

**NOTICE OF PUBLIC MEETING
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 **Arizona Criminal Justice Commission** and to the general public that the **Arizona Criminal Justice Commission** will hold a meeting open to the public on **Thursday, March 20, 2014** beginning at **1:30 p.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.

The Commission may go into Executive Session on any of the following agenda items for the purposes of receiving legal advice pursuant to A.R.S. § 38-431.03(A)(3).

Agenda for the meeting is as follows:

- | | |
|---|------------------------------------|
| I. Call to Order and Roll Call | Chairperson Bill Montgomery |
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| II. Minutes of the January 23, 2014 Meeting | |
| • Approval of Minutes | P-F-T |
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| III. Executive Director's Report | John A. Blackburn, Jr. |
| A. Staff and Program Updates | Info |
| B. Budget Update | Info |
| C. Legislative Update | Info |
|
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| IV. HB2322 | John A. Blackburn, Jr. |
| • Review, discussion, consideration and possible action on the National Instant Criminal Background Check (NICS) Task Force recommendations for legislation to support improvements to Arizona's reporting to NICS. | P-F-T |

V. FY14 Crime Victim Compensation Funding Reallocation

Larry Grubbs

- Review, discussion, consideration and possible action on reallocating available FY14 crime victim compensation funds. **P-F-T**

VI. FY15 Crime Victim Compensation Program

Larry Grubbs

- Review, discussion, consideration and possible action on the following:
 - A. State & Federal Program Allocation Amount** **P-F-T**
 - B. Program Administrative Allocation** **P-F-T**
 - C. Revised Administrative Expenditure Policy** **P-F-T**

VII. Prescription Drug Misuse and Abuse Initiative

Phil Stevenson

Shana Malone

- Status of the Arizona Prescription Drug Misuse and Abuse Initiative and the outcomes achieved to date. **Info**

VIII. Call to the Public

Those wishing to address the Commission 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.

IX. Date, Time, and Location of Next Meeting

- The next Commission meeting will be held on **Thursday, May 22, 2014** at **1:30 p.m.** at 1110 W. Washington, Suite 250, Phoenix, Arizona 85007.

X. Adjournment

A copy of the agenda background material provided to Commission 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.



ARIZONA CRIMINAL JUSTICE COMMISSION

Request for Commission Action

Action Requested:	Type of Action Requested:	Subject:
March 20, 2014	<input checked="" type="checkbox"/> Formal Action/Motion <input type="checkbox"/> Information Only <input type="checkbox"/> Other	Minutes of the January 23, 2014 Meeting

TO: Chairperson and Commission Members

FROM: John A. Blackburn, Jr.
Executive Director

RECOMMENDATION:

The Commission approve the minutes of the Arizona Criminal Justice Commission meeting held on January 23, 2014.

DISCUSSION:

N/A

FISCAL IMPACT:

N/A

ALTERNATIVES:

Not Approve - Modify - Table

**Arizona Criminal Justice Commission
Minutes
January 23, 2014**

A public meeting of the Arizona Criminal Justice Commission was convened on January 23, 2014 at the Arizona Criminal Justice Commission, 1110 W. Washington, Suite 250, Phoenix, AZ 85007.

Members Present:

Daniel G. Sharp, Chairperson, Chief, Oro Valley Police Department
Bill Montgomery, Vice Chairperson, Maricopa County Attorney, Mark Faull representing
Joseph Brugman, Chief, Coolidge Police Department
David Byers, Director, Administrative Office of the Courts
Timothy Dorn, Chief, Gilbert Police Department
Clarence Dupnik, Pima County Sheriff, Paul Wilson representing
Chris Gibbs, Mayor, City of Safford
Tom Horne, Attorney General, Andrew Pacheco representing
Barbara LaWall, Pima County Attorney, Kathleen Mayer representing
Brian Livingston, Chairperson, Board of Executive Clemency
Sheila Polk, Yavapai County Attorney
William Pribil, Coconino County Sheriff
Charles Ryan, Director, Department of Corrections
David Sanders, Pima County Chief Probation Officer, Carl Sheets representing by conference call
Steven Sheldon, Former Judge
Mark Spencer, Law Enforcement Leader

Members Absent:

Joseph Arpaio, Maricopa County Sheriff
Robert Halliday, Director, Department of Public Safety

Staff Participating:

John A. Blackburn, Jr., Executive Director
Karen Ziegler, Deputy Director
Andy LeFevre, Public Information Officer
Larry Grubbs, Program Manager
Tony Vidale, Program Manager
Wendy Boyle, Executive Secretary

I. Call to Order and Roll Call

The meeting was called to order by Chairperson Daniel Sharp at 1:30 p.m. Roll was taken and a quorum was declared present.

