

**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, October 25, 2018** beginning at **1:00 p.m.** at the **Arizona Criminal Justice Commission Office, 1110 W. Washington, Suite 230, Phoenix, Arizona 85007**. Members of the committee 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.

Agenda for the meeting is as follows:

**I. Call to Order and Roll Call** **Chairperson Charles Ryan**

***Crime Victims Committee Members:***

Charles Ryan, Chairperson  
Mark Brnovich  
Dave Cole  
Barbara LaWall  
Greg Mengarelli  
Bill Montgomery  
Paul Penzone  
Steve Stahl  
C.T. Wright

**II. Minutes of the May 1, 2018 Meeting**

- Approval of Minutes **P-F-T**

**III. Crime Victim Compensation Program** **Larry Grubbs**

- Review, discussion, consideration and possible action on changes to the program funding allocation formula **P-F-T**

**IV. FY 2020 Victim Assistance Grant Program**

**Larry Grubbs**

- Review, discussion, consideration and possible action on funding for the FY 2020 grant period

**P-F-T**

**VII. 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.

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

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

**IX. Adjournment**

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

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

**Request for Committee Action**

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<b>Action Requested:</b>	<b>Type of Action Requested:</b>	<b>Subject:</b>
October 25, 2018	<input checked="" type="checkbox"/> Formal Action/Motion <input type="checkbox"/> Information Only <input type="checkbox"/> Other	Minutes of the May 1, 2018 Meeting

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**TO:** Chairperson and Committee Members

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

**RECOMMENDATION:**

The Committee approve the minutes of the Crime Victims Committee Meeting held on May 1, 2018.

**DISCUSSION:**

N/A

**FISCAL IMPACT:**

N/A

**ALTERNATIVES:**

Not Approve - Modify - Table

**Crime Victims Committee  
Minutes  
May 1, 2018**

A public meeting of the Crime Victims Committee of the Arizona Criminal Justice Commission was convened on May 1, 2018, at the Arizona Criminal Justice Commission, 1110 W. Washington, Suite 250, Phoenix, AZ 85007.

**Members Present:**

Charles Ryan, Chairperson, Director, Department of Corrections  
Mark Brnovich, Arizona Attorney General, Amy Bocks representing by phone  
Dave Cole, Retired Judge by phone  
Barbara LaWall, Pima County Attorney, Vanessa Helms representing by phone  
Bill Montgomery, Maricopa County Attorney, Shawn Cox representing  
Paul Penzone, Maricopa County Sheriff, Kip Rustenberg representing

**Staff Participating:**

Larry Grubbs, Program Manager  
Dorinda Johns, Program Coordinator

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

The meeting was called to order by Chairperson Charles Ryan at 1:30 p.m. The roll was taken, and a quorum was declared present.

**II. Review and approval of the Minutes of the March 6, 2018 Meeting**

Chairperson Ryan called for approval of the minutes. Dave Cole moved to approve the meeting minutes, Kip Rustenberg seconded, the motion carried.

**III. Crime Victim Assistance Grant Program**

Mr. Grubbs provided a summary of the FY19 ACJC victim assistance grant solicitation, applications and grant funding recommendations. The committee discussed the recommendation. Mr. Grubbs provided detail on the specific projects recommended for funding. Shawn Cox moved that the committee recommend to the Commission awarding \$750,000 in FY19 Crime Victim Assistance Grant funds as indicated in Table VS-1 of the agenda. Amy Bocks seconded, the motion carried.

**IV. Medical Billing Review Pilot Project Update**

Mr. Grubbs provided an update on the victim compensation Medical Billing Review Pilot Project.

**V. Call to the Public**

Chairperson Ryan asked the members of the Public if any would like to speak. No members of the Public came forward.

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

The next Crime Victims Committee meeting is to be determined at a later date. Information with the date of the next meeting will be posted.

**VII. Adjournment**

The meeting was adjourned at 2:17 p.m.

