



# City of Las Cruces<sup>®</sup>

## Doña Ana County Juvenile Justice Continuum Board Agenda

NOTICE IS HEREBY GIVEN THAT THERE WILL BE A  
DOÑA ANA COUNTY JUVENILE JUSTICE CONTINUUM BOARD MEETING  
ON WEDNESDAY, OCTOBER 18, 2023  
12:00 PM

CITY HALL ROOM 2007B, 700 N. MAIN ST., LAS CRUCES, NM

1. Call To Order
2. Pledge Of Allegiance
3. Welcome And Introductions
4. Conflict Of Interest  
At the opening of each meeting, the Chairperson shall ask if any member on the Board or City staff has any known conflict of interest with any item on the agenda.
5. Acceptance Of Agenda
6. Approval Of Minutes
- 6.1. Doña Ana County Juvenile Justice Continuum Board Meeting Minutes For February 15, 2023 And May 02, 2023

Documents:

[02-15-23 DACJJCB MINUTES.PDF](#)

[05-02-23 DACJJCB MINUTES.PDF](#)

7. Public Participation
8. New Business
- 8.1. DACJJCB Proposed Meeting Dates And Time For FY24 (Action)
  - 12:00 pm - 1:00 pm
  - December 13, 2023
  - February 21, 2024
  - April 17, 2024
  - June 19, 2024
- 8.2. CYFD Application Process
- 8.3. Board (Update)
- 8.4. Continuum Services - JARC (Update)

8.5. FY24 CYFD Contract (Update)

9. Old Business

9.1. FY23 SUMMARY (Update)

10. Adjournment

If you need an accommodation for a disability to enable you to fully participate in this event, please contact us 72 hours before the event at 575-541-2550. The City of Las Cruces does not discriminate on the basis of race, color, national origin, sex, sexual orientation, gender identity, religion, age or disability in employment or the provision of services.

Date Posted: October 13, 2023

**DRAFT**

**DOÑA ANA COUNTY JUVENILE JUSTICE CONTINUUM BOARD  
February 15, 2023**

The following are summary minutes from the Doña Ana County Juvenile Justice Continuum Board meeting held on Wednesday, February 15, 2023, at 12:00 p.m., City Hall Room 2007B, 700 S. Main Street, Las Cruces, New Mexico.

**MEMBERS PRESENT:** Sgt. Manny Melendez (LCPD)  
Brian Kavanaugh (Families & Youth, Inc.)  
Lindsay McDonnell-Benatar (Public Defenders Dept)  
Dr. Robert Lozano (LCPS)  
Cynthia Ohrazda, (CYFD)  
Robert Nunez, (City of Las Cruces)  
Rory Rank (Retiree)  
Bill Rothengass (Retiree)  
Marianne Hernandez (CYFD-PS)  
Steve Nance (Doña Ana Community College)

**MEMBERS ABSENT:** Susana Chaparro (DACB of Commissioners)  
Judy Baca (Mesilla Valley Hospital)  
Ken Miyagishima (CLC/ Mayor's Office)  
Sylvia Herrera (Drug Court 3rd Judicial District)  
Chief Vanessa Ordoñez (Anthony NM Police)  
Manuel Arellano (LCSCA)

**OTHERS PRESENT:** Sofia Hughes (CLC Youth Services)  
Kimberly Avina (FYI)  
Aralis Chacon (FYI)  
Claudia Chavez (CLC Interim Deputy Director Youth Svs)  
Pat Acosta (YDDP JCP)  
Chelo Guerrero (DAC HHS)  
Kayleigh Martinez (Peak Behavioral)

**STAFF PRESENT:** Martha Moreno (Recording Secretary)  
Becky Baum, (RC Creations, LLC, Transcriptionist)

**1. CALL TO ORDER**

The meeting was called to order at 12:01 by Sgt. Manny Melendez and recognized the meeting as having a legal quorum.

**2. PLEDGE OF ALLEGIANCE**

**3. WELCOME AND INTRODUCTIONS:**

Board members, staff, and guests introduced themselves.

1  
2 **4. CONFLICT OF INTEREST**

3 None.

4  
5 Mr. Rank is dealing with CYFD on his own behalf regarding marijuana use by  
6 children. The definition of what a delinquent act the statute says, "a delinquent act  
7 is somebody who if you're an adult commit a crime." Question is, can children use  
8 marijuana and not be charged with a delinquent act? That issue is with CYFD  
9 director and legislative liaison on whether to carve out within the children's code  
10 for limitations, such as alcohol.