II. Minutes

A. Approval of Minutes from the November 5, 2013 meeting

Chairperson Sharp called for a motion on the minutes. Commissioner David Byers entered a motion to approve the minutes of the November 5, 2013 meeting. The motion was seconded by Commissioner Joseph Brugman and was unanimously approved by the Commission.

B. Approval of Minutes from the November 14, 2013 meeting

Chairperson Sharp called for a motion on the minutes. Commissioner David Byers entered a motion to approve the minutes of the November 14, 2013 meeting. The motion was seconded by Commissioner Joseph Brugman and was unanimously approved by the Commission.

III. Election of a Chairperson and Vice Chairperson

Executive Director Blackburn stated that at the November 14, 2013 meeting, the nomination for the position of Chairperson and Vice Chairperson was opened. Vice Chairperson Bill Montgomery was unable to attend this meeting but had expressed interest in serving as Chairperson of the Commission and there were no other nominations given.

Commissioner Chris Gibbs entered a motion to elect Commissioner Bill Montgomery as Chairperson of the Commission. The motion was seconded by Designee Kathleen Mayer and was unanimously approved by the Commission.

Executive Director Blackburn reported that Commissioners Joseph Brugman and David Byers were nominated for the position of Vice Chairperson of the Commission. There were no other nominations given.

Executive Director Blackburn stated the Commission would need a motion and a vote on the two nominations to elect the Vice Chairperson position. A vote by show of hands for those members present and by voice for members on the phone was required.

Commissioner Chris Gibbs entered a motion to accept the nomination of Commissioners Joseph Brugman and David Byers for the position of Vice Chairperson of the Commission. The motion was seconded by Designee Andrew Pacheco and was unanimously approved by the Commission.

Chairperson Sharp asked for a show of hands and those on the phone by voice designating a vote in favor of the nomination of Commissioner Joseph Brugman, then asked for a show of hands and those on the phone by voice designating a vote in favor of the nomination for Commissioner David Byers. Chairperson Sharp called for the vote and declared Commissioner David Byers had received the majority of votes for Vice Chairperson. Chairperson Sharp congratulated Commissioner David Byers on being newly elected Vice Chairperson. Acting Chairperson Sharp thanked the Commission for the opportunity to serve as Chairperson and to continue to serve as a Commissioner.

IV. Executive Director's Report

A. Staff and Program Updates

Executive Director Blackburn welcomed Andy LeFevre as the new Public Information Officer for ACJC and Ryan Mores as the new intern who will be assisting Mr. LeFevre on legislative issues. Executive Director Blackburn also reported that the Statistical Analysis Center has been actively promoting the 2014 Arizona Youth Survey with over 200 schools agreeing to participate.

B. Budget Update

Executive Director Blackburn addressed ACJC's budget recommendations and stated that we are working with the Governor's office on projects of joint interest, and with the Office of Strategic Planning and Budgeting (OSPB) to ensure our financial priorities are known. The budget recommendations remain the same as last year with the exception of the Indigent Defense Fund, which has been redirected to the Attorney General's office. ACJC is dealing with this issue and the loss of federal funds; and as a result we continue to evaluate positions, maintain core responsibilities, meet the statutory duties, and look for opportunities to find funding for support of programs and operations of the agency.

C. Legislative Update

Andy LeFevre, Public Information Officer provided the state legislative review.

Mr. LeFevre stated there were 637 bills dropped with 78 bills of interest to ACJC. The bills of interest include gun bills, drug and mental health issues, prescription drugs, and marijuana.

Mr. LeFevre explained the bills are not assigned to committees; however, staff is monitoring when the bills come up for vote and hearings. The main issue for ACJC is the National Instant Criminal Background System (NICS) bill introduced as House Bill 2322 by Representative Justin Pierce. There have been stakeholder meetings to receive input and to gather comments from groups who have expressed concerns about the bill. ACJC will continue to have meetings to find out specific concerns and how to best address these concerns to achieve the best outcome for the Commission.

