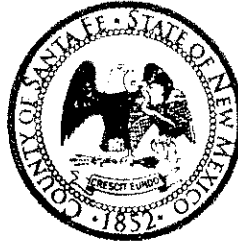


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*Commissioner, District 4*

**Ed Moreno**  
*Commissioner, District 5*

**Katherine Miller**  
*County Manager*

## Memorandum

**To:** *Santa Fe County Board of County Commissioners*

**From:** *Katherine Miller, County Manager, SFC*  
*Rachel O'Connor, Director, Community Services Department, SFC*

**Date:** *October 8, 2018*

**Subject:** *Community Services Monthly Report*

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### Overall

Cabinet Secretary Lynn Gallagher has signed the Crisis Center regulations, and they are due to be public on October 16<sup>th</sup>. We continue to move forward with planning having convened "co-located" agencies this past week to discuss how to structure a Memorandum of Agreement.

Last week CSD staff jointed Deputy County Manager Tony Flores on a site visit to the East Mountain First Choice site. We were very pleased and impressed with the building and the many positive implications that First Choice will have on that area in terms of access to health care. We are hoping to schedule a similar site visit for HPPC members.

Hyde and Associates are putting together a "first draft" look of the behavioral health strategic plan which will be presented to the HPPC next month. We are also releasing an LOI for a Youth plan, to include but not be limited to behavioral health.

CSD is in the process of reorganizing to better manage new growth in the agency, and to insure that agency services are as streamlined as possible. Jennifer Romero, the current Manager of Teen Court, will be serving as the Manager of the Health Care Assistance Program for the next two months. Efforts are also underway to consolidate Senior Services and Community Operations.

We had two functions today at CSD; this morning a training with a national trainer on the Living Room model and peer supports. It was very well done and she gave us feedback on our design. We also held a provider meeting to give us feedback for our Behavioral Health Strategic Plan.

We held two trainings on the administration of Narcan, and staff continues to be equipped with Narcan. We are also in the process of putting together a Narcan policy.

### **Health Services**

October er HPPC meeting focused on youth issues, including a presentation from Dan Green, NM DOH Epidemiologist, on the Youth Risk and Resiliency Survey (YRRS), highlighting the indicators that are part of our *Santa Fe County Health Action Plan*. Jennifer Romero gave an overview of our Teen Court program, and Shelly Felt, Executive Director of Youth Shelters, spoke about their programs and the Youth Homelessness Demonstration Program for which they are part of a Federal Grant.

IT software for AHC. Per Bill Taylor, Procurement is working on drafting a contract/agreement for our Unite Us case management software and implementation.

Hospital Community Health Needs Assessments. Both CHRISTUS St. Vincent and Presbyterian have asked us to assist with their IRS-required upcoming needs assessments. We will have them come to the HPPC in the next few months.

This month's AHC meeting with navigators focused on health insurance and other benefits enrollment, including Trudy Archuleta on the resource panel, as well as our Health Action New Mexico consultant. Trudi did an excellent job and was peppered with questions by navigators from various organizations, many of whom indicated they would like to consult with her and/or our consultant and to refer individuals to them for assistance with enrollment and coverage issues.

Our Advisory Committee for the Accountable Health Community met with the focus on community engagement, including facilitated discussions with Jackie Munro, who is working on the storytelling project, and Maria Perez, who has been facilitating our navigator meetings and brings a wealth of community engagement experience. (Maria was a main force behind the ranked choice voting getting through City Council in time for use at the March election.)

### **Community Operations**

Anna met with Terri Werner and Kristine Mihelsic last week regarding social media for the Stanley Cyclone Center as well as promotion materials and the upcoming Harvest Festival, to be held on November 3<sup>rd</sup> at the Stanley Cyclone Center.. Kristine is excited for that event and also had some great ideas that Terri will work on and I will work on the things that we need to on the County side of things.

