

**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 26, 2020** beginning at **1:30 p.m.** at the **Arizona Criminal Justice Commission Office, 1110 W. Washington, Suite 250, Phoenix, Arizona 85007**. Members of the Commission may attend either in person or by telephone, video or internet conferencing.

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 for any of the purposes set forth in A.R.S. 38-431.03(A)(1) through (7), as applicable to the agenda items listed, including for the purposes of receiving legal advice or the consideration of employment-related issues.

Agenda for the meeting is as follows:

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|--|---|
| I. Call to Order, Roll Call, and Pledge of Allegiance | Chairperson Sheila Polk |
| II. Minutes of January 23, 2020 Meeting <ul style="list-style-type: none">• Approval of Minutes | Chairperson Sheila Polk
P-F-T |
| III. Executive Director's Report <ul style="list-style-type: none">1. Staff and Program Updates2. Finance Update | Andy LeFevre
Info
Info |
| IV. Committee Reports <ul style="list-style-type: none">A. Executive<ul style="list-style-type: none">1. Update on the activities of the Executive Committee2. Update on Statistical Analysis Center ActivitiesB. Drug, Gang & Violent Crime Control Program<ul style="list-style-type: none">1. Update on the activities of the Drug, Gang & Violent Crime CommitteeC. Crime Victims<ul style="list-style-type: none">1. Update on the activities of the Crime Victims Committee2. Crime Victim Compensation Program<ul style="list-style-type: none">• Review, discussion, consideration and possible action on the following:<ul style="list-style-type: none"><i>a.</i> FY21 State and Federal Funding Amount<i>b.</i> FY21 Designation of Operational Units<i>c.</i> Changes to the Program Funding Allocation Formula<i>d.</i> FY21 Program Funding Allocation | Chairperson Sheila Polk
Info
Info
Tony Vidale
Info
Steve Stahl
Info
Heather Bohnet
P-F-T
P-F-T
P-F-T
P-F-T |

- D. Information Technology Systems Improvement** **David Byers**
1. Update on the activities of the Information Technology & Systems Improvement Committee **Info**
 2. **Full-Service Forensic Crime Laboratory Grant Program** **Candice Millsap**
 - Review, discussion, consideration and possible action on the following:
 - a. FY21 Full-Service Forensic Crime Laboratory grant proposal and allocations **P-F-T**
 - b. Full Service Forensic Crime Laboratory Definition **P-F-T**
 3. **Criminal Justice Related IT Projects** **Marc Peoples**
Shayla Fordyce
Info
- E. Legislative** **David Sanders**
1. Update on the activities of the Legislative Committee **Info**
 2. Review of Active Legislation **David Sanders**
Info

- V. Commission Member Summaries of Current Events** **Andy LeFevre**
- Pursuant to A.R.S. §38-431.02(K), individual Commission members may present brief summaries of current events, but no discussion may occur, and no action may be taken regarding anything that is presented. **Info**

- VI. 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.

- VII. Date, Time, and Location of Next Meeting**
- The next Commission meeting takes place on **Thursday, May 21, 2020 at 1:30 p.m.** at 1110 W. Washington, Suite 250, Phoenix, Arizona 85007.

VIII. 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 26, 2020	<input checked="" type="checkbox"/> Formal Action/Motion <input type="checkbox"/> Information Only <input type="checkbox"/> Other	Minutes of the January 23, 2020 Meeting

TO: Chairperson and Commission Members

FROM: Andy LeFevre
Executive Director

RECOMMENDATION:

The Commission approves the minutes of the Arizona Criminal Justice Commission meeting held on January 23, 2020.

DISCUSSION:

N/A

FISCAL IMPACT:

N/A

ALTERNATIVES:

Not Approve - Modify - Table

Arizona Criminal Justice Commission Minutes

January 23, 2020

A public meeting of the Arizona Criminal Justice Commission convened on January 23, 2020, at the Arizona Criminal Justice Commission, 1110 W. Washington, Suite 250, Phoenix, AZ 85007.