11  
12 **5. APPROVAL OF AGENDA**

13 Mr. Kavanaugh moved to accept the agenda as presented, seconded by Ms.  
14 McDonnel-Benatar. Motion carried unanimously.

15  
16 **6. APPROVAL OF THE MINUTES**

17  
18 6.1 Doña Ana County Juvenile Justice Continuum Board Meeting Minutes for June 15,  
19 2022

20 Mr. Rank moved to approve the minutes as presented, seconded by Dr. Lozano.  
21 Motion carried. Mr. Kavanaugh abstained.

22  
23 **7. PUBLIC PARTICIPATION**

24 None.

25  
26 **8. NEW BUSINESS**

27  
28 8.1 Board Chair Resignation (Update)

29  
30 Ms. Chavez stated that Judge Madrid resigned via e-mail last week.

31  
32 8.2 Election of new Board Chair (Action)

33  
34 Mr. Rank mentioned Judge Jacquez who is Juvenile Drug. Also Judge Duran is  
35 the Children's Court. Would either want to participate. Judge Duran was  
36 approached when Judge Beyer stepped down and turned it down. A Judge is not  
37 stipulated in the bylaws. It is recommended due to the relationship judges have  
38 with the legislators, politics, etc. Ms. Acosta will inquire of the judges.

39  
40 Mr. Rank moved to table the Election of a New Chair until a candidate is  
41 approached, seconded by Ms. Hernandez. Motion carried.

42  
43 8.3 Introduction of Juvenile Diversion Program Supervisor/DACJJC Coordinator  
44 (Update)

1 Ms. Acosta had devoted 38 years of her profession in domestic violence. She has  
2 worked in Las Cruces for 12 years at La Casa as Support Services Director.  
3 Currently, she is the Supervisor for Youth Development Diversion Program. We  
4 will be moving away from "Citation" to a more positive aspect and focus more on  
5 the diversion aspect. She is working with a good TEAM who are supportive and  
6 very creative. We have created an environment that allows people to come and  
7 give it their all. **"Great things in business are never done by one person.  
8 They're done by a team of people."** (Steve Jobs quote.) All the agencies  
9 represented in the room need each other. We are in the process of hiring one  
10 intake specialist, and two youth diversion specialists (used to be called community  
11 educators). They work directly with Peak Behavior Center and have a great  
12 relationship. In Hatch they are teaching classes and created a satellite. Also, a  
13 lot of youth referred with truancy, or vaping issues, and once the intake  
14 assessment is completed, they are seeing a lot of self-harm, suicide ideations and  
15 mental health issues. A lot of times there is an insurance barrier or wait list. Peak  
16 has been able to help quickly.

17  
18 Ms. Martinez of Peak Behavioral, the Southern New Mexico Liaison. She travels  
19 throughout southern New Mexico to assess needs. Hatch was feeling left out and  
20 so she created a coalition to bring all the organizations and see how they look in  
21 Hatch. They are working together, what can be done for the individual, how to do  
22 wrap around services. Continue to allow that within the services can create a  
23 better community.

24  
25 Ms. Acosta stated they need to listen to what the needs are. Each community is  
26 unique. They started intakes last month, with six referrals, of those five came to  
27 the intake. They went to them. First classes were on February 4th. They are  
28 going Saturdays for five hours, providing the classes. March 20th we already have  
29 four referrals for new children to attend, and then doing classes in April. One  
30 month is devoted to intakes and assessments, and the following month devote the  
31 Saturdays for them. Hatch's commitment of the community at large seems good.  
32 They have lot of partners that the program has already established, some will be  
33 revitalized due to COVID, and establishing new ones as well. They met with the  
34 Department of Health asked to customize presentations for the youth, and they  
35 now have presentations on fentanyl for all age groups, STD information, vaping  
36 dangers, drug and alcohol complications and dangers to their bodies. The fentanyl  
37 is a huge problem.

