

**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, September 23, 2010** 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 Linda Scott**
Crime Victims Committee Members:
Linda Scott, Chairperson
John Armer
Duane Belcher
Terry Goddard
Barbara LaWall
Richard Romley
Charles Ryan
- II. Minutes of the May 20, 2010 Meeting** **P-F-T**
- Approval of Minutes
- III. Federal VOCA Compensation** **Larry Grubbs**
- Review, discussion, consideration and possible action on the following:
 - A. FY11 VOCA Compensation allocation formula** **P-F-T**
 - B. FY11 VOCA Compensation allocation** **P-F-T**

- IV. Federal VOCA Reimbursement Process** **Larry Grubbs**
- An overview will be provided of the new reimbursement process for federal VOCA compensation funds **Info**

- V. Claims Management System Update** **Larry Grubbs**
- A status update will be provided on the Victim Compensation Claim Management System (VCCMS) **Info**

- VI. 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.

- VII. Date, Time, and Location of Next Meeting**
- The next Crime Victims Committee meeting will be held at the call of the Chairperson.

VIII. 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

Action Requested:	Type of Action Requested:	Subject:
September 23, 2010	<input checked="" type="checkbox"/> Formal Action/Motion <input type="checkbox"/> Information Only <input type="checkbox"/> Other	Minutes of the May 20, 2010 Meeting

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 20, 2010.

DISCUSSION:

N/A

FISCAL IMPACT:

N/A

ALTERNATIVES:

Not Approve - Modify - Table

**Crime Victims Committee
Minutes
May 20, 2010**

A public meeting of the Crime Victims Committee of the Arizona Criminal Justice Commission was convened on May 20, 2010 at the Arizona Criminal Justice Commission, 1110 W. Washington, Suite 250, Phoenix, Arizona 85007.

Members Present:

John Armer, Gila County Sheriff
Duane Belcher, Chairperson, Board of Executive Clemency, Erin Warzecha representing
Charles Ryan, Director, Department of Corrections, Charles Flanagan representing
Terry Goddard, Arizona Attorney General, Dan Levy representing
Barbara LaWall, Pima County Attorney, Linda McCollum representing
Richard Romley, Maricopa County Attorney, Carol McFadden representing

Members Absent:

Linda Scott, Chairperson, Former Judge

Staff Participating:

Larry Grubbs, Program Manager
Wendy Boyle, Executive Secretary

I. Call to Order and Roll Call

The meeting was called to order by Acting Chairperson John Armer at 10:05 AM. Roll was taken and a quorum was declared present.

II. Minutes of the January 21, 2010 Meeting

Acting Chairperson Armer called for a motion to approve the minutes of the January 21, 2010 meeting. Designee Dan Levy motioned to accept the minutes as presented. The motion seconded by Designee Carol McFadden passed unanimously.

III. Crime Victim Compensation Program

A. Designation of Operational Units

Larry Grubbs, Program Manager presented to the Committee staff's recommendation that each of the 15 County Attorneys' offices be designated as operational units for the FY11 Crime Victim Compensation Program.

Designee Carol McFadden motioned to recommend to the Commission the designation of the 15 County Attorneys' offices as the operational units for the FY11 Crime Victim Compensation Program. The motion seconded by Designee Dan Levy passed unanimously.

B. FY11 Program Budget

Larry Grubbs, Program Manager presented information on the FY11 Crime Victim Compensation Program budget. Mr. Grubbs explained that based on revenue projections and the appropriation for FY11, staff proposes the FY11 program budget be set at \$2,492,500 with \$50,000 retained in reserve as required by Program Rule R10-4-102, D.

Designee Carol McFadden motioned to recommend to the Commission that the FY11 Crime Victim Compensation Program budget be set at \$2,492,500 with a reserve of \$50,000 as shown on page 8 of the agenda. The motion seconded by Designee Dan Levy passed unanimously.