Members Present

Sheila Polk, Chairperson, Yavapai County Attorney
Allister Adel, Maricopa County Attorney
Mark Brnovich, Attorney General, Paul Ahler representing
David Byers, Director, Administrative Office of the Courts
Sean Duggan, Chief, Chandler Police Department
Barbara LaWall, Pima County Attorney, by phone
Greg Mengarelli, Mayor, City of Prescott, Debora Black representing
Frank Milstead, Director, Department of Public Safety, Amber Sliwiniski representing
Mark Napier, Pima County Sheriff, by phone
Paul Penzone, Maricopa County Sheriff, Rick Morris representing
David Sanders, Pima County Chief Probation Officer
Daniel Sharp, Chief, Oro Valley Police Department
David Shinn, Director, Department of Corrections, Joe Profiri representing
Steve Stahl, Chief, City of Maricopa Police Department, Law Enforcement Leader

Members Absent:

Joe Brugman, Vice-Chairperson, Chief, Safford Police Department

Staff Present

Andy LeFevre, Executive Director
Tony Vidale, Deputy Director
Molly Edwards, Public Information Officer
Heather Bohnet, Program Manager
Patty Hatvick, Finance Manager
Marc Peoples, Program Manager
Wendy Boyle, Program Project Specialist
Jillian Ware, SAC Director

C.T. Wright, Chair, Board of Executive Clemency

I. Call to Order, Roll Call and Pledge of Allegiance

The meeting was called to order by Chairperson Sheila Polk at 1:30 pm. Roll call was taken, a quorum was declared, and the Pledge of Allegiance recited.

II. Minutes of the November 21, 2019 Meeting

Chairperson Polk called for a motion on the minutes for the Commission meeting held on November 21, 2019. Commissioner David Byers entered a motion to approve the minutes. The motion seconded by Commissioner Daniel Sharp was unanimously approved by the Commission.

III. Election of a Chairperson and Vice-Chairperson

Executive Director Andy LeFevre reviewed that at the last Commission meeting, the nomination period for the position of Chairperson and Vice-Chairperson opened; the Commission voted on allowing both seats to serve an additional two-year term. Commissioner Sheila Polk expressed interest in continuing as the Chairperson.

Executive Director LeFevre called for a motion to open the nomination for Chairperson. Commissioner David Byers entered a motion to open the nomination for Chairperson, and the Commission unanimously approved the motion seconded by Commissioner Daniel Sharp. Executive Director LeFevre called for the motion of the Chairperson nominations. Commissioner Sharp entered a motion to nominate Commissioner Sheila Polk as the Chairperson of the Commission. Commissioner Steve Stahl seconded the motion. Executive Director LeFevre called for additional nominations, and there were none. Executive Director LeFevre called for a motion to close the nominations for Chairperson. The Commission unanimously approved the motion made by Commissioner Byers, seconded by Commissioner Sharp, to close the nominations for Chairperson.

Executive Director LeFevre called for a motion to elect Commissioner Sheila Polk as the Chairperson. Commissioner Sharp entered a motion to elect Commissioner Sheila Polk as the Chairperson of the Commission, seconded by Commissioner Byers and was unanimously approved by the Commission. Executive Director LeFevre congratulated Commissioner Sheila Polk on being newly elected as Chairperson.

Executive Director LeFevre called for a motion to open the nomination for the Vice-Chairperson. Designee Debora Black entered a motion to open the nomination for Vice-Chairperson. The motion seconded by Commissioner Sean Duggan was unanimously approved by the Commission. Executive Director LeFevre discussed that Sheriff Mark Napier expressed interest in the position and Commissioner Sharp as a proxy for Commissioner Brugman nominated Chief Steve Stahl. Executive Director LeFevre called for a motion to close the nominations for Vice-Chairperson. The Commission unanimously approved the motion made by Commissioner Sharp, seconded by Designee Rick Morris, to close the nominations for Vice-Chairperson. Executive Director LeFevre handed out paper ballots for the Commissioners, and in turn, the results were in favor of eight votes for Commissioner Stahl and six in favor of Commissioner Napier. Executive Director LeFevre congratulated Commissioner Stahl on being newly elected as Vice-Chairperson.

IV. Executive Director's Report

1. Staff and Program Updates

ACJC chose Dorothy Davis as the legislative intern and Brook Yearin as the SAC intern this semester. There are currently three staff vacancies at ACJC in SAC, finance, and victim services, as well as three vacancies on the Commission for a sheriff, county supervisor, and retired judge. ACJC is updating the website, creating a visual interface for data using the Tableau tool, renovating the final stages of the grant management system to build efficiency tools for grants currently in the system, and contracting with DocuSign by using a paperless grant system using electronic signatures.

2. Finance Update

Patty Hatvick reviewed the financials as of December 31, 2019, that includes the state and federal funds.

V. A. Executive Committee

1. Update on the activities of the Executive Committee

Chairperson Polk encouraged the Commissioners to sign up for a standing committee to understand the work of the Commission better.