Respectfully submitted,



Andrew T. LeFevre  
Executive Director

# III

## CRIME VICTIMS COMMITTEE OF THE ARIZONA CRIMINAL JUSTICE COMMISSION

### Request for Committee Action

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<b>Action Requested:</b>	<b>Type of Action Requested:</b>	<b>Subject:</b>
October 25, 2018	<input checked="" type="checkbox"/> Formal Action/Motion <input type="checkbox"/> Information Only <input type="checkbox"/> Other	Victim Compensation Program Funding Allocation Formula

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**TO:** Chairperson and Committee Members

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

#### **RECOMMENDATION:**

Approve a recommendation to the Commission amending the victim compensation program allocation formula to include in the calculation the availability of restitution and subrogation funds to operational units. 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, and a required spenddown of restitution/subrogation funds are currently separate annual processes under the victim compensation program. If a spenddown amount exists for an operational unit, the recommendation would reduce the base funding allocation to the operational unit by an amount equal to the required restitution/subrogation spenddown amount. This would eliminate the need for a separate restitution/subrogation spenddown process and the related financial reporting requirements for operational units.

#### **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

## **Funding Allocation Process**

Annually at the March meeting the Commission undertakes a three step process to approve a funding allocation to compensation program operational units for the next fiscal year:

*Designation of Operational Units:* Program rules require the Commission to annually designate one operational unit for each county to receive an allocation from the Crime Victim Compensation and Assistance Fund, or available federal VOCA compensation funds. The operational unit shall administer the Crime Victim Compensation Program for that county during the upcoming fiscal year. Historically, the County Attorney's Office is the designated operational unit for the County.

*Approve Compensation Program Budget:* The total program budget for the upcoming fiscal year includes both state compensation funds and federal VOCA compensation funds. The total program budget is based on state revenue projections for the compensation program, the legislative appropriation for the upcoming fiscal year, and available federal funds.

*Approve Allocations to Operational Units:* From the total program budget, the Commission approves the allocation of state and federal crime victim compensation funds to operational units for the upcoming fiscal year in accordance with the established compensation allocation formula.

## **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 May 2014 the Commission approved the following process to manage the annual expenditure of restitution and subrogation funds by each County:

- In September of each year identify county programs with a total restitution and subrogation fund balance exceeding the reserve amount. The reserve amount equals the county's three-year annual benefit expenditure average, calculated using county program revenue and expenditure data submitted to ACJC quarterly.
- Require that county programs with an amount greater than the one-year reserve, spend the overage on compensation benefits during the current fiscal year.

## **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.

### **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;
- 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 (R10-4-102.G);
- 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.

### **Anticipated Results**

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

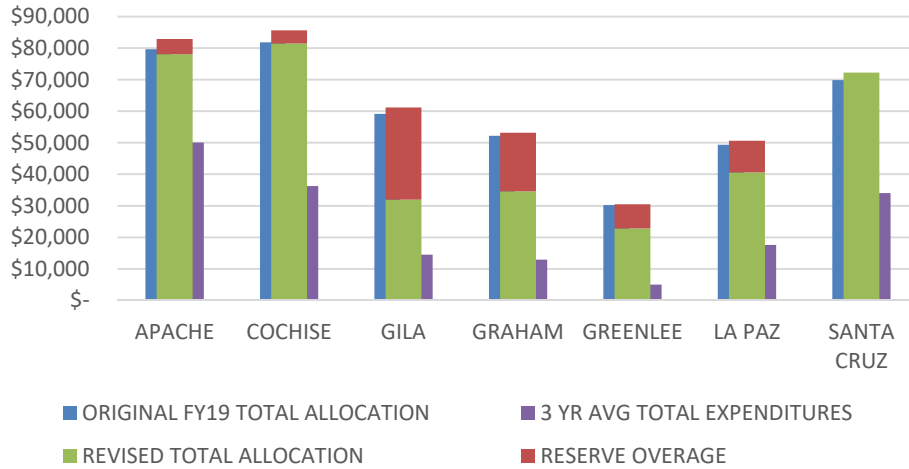
- Eliminate the need for a separate annual restitution/subrogation spenddown process, while maintaining equitable balance amounts for all operational units within these program accounts. This will reduce the monthly reporting burden for operational units with a spenddown amount and ACJC staff processing the reports.
- Reduce the amount of funding needed for reallocation mid-year by addressing the potential need and the availability of funding during the initial funding allocation process. It is not anticipated that the need for reallocation will be entirely eliminated.