Mr. LeFevre encouraged the Commissioners who can take a supportive position to go to the legislature and Representative Pierce to voice concerns for law enforcement, officers' safety, and public safety. The feedback would particularly help support Representative Pierce who has received negative feedback for being the sponsor of the bill.

This agenda item was presented for informational purposes and did not require Commission action.

V. Crime Victim Assistance Grant Program

A. FY 2015 Grant Program Funding Level

Larry Grubbs, Program Manager presented the recommendation from the Crime Victims Committee to set the program level for the Crime Victim Assistance Grant Program for FY 2015 at \$1,250,000. Mr. Grubbs explained the recommended amount is equal to the program size for the current fiscal year based on revenue and expenditure projections as shown in Table VS1 on page 19 of the agenda.

Mr. Grubbs explained that Karen Ziegler, Deputy Director provided an update to the Committee on the FY14 figures for the first six months of this current fiscal year. The revenue received to date lags behind what was received at this time last year; however, it supports the recommendation of maintaining the program level pending legislative approval.

Commissioner Sheila Polk entered a motion to approve the funding level for the Crime Victim Assistance Grant Program for FY 2015 at \$1,250,000. The motion was seconded by Commissioner Charles Ryan and was unanimously approved by the Commission.

B. Grant Program Emerging Issue Funding Priority

Larry Grubbs, Program Manager stated each year the Commission has the opportunity to designate an emerging victim issue, or an underserved victim population as a funding priority for the Crime Victim Assistance Grant Program.

Mr. Grubbs explained that at the November 2011 meeting, the Commission approved the option of annually designating an emerging victim issue, or an underserved victim population as a priority for the upcoming grant period. The recommendation from the Crime Victims Committee is to not designate an underserved population or emerging issue as a funding priority for FY15 grant period; instead allowing applicants to identify the needs of victims in their own communities through the regular grant process.

Designee Kathleen Mayer entered a motion to approve that an emerging victim issue or underserved victim population not be designated as a funding priority for the FY 2015 grant period. The motion was seconded by Designee Mark Faull and was unanimously approved by the Commission.

VI. FY 2015 Match Requirement for Drug, Gang and Violent Crime Control Grant

Tony Vidale, Program Manager presented the recommendation from the Drug, Gang and Violent Crime Control Committee to implement a 25 percent match requirement for FY 2015 grant year. Mr. Vidale explained each year per program rule the Commission must set a match amount for the Drug, Gang and Violent Crime Control Grant.

The Commission was referred to Table DC1 on page 23 of the agenda that provides an overview of federal and state funding from FY 2011 through FY 2015. For FY 2015, staff is estimating grant fund availability for the program at \$7.4 million. Mr. Vidale directed the Commission to Table DC 2 on page 24 of the agenda that displayed the match allocation options for the FY 2015 Drug, Gang and Violent Crime Control Grant. The first is a zero match that would set the total program size at \$7.5 million; this option does not require grantees to commit additional funds to the project. The second option is a 20 percent match that would provide a program size of \$9.3 million; this match is currently in place for FY 2014 and reduces the program size by 10 percent. The final option is to establish a 25 percent match requirement that sets the program size at \$9.9 million. The total program size would be reduced by 4 percent from the previous year.

Acting Chairperson Sharp asked if there were any members of the public that would like to address this issue and no one came forward.

The Commission discussed and had concerns on how the calculation for the match allocation under the federal and state fund sources equaled the total program size. Mr. Vidale explained the share of cost equates to 75 percent grant funds and 25 percent match by the grantee representing a 75-25 split of the program size.

Deputy Director Ziegler gave an example of a project proposal to fund a task force effort at an estimated cost of \$100,000. The \$100,000 award would be approved and reimbursed at 75 percent of the submitted expenditure up to the limit of the grant award leaving the remaining 25 percent to be supported by the grantee.

Executive Directory Blackburn suggested staff use the wording "total program size" for clarification in the future.

Commissioner Steven Sheldon entered a motion to approve a 25 percent match requirement of the total award allocated to an agency for the FY 2015 grant year. The motion was seconded by Designee Mark Faull and was unanimously approved by the Commission.

VII. Program Income Policy – Drug, Gang and Violent Crime Control Funding

Designee Mark Faull reported to the Commission that the Drug, Gang and Violent Crime Control Committee had extensive discussion on this issue. The item was tabled and the Committee requested staff to address the concerns of the Committee and return the matter for further consideration.

