

**Alamo Area Council of Governments  
Criminal Justice Advisory Committee Meeting  
September 11, 2024 – 1:30 pm  
AACOG Titan 2700 NE Loop 410, San Antonio TX 78217  
San Antonio Room**

**MEMBERS PRESENT:**

1. Ms. Hattie Allen
2. Ms. Glenda Wilke for Ms. Nicole Bishop
3. Captain Danny Bowermaster
4. Ms. Lisa Brothers
5. Judge Rochelle Camacho
6. Dr. David Carrothers
7. Dr. Allen Castro and Ms. Rori Boone
8. Mr. Kenneth Schmidtling for Mr. Mike Davis
9. Chief Linette Dury
10. Ms. Vickie Ernst and Ms. Jennifer Forbes
11. Ms. Andrea Goff-Fontanes and Mr. Robert Saenz
12. Ms. Ellen Wheeler-Walter for D.A. Joe Gonzalez
13. Deputy Robert Guerrero
14. Chief Matthew Haynie
15. Constable Paul Gonzales for Lt. Mary Krebs
16. Ms. Monica Torres for Ms. Jelynn LeBlanc Jamison
17. Ms. Rosa Lavender
18. Lt. Brian Pehl for Sheriff Buddy Mills
19. Ms. Vickie Adams for Ms. Abigail Moore
20. Deputy Chief Armando Olguin
21. Ms. Melissa Padron and Ms. Marina Garcia
22. Captain Jerry Rios
23. Chief Deputy Gilbert Rodriguez
24. Mr. Jeffrey McLaughlin for Captain Michael Starnes
25. Ms. Eladia Torres
26. Ms. Brenda Trevino
27. Ms. Samantha Wohler

**MEMBERS ABSENT:**

1. Sgt Corey Delgado
2. Chief Henry Dominguez
3. Chief Lewis Lem
4. Major Matthew Miller
5. Chief Deputy Joshua Ray
6. Mr. Renan Zambrano

**STAFF PRESENT:**

1. Ms. Marcela Medina, Public Safety Manager
  2. Ms. Laura Richardson, Public Safety Specialist
  3. Mr. Justin Monarez, Homeland Security/Criminal Justice Coordinator
  4. Ms. Cami Goldspink, Criminal Justice Planner
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1. Meeting was called to order at 1:35 by Ms. Hattie Allen - Chair.
2. Roll Call was taken by Ms. Laura Richardson and a quorum was established.
3. Public Comments:  
There were no public comments.
4. Consider and act upon approval of the May 8<sup>th</sup>, 2024, Minutes.

A motion was made by Ms. Vickie Ernst and seconded by Ms. Rosa Lavender to accept the above minutes.

**All Approved, Motion Carried.**

## 5. Program Updates

### A. Updates:

1. County Disposition review/update.  
The region is all at 90% or higher since July 30.
2. Governor's Public Safety office AACOG CJ Desk Review.  
Updating wording in notification letters to grantees, CJAC membership needs diversity because it is heavy on law enforcement- we need more disciplines such as education mental health and substance abuse, strategic plan needs to be reviewed this year, we need to change wording from criminal justice division (CJD) to Public Safety office (PSO).
3. CJAC membership Vacancies  
We have been slowing filling our vacant seats, but we must do it without any other law enforcement. We need more from other disciplines. We have 5 seats open.
4. CJAC Attendance Review.  
Went over bylaws about attendance.
5. Governor's Office PSO eGrants 101 Training.  
This was a great training here at AACOG. The next one is in El Paso. The PSO plans to go to each COG for this training. They spent a lot of time on eGrants requirements and FSRs.
6. TARC Bi-Annual Staff Training.  
This is n Sep 17. Staff will go over the information at the October meeting.
7. Review CJAC Subcommittee Meeting held June 11, 2024.  
We will go over these later in agenda.
8. NextZen platform update.  
We will work on these changes for this year:  
Options for additional numbering in order of agenda within each funding stream dashboard.  
Working on how to add the applications that did not meet AACOG requirements.  
Adding points within the score tool to be automated.  
Working out all bugs with the development team.

FY2025 funding award and unfunded notices began going out the week of Sep 3<sup>rd</sup>. We gave the ranking sheets showing how the PSO established final funding decisions.

CJ Strategic planning will begin next October 2025 and should be ready for submission by July 1, 2026 when due.

## B. Upcoming Trainings

1. Grant Writing USA - at AACOG - September 26-27, 2024
2. AACOG Grant Writing Workshop - October 22, 2024 - free and done by AACOG staff with CJAC/Law Enforcement volunteers. This will be held in the AACOG ART training room from 10-11:30 am.
3. Law Enforcement Grant Writing 101 - at AACOG- December 12-13, 2024 - class is \$499 per seat. This is also at the ART training room. All day class. We may have a couple comp seats available. We will send flyers out for this.

## 6. Discussion and appropriate action on membership items:

1. Nominating **Bryce Boddie, LMSW** as new primary representing Kendall County.

A motion was made by **Ms. Rosa Lavender** and seconded by **Ms. Vickie Ernst** to accept the above membership item.