Terri Werner reports that she has received a classroom booking at the Cyclone Center for November and also scheduled a 4H Leader meeting for October. The Clerk's Office will be holding training out there on the evening of October 25<sup>th</sup> and will be using the Cyclone Center as a voting site.

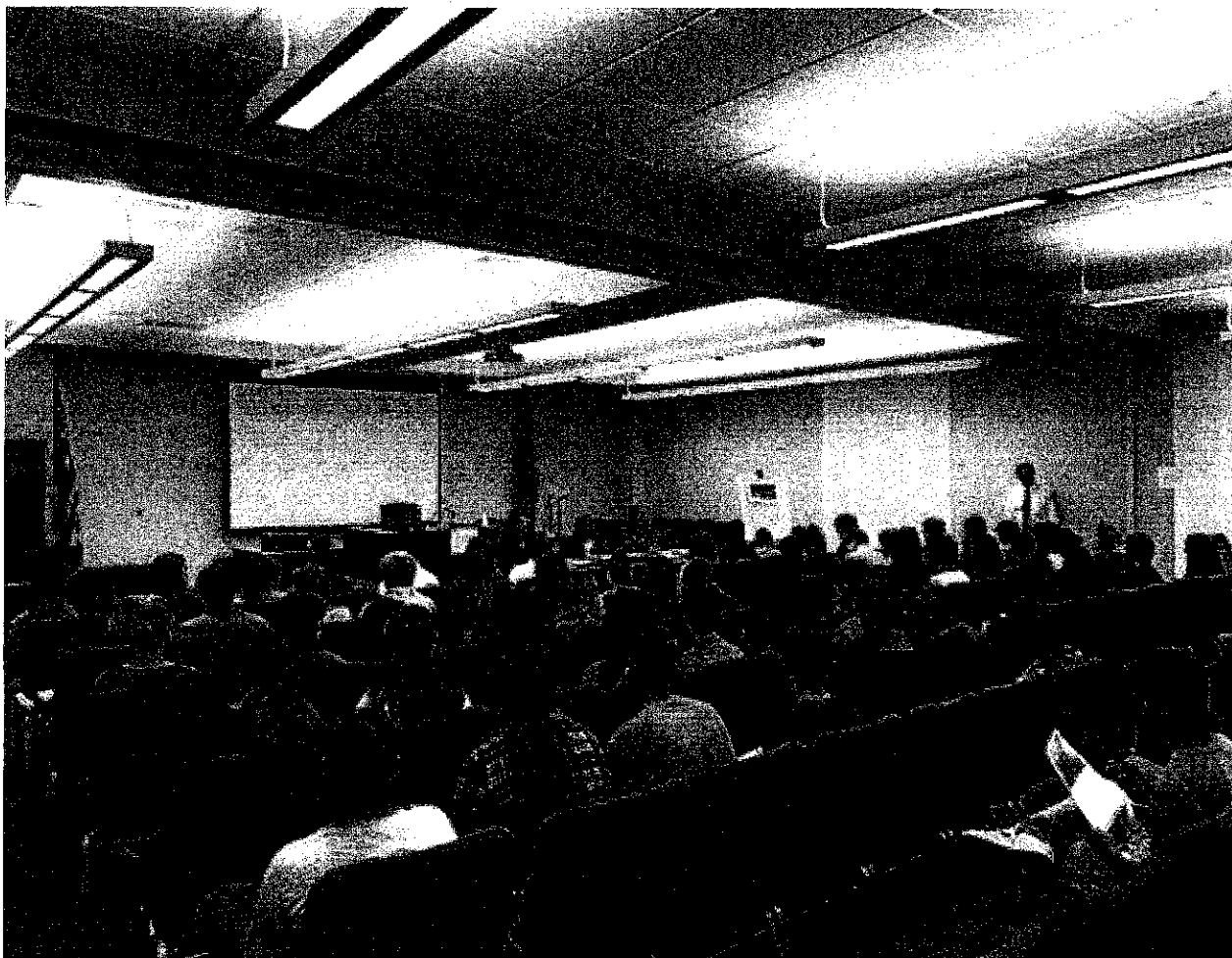
### **Senior Services**

Theresa and I met with staff from the National Council on Aging this week to discuss funding for the Health Tracks pilot. They were impressed by the program that we put together and I am looking forward to ongoing discussions. They would also like for us to participate in some National conferences and events to try and educate other counties on our efforts.