**TABLE VS-1**

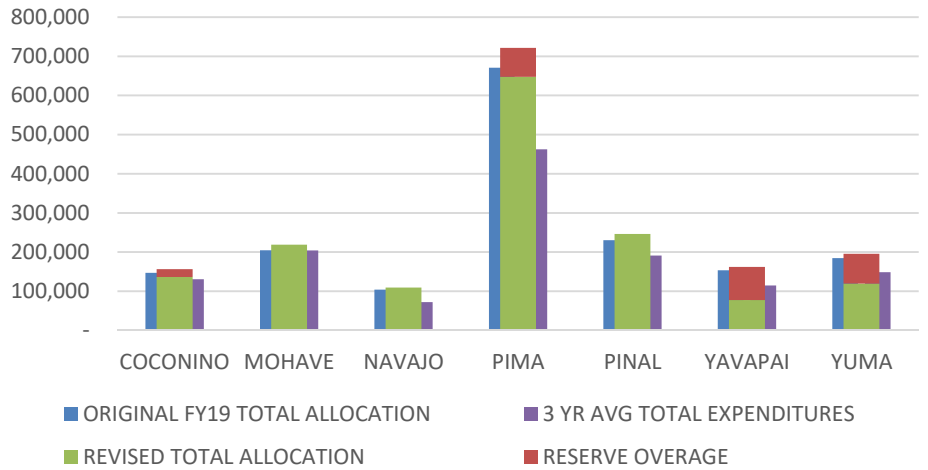
<b>CRIME VICTIM COMPENSATION PROGRAM                      FY 2019 CRIME VICTIM COMPENSATION FORMULA CHANGES</b>								
COUNTY	ORIGINAL FY19 TOTAL ALLOCATION	RESTITUTION / SUBROGATION BALANCE	12 MONTH BENEFIT RESERVE	RESERVE OVERAGE	ALLOCATION ADJUSTMENT	REVISED TOTAL ALLOCATION	OVERAGE PLUS REVISED TOTAL	3 YR AVG TOTAL EXPENDITURES*
APACHE	\$ 79,610	\$ 52,526	\$ 47,679	\$ 4,847	\$ (1,560)	\$ 78,050	\$ 82,897	\$ 50,045
COCHISE (1)	81,800	32,077	27,929	4,148	(340)	81,460	85,608	36,284
COCONINO (1)	147,040	136,348	116,320	20,028	(10,840)	136,200	156,228	130,636
GILA (3)	59,130	43,571	14,370	29,201	(27,170)	31,960	61,161	14,502
GRAHAM (1)	52,180	26,377	7,817	18,560	(17,570)	34,610	53,170	12,931
GREENLEE (2)	30,240	10,638	2,954	7,685	(7,420)	22,820	30,505	5,008
LA PAZ	49,350	26,480	16,455	10,025	(8,750)	40,600	50,625	17,589
MARICOPA (1)	2,344,950	1,516,082	1,998,012	-	200,280	2,545,230	2,545,230	2,286,223
MOHAVE (3)	204,650	98,996	187,743	-	14,090	218,740	218,740	204,346
NAVAJO (1R,1C)	104,060	60,730	65,789	-	5,330	109,390	109,390	72,126
PIMA (1)	670,900	457,265	383,362	73,903	(23,400)	647,500	721,403	462,467
PINAL (2R, 1C)	230,350	174,576	176,866	-	16,030	246,380	246,380	191,085
SANTA CRUZ	69,830	22,478	31,568	-	2,410	72,240	72,240	34,039
YAVAPAI (3)	153,330	182,171	97,401	84,770	(75,820)	77,510	162,280	114,854
YUMA (2)	184,700	209,300	133,200	76,099	(65,270)	119,430	195,529	148,485
<b>TOTAL</b>	<b>\$ 4,462,120</b>	<b>\$ 3,049,615</b>	<b>\$ 3,307,464</b>	<b>\$ 329,266</b>	<b>\$ -</b>	<b>\$ 4,462,120</b>		<b>\$ 3,780,619</b>
Reallocation Participation FY16-18:		Contributed	Received	Both				*includes administrative expenditures