2. Update on Statistical Analysis Center Activities

Jillian Ware informed the Commission that 180 schools have signed up thus far for the 2020 Arizona Youth Survey. For reporting requirements, the published Fill the Gap report is on the website, and the prepared Sexual Assault report is ready for posting. The Epidemiology Workgroup last met on 10/2019 and ACJC, ASU Southwest Interdisciplinary Research Center, and Governor's Office of Youth, Faith, and Family are making further progress on a draft report looking at the relationship between substance use and trauma among the youth. SAC is currently underway with three projects for the state justice and statistic FY18 grant. They include the updated community data portal on the website using the Tableau interface, reviewing Arizona's recidivism rates, and the impact of failure to appearing and missing dispositions in the Arizona Computerized Criminal History.

B. Drug, Gang & Violent Crime Control Program

1. Update on the activities of the Drug, Gang & Violent Crime Control Committee

Tony Vidale explained two items for the Drug, Gang, and Violent Crime Control program. First, the state FY21 Drug, Gang, and Violent Crime Control Grant will increase by \$100,000 over the state FY20 grant; however, the President's proposed federal budget for the Byrne Grant for federal FY20 is reduced by \$18M. Arizona's allocation is based on a formula and will depend on changes in population and related crime. Second, the RSAT federal 2020 grant is flat from FY19, where the state received about \$700,000 in grant funds.

C. Crime Victims

1. Update on the activities of the Crime Victims Committee

Commissioner Steve Stahl stated the Committee met on January 16, 2020.

2. FY 2021 Grant Program Funding Level

Heather Bohnet reported that based on revenue projections, the proposal is to make the available funding level for FY 2021 set at \$200,000 for the Crime Victim Assistance Grant Program contingent upon legislative approval. Ms. Bohnet directed the Commission to Table VS-1 in the agenda showing all ACJC victim services program areas and funding sources for FY 2020 and estimates for FY 2021. The funding recommendation has significantly decreased from the FY20 program size at \$750,000. Ms. Bohnet also spoke that the Committee considered the decrease in the program size due to the significant decrease in funding revenue for the victims' compensation and assistance revenue, as well as weighed the option to suspend the victim assistance grant program for FY2021. After review and discussion, Commissioner Stahl entered a motion to approve the funding for the Crime Victims Assistance Grant Program for FY 2021 set at \$200,000, seconded by Designee Rick Morris; the Commission approved the motion with one dissenting vote by Commissioner David Byers.

3. FY 2021 Grant Program Funding Priorities

Heather Bohnet presented the recommendation for funding of the FY 2021 Crime Victim Assistance Grant Program by the funding tier structure on page 18 of the agenda. Commissioner Stahl entered a motion to approve the funding for the Crime Victim Assistance Grant Program for FY 2021 awarded to fund projects identified as VOCA Assistance ineligible, for a period beginning July 1, 2020, and ending June 30, 2021, and that priority be given to projects to support Personnel Service and Employee Related Expenses. The motion seconded by Commissioner Sharp was unanimously approved by the Commission.

D. Information Technology Systems Improvement

1. Update on the activities of the Information Technology & Systems Improvement Committee

Commissioner David Byers and Marc Peoples discussed the AZPOINT project and some of the challenges that occurred. There were data quality issues with each case management system, and a contingency plan had to be put in place. Staff was able to assist in correcting the data issues and the new system, and it is now operational. The AZPOINT system three objectives are 1.) Provide the plaintiff access to the court to fill out the petition online in a private setting, 2.) Make the process more effective, and 3) Make the system more efficient.

2. Legislative

3. Update on the activities of the Legislative Committee

Commissioner David Sanders reported a joint meeting of the Executive and Legislative Committees would meet on January 31, 2020, and agreed to meet every other Friday. The Committee's charge is to determine what items of legislation to support, oppose, and remain neutral or monitor and take no action on items.

4. ACJC Data Collection Bill

Molly Edwards provided amendments to the proposed language to the H2227 Criminal Justice Commission Data Collection bill from "may" to "shall" requiring agencies to submit necessary data to ACJC when needed. Staff requested direction to proceed with the language as is, make amendments during the Committee and proceed forward with the language or squash the bill. The Commission agreed to table and have staff present amendments to the Executive and Legislative Committee meeting for review and discussion.

5. Review of Introduced Bills

Ms. Edwards provided a Bill Tracklist for the Commission to review that included ACJC priority bills, bills that place a requirement on ACJC, or lists ACJC, and bills recommended to oppose or monitor. Chairperson Polk recommended that staff monitor the bills for now and to watch and see if some are assigned as they move forward and become more involved.