38  
39 Another new partnership is Doña Ana Village Association. They focus on activities  
40 and groups to self-care and self-respect of the youth. They have a drop-in place  
41 where if a youth needs something (jacket, shoes, school supplies), they can  
42 provide that for them. They just started a partnership with La Tiendita/Jardin de  
43 Los Niños. They have a thrift store that looks like a boutique. They clean out the  
44 little store, sort out things, and help the volunteers there. And then they are taken  
45 to Jardin de Los Niños to see the importance of their contribution in helping  
46 children. Similarly, they have a local garden that the kids get to pick from and then

1 go and cook with what they picked. Also coordinating meetings with LCPD. Also  
2 meet with Sierra Middle School due to some concerns. They do get referrals from  
3 schools from the SRO officers.  
4

5 Question on how they get the referrals. Ms. Acosta stated they come from SRO  
6 officers, parents, are informal referrals; along with formal referrals via JPO. Mr.  
7 Rank suggested keeping in mind due process of the children, in that sometimes a  
8 child will admit crimes, and how to handle that. Ms. Ohrazda stated that the  
9 referrals from the Juvenile Probation Office go through the due process. Kids  
10 come in, read their rights, given opportunity to deny the charges which are then  
11 sent to the DA. Use the program as a graduated sanction so cases do not go to  
12 the DA when it is not necessary. Sgt Melendez stated any referral from the  
13 resource officer is conducted as an initial investigation. The officer has the choice  
14 for juvenile class 3 citation or go through the diversion program, which is made on  
15 a variety of factors including: the child's history, child's demeanor, the charge, etc.  
16 Ms. Ohrazda mentioned that things have changed greatly in the Juvenile Justice.  
17 When a child is sent to the Juvenile Citation Program, using it as a graduated  
18 sanction, if they do not complete it, it does not get sent to the DA office, the case  
19 is closed. Ms. Ohrazda stated that kids get referred to their officer, hold a  
20 preliminary inquiry and at that time determine what types of community  
21 resources/interventions are appropriate, and then make a referral. Sgt. Melendez  
22 stated the informal referral process is not in their general orders presently. Dr.  
23 Lozano mentioned they have seen increased referrals within his program. Need  
24 some type of standard operating procedure as bringing the children towards the  
25 programs just to make sure legally.  
26

27 Formal is from JPO and courts. Informal is from the schools, SRO officers,  
28 parents, principals. The juvenile citation program is voluntary and if the child does  
29 not go, they do not go to jail, not court, no on probation. The families are informed  
30 of the importance and the benefits. Most of the kids do like the program. A  
31 question was asked on if an informal was every converted to a formal. That has  
32 not happened yet.  
33

#### 34 8.4 Continuum Services – JPC (Update)

35 Included in discussion of 8.3.  
36  
37

#### 38 8.5 Continuum Services – JARC (Update)

39  
40 Ms. Chacon reported for December, January, and February referrals have picked  
41 up for the schools, but drop with SRO referrals and citations. Only two intakes and  
42 both were citations, one a THC and the other was evading a police officer. The  
43 referrals are increasing with schools and coming from the counselors, looking for  
44 outpatient services, tutoring services. They now have a resource coordinator who  
45 is there to screen the referral to determine what program fits best for the  
46 participant. They have a variety of socials for art, dance, and most are age

1 oriented, plus social for families. They have their Pride Prom scheduled May 12th  
2 for ages 12 to 24.

3  
4 **8.6 Amendment to Subcontract (Action)**

5  
6 Mr. Nunez stated they were notified from CYFD regarding the subcontract with FYI  
7 and in the services being provided. Their definition of case management and what  
8 has been practiced in the past are being questioned regarding how we as a  
9 continuum have been providing the services and what CYFD is now looking at as  
10 specific case management. This amendment would adjust the current agreement  
11 with FYI as well as getting the approval through CYFD to create a wider opportunity  
12 to be able to offer additional services that are currently listed within the agreement  
13 with the subcontractor. These would be life skills. And work with FYI to create  
14 that, find a model program to follow, and provide to CYFD for approval. This would  
15 hopefully be this fiscal year, but with the fourth-year agreement they are moving  
16 into July 1st this year. Question right now is whether CYFD is going to reimburse  
17 the funds of services provided, specifically to case management and follow-ups.

18  
19 The request today is to move forward to discuss with FYI to amend the current  
20 agreement with the approval of the Board to include life skills as a component for  
21 services to be provided by this continuum and the subcontractor.