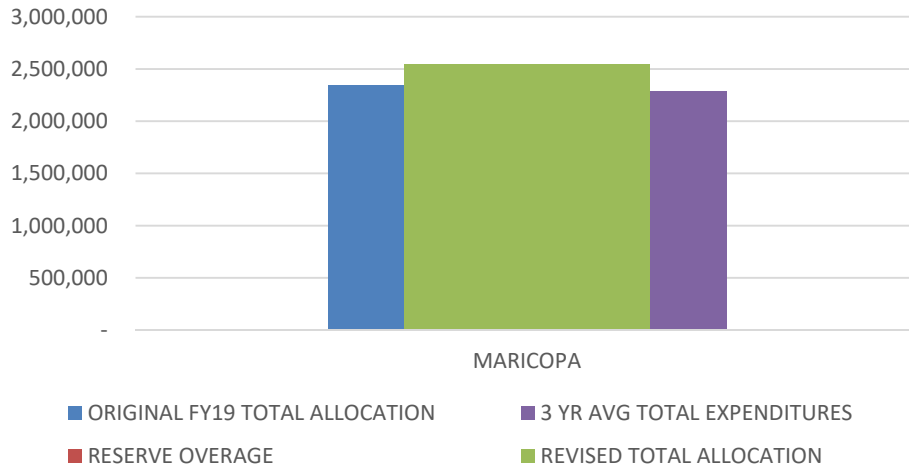
### County Programs <\$100K



### County Programs \$100K - \$800K



### County Programs >\$800K



# IV

## CRIME VICTIMS COMMITTEE OF THE ARIZONA CRIMINAL JUSTICE COMMISSION

### Request for Committee Action

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<b>Action Requested:</b>	<b>Type of Action Requested:</b>	<b>Subject:</b>
May 1, 2018	<input checked="" type="checkbox"/> Formal Action/Motion <input type="checkbox"/> Information Only <input type="checkbox"/> Other	FY 2020 Crime Victim Assistance Grant Program

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**TO:** Chairperson and Committee Members

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

#### **RECOMMENDATION:**

Staff seeks additional guidance from the Committee regarding possible funding plans for the FY 2020 Crime Victim Assistance Grant Program. Direction provided by the Committee will help to determine grant program size and funding priority areas, in preparation for a recommendation to the Commission at the meeting in January 2019.

#### **DISCUSSION:**

Funding priorities for the current FY 2019 grant period focus on projects that are not eligible for VOCA Assistance grant funds, victim service training projects, and eligible projects receiving little or no VOCA Assistance grant funds for the current period. Total funding for the FY 2019 grant period is \$750,000.

#### **FISCAL IMPACT:**

Significant – Total program size and recommended priorities could significantly impact the availability of victim assistance grant funds for FY 2020.

#### **ALTERNATIVES:**

N/A

*(The following is the funding recommendation summary presented at the Commission meeting held May 2018 to award victim assistance grant funds for the current FY 2019 grant period. The recommendation summary is included here as a point of reference to assist with the funding discussion for the upcoming FY 2020 grant period.)*

## **Crime Victim Assistance Grant Program FY 2019 Funding Recommendation**

The Crime Victim Assistance Grant Program is established to provide grant awards to support direct services to crime victims in the State of Arizona. At the January 2018 meeting, the Commission approved a program size up to \$750,000 in victim assistance grant awards for FY19.