VI. Commission Member Summaries of Current Events

Commissioner Sharp addressed the Commission that his retirement date with Oro Valley Police Department is February 21, 2020.

VII. Call to the Public

Chairperson Polk made a call to the public, and no member of the audience addressed the Commission.

VIII. Date, Time and Location of Next Meeting

The next Arizona Criminal Justice Commission meeting takes place at 1:30 pm on **Thursday, March 26, 2020**, at 1110 W. Washington, Suite 250, Phoenix, AZ 85007.

IX. Adjournment

The meeting adjourned at 3:30 pm.

Respectfully submitted,

Andy LeFevre
Executive Director

Audio recording is available upon request.

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

Action Requested:	Type of Action Requested:	Subject:
March 26, 2020	<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: Andy LeFevre
Executive Director

RECOMMENDATION:

Information Only

DISCUSSION:

Executive Director LeFevre will update the Commission on the program and staff activities.

FISCAL IMPACT:

N/A

ALTERNATIVES:

N/A

ARIZONA CRIMINAL JUSTICE COMMISSION

Request for Commission Action

Action Requested:	Type of Action Requested:	Subject:
March 26, 2020	<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: Andy LeFevre
Executive Director

RECOMMENDATION:

Information Only

DISCUSSION:

Executive Director LeFevre will update the Commission on the agency's finances.

FISCAL IMPACT:

N/A

ALTERNATIVES:

N/A

ARIZONA CRIMINAL JUSTICE COMMISSION

Request for Commission Action

Action Requested:	Type of Action Requested:	Subject:
March 26, 2020	<input type="checkbox"/> Formal Action/Motion <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Other	Executive Committee Report

TO: Commission Members

FROM: Sheila Polk, Chair
Executive Committee

RECOMMENDATION:

Information Only

DISCUSSION:

An update on activities of the Executive Committee.

FISCAL IMPACT:

N/A

ALTERNATIVES:

N/A

ARIZONA CRIMINAL JUSTICE COMMISSION

Request for Commission Action

Action Requested:	Type of Action Requested:	Subject:
March 26, 2020	<input type="checkbox"/> Formal Action/Motion <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Other	Update on Statistical Analysis Center Activities

TO: Commission Members

FROM: Sheila Polk, Chair
Executive Committee

RECOMMENDATION:

Information Only

DISCUSSION:

An update on activities of the Statistical Analysis Center will be provided for the Commission Members.

FISCAL IMPACT:

N/A

ALTERNATIVES:

N/A

ARIZONA CRIMINAL JUSTICE COMMISSION

Request for Commission Action

Action Requested:	Type of Action Requested:	Subject:
March 26, 2020	<input type="checkbox"/> Formal Action/Motion <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Other	Drug, Gang & Violent Crime Control Committee Update

TO: Chairperson and Commission Members

FROM: Tony Vidale, Deputy Director
Drug, Gang & Violent Crime Control Committee

RECOMMENDATION:

Information Only

DISCUSSION:

An update on activities of the Drug, Gang & Violent Crime Control Committee.

FISCAL IMPACT:

N/A

ALTERNATIVES:

N/A

ARIZONA CRIMINAL JUSTICE COMMISSION

Request for Commission Action

Action Requested:	Type of Action Requested:	Subject:
March 26, 2020	<input type="checkbox"/> Formal Action/Motion <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Other	Crime Victims Committee Update

TO: Chairperson and Commission Members

FROM: Steve Stahl, Chair
Crime Victims Committee

RECOMMENDATION:

Information Only

DISCUSSION:

An update on activities of the Crime Victims Committee.

FISCAL IMPACT:

N/A

ALTERNATIVES:

N/A

ARIZONA CRIMINAL JUSTICE COMMISSION

Request for Commission Action

Action Requested:	Type of Action Requested:	Subject:
March 26, 2020	<input checked="" type="checkbox"/> Formal Action/Motion <input type="checkbox"/> Information Only <input type="checkbox"/> Other	Victim Compensation FY21 State and Federal Funding Amount

TO: Chairperson and Commission Members

FROM: Heather Bohnet, Program Manager
Crime Victims

RECOMMENDATION:

The Commission approve that total state and federal allocated funding for the FY21 Crime Victim Compensation Program be set at \$3,273,346; \$2,000,000 in state compensation funds and \$1,273,346 in federal VOCA compensation funds.