### **Community Safety**

The DWI Program (Peter Olson), is working with local law enforcement agencies, planning a Drug Take Back event for October 27, 2018. Peter is working with the various agencies, coordinating drop off locations. The DWI program will also assist by promoting the event.

On Wednesday evening Teen Court trained 52 youth with the help of community attorneys, Karl Sommer, Grace Phillips, Nancy Long and Courtney Schumaker. The Teen Attorney Training Program is designed to train our local youth about the judicial system in hopes to spark an interest in furthering their education in this area. We were pleased with the outcome and are hopeful for another great year.





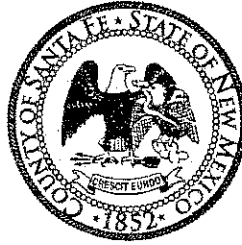




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Commissioner, District 5

**Katherine Miller**  
County Manager

**Date:** October 11, 2018  
**To:** Board of County Commissioners  
**From:** Penny Ellis-Green, Growth Management Director *PEG*  
**Via:** Katherine Miller, County Manager  
**Re:** Growth Management Monthly Report September 2018

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This report is a summary of projects for Growth Management with statistics from September 2018. Growth Management consists of 4 divisions; Planning, Economic Development, GIS and Building and Development Services.

### **Planning Division**

#### **Affordable Housing**

Two Happy Roofs applications were approved for assistance. Scopes of Work were generated for the roofs and the projects are moving forward with RFQ's. The residences are located in Agua Fria Village and Glorieta.

A finalized application was received for a Happy Roofs Applicant in the La Cienega Area and a current Happy Roofs Project was reinitiated. The home is located in the Eldorado Area.

Staff met with a homeowner currently being threatened with foreclosure as part of the foreclosure prevention program. Staff coordinated a meeting with the homeowner and various financial institutions in an attempt to refinance and consolidate the homeowner's current mortgage. Staff also discussed the potential for resale of the home to another affordable buyer. The residence is located in the Rancho Viejo area.

#### **Open Space**

In an attempt to prevent catastrophic wildfire, and improve wildlife habitat, OSTP staff collaborated with the Santa Fe County fire crew to conduct ponderosa pine forest thinning on Talaya Hill Open Space.

OSTP staff continued to assist with the Master Naturalist training by teaching a class regarding wildlife conservation in northern New Mexico.

Planning staff coordinated a movie night at Romero Park on September 28, 2018 as part of the 20th anniversary of the Open Space and Trails program in partnership with the City of Santa Fe's Southside Summer events. Approximately 150 people attended the event at Romero Park to watch the Pixar movie, *Up*. Santa Fe County Sheriff, Fire Department, Agua Fria station and emergency services interacted with kids and attendees and set up fire trucks and an ambulance for kids to look at.

Staff attended a public meeting in Madrid to discuss the potential scope of projects by Abandoned Mine Lands (AML) program for mitigation of mine hazards and associated stormwater challenges. This is related to Madrid Open Space, as the open space is the main drainage through the town of Madrid. Staff and AML are continuing to collaborate as the scoping and assessments are completed.

Staff attended a public meeting with BLM and National Parks Service River's Trails and Conservation Assistance Program to finalize the scoping for the Burnt Corn Special Recreation Management Area (SRMA). The Burnt Corn SRMA is adjacent to Thornton Ranch Open Space, and OSTP staff are collaborating in the process to make sure trail connections from Thornton Ranch Open Space are consistent and appropriate.