For the FY19 grant period, the Commission approved awarding victim assistance funding in accordance with the following tier structure:

<b>Tier 1</b>
Fund projects identified as VOCA Assistance <i>ineligible</i> , for a period beginning July 1, 2018 and ending June 30, 2019. Projects must meet ACJC victim assistance grant program eligibility requirements in effect on July 1, 2018. Majority of funds requested must support VOCA assistance ineligible activities.
<b>Tier 2</b>
Fund crime victim service training projects, for a period beginning July 1, 2018 and ending June 30, 2019. Projects must meet current ACJC victim assistance grant program eligibility requirements in effect on July 1, 2018.
<b>Tier 3</b>
Fund all other victim service projects that meet ACJC victim assistance grant program eligibility requirements in effect on July 1, 2018, for a period beginning July 1, 2018 and ending June 30, 2019. Projects demonstrating the lowest percentage of funding support from DPS-VOCA Assistance grant funds during the grant period will be prioritized.

### **Applications Received**

On February 2, 2018, the FY19 Crime Victim Assistance Program grant application period opened. The deadline for submission of applications was Friday, March 16, 2018, at 3:00 p.m. Thirty-seven applications were submitted by the deadline. The following is a breakdown of applications received by funding tier:

<b>Funding Tier</b>	<b>Applications Submitted</b>	<b>Funding Requested</b>
Tier 1	16	\$713,809
Tier 2	6	\$255,352
Tier 3	15	\$655,431
<b>TOTAL</b>	<b>37</b>	<b>\$1,624,592</b>

## **Evaluation and Scoring**

All grant application requests were evaluated in accordance with A.R.S. § 41-2702. All applications received were reviewed and scored by three individuals including ACJC staff and an outside evaluator. Scoring was based on the Crime Victim Assistance Grant Program rules, application criteria, and priorities approved by the Commission. Financial audit documentation submitted by applicants was reviewed to help determine an applicant agency's capacity to administer an award.

## **FY 2019 Funding Recommendation**

### **General Overview**

ACJC Victim Services Staff recommends victim assistance grant awards totaling \$750,000 for FY19. This award total equals the \$750,000 program size approved by the Commission in January.

### **Tier 1 Award Detail**

Tier 1 attempts to identify and prioritize funding for projects that are ineligible under the guidelines of the DPS-VOCA assistance grant program. Of the sixteen applications submitted under Tier 1, eleven included budget requests that were determined to be DPS-VOCA assistance ineligible. The activities included in these applications are the gap activities Tier 1 set out to identify and support. The following is a list of those Tier 1 eligible activities and associated projects:

- Emergency financial assistance to crime victims:
  - Chrysalis Shelter for Victims of Domestic Violence
  - Community Alliance Against Family Abuse
  - New Life Center
  - Tempe City Social Services – CARE 7
  
- Civil Legal Support Services for Victims
  - Arizona Crime Victim Rights Law Group
  - Never Again Foundation
  
- Project personnel costs (other than direct service providers)
  - Colorado River Regional Crisis Shelter
  - Kingman Aid to Abused People
  - Tucson Centers for Women and Children
  
- On-call time for direct victim service providers
  - Chrysalis Shelter for Victims of Domestic Violence
  - Prevent Child Abuse Arizona
  - Victim / Witness Services for Coconino County

The score team recommended funding these projects to the degree the requests were determined to be VOCA Assistance ineligible, and the extent to which projects were aligned with the ACJC victim assistance grant program rules.

## **Tier 2 Award Detail**

Tier 2 establishes as an independent funding priority, training of staff or volunteers associated with programs providing direct service to victims of crime. Six applications were submitted for training projects under Tier 2. The following four projects are recommended for funding:

- Arizona Coalition for Victim Services – Arizona Victim Assistance Academy
- Northern Arizona University – AZ Child & Adolescent Survivor Initiative Webinar Series
- Pima County Attorney's Office – Volunteer Crisis Intervention and Victimology Course
- Tempe City Social Services CARE 7 – Trauma Informed Training (Phase 2)

Reviewers agreed the other two projects requesting funding under Tier 2 lacked critical justification or sufficient training development activities associated with the proposed training project. For these reasons, the following two projects were not recommended for funding:

- AZ Child & Family Advocacy Network – Multi Disciplinary Team Outreach & Training
- Prevent Child Abuse AZ – Yavapai Family Advocacy Center