DISCUSSION:

Based on prior year expenditures, state revenue projections, the submitted total legislative appropriation for FY21, and available federal funds, staff proposes the total program allocation be set at \$3,273,346 with expenditures made in accordance with the budget under agenda table VS-1. The total program size includes \$2,000,000 in state compensation funds and \$1,273,346 in federal VOCA compensation funds.

FISCAL IMPACT:

Significant – Expenditure of \$3,273,346 in state and federal crime victim compensation funds for FY21.

ALTERNATIVES:

Not Approve - Modify - Table

TABLE VS-1

ACJC CRIME VICTIM SERVICES FY21 PROGRAM BUDGET		FY 2020	FY 2021*
ESTIMATED BEGINNING FUND BALANCE			
Victim Compensation & Assistance Fund		\$ 2,719,856	\$ 626,528
Federal VOCA Compensation Award		407,076	621,189
TOTAL		\$ 3,126,932	\$ 1,247,717
PROJECTED REVENUE			
Victim Compensation & Assistance Fund		\$ 2,344,472	\$ 2,300,000
Federal VOCA Compensation Award		1,278,000	1,466,939
TOTAL		\$ 3,622,472	\$ 3,766,939
PROGRAM ALLOCATIONS FY20 / RECOMMENDED ALLOCATIONS FY21			
Victim Compensation Program			
Victim Compensation & Assistance Fund		\$ 3,500,000	\$ 2,000,000
Federal VOCA Compensation Award		1,000,000	1,200,000
Victim Assistance Grant Program			
Victim Compensation & Assistance Fund		\$ 750,000	\$ 200,000
ACJC Administrative Expenses			
Victim Compensation & Assistance Fund		\$ 187,800	\$ 187,800
Federal VOCA Compensation Award		63,887	73,346
TOTAL		\$ 5,501,687	\$ 3,661,146
ESTIMATED ENDING FUND BALANCE			
Victim Compensation & Assistance Fund		\$ 626,528	\$ 538,728
Federal VOCA Compensation Award		621,189	814,782
TOTAL		\$ 1,247,717	\$ 1,353,510
*Estimated Totals			
Victim Compensation & Assistance Fund Appropriation		\$ 4,223,000	\$ 4,223,000
Victim Compensation & Assistance Fund Recommended Program Allocation		\$ 4,437,800	\$ 2,387,800

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

Action Requested:	Type of Action Requested:	Subject:
March 26, 2020	<input checked="" type="checkbox"/> Formal Action/Motion <input type="checkbox"/> Information Only <input type="checkbox"/> Other	FY21 Designation of Operational Units

TO: Chairperson and Commission Members

FROM: Heather Bohnet, Program Manager
Crime Victims

RECOMMENDATION:

The Commission approve designating the 15 County Attorney's Offices as operational units for the FY 2021 Crime Victim Compensation Program.

DISCUSSION:

The Commission is required to annually designate one Operational Unit (OU) for each county, to receive an allocation from state and/or federal compensation fund sources to administer the Crime Victim Compensation Program for that county during the state fiscal year. In accordance with compensation program rule R10-4-104(A) all 15 County Attorney's Offices have requested designation as operational units for FY 2021. Staff proposes continuing the current designation of the County Attorney's Offices as operational units for FY 2021.

FISCAL IMPACT:

Significant – Operational Units are responsible for the expenditure of state and federal Crime Victim Compensation funds for FY 2021.

ALTERNATIVES:

Not Approve - Modify - Table

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

Action Requested:	Type of Action Requested:	Subject:
March 26, 2020	<input checked="" type="checkbox"/> Formal Action/Motion <input type="checkbox"/> Information Only <input type="checkbox"/> Other	Victim Compensation Program Funding Allocation Formula

TO: Chairperson and Commission Members

FROM: Heather Bohnet, Program Manager
Crime Victims

RECOMMENDATION:

The Commission approve to amend the victim compensation program allocation formula by removing the availability of restitution and subrogation funds to operational units from the calculation. The allocation formula and process steps shall be amended as outlined in the agenda.

DISCUSSION:

The allocation of state and federal victim compensation program funds for FY20 included a reduction in the base funding allocation to the operational units by an amount equal to the required restitution/subrogation spenddown amount. ACJC proposes amending the formula to remove the availability of restitution and subrogation funds in the formula allocation.

FISCAL IMPACT:

Significant – Amending the victim compensation program allocation formula may result in increased or decreased funding allocations to operational units.

ALTERNATIVES:

Not Approve - Modify - Table

Proposed Change:

ACJC proposes to amend the current Crime Victim Compensation Program formula by removing the Restitution/Subrogation reserve overage amount for OUs with Restitution/Subrogation fund balances exceeding a three-year annual average benefit expense reserve as a calculation.