Commissioner Timothy Dorn then entered a motion to accept the recommendation of the Drug, Gang and Violent Crime Control Committee to table Item VII asking for further study from staff. The motion was seconded by Commissioner Charles Ryan and was unanimously approved by the Commission.

VIII. Fine Structure – Drug, Gang and Violent Crime Control Funding

Tony Vidale, Program Manager presented the recommendation from the Drug, Gang and Violent Crime Control Committee to make changes to Arizona Revised Statutes; specifically to Title 13, Chapter 34 that would make drug fines mandatory including preparatory offenses and making the level of fines more consistent with sentencing.

Mr. Vidale explained the issue came out of the November 2013 meeting where the Committee expressed concern over revenue issues. It was found that not all violations in Title 13, Chapter 34 or associated preparatory offenses have mandatory fines, and the fine schedule in statute is not consistent with sentencing. Staff was directed to explore any improvement to the current fine structure for drug crime convictions.

Mr. Vidale focused attention on two specific issues related to drug fines in statute; namely, not all violations and associated preparatory offenses have a mandatory fine, and the fine schedule in statute is

inconsistent with sentencing. For example, the same class offense involving different drugs may have the same sentence but different fine amounts.

The Commission was directed to Table DC1 on page 28 of the agenda that outlined changes to class offenses and included preparatory offenses. The schedule would maintain the option that allows convictions for marijuana, dangerous drugs, narcotic drugs, offenses involving or using minors, or offenses in drug-free school zones to be fined at three times the value of the drug. Staff also proposes language in statute that the court not waive the assessment of a fine or any surcharge imposed by A.R.S. § 12-116.01 or § 12-116.02.

Mr. Vidale stated that the Committee asked if staff would consider implementing language that included a type of exemption for individuals that successfully completed drug court and he agreed that staff would certainly consider that suggestion.

After discussion, Designee Kathleen Mayer entered a motion to approve directing staff to draft appropriate language for legislative consideration to implement the fine structure developed with the addition of a waiver of the fine if the offender successfully completed a diversion program or drug court. The motion was seconded by Designee Mark Faull and was unanimously approved by the Commission.

IX. Call to the Public

Acting Chairperson Sharp made a call to the public. No members of the audience addressed the Commission.

X. Date, Time, and Location of Next Meeting

The next Arizona Criminal Justice Commission meeting will be held on **Thursday, March 20, 2014** at the Arizona Criminal Justice Commission, 1110 W. Washington, Suite 250, Phoenix, Arizona 85007.

XI. Adjournment

The meeting was adjourned at 2:15 p.m.

Respectfully submitted,



John A. Blackburn, Jr.
Executive Director

Audio recording is available upon request.

ARIZONA CRIMINAL JUSTICE COMMISSION

Request for Commission Action

Action Requested:	Type of Action Requested:	Subject:
March 20, 2014	<input type="checkbox"/> Formal Action/Motion <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Other	Executive Director's Report

TO: Chairperson and Commission Members

FROM: John A. Blackburn, Jr.
Executive Director

RECOMMENDATION:

Information Only

DISCUSSION:

Executive Director Blackburn will discuss staff and program updates.

FISCAL IMPACT:

N/A

ALTERNATIVES:

N/A

ARIZONA CRIMINAL JUSTICE COMMISSION

Request for Commission Action

Action Requested:	Type of Action Requested:	Subject:
March 20, 2014	<input type="checkbox"/> Formal Action/Motion <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Other	Executive Director's Report

TO: Chairperson and Commission Members

FROM: John A. Blackburn, Jr.
Executive Director

RECOMMENDATION:

Information Only

DISCUSSION:

Executive Director Blackburn will update the Commission on the budget.

FISCAL IMPACT:

N/A

ALTERNATIVES:

N/A

ARIZONA CRIMINAL JUSTICE COMMISSION

Request for Commission Action

Action Requested:	Type of Action Requested:	Subject:
March 20, 2014	<input type="checkbox"/> Formal Action/Motion <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Other	Executive Director's Report

TO: Chairperson and Commission Members

FROM: John A. Blackburn, Jr.
Executive Director

RECOMMENDATION:

Information Only

DISCUSSION:

Executive Director Blackburn will update the Commission on the 2014 state legislative session and current federal legislation.