C. FY11 Program Allocations

Larry Grubbs, Program Manager presented the proposed allocation to each operational unit in the 15 counties as shown on page 10 of the agenda. The formula is based on a fixed administrative expense allocation, a base allotment of \$10,000 to each county, and the balance distributed by population. Mr. Grubbs explained that the legislative fund sweeps impacting the FY11 compensation program affects the money available for compensation benefit payments only. The decrease in funding available for benefit payments is 13 percent below the FY10 approved funding level. Mr. Grubbs stated that the administrative allocation is equal to the funding level for FY10; however, it has increased the percentage of state funds used for administrative expenses in FY10 from 16 percent to 18 percent for FY11. Also, it may be necessary in the future to review the fixed administrative allocation to ensure the percentage remains at an appropriate level; especially, if further state cuts continue to impact the level of funding to the compensation program.

After review, Designee Carol McFadden motioned to recommend to the Commission the allocation of \$2,492,500 in state Crime Victim Compensation funds to the 15 operational units for the FY11 Crime Victims Compensation Program. The motion seconded by Designee Charles Flanagan passed unanimously.

IV. Crime Victim Assistance Program

A. FY11 Crime Victim Assistance Grant Awards

Larry Grubbs, Program Manager summarized that fifty-three agencies submitted applications in the amount of \$1,965,027 for the FY11 Crime Victim Assistance grant awards. The Committee was provided a copy of the FY 2011 Victim Assistance Grant Recommendation Summary. The program size established by the Commission for FY11 is \$1,000,000 which is a 23 percent decrease from last year. Mr. Grubbs referred the Committee to the funding proposal chart on page 15 of the agenda that summarized the applicants by criminal justice governmental agencies eligible to serve on the commission and non-profits and other government programs. There were 16 applications from criminal justice government agencies eligible to serve on the Commission requesting a total of \$917,031 and 37 applications from non-profit and other government programs requesting \$1,047,996; both far exceeded the FY 11 program size of \$1,000,000. Mr. Grubbs stated that staff considered the following parameters for allocating the funds: 1) reducing all awards to programs funded during the FY10 grant period by 20 percent; and 2) provided a reduced percentage reduction or no award reduction to the top five scoring applicants.

Chairperson Designee John Armer asked if any member of the public would like to address the Crime Victims Committee. Ed Mercurio-Sakwa, Director of Program Operations spoke on behalf of Emerge Center against Domestic Abuse in Tucson. Mr. Mercurio-Sakwa expressed concern over the significant reduction in funding to his agency from the previous funding year. Emerge Center against Domestic Abuse in Tucson represents a merger of two former non-profit agencies, Brewster Place and Tucson Centers for Women and Children; both of which received Crime Victim Assistance grant funding last year. Mr. Mercurio-Sakwa asked that Emerge Center against Domestic Abuse in Tucson be considered for the same level of funding as from FY10 Nonprofit and other Governmental Agencies Grant Awards.

Mr. Grubbs explained that the grant application from Emerge did not include the additional information presented by Mr. Mercurio-Sakwa to the committee, and that staff's recommendation to reduce the funding level for Emerge was based on the application content alone. In response to a Committee question it was explained that additional funding could be used without reducing the other awards.

After further review, Designee Linda McCollum motioned to consider the same level of funding from the FY10 program allocation to Emerge Center against Domestic Abuse in Tucson. After further discussion, Designee Linda McCollum withdrew the motion since the current agenda item was to address FY11 Crime Victim Assistance Government Agencies Grant Awards.

Designee Charles Flanagan motioned to recommend to the Commission the awarding of FY11 Crime Victim Assistance funds as shown on page 15 of the agenda to criminal justice government agencies eligible to serve on the Commission. The motion seconded by Designee Linda McCollum passed unanimously.

B. FY11 Crime Victim Assistance Grant Awards to Nonprofit and other Government Agencies

Larry Grubbs, Program Manager reviewed the allocation of funding to other nonprofit organizations and other governmental agencies not eligible to serve on the Commission. Mr. Grubbs also reiterated the remarks made by Mr. Mercurio-Sakwa, Director of Emerge Center against Domestic Abuse in Tucson to restore funding to his agency at FY10 levels less the percentage reduction applied to the other projects in this category. This would essentially equate to Emerge Center against Domestic Abuse in Tucson being awarded \$46,100 for FY11.