OSTP staff and five volunteers planted 150 milkweed plants at La Cieneguilla Open Space on Saturday, September 29, 2018. Two of our volunteers were young boys (with their mother) who had just found a monarch caterpillar at their house and wanted to help create more habitat for the declining butterfly species. This event was part of the implementation of the La Cieneguilla Open Space Management Plan which included goals of creating high quality native wildlife habitat and involving local residents, especially youth in stewardship activities at La Cieneguilla Open Space.

### **Agriculture & Ranching Implementation Plan**

Staff participated in the Edgewood Senior Center Community Garden workday on September 13 and constructed garden beds in the new garden hoop house.

Staff coordinating the October launch of the AgriGate of Santa Fe County, which is an online platform and clearinghouse of local agricultural information.

Staff submitted an article, "The AgriGate of Santa Fe County" which was published in the Green Fire Times October edition.

### **Community Planning**

Staff is continuing to work on the development of the San Marcos Community District Plan and conducted the eighth Planning Committee meeting at Turquoise Trail Elementary School on September 26th. The group is working on the Land Use Element of the plan to include the Future Land Use sections along with Goals and Actions for the implementation of the Plan.

Staff is continuing to work on drafting the La Bajada Community Plan elements.

### **Community Organizations and Registered Organizations**

Staff is reviewing the RO applications for Las Campanas Master Association and Sonrisa HOA to be recognized as ROs.

Staff is coordinating the Initiation of the Congress of Community Organizations CO/RO Workshop Series which will begin in October.



### **Transfer of Development Rights (TDRs)**

Staff is processing a TDR Certification application and plat for a property in Glorieta. The TDR Sending Area is approximately 111 acres.

### **Transportation**

Staff participated in an Evaluation Committee for the NE/SE Connector Transportation Project.

### **North Central Regional Transit District (NCRTD)**

Staff attended the Board of Directors of the North Central Regional Transit District (NCRTD) meeting. Action items included the award of an RFP to Total Manufacturing, a California company, for a minimum of 10 shelters up to a maximum of 100 shelters over a 10-year period; the award of engineering services for the Taos American with Disabilities Assessment and Engineering Phase V to Wilson and Company; a Resolution demonstrating a Local Match for Federal §5311 (rural transit) formula funds; an MOU between NCRTD and El Centro Family Health. Discussion items included a review of the July 2018 Financial Summary and the Subcommittee and executive Reports.

### **Northern Pueblos Regional Transportation Planning Organization (NPRTPO)**

The Northern Pueblos Regional Transportation Planning Organization (NPRTPO) did not meet in September.

### **Mid-Region Regional Transportation Planning Organization (MRRTPO)**

The Northern Pueblos Regional Transportation Planning Organization (NPRTPO) did not meet in September.

### **MPO**

Staff attended the Santa Fe MPO Technical Coordinating Committee (TCC) meeting. Action items included advancing to the Transportation Policy Board (TPB) the Performance Measure Targets for safety, assessing pavement and bridge condition and system performance/freight/CMAQ.

Staff attended the Santa Fe MPO Transportation Policy Board (TPB) meeting. Action items included the selection of a Vice-Chair; approval of the Performance Measure Targets for safety, assessing pavement and bridge condition and system performance/freight/CMAQ; approval of the SFMPO Title VI Plan; approval of the SFMPO Transition Plan; an update of the SFMPO Transportation Improvement Program (TIP).

### **Capital Planning**

Staff coordinated the appointment of members to the County's Capital Improvements Advisory Committee (CIAC) and conducted two meetings with the committee. Staff presented the CIAC's recommendation to continue the Fire Impact Fee to the BCC in October.

Staff will continue to work with the CIAC in reviewing the 20-year CIP and examination of potential impact fee structures.

The United Way of Santa Fe County notified staff that they intend to withdraw from the Community Development Block Grant (CDBG) application process. The County was assisting United Way in obtaining a CDBG grant to support their Early Learning Center at the old Kaune school site.