FISCAL IMPACT:

N/A

ALTERNATIVES:

N/A

ARIZONA CRIMINAL JUSTICE COMMISSION

Request for Commission Action

Action Requested:	Type of Action Requested:	Subject:
March 20, 2014	<input checked="" type="checkbox"/> Formal Action/Motion <input type="checkbox"/> Information Only <input type="checkbox"/> Other	HB2322

TO: Chairperson and Commission Members

FROM: John A. Blackburn, Jr.
Executive Director

RECOMMENDATION:

The Commission support legislation to improve the reporting of Arizona's mental health and criminal justice records to the National Instant Criminal Background Check (NICS) System.

DISCUSSION:

Information will be presented on the NICS legislation, HB2322, and the legislative process that has taken place to date.

FISCAL IMPACT:

N/A

ALTERNATIVES:

Not Approve - Modify - Table

ARIZONA CRIMINAL JUSTICE COMMISSION**Request for Commission Action**

Action Requested:	Type of Action Requested:	Subject:
March 20, 2014	<input checked="" type="checkbox"/> Formal Action/Motion <input type="checkbox"/> Information Only <input type="checkbox"/> Other	FY14 Crime Victim Compensation Funding Reallocation

TO: Chairperson and Commission Members

FROM: Larry Grubbs, Program Manager
 Crime Victims Services

RECOMMENDATION:

The Commission approve available compensation funds for the current FY14 be reallocated to operational units in accordance with Table VS-1 of the agenda using the fund sources identified.

DISCUSSION:

ACJC crime victim compensation program staff closely monitors county victim compensation expenditures throughout the fiscal year. Periodically it is necessary to adjust the original allocation to meet demand for compensation benefits statewide. The purpose of these adjustments is to reallocate compensation funding to those counties with enough demand to expend additional compensation funds by the end of the fiscal year.

The Crime Victims Committee will meet and make a recommendation to the Commission.

FISCAL IMPACT:

Significant – Reallocation of up to \$70,000 in FY 2014 crime victim compensation funds to county programs.

ALTERNATIVES:

Not Approve - Modify - Table

TABLE VS-1

CRIME VICTIM COMPENSATION PROGRAM FY 2014 PROPOSED CRIME VICTIM COMPENSATION REALLOCATION												
COUNTY	REQUESTED AMOUNT	ORIGINAL FY14 ALLOCATION*	EXPENDITURES REIMBURSED AS OF 2/26/14*	PERCENTAGE EXPENDED AS OF 2/26/14	RESTITUTION / SUBROGATION BALANCE	12 MONTH EXPENDITURE RESERVE*	RESERVE OVERAGE >\$1,500	ALLOCATION ADJUSTMENT	REVISED REMAINING ALLOCATION	REVISED TOTAL ALLOCATION	CALENDAR YEAR 2013 TOTAL EXPENDITURES*	
APACHE	\$ -	\$ 59,366	\$ 23,936	40.32%	\$ 48,697	\$ 43,303	\$ 5,394	\$ -	\$ 35,430	\$ 59,366	\$ 78,358	
COCHISE	-	89,765	10,362	11.54%	90,510	51,256	39,254	-	79,403	89,765	36,254	
COCONINO	-	143,990	81,480	56.59%	94,441	169,402	-	-	62,510	143,990	171,775	
GILA	5,000	69,146	57,176	82.69%	58,459	57,317	-	5,000	16,970	74,146	81,615	
GRAHAM	-	48,854	6,422	13.15%	31,345	27,652	3,693	-	42,432	48,854	41,338	
GREENLEE	-	35,960	2,117	5.89%	17,841	14,858	2,982	-	33,843	35,960	9,279	
LA PAZ	-	49,536	13,048	26.34%	17,819	35,617	-	-	36,488	49,536	21,676	
MARICOPA	-	1,919,519	1,288,698	67.14%	1,453,210	1,734,962	-	-	630,821	1,919,519	2,349,709	
MOHAVE	35,000	171,264	142,924	83.45%	42,766	195,711	-	35,000	63,340	206,264	290,352	
NAVAJO	-	94,048	59,641	63.42%	113,098	92,504	20,594	-	34,407	94,048	94,152	
PIMA	30,000	649,413	471,052	72.54%	304,868	646,850	-	30,000	208,361	679,413	811,515	
PINAL	-	185,097	62,520	33.78%	145,784	133,869	11,915	-	122,577	185,097	166,554	
SANTA CRUZ	-	57,770	770	1.33%	21,831	37,719	-	-	57,000	57,770	10,433	
YAVAPAI	-	166,339	59,222	35.60%	157,045	177,964	-	-	107,117	166,339	121,363	
YUMA	-	152,433	64,525	42.33%	151,803	145,555	6,248	-	87,908	152,433	181,184	
TOTAL	\$ 70,000	\$ 3,892,500	\$ 2,343,895	60.22%	\$ 2,749,517	\$ 3,564,540	\$ 90,080	\$ 70,000	\$ 1,618,605	\$ 3,962,500	\$ 4,465,556	
*includes administrative expenditures									Source 1 (Q4 Adjustments)	\$ (20,000)		
									Source 2 (\$50,000 Reserve)	(50,000)		
									Revised Total Allocation	\$ 3,892,500		