Formula Change Recommendation

- \$50,000 of approved state funding level retained in emergency reserve (R10-4-102.D);
- Five percent of most recent federal VOCA award allocated to ACJC for administrative costs;
- Fixed administrative allocation of state funds to each OU (R10-4-102.H);
- A base allotment of \$25,000 to each OU;
- The remaining balance distributed as follows:
 - 50% based on prior years' program benefit expenditure average;
 - 30% based on average share of crime;
 - 20% based on population.

Purpose of the Recommended Change

Amending the current Crime Victim Compensation Program formula by removing the Restitution/Subrogation reserve overage amounts in the calculation for Operational Units, will eliminate the fund balance reported figure from the formula for amounts that were captured months in advance. Reported amounts are confirmed on the date balance totals were verified with county finance. This typically occurs in February. The amount that was reported in February could be drastically different than the actual Restitution/Subrogation fund balances are at the beginning of the new fiscal year.

Amending the formula will also allow ACJC to better manage cash flow challenges from the Victim Compensation and Assistance fund. ACJC can determine when to send out reimbursements to county programs based on the availability of funding and if county programs need resources sooner than ACJC can distribute the funds, counties can utilize their restitution balances until they receive a reimbursement, and ACJC can prioritize reimbursing those counties with no balance.

Removing the Restitution/Subrogation reserve overage amounts from the formula calculation will also allow counties to restore the balance of their Restitution/Subrogation funds to account for their needs.

Restitution/Subrogation Overage Spenddown

Expenditure of available restitution and subrogation funds at the county level has become an increasingly important part of the overall statewide expenditure plan for the compensation program. In October of 2018, the Commission approved amending the victim compensation program allocation formula to include the reduction to the base allotment equal to Restitution/Subrogation reserve overage amount for OUs with Restitution/Subrogation fund balances exceeding a three-year annual average benefit expense reserve (R10-4-102.G).

The remaining balance was distributed as follows:

- 50% based on prior years' program benefit expenditure average;
- 30% based on average share of crime;
- 20% based on population.

When the formula was changed to include a reduction to the base allotment equal to Restitution/Subrogation reserve overage amount for OUs with Restitution/Subrogation fund balances exceeding a three-year annual average benefit expense reserve, no separate spenddown of Restitution/Subrogation occurred in FY20.

Funding Reallocation Process

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. With the amendment of the victim compensation program allocation formula to the FY 2020 program, there was no separate restitution/subrogation spenddown process. With no separate restitution/subrogation spenddown, the request for reimbursement of ACJC funds has occurred at a faster rate, leaving no funding available for a current reallocation.

Anticipated Results

Amending the victim compensation program allocation formula as recommended should result in the following:

- Will allow for a separate annual restitution/subrogation spenddown process, while maintaining equitable balance amounts for all operational units within these program accounts.
- Will allow for operational units to maintain equitable balance amounts in their restitution/subrogation accounts, and those operational units with a reserve overage amount, will not have their formula allocation reduced due to their overage amounts.
- Will allow counties to better manage their cash flow with declining revenue from the state.
- ACJC will no longer be factoring in reported amounts from months prior into the projection of availability of funds for the beginning of the next fiscal year.

ARIZONA CRIMINAL JUSTICE COMMISSION

Request for Commission Action

Action Requested:	Type of Action Requested:	Subject:
March 26, 2020	<input checked="" type="checkbox"/> Formal Action/Motion <input type="checkbox"/> Information Only <input type="checkbox"/> Other	FY21 Compensation Program Funding Allocation

TO: Chairperson and Commission Members

FROM: Heather Bohnet, Program Manager
Crime Victims

RECOMMENDATION:

The Commission approve the allocation of \$3,273,346 in state and federal crime victim compensation funds, as proposed in Table VS-2 of the agenda, to Operational Units (OU) for the FY21 Crime Victim Compensation Program.

DISCUSSION:

Table VS-2 reflects the dollar amounts proposed for allocation to each OU for the 15 counties. The allocation formula includes the following steps:

- \$50,000 of approved state funding level retained in emergency reserve (R10-4-102.D);
- Five percent of most recent federal VOCA award allocated to ACJC for administrative costs;
- Fixed administrative allocation of state funds to each OU (R10-4-102.H);
- A base allotment of \$25,000 to each OU;
- The remaining balance distributed as follows:
 - 50% based on prior years' program benefit expenditure average;
 - 30% based on average share of crime;
 - 20% based on population.

