proposal to fund 46 of the 47 current victim service projects for FY15. The recommendation did not include funding the victim service project at Wingspan in Pima County. The Wingspan project submission did not fulfill the minimum requirements of the grant application thereby resulting in a lower total score. The recommendation not to fund the Wingspan project coupled with the City of Chandler's request of \$7,943 less than the agency's current FY14 award resulted in \$32,943 in available crime victim assistance funds for FY15. Staff proposes the funds be allocated to increase the annual amount of priority funding for the Arizona Victim Assistance Academy from \$20,000 to \$25,000 and to provide funding for one agency not currently receiving a grant award from the crime victim assistance program. The City of Maricopa in Pinal County was chosen based on the content of the application submitted and the project's alignment with the requirements of the grant program.

There were two additional grant requests from programs not currently funded, those applications were from the City of Surprise and Page Regional Domestic Violence Services. The agencies were not recommended for funding due to the limited amount of available funds; however, both programs submitted quality applications.

Mr. Grubbs referred the Committee to the amended funding Table VS-2 that outlines the agency grant requests, staff's proposed awards for FY15 and the amended Table VS-3 funding allocation distribution chart. The correction was to La Paz County Attorney's Office. The original Table VS-2 on page 14 of the agenda referred to \$25,432 as the FY14 grant award, and the FY15 as the proposed grant award. The agency's grant request for FY15 was actually \$24,959. Since an award cannot be made for more than the requested amount, the proposed award was reduced by \$473 and the amount reallocated to Verde Valley Sanctuary in Yavapai County as this agency submitted one of the top performing applications among the currently funded programs.

Chairperson Ryan asked if any member of the public would like to address the Crime Victims Committee.

Carol E. Grimsby, Executive Director, spoke on behalf of Wingspan in Tucson. Ms. Grimsby explained the agency experienced technical difficulties during the application process and that the application submitted in the GMS was not the application the program intended to submit. The staff person responsible for the application failed to notify her of the struggles she had with the technology and she only became aware of the situation when she received notification from ACJC a week prior to the Committee meeting that the application was not recommended for funding. Ms. Grimsby asked the Committee to accept a printed copy of the revised application for reconsideration.

Mr. Grubbs explained that the grant application was initially submitted on March 12, 2014. At that time ACJC staff addressed the GMS technical issues with the staff person at Wingspan, and the grant application was then resubmitted on March 14, 2014.

Mr. Grubbs also stated that Wingspan has been a grantee with ACJC for a long time and they provide a very valuable and unique service to an underserved population; however, a process has been established by the Commission for grant solicitations that is fair and effective. Adjusting staff's recommendation would require a resubmission and reconsideration of the application, and either adjusting the funding recommendation to account for the award to Wingspan, or increasing the program size to accommodate the reinstated award. This decision could have an impact on the future of the program funding.

Chairperson Ryan thanked Ms. Grimsby for the input to the Committee. Several members of the Committee asked questions to clarify how the error occurred and what steps staff took to remedy the situation. Commissioner Mark Spencer remarked that Wingspan seems to be meeting the needs of the community and that they simply had some technical

difficulties in submitting their application, he asked if it were possible for them to resubmit their application. Commissioner Livingston stated that if we reconsidered Wingspan's application then the Committee could be asked to also reconsider other unfunded applicants. Commissioner Sheldon stated that in any solicitation or bid process, the applicant has the responsibility of meeting the terms of the solicitation or miss the opportunity for funding; he indicated those guidelines apply in this situation as well. Mr. Grubbs addressed each of the Commissioners questions and concerns individually prior to the call for a vote.

Commissioner Drew John entered a motion to recommend to the Commission the award of FY15 Crime Victim Assistance grant funds, in accordance to the amended Table VS-2, to criminal justice government agencies eligible to serve on the Commission. The motion was seconded by Designee Chris Olson and was approved by the Committee with one opposing.

***B. FY15 Crime Victim Assistance Grant Awards: Other government, and non-profit agencies***

Chairperson Ryan asked the Committee for a motion on Item IV-B.

Commissioner Steven Sheldon entered a motion to recommend to the Commission the award of FY15 Crime Victim Assistance grant funds, in accordance to the amended Table VS-2, to non-profit agencies and other government agencies. The motion was seconded by Commissioner Brian Livingston and was approved by the Committee with one opposing.

**V. Call to the Public**

Chairperson Ryan made a call to the public. No members of the audience addressed the Committee.

**VI. Date, Time, and Location of Next Meeting**

The next Crime Victims Committee meeting will be held at the call of the Chairperson.

