

Agenda
Alamo Area Council of Governments
Criminal Justice Advisory Committee
February 8, 2017 - 1:30pm
Al J. Notzon III Board Room
8700 Tesoro Drive, Suite 100
San Antonio, TX 78217-6228

1. Meeting called to Order.
2. Roll Call.
3. Public Comments
This time is for anyone to comment to the Advisory Committee on issues and items of concern. There will be no deliberation or action on these comments. Time allowed is at the discretion of the Chairman, with three (3) minutes being customary.
4. Consider and act upon approval of the January 11, 2017 minutes.
5. Criminal Justice Planning Report: - Jennifer Forbes
 1. Regional Strategic Plan/Needs Assessment update
 2. Technical Review Update
 3. TARC/CJD Update
6. Discussion and appropriate action on the CJAC Score Tool.
7. Next Meeting Date: March 8, 2017
8. Adjournment.

This meeting is accessible to people with disabilities. The accessible entrance is located at the front entrance of 8700 Tesoro Drive. Accessible parking spaces are also available. Please contact AACOG for auxiliary aids and services for the hearing impaired, including interpreters for the deaf, at (210) 362-5200 at least 48 hours prior to the meeting or by calling Texas Relay at 7-1-1 for assistance.

Criminal Justice Advisory Committee

Agenda Item # 4.

Meeting Date: 02/08/2017

Title: Minutes

AGENDA ITEM DESCRIPTION:

Consider and act upon approval of the January 11, 2017 minutes.

BACKGROUND/HISTORY:

DISCUSSION:

FINANCIAL IMPACT:

STAFF RECOMMENDATION:

Attachments

Minutes

**Alamo Area Council of Governments
Criminal Justice Advisory Committee Meeting
Wednesday, January 11, 2017 – 1:30 p.m.
Al J. Notzon III Boardroom
8700 Tesoro Drive, Ste. 100, San Antonio, TX 78217-6228**

MEMBERS PRESENT:

1. Capt. Danny Bowermaster
2. Dr. Allen Castro with Ms. Suzanne McCaskill & Ms. Audrey Cavazos
3. Ms. Shelly Coleman
4. Lt. Henry Dominguez
5. Chief Duane DuBose
6. Ms. Vickie Ernst
7. Mr. Quentin Thomas for Mr. Leon Evans
8. Sgt. Bill Hill & Lt. Mary Krebs
9. Director Ottis Hutchinson with Lt. Raymond Pollard
10. Judge Larry James
11. Ms. Patsy Lackey
12. Ms. Ellen Wheeler-Walter for D.A. Nicholas "Nico" LaHood
13. Lt. Brian Pehl for Sheriff Buddy Mills
14. Ms. Abigail Moore
15. Chief Glenn Muennink
16. Ms. Karen Nelson
17. Detective David Price for Chief Scott Rubin
18. Mr. John Strelchun
19. Mr. Ronald Sutton
20. Ms. Eladia Torres

MEMBERS ABSENT:

1. Ms. Dejah Behnke
2. Constable Don Berger
3. Sheriff Randy Brown
4. Judge James Burdette, Jr
5. Dr. Norma Greenfield-Laborde
6. Deputy Chief Joseph MacKay
7. Chief Deputy Brent Paullus
8. Mr. Todd Perna
9. Mr. Tillman Roots
10. Chief Neva Schmidt
11. Chief Jenny Shafer
12. Ms. Pamela Taylor

STAFF PRESENT:

1. Ms. Marcela Medina, Public Safety Director
2. Ms. Laura Richardson, Public Safety Administrative Assistant
3. Ms. Jennifer Forbes, Criminal Justice Program Planner

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1. **Meeting was called to order at 1:30 p.m. by Sgt. Bill Hill**
 2. **Roll Call was taken by Ms. Laura Richardson and a quorum was established.**

3. Public Comments:

There were no public comments.

4. Overview of electronic materials and devices:

There were technical difficulties with this and it was tabled until the next meeting.

5. Consider and act upon approval of the minutes for Wednesday December 14, 2016.

After consideration, a motion was made by **Ms. Patsy Lackey** and seconded by **Lt. Mary Krebs** to accept the Minutes.

All Approved, Motion Carried.

6. Criminal Justice Planning Report items

A. Regional Strategic Plan/Needs Assessment update

We just wrapped up our second mandatory workshops. We may have a few more. We have a total of 96 people that have come to both of those.

NIBRS and Body Camera solicitations are open until Jan 16th.

Our Regional Assessment Survey is up and running. If you haven't done this yet then please go in and do it. Feel free to forward to any agency that you think needs it. We have had about 120 so far that have completed it. We need this done by Friday.