## **Tier 3 Award Detail**

Awards under Tier 3 are open to any project that meets the eligibility requirements established under the ACJC victim assistance program rules. Funding recommendations were based on the degree to which eligible projects receive additional funding support through the DPS-VOCA assistance grant. Projects receiving no funding through DPS-VOCA assistance were the highest priority under Tier 3. The following six Tier 3 projects lacked any funding support from DPS-VOCA assistance, and are recommended for an ACJC victim assistance grant award:

- Ama Doo Alchini Bighan, Inc. (ADABI)
- Buckeye Police Department
- Buckeye Police Foundation
- Gila County Attorney's Office
- Legal Services for Crime Victims in Arizona
- Mt. Graham Safehouse

Through the application review process for Tier 3 projects, it became evident that a few agencies were applying for ACJC victim assistance funding to offset reductions from the Attorney General's Victim Rights Program (VRP) grants for victim notification services and dedicated staff. Since FY 2017 total awards through the VRP have been reduced by thirty-one percent, potentially impacting the ability of victim service agencies to provide mandated victim notification services.

The funding recommendation includes utilizing remaining victim assistance grant funding to support the following three projects demonstrating a strong emphasis on notification services and retaining existing notification staff:

- Coconino County Attorney's Office
- Graham County Attorney's Office
- Yavapai County Attorney's Office

**TABLE VS-1 FY19 CRIME VICTIM ASSISTANCE GRANT FUNDING RECOMMENDATION**

Applicant Agency	FY19 Requested Awards	FY19 Grant Awards			FY19 Proposed Total Grant Awards
		Tier 1	Tier 2	Tier 3	
A New Leaf, Inc.	\$ 12,586	\$ -	\$ -	\$ -	\$ -
Against Abuse, Inc.*	80,800	-	-	-	-
Ama Doo Alchini Bighan, Inc. (ADABI)	69,023	-	-	28,379	28,379
Arizona Child and Family Advocacy Network	40,705	-	-	-	-
Arizona Coalition for Victim Services	56,450	-	56,450	-	56,450
Arizona Crime Victim Rights Law Group	16,750	16,750	-	-	16,750
Buckeye Police Department	62,500	-	-	62,500	62,500
Buckeye Police Foundation	18,200	-	-	18,200	18,200
Chrysalis Shelter For Victims of DV	47,450	39,450	-	-	39,450
City of Maricopa	6,284	-	-	-	-
Coconino County Attorney's Office	16,872	-	-	16,833	16,833
CODAC Behavioral Health Services	201,352	-	-	-	-
Colorado River Regional Crisis Services*	96,446	46,323	-	-	46,323
Community Alliance Against Family Abuse	21,750	10,500	-	-	10,500
Gila County Attorney's Office	35,774	-	-	27,984	27,984
Graham County Attorney's Office	10,000	-	-	10,000	10,000
Haven Family Resource Center	20,000	-	-	-	-
Kingman Aid To Abused People, Inc.	36,195	36,195	-	-	36,195
La Paz County Attorney's Office	11,462	-	-	-	-
Legal Services for Crime Victims in Arizona	69,697	-	-	33,847	33,847
Mt. Graham Safe House, Inc.	34,915	-	-	33,210	33,210
Navajo County Attorney's Office	39,504	-	-	-	-
Never Again Foundation	135,821	59,335	-	-	59,335
New Life Center	50,000	9,399	-	-	9,399
Northern Arizona University	17,950	-	13,713	-	13,713
Northland Family Help Center	20,000	-	-	-	-
Pima County Attorney's Office	41,224	-	12,080	-	12,080
Prevent Child Abuse Arizona*	32,018	30,000	-	-	30,000
Sojourner Center	55,811	-	-	-	-
Tempe City Social Services - Care 7*	111,404	6,400	68,280	-	74,680
Tucson Centers For Women And Children	63,705	63,705	-	-	63,705
Victim/Witness Services For Coconino County	29,695	10,467	-	-	10,467
Yavapai County Attorney's Office	62,251	-	-	40,000	40,000
<b>TOTAL</b>	<b>\$ 1,624,594</b>	<b>\$ 328,524</b>	<b>\$ 150,523</b>	<b>\$ 270,953</b>	<b>\$ 750,000</b>

\* Applied in multiple tiers

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