**All Approved, Motion Carried.**

## 7. Discussion on recommended changes to the CJAC Grant Application Guidelines

These are recommended changes per the subcommittee meeting:

CJAC recommends that application budget requests are below the following budget caps:

- JAG: \$75,000 maximum request from OOG; Non-profits \$50,000 maximum request from OOG
- JJDP: **\$50,000** maximum request from OOG; TP - Truancy Prevention – **\$350,000 voluntary maximum request from OOG for all program requests; Continuation projects exceeding last year's award by 20% must provide justification.**<sup>4</sup>
- VAWA: **\$150,000** maximum request from OOG
- VOCA: **\$250,000** voluntary maximum request **for new program requests**; Continuation projects **may exceed last year's award by 20% if all funds were expended the previous grant year.(Eligibility for a 20% increase requires applying agency to have completed expending a full year's award by September 30, 2024).**<sup>1</sup>

### **Recommended Budget Reductions:**

~~JAG: JAG requests for position funding of five (5) or more consecutive years will be reduced by a tiered 20% each year over a five (5) year period until no further funding can be requested.~~

~~CJAC reserves the right to reduce recommended funding amounts based on the regional budget expectation (RBE) and the amount of funding applied for in each funding stream.~~

### **Continuation Projects:**

Applicants will be asked to self-identify their projects as continuations in the grant summary form. New projects must follow all eligibility requirements to qualify as a new project as established by the Office of the Governor.

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~~Continuation projects may not exceed last year's request. Project requests that exceed last year's request will be decreased to match the previous year's request. Projects that request over \$150,000 for five (5) or more years may be subject to a 20% decrease, as determined by the CJAC.~~

CJAC will determine decreases on the day of grant presentations in order to holistically gauge all grant applicants for each funding stream based on presentations, grant summary forms, RBE, and amount applied for in each stream.

#### **PROCESS/SCORE TOOL CHANGES:**

Referring to additional question #1 on the VOCA Summary Form in NextZen (listed below): The CJAC Subcommittee recommends that prior to scoring possibly at February or March 2025 CJAC meeting (after the application deadline) a CJAC Subcommittee (preferably those with VOCA backgrounds) or a volunteer with a VOCA Discipline/Background vet out which agencies applying fall under victim focused vs victim serving and those that fall under Truly Victim Focused in effort to determine which agencies will receive an additional 5 bonus points on their score for being truly victim focused. While AACOG can add an additional points function on the score tool – AACOG staff cannot do the vetting or determine the victim focused applicants for the CJAC. Once the applications are vetted, they would go before the CJAC for final consensus and action at that meeting. Once Bonus Point Applicants are determined, COG Staff can then add points within the Admin Round in Next Zen so the day of scoring this is already done for the CJAC. Those determined to be Victim Serving but feel they are victim focused will be given time prior to presentation to address/argue why they should be Victim Focused. If CJAC agrees to provide additional points – COG Staff will need to add to NOTE which applicants received the day of scoring and add during ranking the day of prioritization and score meetings.

All changes will be voted on in October.

#### **8. Discussion on recommended changes to the CJAC Grant Summary Form**

Recommended Grant Summary Form Changes in NextZen:

1. The CJAC Subcommittee recommends adding a definition for VOCA applicants to understand difference between victim focused and victim serving. Subcommittee discussed and determined not to add a definition to the summary form but to make the first question of the summary form to be, "Are you an organization or division whose mission is focused primarily on serving victims of crime?"
2. CJAC Subcommittee also recommends adding the additional questions to the summary form for VOCA – 1.) How many victims served for previous funding year? 2.) How many projected victims served for the upcoming grant year your agency is applying for?

Reasoning: Must start coming up with ways to be more victim focused vs victim serving or we will see more and more YMCA, SA Youth, Trade Schools applying and receiving VOCA Money.

Reminder was given to CJ Planner over the summer that it is now mandated to have Victim Advocacy Officers be in ALL DA Offices and some concern came that DA offices may apply for funding through VOCA to cover this position cost. Eladia, with the 81st DA's office confirmed there is another grant that covers the cost for the Victim Advocacy Officers which eliminated the initial concern.

3. CJAC Subcommittee recommends adding the additional questions to the summary form for Truancy Prevention - 1.) How many youths served in the previous completed Grant Funding year?

2.) What is your target number of youth served for the upcoming grant year your agency is applying for? 3) What is your per student funding amount?

AACOG Staff agrees the additional questioning for VOCA will help the CJAC confirm who is Victim Focused vs Victim Serving. AACOG Staff doesn't believe additional questioning for Truancy Prevention would be necessary due to the funding is continuing to increase however, it is good information for the CJAC that does not have a TP Background and will provide a lot of helpful information for those not versed in a background of Truancy Prevention to aid in their scoring of these applications.

VOCA - If Victim focused then 5 bonus points would be given. This will be figured out ahead of time by the CJAC and COG staff will determine how to add them in the system.

All changes will be voted on in October.

**9. Announcements**

None

**10. Items to be placed on the next meeting's agenda.**

None

**11. Next meeting date: Wednesday October 9<sup>th</sup>, 2024 - at 1:30pm.**

**12. Adjournment**

A motion was made by **Ms. Samantha Wohler** and seconded by **Ms. Vickie Ernst** to adjourn.

**All Approved, the motion carried.** The meeting was adjourned at 2:35 PM.