## **Economic Development Division**

There was an Annual meeting for the Northern Rio Grande National Heritage Area (NRGNHA) on September 22<sup>nd</sup>. There were two presentations: 1) Rosemary Romero and Christy Tafoya of Energy, Minerals and Natural Resources Department (EMNRD) regarding the Rio Grande Trail and ended with a request to the NRGNHA to become a partner in promoting and supporting the Rio Grande Trail. 2) A presentation from the accountant that did the audit on the NRGNHA finances, a positive audit opinion was given. The director's report included a discussion of the budget, the upcoming 2019 Annual National Heritage Area (ANHA) Conference, possible new partnerships and recertification of the heritage area.

There was a board meeting for the North Central New Mexico Economic Development District (NCNMEDD) in the month of September that did not have a quorum so no action was taken. There was a presentation by the executive director on audit findings regarding funding from the State Long Term Aging Department., the next board meeting is September 21<sup>st</sup>.

There were two board meetings for REDI Net in the month of September –September 13<sup>th</sup> & 27<sup>th</sup>. The board discussed the Tesuque Casino build and problems that needed to be overcome. Discussion also included how to increase service to rural communities that are not served in northern New Mexico and a presentation and welcoming of a new service provider, TRUE NET, in southern Rio Arriba and northern Santa Fe Counties. The next REDI Net board meeting is October 11<sup>th</sup>.

There was a board meeting for the Estancia Valley Economic Development Association (EVEDA) September 14<sup>th</sup>. Discussion of the budget and possible new members was discussed. The executive director's report included the following:

- Approval of a medical cannabis manufacturing facility in Moriarity;
- A tap room in Edgewood that is moving forward;
- Interest was received from an aviation company regarding moving to the Google building at Moriarity Airport;
- Pulte Homes has shown interest in residential construction in the Estancia Valley; and
- Three transmission lines that are supporting two wind projects and three solar projects.

The economic development staff attended an Entrepreneurial Workshop at the Santa Fe Community College and is working with the City of Santa Fe for better collaboration with economic development projects.

## **Building and Development Services Division**

### **Permits and Development Review**

The following statistics are provided for permits and approvals issued in September 2018:

	September 2018
New Residential Permits - Stick Built Homes	10
New Residential Permits - Manufactured Homes	3
Commercial Building Permits District 1	1
District 2	0

District 3	0
District 4	0
District 5	1
Number of Lots Created – Major Subdivision	0 Lots
Minor Subdivisions	0 Lots
Exemptions	16 Lots
Commercial Business Licenses	0
Home Occupations No Impact	4
Home Occupations Low Impact	0
Film Permits	4

### Code Enforcement

The following statistics are provided for code enforcement actions in September 2018:

	September 2018
Number of Initial Notices of Violation Issued	22
Number of Final Notices of Violation Issued	6
Number of Notices of Violation resolved without court action	13

### GIS Division

#### E911 Addressing

The E911 Addressing Section reached full staffing again with the hiring of a new employee to fill the GPS Technician vacancy.

#### GIS

Staff provided 103 Address Verifications to County residents and prepared 86 development permit screening forms and maps which triggered 58 archeological screenings. In addition to these permit screenings; the Division also served 74 walk-in customers.

GIS staff continued to be actively involved in the behind the scenes work required to implement the new Computer Aided Dispatch (CAD) System being deployed at the Regional Emergency Communications Center (RECC). This implementation requires ongoing close collaboration not only with the Sheriff's Office and County Fire, but also with the City of Santa Fe Police, Fire, and GIS staff.

Division staff, working in conjunction with Economic Development, also formally initiated the contract work to upgrade, enhance, and expand the popular Santa Fe County Trail Mobile Application.



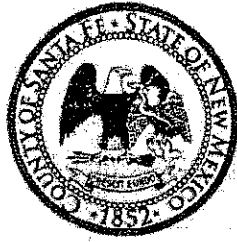




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**Katherine Miller**  
County Manager

**Pablo Sedillo, III**  
Public Safety Director

**To:** Santa Fe County Board of County Commissioners  
**From:** Pablo Sedillo, III  
Public Safety Department Director  
**Via:** Katherine Miller  
County Manager  
**Date:** October 5, 2018  
**Re:** SFC Public Safety Department Monthly Report for September 2018

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The purpose of this memo is to provide you information relative to the SFC Public Safety Department for the month of September 2018.