**VII. Adjournment**

The meeting was adjourned at 11:05 a.m.

Respectfully submitted,



John A. Blackburn, Jr.  
Executive Director

Audio recording available upon request.

**CRIME VICTIMS COMMITTEE  
OF THE  
ARIZONA CRIMINAL JUSTICE COMMISSION**

**Request for Committee Action**

<b>Action Requested:</b>	<b>Type of Action Requested:</b>	<b>Subject:</b>
January 15, 2014	<input checked="" type="checkbox"/> Formal Action/Motion <input type="checkbox"/> Information Only <input type="checkbox"/> Other	Crime Victim Assistance FY 2016 Grant Program Funding Level

**TO:** Chairperson and Committee Members

**FROM:** Larry Grubbs, Program Manager  
Crime Victim Services

**RECOMMENDATION:**

The Crime Victims Committee recommends to the Commission that the funding level for the Crime Victim Assistance Grant Program for FY 2016 be set at \$1,570,000.

**DISCUSSION:**

The Crime Victim Assistance Program funding level in FY 2015 was \$1,250,000. Based on revenue projections and contingent on legislative approval, staff proposes increasing the program funding level by \$320,000 to \$1,570,000 for FY 2016. Table VS-1 on the following page shows revenue and expenditures estimates associated with the program for FY 2015 and FY 2016.

**FISCAL IMPACT:**

The program size will determine the amount of funding available for ACJC funded victim assistance projects in FY 2016. Increasing the total program size by \$320,000 will significantly impact recipient agencies.

**ALTERNATIVES:**

Not Approve - Modify - Table

VS-1

CRIME VICTIM COMPENSATION AND ASSISTANCE FUND			
FY16 PROGRAM BUDGET			
FY15 BEGINNING BALANCE			\$ 3,791,948
FY15 PROJECTED REVENUE			
	Crime Victim Compensation Revenue		\$ 2,367,300
	<b>Crime Victim Assistance Revenue</b>		<b>\$ 1,188,700</b>
REVERSIONS RECEIVED (AS OF 12/19/14)			\$ 5,202
TOTAL AVAILABLE FOR FY15 PROGRAM			<u>\$ 7,353,150</u>
FY15 PROJECTED EXPENDITURES			
	Crime Victim Compensation Program		\$ 2,542,500
	<b>Crime Victim Assistance Program</b>		<b>\$ 1,250,000</b>
	ACJC Administrative Expense		\$ 104,700
PROJECTED AVAILABLE FOR FY16 PROGRAM			<u>\$ 3,455,950</u>
FY16 PROJECTED REVENUE			
	Crime Victim Compensation Revenue		\$ 2,385,800
	<b>Crime Victim Assistance Revenue</b>		<b>\$ 1,206,500</b>
ESTIMATED AVAILABLE FOR FY16 PROGRAM			<u>\$ 7,048,250</u>
FY16 PROPOSED PROGRAM SIZE			
	<i>Pending Legislative Approval</i>		
	Crime Victim Compensation Program		\$ 2,542,500
	<b>Crime Victim Assistance Program</b>		<b>\$ 1,570,000</b>
	ACJC Administrative Expense		\$ 104,700
			<u>\$ 4,217,200</u>
PROJECTED AVAILABLE FOR FY17 PROGRAM			<u>\$ 2,831,050</u>

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January 15, 2015	<input checked="" type="checkbox"/> Formal Action/Motion <input type="checkbox"/> Information Only <input type="checkbox"/> Other	Crime Victim Assistance Grant Program Emerging Issue Funding Priority

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**TO:** Chairperson and Committee Members

**FROM:** Larry Grubbs, Program Manager  
Crime Victim Services

**RECOMMENDATION:**

The Crime Victims Committee recommends to the Commission that up to \$100,000 of the total program size for the FY 2016 Crime Victim Assistance Grant program be used to fund programs providing direct services to victims of human trafficking.

**DISCUSSION:**

At the November 2011 meeting, the Commission approved the option of annually designating an emerging victim issue, or an underserved victim population as a funding priority for the upcoming grant period.

Over the last few years statutory protections and the availability of services for victims of human trafficking have increased significantly. Despite this increased awareness and protections, the ACJC Crime Victim Assistance Grant Program does not fund any project where victims of human trafficking are the primary beneficiaries. The proposed funding recommendation will provide up to \$100,000 to fund programs targeting this underserved victim population.

**FISCAL IMPACT:**

Designating up to \$100,000 of the total program size for FY 2016 will significantly impact recipient agencies serving human trafficking victims.

**ALTERNATIVES:**

Not Approve - Modify - Table