22  
23 Mr. Rank stated there was a whole deal done on life skills from 10 years ago that  
24 were never implemented. That this might be able to be utilized. As well as Juvenile  
25 Intensive Probation that Jay Wisner had run doing life skills. Ms. Ohrazda stated  
26 JIPSP stated that that is not done anymore due to adjustments in the way they  
27 work and the way they look at kids. All work is based on trauma informed care,  
28 and JIPSP is not a part of that. All people working with the kids are licensed and  
29 certified. Ms. Acosta stated it is allowing the respective communities to teach  
30 curriculums that are going to embrace the cultural diversity of the communities.

31  
32 Ms. Chacon gave a couple of examples of what FYI is asking for. At point they are  
33 paid for intakes; case management which is one-on-one services like follow-up  
34 calls, care coordination and follow-ups at discharge. The youth they are seeing  
35 are needing tutoring, follow-ups on counseling and having the one-on-one session.  
36 Needing help with job placement, doing resumes. La Vida project helps youth get  
37 their high school diploma. The youth in the JARC program are not part of the  
38 SOW, so trying to add life skills to incorporate all the extra services and be able to  
39 provide them.

40  
41 Ms. McDonnell-Benatar moved to approve the amendment to the subcontract,  
42 seconded by Ms. Ohrazda. Motion carried via roll call vote. Mr. Kavanaugh  
43 abstained. Mr. Rank abstained unless trauma informed care is part of the life skills.

44  
45 **9. OLD BUSINESS**

1 Mr. Kavanaugh stated in terms of item 8.2 Election of New Board Chair he wants  
2 to recommend to the Board to understand what the Board's responsibility is. On  
3 the website for CYFD the Juvenile Justice Advisory Board's for the continuum grant  
4 funds, there are five primary functions and purposes of the Board:

- 5 1) Analyze local trends that put youth at risk.
- 6 2) Assess community resource gaps that affect youth and families.
- 7 3) Build partnerships with key community leaders that positively impact  
8 policy regarding youth.
- 9 4) Fund programing that directly impacts the concerns and issues facing  
10 our youth, which is currently JCP and the JARC.
- 11 5) Involve community leaders and experts to address youth and family  
12 issues.

13 When looking for anybody to assume the position of Chair, regardless of if it is a  
14 judge or not, it is extremely important that whoever entertain should understand  
15 these priorities and what this Board is charged to do as an advisory board. And  
16 focus on the five primary functions as a Board. Possibly a discussion of the Board  
17 Members on how they would rank on each of the categories currently. A critical  
18 assessment as a Board and where to improve as a Board. An "ornamental Chair"  
19 such as a Judge just because they are a judge, does not serve the Board well.  
20

21 A suggestion to create orientation/training for new members to discuss the Board  
22 and its duties, but also a refresher for current Board Members. Mr. Nunez stated  
23 they are visiting with CYFD regarding the board, the continuum coordinator, and  
24 as some are City employees and what is the requirement from the state and City  
25 statutes. Possible contracting a continuum coordinator specifically for that  
26 position.  
27

28 Mr. Rank moved put on the agenda for April 19 orientation and Chair, seconded  
29 by Mr. Kavanaugh. Motion carried unanimously.  
30

31 9.1 DACJJCB Meeting Dates for FY23 (Update)

- 32 • April 19, 2023
- 33 • June 21, 2023

34  
35 **10. ADJOURNMENT**

36 Mr. Nunez moved to adjourn, seconded by Mr. Kavanaugh. Motion carried  
37 unanimously. Meeting adjourned at 1:02 p.m.  
38  
39  
40  
41  
42

43 \_\_\_\_\_  
Recording Secretary

\_\_\_\_\_  
Date



**DRAFT**

**DOÑA ANA COUNTY JUVENILE JUSTICE CONTINUUM BOARD  
May 02, 2023**

The following are summary minutes from the Doña Ana County Juvenile Justice Continuum Board meeting held on Tuesday, May 02, 2023, at 12:00 p.m., City Hall Room 2007A, 700 S. Main Street, Las Cruces, New Mexico.