Availability of Funds

ACJC program staff recommends the following sources be used to cover the eligible reallocation amounts:

1. With the approval of the Commission, after the final reimbursement requests are submitted for FY14, ACJC program staff will reallocate any remaining balance of a county's allocation to cover the requested adjustments. The allocation adjustments will be less than or equal to the "Allocation Adjustment" total amount in Table VS-1; and/or
2. In the case that the unexpended balance of county allocations does not cover the requested reallocation, there is a \$50,000 reserve amount included in the FY14 total program size. With the approval of the Commission, a portion of this reserve less than or equal to the remainder of the "Allocation Adjustment" total amount in Table VS-1 could be used to meet the requested allocation adjustments.

ARIZONA CRIMINAL JUSTICE COMMISSION

Request for Commission Action

Action Requested:	Type of Action Requested:	Subject:
March 20, 2014	<input checked="" type="checkbox"/> Formal Action/Motion <input type="checkbox"/> Information Only <input type="checkbox"/> Other	FY15 Crime Victim Compensation State & Federal Program Allocation Amount

TO: Chairperson and Commission Members

FROM: Larry Grubbs, Program Manager
Crime Victims Services

RECOMMENDATION:

The Commission approve total state and federal allocated funding for the FY15 Crime Victim Compensation Program be set at \$3,942,500, and expended in accordance with the budget in Table VS-2 of the agenda.

DISCUSSION:

Based on prior year expenditures, state revenue projections, the anticipated legislative appropriation for FY15, and available federal funds, staff proposes the total program allocation be set at \$3,942,500 with expenditures made in accordance with the attached budget. The total program size includes \$2,542,500 in state compensation funds and \$1,400,000 in federal VOCA compensation funds.

The Crime Victims Committee will meet and make a recommendation to the Commission.

FISCAL IMPACT:

Significant – Expenditure of \$3,942,500 in state and federal Crime Victim Compensation funds for FY15.

ALTERNATIVES:

Not Approve - Modify - Table

TABLE VS-2

CRIME VICTIM COMPENSATION PROGRAM					
PROGRAM BUDGET					
State Compensation					
		FY13	FY14	FY15	FY16
	Beginning Balance	2,536,778	2,560,665	2,004,424	1,388,724
	Revenue	2,523,978	1,926,800	1,926,800	1,926,800
	Adm Adj/Reversion	17,027	9,459		
		5,077,784	4,496,924	3,931,224	3,315,524
	Expenditure Plan	2,517,118	2,492,500	2,542,500	2,542,500
	Ending Balance	2,560,665	2,004,424	1,388,724	773,024
Federal VOCA Compensation					
		FY13	FY14	FY15	FY16
	Beginning Balance	-	-		
	Revenue				
	2010 grant	776,999			
	2011 grant	598,894	573,400		
	2012 grant		694,450		
	2013 grant		132,150	827,350	
	2014 grant est			572,650	277,600
	2015 grant est				1,235,000
		1,375,893	1,400,000	1,400,000	1,512,600
	Expenditures	1,375,893	1,400,000	1,400,000	1,512,600
	Ending Balance	-	-	-	-
		FY13	FY14	FY15	FY16
	County Program Size	3,943,011	3,892,500	3,942,500	4,055,100

ARIZONA CRIMINAL JUSTICE COMMISSION

Request for Commission Action

Action Requested:	Type of Action Requested:	Subject:
March 20, 2014	<input checked="" type="checkbox"/> Formal Action/Motion <input type="checkbox"/> Information Only <input type="checkbox"/> Other	FY15 Crime Victim Compensation Program Administrative Allocation

TO: Chairperson and Commission Members

FROM: Larry Grubbs, Program Manager
Crime Victims Services

RECOMMENDATION:

The Commission approve state crime victim compensation program administrative funds be set at \$493,100, and allocated by county as listed in Table VS-3 of the agenda. This allocation will be effective starting FY 2015.