FISCAL IMPACT:

Significant – Distribution of \$3,273,346 in compensation funds for FY21.

ALTERNATIVES:

Not Approve - Modify - Table

TABLE VS-2

**CRIME VICTIM COMPENSATION PROGRAM
FY 2021 CRIME VICTIM COMPENSATION ALLOCATION
\$3,273,346 TOTAL STATE AND FEDERAL FUNDING**

COUNTY	FIXED ADMIN ALLOCATION	AVAILABLE FOR COMP BENEFITS	FINAL ALLOCATION TOTAL	% OF TOTAL ALLOCATION	3 YR AVG TOTAL EXPENDITURES***
APACHE	\$ 24,200	\$ 41,331	\$ 65,531	2.08%	\$ 60,690
COCHISE	21,500	47,835	69,335	2.20%	50,561
COCONINO	36,100	78,442	114,542	3.64%	170,855
GILA	15,100	38,089	53,189	1.69%	20,256
GRAHAM	17,500	30,041	47,541	1.51%	11,404
GREENLEE	2,600	25,826	28,426	0.90%	2,099
LA PAZ	12,600	34,728	47,328	1.50%	33,440
MARICOPA	441,800	1,105,215	1,547,015	49.11%	2,491,926
MOHAVE	47,500	97,202	144,702	4.59%	218,950
NAVAJO	29,100	58,573	87,673	2.78%	109,446
PIMA	172,400	283,954	456,354	14.49%	539,204
PINAL	55,000	120,651	175,651	5.58%	270,925
SANTA CRUZ	22,300	35,923	58,223	1.85%	40,619
YAVAPAI	44,100	69,255	113,355	3.60%	122,998
YUMA	58,200	82,935	141,135	4.48%	181,823
TOTAL	\$ 1,000,000	\$ 2,150,000	\$ 3,150,000	100.00%	\$ 4,325,197

	RECOMMENDED FUNDING	LESS ACJC VOCA ADMIN*	LESS STATE RESERVE**	PROGRM ALLOCATION
STATE COMPENSATION FUNDS	\$ 2,000,000	\$ -	\$ 50,000	\$ 1,950,000
FEDERAL COMPENSATION FUNDS	1,273,346	73,346	-	1,200,000
			TOTAL	\$ 3,150,000

*ACJC admin equals 5% of FFY2020 VOCA award

**\$50,000 held in reserve as required by Program Rule R10-4-102.D

***Source for County Expenditure Activity: ACJC Quarterly Compensation Activity Reports (FY 2017, FY 2018, FY 2019)

ARIZONA CRIMINAL JUSTICE COMMISSION

Request for Commission Action

Action Requested:	Type of Action Requested:	Subject:
March 26, 2020	<input type="checkbox"/> Formal Action/Motion <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Other	Information, Technology & Systems Improvement Committee Update

TO: Chairperson and Commission Members

FROM: David Byers, Chair
Information, Technology & Systems Improvement Committee

RECOMMENDATION:

Information Only

DISCUSSION:

An update on activities of the Information, Technology & Systems Improvement Committee.

FISCAL IMPACT:

N/A

ALTERNATIVES:

N/A

ARIZONA CRIMINAL JUSTICE COMMISSION

Request for Commission Action

Action Requested:	Type of Action Requested:	Subject:
March 26, 2020	<input checked="" type="checkbox"/> Formal Action/Motion <input type="checkbox"/> Information Only <input type="checkbox"/> Other	FY21 Full Service Forensic Crime Laboratory grant proposal and allocations

TO: Chairperson and Commission Members

FROM: Candice Millsap, Grant Coordinator
CJ System Improvement Program

RECOMMENDATION:

The Commission approve the Full Service Forensic Crime Laboratory grant allocations for FY21 in the amount of \$500,000 as outlined in the attached table for FY21 grant program cycle of July 1, 2020 through June 30, 2021.

DISCUSSION:

Arizona Revised Statute 41-2421, commonly referred to as "Fill the Gap" directs the monies collected pursuant to section 12-116.01, subsection B shall be allocated in part to the Arizona Criminal Justice Commission for distribution to state, county and municipal law enforcement full-service forensic crime laboratories pursuant to rules adopted by the Arizona Criminal Justice Commission.