**MEMBERS PRESENT:** Sgt. Manny Melendez (LCPD)  
Amy Himelright (Proxy LCPS)  
Tessa Abeyta (Proxy, CLC/ Mayor's Office)  
Cody McNiel (Proxy CYFD)  
Robert Nunez, (City of Las Cruces)  
Rory Rank (Retiree)  
Chief Vanessa Ordoñez (Anthony NM Police)  
Tommi Fisher (Proxy CYFD-PS)  
Manuel Arellano (Beginners Chess Association B.C.A)

**MEMBERS ABSENT:** Brian Kavanaugh (Families & Youth, Inc.)  
Susana Chaparro (DACB of Commissioners)  
Lindsay McDonnel-Benatar (Public Defenders Dept)  
Judy Baca (Mesilla Valley Hospital)  
Priscilla Quinones-Chavez (Drug Court 3<sup>rd</sup> JDC)  
Bill Rothengass (Retiree)  
Steve Nance (Doña Ana Community College)  
Alyssa Fierro (FYI +) Non-Voting Member  
Diego Vallejo (FYI +) Non-Voting Member

**OTHERS PRESENT:** Kayleigh Martinez (PEAK)  
Kimberly Avina (FYI +)  
Aralis Chacon (FYI +)  
Matthew Cashion (FYI +)

**STAFF PRESENT:** Martha Moreno (Recording Secretary)  
Claudia Chavez (CLC Interim Deputy Director Youth Svcs)  
Pat Acosta (YDDP JCP)

**1. CALL TO ORDER**

Sgt. Melendez asked approval for board members to attend via Zoom.

Mr. Rank moved to approve the following board members to attend via Zoom: Ms. Abeyta, Ms. Himelright, Ms. Fisher, and Ms. Ordoñez, seconded by Mr. Nuñez. Motion carried unanimously.

1 Sgt. Melendez called the meeting to order at 12:10 and recognized the meeting as  
2 having a legal quorum.

3  
4 **2. PLEDGE OF ALLEGIANCE**

5  
6 **3. WELCOME AND INTRODUCTIONS:**

7 Board members, staff, and guests introduced themselves.

8  
9 **4. CONFLICT OF INTEREST**

10 None.

11  
12 **5. APPROVAL OF AGENDA**

13 Mr. Rank moved to accept the agenda as presented, seconded by Mr. Arrellano.  
14 Motion carried unanimously.

15  
16 **6. PUBLIC PARTICIPATION**

17 Mr. Rank said for the next agenda if we could add chess presentation. Manny  
18 would do a presentation and update on mentorship at various schools.

19  
20 **7. NEW BUSINESS**

21  
22 7.1 Request for Budget Adjustment – JCP Services (Action)

23  
24 Ms. Chavez presented the FY23 Budget Adjustment fee schedule through screen  
25 sharing. She said that the fee schedule needed to match the bar request based on  
26 each service. The bar request is to adjust Level II JCP services for the remainder  
27 of FY23 for a total of \$32,155. The reason for the bar is for trends we are seeing  
28 in an increase in Level II services. The request is to move funds from Level I and  
29 Level III to Level II.

30  
31 Ms. Acosta said for Level II we have seen an increase of referrals primarily formal  
32 and informal area; that is the reason we started depleting the money. Referred to  
33 the fee schedule classes in Level I and Level III.

34  
35 Mr. McNeil asked if it is an increase in referral why did not you take an assessment  
36 as a follow-up. What is the follow-up.

37  
38 Ms. Acosta said every level has a follow-up schedule. If a youth is Level I, after  
39 they complete the program, we follow-up for 3 months and maintain data on how  
40 they are doing; Level II 6 months; and Level III 1 year. In some of those follow-ups  
41 they might be a need of other resource services, referring them to job corps, and  
42 other programs, depending on their needs etc. They are contacted once a month.

43  
44 Ms. Himelright asked if any of this shift in the budget cause a hardship for any of  
45 the other programs?  
46

1 Ms. Acosta said this is for the last quarter of the year, continue providing services  
2 with what we have, we do not foresee a hardship, which is why we are looking  
3 forward to having a new budget and start in July. This will cover the next three  
4 months.

5  
6 Mr. Rank moved to approve Budget Adjustment, because it benefits the program  
7 for the next few months, seconded by Ms. Fisher. Motion carried unanimously.  
8

9 **8. ADJOURNMENT**

10 Mr. Rank moved to adjourn, seconded by Mr. McNeil. Motion carried unanimously.  
11 Meeting adjourned at 12:22 p.m.  
12  
13  
14  
15  
16  
17

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Recording Secretary

Date

DRAFT