DISCUSSION:

In March 2007 the Commission set a fixed administrative allocation of state funds for the crime victim compensation program. At that time administrative funds totaled \$450,500 in state compensation funding. Since 2007, compensation program administrative workload has increased as a result of rule changes, requiring additional investigation and substantiation of more compensation claims. In response, staff proposes increasing total state administrative funding to \$493,100, and allocating these funds to counties based on a claim processing workload analysis and county level personnel costs.

The Crime Victims Committee will meet and make a recommendation to the Commission.

FISCAL IMPACT:

Significant – Expenditure of an additional \$42,600 in state Crime Victim Compensation administrative funds starting in FY 2015.

ALTERNATIVES:

Not Approve - Modify - Table

Background

The following observations prompted the review of the state administrative allocation:

- The administrative allocation has not been reviewed since 2007. At that time total administrative funds represented 16.7% of \$2,700,000 in state funding for any given fiscal year. The administrative total was then allocated to counties based on population only.
- Crime victim compensation program operational units reported in November 2013 that \$1,400,000 will be spent statewide by county programs during the current fiscal year to administer the compensation program.
- New program rules implemented in 2008 and 2013 placed additional workload on county level program administrators. These program personnel are responsible for victim compensation claim processing, compensation board administration, county level program finance, training, program outreach, and reporting.

Allocation Process

The following factors were considered when developing the recommended administrative allocation amounts:

- Because ACJC cannot cover the total county administrative cost of the compensation program, staff identified claim processing as the compensation program's highest priority administrative task. The recommended administrative allocation moves toward fully funding county costs for claim processing activity. Claim processing was broken down into the following subsets of activity used for the calculation:
 - Number of claims received¹
 - Hours of effort from receipt of claim to first board decision²
 - Number of claims approved¹
 - Number of times approved claims are reheard by the board²
 - Hours of effort bringing an approved claim back to the board²
- Claim processing effort was calculated against actual County level personnel costs submitted in November 2013 for the current fiscal year.
- Those programs whose current administrative allocation is over the amount calculated for claim processing activity will not experience a reduction in administrative support. This is to maintain the current level of effort in those programs.
- Maintain an annual administrative percentage of state compensation funds below 20%. Because of this, increases were limited to 10% of current county administrative allocations.

¹ Two year average collected from county quarterly victim compensation activity reports.

² Estimate based on survey of county compensation program staff administered in July 2013.

TABLE VS-3

CRIME VICTIM COMPENSATION PROGRAM						
FY 2015 CRIME VICTIM COMPENSATION ADMIN ALLOCATION						
COUNTY	AVERAGE PERSONNEL TOTAL (PER ADVOCATE)	CLAIM PROCESSING WORKLOAD (FTE)	CLAIM PROCESSING ACTIVITY COST	CURRENT ADMIN ALLOCATION	PROPOSED ADMIN ALLOCATION	% CHANGE
APACHE	\$ 47,155	0.35	\$ 16,323	\$ 7,200	\$ 7,920	10.00%
COCHISE	37,699	0.10	3,806	11,400	11,400	0.00%
COCONINO	36,056	0.61	22,084	11,400	12,540	10.00%
GILA	46,159	0.10	4,571	5,900	5,900	0.00%
GRAHAM	47,351	0.07	3,278	4,600	4,600	0.00%
GREENLEE	37,700	0.02	725	2,600	2,600	0.00%
LA PAZ	43,309	0.10	4,497	3,500	3,850	10.00%
MARICOPA	72,048	4.02	289,646	255,800	281,380	10.00%
MOHAVE	60,855	0.65	39,380	15,000	16,500	10.00%
NAVAJO	46,833	0.35	16,166	9,800	10,780	10.00%
PIMA	50,733	1.89	96,052	69,100	76,010	10.00%
PINAL	57,135	0.49	27,963	17,800	19,580	10.00%
SANTA CRUZ	38,191	0.64	24,273	5,100	5,610	10.00%
YAVAPAI	59,036	0.43	25,374	16,200	17,820	10.00%
YUMA	80,823	0.46	37,225	15,100	16,610	10.00%
TOTAL	\$ 761,081	10.27	\$ 611,365	\$ 450,500	\$ 493,100	
					TOTAL \$	% OF TOTAL
					FY15 State Funding \$	2,542,500 19.39%
					FY15 Total Funding* \$	4,050,000 12.18%

