

Justice Assistance Council Meeting – Minutes

April 09, 2018 9:00 AM
Fallen Heroes Conference Room
Department of Public Safety
45 Commerce Drive
Augusta Maine 04333

Meeting called by: Marty McIntyre

Type of meeting: Council Meeting

Facilitator: Tracy Poulin

Attendees: Marty McIntyre (chair), Chief Robert Moulton, Major Chris Grotton, Francine Stark, Elizabeth Ward Saxl, Sheriff Jeff Trafton, Chief Jack Peck, Stephanie Anderson, Janet Joyeux, Lisa Marchese

Guests: Robert Chicoria

Attendees by Telcon: Ted Glessner, Heather Putnam,

Absent: John Rogers, Colin O’Neil, Ryan Thornell,

Minutes

Agenda item: Roll Call

Presenter: Marty McIntyre

Agenda item: Minutes of last meeting

Presenter: Marty McIntyre

Marty asked if there was any discussion on the last meeting minutes.

There was no discussion

Meeting Minutes of January 08, 2018 were accepted

Agenda item: VAWA STOP Grant

Presenters Tracy Poulin

Discussion:

The 2017-2020 STOP Implementation Plan was approved by the federal government last Wednesday April 4, 2018. The primary reason for the delay was with the federal government as there was/is a nationwide process issue. The current approved contracts to the subgrantees are being released for subgrantee signature.

Tracy asked if the JAC would like to formally approve the 2017-2020 Stop Implementation Plan as approved by the federal government. A motion was made to approve the 2017-2020 Stop Implementation Plan, seconded, and approved unanimously.

Kevin Sweeney will be performing a site visit to the Department of Public Safety in the month of June.

Keven is the federal program manager for Maine’s STOP Grant. The site visit is tentatively scheduled for the week of June 18th. Actual date is not firm as of this writing.

There remains approximately \$285,459.10 to be placed into a third 2017 STOP RFP

- \$64,828.87 for the Courts
- \$20,301.70 for Discretionary
- \$72,298.22 for Law Enforcement
- \$128,030.31 for Prosecution

The Sexual Assault set-asides for the last several Stop Grants are:

- FY 15 is exceeded
- FY 16 is exceeded
- FY 17 stands at \$122, 598 across all currently approved subgrants. An additional \$94,327 is needed from new subgrants to meet the set-aside

The FY 18 Federal STOP solicitation will likely be released in June 2018.

Tracy asked if the JAC would approve the third 2017 Stop RFP and the State 2018 RFP (after release of the Federal Solicitation). A motion was made to approve the third 2017 Stop RFP and the State 2018 RFP, seconded, and approved unanimously.

Old Business “OTHER” Budget items

Presenter: Marty McIntyre

During the January meeting, Marty recommended that the JAC develop guidelines for expenses that are entered into the OTHER Budget Worksheet. There has been an increase in the variety of items such as rent, electricity, general office supplies etc. Discussion was tabled until this meeting.

Indirect Costs are now allowable as OTHER costs Indirect costs are costs that are not readily assigned to a project but are necessary to the operation of the organization and the performance of the project.

Examples include: administrative salaries, office expenses, rent, telephone, and utilities. These costs can also be considered Supplementation if not properly documented.

Indirect costs are allowed using 5 different methods:

1. Federal Indirect Cost Rate – Negotiated – used by an organization for all federal awards.
2. 10% allotment – de minimis rate of 10% of modified total direct costs
3. Modified Total Direct Cost (MTDC) – includes proportional costs of direct salaries, fringe benefits, material supplies and travel; excludes equipment and rental costs.
4. Direct Salaries and Wages - includes proportional costs of direct salaries only.
5. Direct Salaries and Wages plus Fringe Benefits- - includes proportional costs of direct salaries and direct fringe benefits

There was considerable discussion on whether the JAC continues to fund programs that are “up and running” (core services) rather than new projects? The general thought used to be to fund projects for a maximum of 3 years. But the funding stream has changed considerably in the current environment. It was suggested that new RFPs should request data of repeat proposals on ways the subgrantees attempted to find other source(s) of funds. The JAC needs to be aware of the different types of agencies that are subgrantees, state and local governments, and independent non-profits. Each and every proposal shall be evaluated on its merits, both core services and new, innovative projects.

There was some discussion on requiring subgrantee authors to do an oral presentation before evaluation and award. It is believed that this would put the burden on the authors. Unfortunately, Maine’s procurement regulations do not allow for such a process.

It was requested that subgrantees who are reapplying for new funding to continue the same project be required to submit their last 4 quarters progress reports for the project with their new application for funding.

Another item suggested was Grant Writing Training Sessions for subgrantees. This may help organizations especially smaller new organizations to prepare their response to RFPs.

New Business Stop Implementation Plan Going Forward Presenter: Marty McIntyre

Marty relayed that the JAC needs to be proactive in the STOP planning process. The federal government has implemented a monthly reporting process. The federal government would like more tribal involvement and more of a government to government relationship. During discussion, it was noted that a government to government relationship is difficult to work within the existing grant structure.

New Business FY 17 Byrne Jag Funding Presenter: Tracy Poulin

Tracy noted that no state, territory, or government organization has received FY 17 Byrne Jag funds. There is not a forecast date for the release of funds. The MDEA will run out of funds by this time next year.

Janet Joyeux noted that Governor LePage does not want to support the MDEA using the Byrne Jag funds and a general fund allotment to fill any gaps. The Governor would prefer that the entire MDEA budget be funded by the State General Fund. During discussion, it was noted that Law Enforcement agencies could fill submit applications for funds if MDEA was funded entirely by the Maine General Fund. Drug prosecutors were formerly under the Byrne Jag grant funding but have been moved to the general fund over several years.

New Business New DPS Website Presenter: Bob Chicoria

Bob introduced the Council to the new DPS website that is scheduled to be deployed. Bob gave a brief overview of the website focusing on a new Justice Assistance Council and Grants webpage. The new JAC page features a brief explanation of who the JAC is, links to the membership list and by-laws. The page also includes links the executive orders that formed the JAC, the overall JAC strategy, and the last several years meeting minutes. A brief description of the major grants that the JAC approves is included. There is also a link to the Division of Purchases RFP webpage.

On the right side of the webpage there is access to the overall grant financial status and the subgrant lists for the grants. The subgrant lists are by Federal Fiscal Year and include the subgrant number, awarded value and a summary of what the subgrant funds will be used for.

Meeting adjourned at 11:30AM