Designee Linda McCollum motioned to recommend to the Commission the award of FY11 Crime Victim Assistance funds to the nonprofit and other government agencies as presented with the exception that Emerge Center against Domestic Abuse be funded at \$46,100. The motion was seconded by Designee Charles Flanagan and passed unanimously.

V. Call to the Public

Acting Chairperson Armer made a call to the public. No members of the public addressed the Committee.

VI. Date, Time, and Location of Next Meeting

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

VII. Adjournment

The meeting was adjourned at 10:50 AM.

Respectfully submitted,



John A. Blackburn, Jr.
Executive Director

Audio recording is available upon request.

CRIME VICTIMS COMMITTEE
OF THE
ARIZONA CRIMINAL JUSTICE COMMISSION

Request for Committee Action

Action Requested:	Type of Action Requested:	Subject:
September 23, 2010	<input checked="" type="checkbox"/> Formal Action/Motion <input type="checkbox"/> Information Only <input type="checkbox"/> Other	Federal VOCA Compensation Allocation Formula

TO: Chairperson and Committee Members

FROM: Larry Grubbs, Program Manager
Crime Victim Services

RECOMMENDATION:

The Crime Victims Committee recommends to the Commission the allocation formula to be used in the distribution of the FFY 2010 federal VOCA compensation funds to the fifteen operational units.

DISCUSSION:

The formula provides for the Commission to retain 5% of the federal VOCA award for administrative costs associated with the program. Administrative funds are used for personal services, employee related expenses, and travel expenses. Under federal VOCA guidelines, operational units that receive and use private funds to compensate crime victims are permitted to receive a 60% match of VOCA funds in addition to the general allotment provided to all operational units. The proposed allocation formula includes the 5% administrative costs, the 60% match for programs expending private funds to compensate victims, a base allotment of \$1,100 to all operational units, and the balance of the funds distributed by population. Please refer to page 8 for a breakout of the allocation formula for each operational unit. FFY 2010 allocations are expended during the state 2011 fiscal year.

FISCAL IMPACT:

Significant - \$1,249,000 in federal VOCA funds distributed to the Commission and operational units for compensation benefits and administration.

ALTERNATIVES:

Not Approve - Modify - Table

III-B

CRIME VICTIMS COMMITTEE OF THE ARIZONA CRIMINAL JUSTICE COMMISSION

Request for Committee Action

Action Requested:	Type of Action Requested:	Subject:
September 23, 2010	<input checked="" type="checkbox"/> Formal Action/Motion <input type="checkbox"/> Information Only <input type="checkbox"/> Other	Federal VOCA Compensation Allocation

TO: Chairperson and Committee Members

FROM: Larry Grubbs, Program Manager
Crime Victim Services

RECOMMENDATION:

The Crime Victims Committee recommends to the Commission the allocation of FFY 2010 federal VOCA Compensation funds in accordance with the attached chart.

DISCUSSION:

Federal VOCA Compensation Funds in the amount of \$1,249,000 have been awarded to the State of Arizona based upon the certification of funds expended for crime victim compensation benefits in FFY 2009. FFY 2010 funding is expended during the state 2011 fiscal year. The table on page 8 illustrates the distribution of funds including the 5% retained by ACJC as administrative funds, 60% matching funds for county programs using private funds to compensate crime victims, and the balance distributed by a base amount and population formula.

FISCAL IMPACT:

Significant - \$1,249,000 in federal VOCA funds distributed to the Commission and operational units for compensation benefits and administration.