*Includes estimated \$100,000 in available OU Restitution funds for FY15

ARIZONA CRIMINAL JUSTICE COMMISSION

Request for Commission Action

Action Requested:	Type of Action Requested:	Subject:
March 20, 2014	<input checked="" type="checkbox"/> Formal Action/Motion <input type="checkbox"/> Information Only <input type="checkbox"/> Other	FY15 Crime Victim Compensation Program Revised Administrative Expenditure Policy

TO: Chairperson and Commission Members

FROM: Larry Grubbs, Program Manager
Crime Victims Services

RECOMMENDATION:

The Commission approve state crime victim compensation program administrative funds be spent in accordance with the revised "Administrative Funds Policy" included in the agenda. This policy will be effective for FY 2015.

DISCUSSION:

Crime victim compensation program rule R10-4-102.I states that state crime victim compensation administrative funds may only be used to cover allowable costs directly related to program administration. The administrative funds policy details allowable costs for administration of the program. The proposed changes reflect the needs identified by ACJC program staff and the feedback of county level program administrators.

The Crime Victims Committee will meet and make a recommendation to the Commission.

FISCAL IMPACT:

Significant – Impacts how county crime victim compensation programs may spend allocated administrative funds.

ALTERNATIVES:

Not Approve - Modify - Table

CRIME VICTIM COMPENSATION PROGRAM ADMINISTRATIVE FUNDS POLICY

The use of administrative monies from the Crime Victim Compensation fund is limited to costs incurred in administering the Crime Victim Compensation Program in each county (R10-4-102.I). Administrative expenses are limited to a set amount approved **annually** by the Commission. Eligible costs may include:

- Percentage of salary **and employee related expenses** for personnel involved in the administration of the Crime Victim Compensation Program as it correlates to the percentage of time spent in the function of administering Crime Victim Compensation ~~claims and completing Crime Victim Compensation reports~~ Program activities and reporting requirements.
- Percentage of costs for overhead including office space and utilities that is directly connected to the administration of the Crime Victim Compensation Program.
- The percentage of cost for ~~automated data processing~~ equipment that is directly related to percentage of use the equipment is utilized for the administration of the Crime Victim Compensation Program.
- The percentage of **office** supplies and postage that are directly associated with the administration of the Crime Victim Compensation Program. **Food and drink costs are not permitted.**
- Travel expenses connected to the Crime Victim Compensation Program, limited to:
 - Reimbursement of mileage, authorized per diem and lodging for in-state travel for Crime Victim Compensation Board members to attend Compensation Board meetings and Crime Victim Compensation Program training. Reimbursement will be in accordance with each county's travel regulations.
 - Reimbursement to staff for mileage, authorized per diem and lodging for in-state travel for Crime Victim Compensation Program training, **program outreach**, and administration of Crime Victim Compensation claims. Reimbursement will be in accordance with each county's travel regulations.
 - Reimbursement of travel costs, authorized per diem and lodging for out-of-state travel for two people **per fiscal year**, including operational unit **compensation** program staff or board members, to attend **training directly related to administration of the Crime Victim Compensation Program.** ~~one Crime Victim Compensation National Conference for crime victim compensation training per year; or, reimbursement of travel costs, authorized per diem and lodging for out-of-state travel for one person, either operational unit program staff or a board member, to attend two Crime Victim Compensation National Conferences for crime victim compensation training per year.~~ Reimbursement will be in accordance with each county's travel regulations.

ARIZONA CRIMINAL JUSTICE COMMISSION

Request for Commission Action

Action Requested:	Type of Action Requested:	Subject:
March 20, 2014	<input type="checkbox"/> Formal Action/Motion <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Other	Prescription Drug Misuse and Abuse Initiative

TO: Chairperson and Commission Members

FROM: Phil Stevenson, Director
Statistical Analysis Center
Shana Malone, Senior Research Analyst
Statistical Analysis Center

RECOMMENDATION:

Information Only

DISCUSSION:

An update on the Arizona Prescription Drug Misuse and Abuse Initiative and preliminary results from the pilot sites.

FISCAL IMPACT:

N/A

ALTERNATIVES:

N/A