7. Discussion and appropriate action on the CJAC score tool:

Last year's score tool was passed out to go over.

The one request that was made so far was to put it in order of how you see it on the Grant Summary form. This will be adjusted to be put in that order.

One change:

The bonus point section that states: Participation in the Strategic Planning Process which has a bonus available of 5 points will automatically be filled by AACOG staff if that applicant agency participated. This is because it was an "either/or" option.

There was much discussion about the bonus points for vendor hold. The ultimate decision was made to make it a mandatory 10 points if the Program itself has been on vendor hold during the last 30 days. The optional 5 point deduction option will be removed. AACOG staff will give the vendor hold information on the grant summary form.

After discussion and consideration, a **motion** was made by **Chief Glenn Muennink** and **seconded** by **Dr. Allen Castro** that if the agency project was on vendor hold 30 days or longer will be a mandatory 10 point deduction.

All Approved, Motion Carried.

After discussion and consideration, a **motion** was made by **Chief Duane DuBose** and **seconded** by **Director Ottis Hutchinson** that there will not be bonus points added for voluntary match.

All Approved, Motion Carried.

Another change:

The grant summary form will now have the forfeiture funds information added to it for equipment only grants.

After discussion and consideration, a **motion** was made by **Chief Glenn Muennink** and **seconded** by **Dr. Allen Castro** to table the score tool discussion to the next meeting.

All Approved, Motion Carried.

8. Next meeting date: February 8, 2017

9. Adjourn

A motion was made and seconded to adjourn.

All approved, the motion carried. The meeting was adjourned at 2:30pm.

Criminal Justice Advisory Committee

Agenda Item # 5.

Meeting Date: 02/08/2017

Title: Criminal Justice Planning Report

AGENDA ITEM DESCRIPTION:

Criminal Justice Planning Report: - Jennifer Forbes

1. Regional Strategic Plan/Needs Assessment update
2. Technical Review Update
3. TARC/CJD Update

BACKGROUND/HISTORY:

DISCUSSION:

FINANCIAL IMPACT:

STAFF RECOMMENDATION:

Criminal Justice Advisory Committee

Agenda Item # 6.

Meeting Date: 02/08/2017

Title: CJAC Score Tool

AGENDA ITEM DESCRIPTION:

Discussion and appropriate action on the CJAC Score Tool.

BACKGROUND/HISTORY:

DISCUSSION:

FINANCIAL IMPACT:

STAFF RECOMMENDATION:

Attachments

Score Tool

FY2017 Score Tool

CJAC #: _____

Applicant: _____

Project Title: _____

Amount Requested from CJD: _____

Collaboration:

Does the project document coordinated collaboration with other agencies and/or organizations?

Up to 5 points _____

Regional Priorities

How well does the project address a priority or priorities identified and included in the regional Strategic Plan?

Discretionary – up to 20 _____

State Priorities

How well does the project address the state priorities or guidelines identified in the funding opportunity's Request for Applications?

Up to 10 points _____

Narrative (up to 35):

Problem Statement: The problem to be solved is documented and real?

Up to 5 points _____

Problem Statement: The problem is tied to an appropriate target group?

Up to 5 points _____

Project Approach and Activities: The approach to be used is sound and clearly addresses the problem?

Up to 5 points _____

The activities and percentages are correctly identified and clearly described to provide an understanding of the project?

Up to 5 points _____

Capacity and Capabilities: The organization has a documented, good track record doing this type of work and/or providing these types of services?

Up to 5 points _____

Capacity and Capabilities: The organization has demonstrated they have capable and qualified staff members to provide the proposed services?

Up to 5 points _____

Data Management: The organization has a clear plan to generate, collect and assess output and outcome measures to support evaluation of results?

Up to 5 points _____

Budget:

Project costs are reasonable, eligible, and cost-effective?

Up to 20 points _____

Sustainment:

Does the applicant agency provide adequate information on anticipated sustainment of the program?

Up to 5 points _____

Presentation:

Was the representative from the applicant agency knowledgeable and able to appropriately answer/respond to CJAC member questions?

Up to 5 points _____

Participation in the Strategic Planning Process – Bonus 5 points

Did the applicant agency participate in the Regional Strategic Planning Process?

Bonus 5 points _____

Vendor Hold – potential point deduction of up to 10 points

Has the applicant been on Vendor Hold with CJD during the last 2 plan years? – optional 5 point deduction

Yes, optional up to 5 point deduction _____

If yes, 30 days or more (mandatory-5) _____

Voluntary Match – JAG Equipment Only Applications

Will the applicant’s agency providing a portion of matching funds for the requested equipment purchase?

Total Points: _____

CJAC Member Signature

CJAC Alternate Signature

CJAC Member Name

CJAC Alternate Name