ALTERNATIVES:

Not Approve - Modify - Table

**CRIME VICTIM COMPENSATION PROGRAM
FFY 2010* PROPOSED VOCA ALLOCATION**

COUNTY	5% ADMIN COSTS	COMP PYMTS PRIVATE FUNDS	60% PRIVATE FUNDS ALLOTMENT	POPULATION	% POPULATION	BASE ALLOTMENT	POPULATION ALLOTMENT	TOTAL ALLOTMENT
ACJC	62,450							62,450
APACHE		-	-	76,668	1.15%	1,100	13,423	14,523
COCHISE		-	-	140,263	2.10%	1,100	24,557	25,657
COCONINO		-	-	136,735	2.05%	1,100	23,939	25,039
GILA		-	-	57,204	0.86%	1,100	10,015	11,115
GRAHAM		-	-	39,792	0.60%	1,100	6,967	8,067
GREENLEE		-	-	8,688	0.13%	1,100	1,521	2,621
LA PAZ		-	-	21,616	0.32%	1,100	3,784	4,884
MARICOPA		-	-	4,023,331	60.20%	1,100	704,385	705,485
MOHAVE		-	-	206,763	3.09%	1,100	36,199	37,299
NAVAJO		-	-	115,420	1.73%	1,100	20,207	21,307
PIMA		-	-	1,018,012	15.23%	1,100	178,228	179,328
PINAL		-	-	356,303	5.33%	1,100	62,380	63,480
SANTA CRUZ		-	-	47,900	0.72%	1,100	8,386	9,486
YAVAPAI		-	-	228,494	3.42%	1,100	40,004	41,104
YUMA		-	-	205,940	3.08%	1,100	36,055	37,155
TOTALS	\$62,450	\$0	\$0	6,683,129	100.00%	\$16,500	\$1,170,050	\$1,249,000

ADMIN COSTS + PRIVATE FUNDS ALLOTMENT + BASE ALLOTMENT + POPULATION ALLOTMENT = TOTAL ALLOTMENT

Total Allocation to County Programs **\$1,186,549**

Source for Population: Arizona Department of Commerce, 2009 Commerce Population Estimates, July 1, 2009

*FFY 2010 VOCA funds are expended in state FY 2011.

IV

CRIME VICTIMS COMMITTEE OF THE ARIZONA CRIMINAL JUSTICE COMMISSION

Request for Committee Action

Action Requested:	Type of Action Requested:	Subject:
September 23, 2010	<input type="checkbox"/> Formal Action/Motion <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Other	Federal VOCA Reimbursement Process

TO: Chairperson and Committee Members

FROM: Larry Grubbs, Program Manager
Crime Victim Services

RECOMMENDATION:

Information Only

DISCUSSION:

During the site visit by the Office for Victims of Crime (OVC) to the Arizona compensation program in May 2010, a concern was identified by OVC staff. Although ACJC was meeting the federal minimum cash on hand requirement, our county programs were not being held to the same standard. After following up with a representative from the Office of the Chief Financial Officer (OCFO), ACJC staff was informed that, as sub-recipients, the county compensation programs must comply with the minimum cash on hand requirement and expend federal VOCA compensation funds within 10 days of those funds being received by ACJC.

Compliance with this requirement dictates that VOCA compensation funding will no longer be paid to county programs in quarterly lump sum payments and expended as needed from the county VOCA account. Instead, expenditures made from a county's allocated VOCA compensation funds will be reimbursed by ACJC on a monthly basis as those funds are expended.

FISCAL IMPACT:

Significant to recipients.

ALTERNATIVES:

N/A

V

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

Request for Committee Action

Action Requested:	Type of Action Requested:	Subject:
September 23, 2010	<input type="checkbox"/> Formal Action/Motion <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Other	Victim Compensation Claim Management System Update

TO: Chairperson and Committee Members

FROM: Larry Grubbs, Program Manager
Crime Victim Services

RECOMMENDATION:

Information Only

DISCUSSION:

Staff will provide an update on the Victim Compensation Claim Management System (VCCMS). This system will assist county programs in tracking and reporting victim compensation claims and provide greater service and access to victims of crime.

FISCAL IMPACT:

N/A

ALTERNATIVES:

N/A