FISCAL IMPACT:

Significant to recipient agencies

ALTERNATIVES:

Not Approve - Modify - Table

ARIZONA CRIMINAL JUSTICE COMMISSION

Request for Commission Action

Action Requested:	Type of Action Requested:	Subject:
March 26, 2020	<input checked="" type="checkbox"/> Formal Action/Motion <input type="checkbox"/> Information Only <input type="checkbox"/> Other	Full Service Forensic Crime Laboratory Definition

TO: Chairperson and Commission Members

FROM: Candice Millsap, Grant Coordinator
CJ System Improvement Program

RECOMMENDATION:

The Commission approve the Full Service Forensic Crime Laboratory Definition as outlined.

DISCUSSION:

The Systems Improvement department met with the recipients of the Full Service Crime Laboratory Grant. Directors from Scottsdale Police Department, Department of Public Safety, Mesa Police Department, Phoenix Police Department, and Tucson Police Department were present. During this meeting, the crime lab Directors informed the Commission that the processes and procedures specified in the full service definition were outdated and did not highlight forensic nuances. Unanimously, the directors have proposed the following revisions:

- Is operated by a criminal justice agency that is a political subdivision of the state;
- Employs at least one full-time forensic scientist who holds a minimum of a bachelor’s degree in a physical or natural science;
- Is registered as an analytical laboratory with the Drug Enforcement Administration of the United States Department of Justice for possession of all scheduled, controlled substances;
- Is accredited by the American Society of Crime Laboratory Directors/Laboratory Accreditation Board; and
 - **PROPOSED VERBIAGE** – Is accredited by an organization that provides accreditation based on ILAC G19 and ISO/IEC 17025 or ISO/IEC 17020.
 - ILAC** – International Laboratory Accreditation Cooperation
 - G19** – G series # 19 (standard number for forensic science processes)
 - ISO** – International Organization of Standardization
 - 17025** - Standard number for calibration testing laboratories
 - 17020** – Standard number of general operation of bodies performing inspections
- Provides, at a minimum, services in the areas of controlled substances, forensic biology, DNA, blood and breath alcohol, firearms, and toolmarks.
 - **PROPOSED VERBIAGE** – Proposed verbiage – Provides a minimum of 6 forensic disciplines in the areas of trace evidence, blood and breath alcohol, firearms and toolmarks, crime scene processing, latent print comparisons, seized drugs, DNA, digital forensics, and drug toxicology. At least one of the 6 disciplines must be DNA, digital forensics, or drug toxicology.

FISCAL IMPACT:

Significant to recipient agencies

ALTERNATIVES:

Not Approve - Modify - Table

ARIZONA CRIMINAL JUSTICE COMMISSION

Request for Commission Action

Action Requested:	Type of Action Requested:	Subject:
March 26, 2020	<input type="checkbox"/> Formal Action/Motion <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Other	Criminal Justice Related IT Projects

TO: Chairperson and Commission Members

FROM: Marc Peoples, Program Manager
Shayla Fordyce, Project Manager
CJ System Improvement Program

RECOMMENDATION:

Information Only

DISCUSSION:

Criminal Justice Related IT Projects

FISCAL IMPACT:

N/A

ALTERNATIVES:

N/A

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

Action Requested:	Type of Action Requested:	Subject:
March 26, 2020	<input type="checkbox"/> Formal Action/Motion <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Other	Legislative Committee Update

TO: Chairperson and Commission Members

FROM: David Sanders, Chair
Legislative Committee

RECOMMENDATION:

Information Only

DISCUSSION:

An update on activities of the Legislative Committee.

FISCAL IMPACT:

N/A

ALTERNATIVES:

N/A

ARIZONA CRIMINAL JUSTICE COMMISSION

Request for Commission Action

Action Requested:	Type of Action Requested:	Subject:
March 26, 2020	<input type="checkbox"/> Formal Action/Motion <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Other	Review of Active Legislation

TO: Chairperson and Commission Members

FROM: David Sanders, Chair
Legislative Committee

RECOMMENDATION:

Information Only

DISCUSSION:

An update will be given on the active legislation.

FISCAL IMPACT:

N/A

ALTERNATIVES:

N/A

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

Action Requested:	Type of Action Requested:	Subject:
March 26, 2020	<input type="checkbox"/> Formal Action/Motion <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Other	Summaries of Current Events

TO: Chairperson and Commission Members

FROM: Andy LeFevre
Executive Director

RECOMMENDATION:

Information Only

DISCUSSION:

Pursuant to A.R.S. §38-431.02(K), individual Commission members may present brief summaries of current events, but no discussion may occur, and no action may be taken regarding anything that is presented.

FISCAL IMPACT:

N/A

ALTERNATIVES:

N/A