### **CORRECTIONS DEPARTMENT** **Adult Detention Facility (ADF)**

- During the month of September the Santa Fe County Adult Detention Facility had 668 intakes and 639 releases.
- September Vacancy Rate for Detention Officers was 7%.
- Adult Detention Facility staff assisted at the Santa Fe Fiesta festivities in downtown Santa Fe. They were present for the burning of Zozobra and located in the plaza September 7<sup>th</sup> – September 9<sup>th</sup>. During the time worked for fiesta they transported 3 bookings to the facility.

### **Electronic Monitoring Program**

- Providing services to 392 clients.
- There were 49 successful releases for August.
- Clients Financial Obligation – Paying - 24%, Waived - 10%, Unemployed - 65%, Out of County - 1%.

### **Youth Development Program (YDP)**

- Fire Inspector Edi Marquez came to do a re-inspection on some exit lights that were replaced. The lights were replaced, and the facility passed the inspection.
- On September 26, 2018 there was a power outage on the Airport Road area since approximately 3:00AM. The facility ran off the generator till power was restored at approximately 9:00AM the next day. The facility was reconnected to the county network once power was restored without any issues.
- A meeting was held at the Youth Development Conference room regarding the start of camera work with the vendor APIC, County IT, and Corrections personnel. A walk through on September 28<sup>th</sup> was conducted with Jason Dixon and Isaac from APIC to check for any problems before bringing in equipment.

**September 2018**

<b>Intakes</b>	<b>27</b>
<b>Releases</b>	<b>34</b>
<b>Male Intakes</b>	<b>21</b>
<b>Female Intakes</b>	<b>6</b>
<b>Average Daily Population</b>	<b>10</b>

**FIRE DEPARTMENT**

August 2018

*Administration, Facilities, Fleet*

- Turquoise Trail Station 3, La Puebla Station 1, Chimayo Station 1, Eldorado Station 1 and Madrid Station 1. Regular weekly meetings to facilitate these projects.
- Received 3 Dodge Durangos for Fire Admin Staff and 1 Ram pickup for the Eldorado Fire District. Waiting on titles, lights and sirens to be installed in order to place in service.
- Met with auditors for Volunteer Fire Districts for fixed assets, Stanley, Glorieta, Pojoaque, La Puebla, Pojoaque and Chimayo were audited.
- Continuation with 5 year plan still on schedule to present to BCC in January 2019.

*Operations and Training*

Emergency Responses/638 total - 140 Fire Incidents and 498 EMS Incidents

- Next academy - have completed their psych evaluations. Candidates will have their orientation on October 8th, and begin on October 15<sup>th</sup>.
- BC Carroll and I have been involved in the response configuration mapping with RECC and GIS. This is for the New CAD upgrade set for first quarter of 2019. This has been an ongoing project and will continue through next year, first quarter.
- AEMT class had their MCI drills last Friday and now onto clinical prior to testing out with SFCC and then national registry.
- Emergency reporting issues seem to have declined after a month of it going down, almost every few days. Jaison with I.T. has been coordinating efforts with ER's I.T. to keep running smooth.
- We will have the field personnel shift bid on October 12<sup>th</sup>. All will have the opportunity to bid with the exception of the probationary members (24) and will utilize the shift bid software...
- The Lieutenant Testing process will begin this month. This is not for any vacant positions, but to be placed in an AIC role and available for any positions that may become available in the future. The posting will open on October 1<sup>st</sup>, and will close on October 15<sup>th</sup>...more to follow
- The new Presbyterian hospital is set to open on October 1<sup>st</sup>. They will have 2 interfacility transport trucks during the day and 1 at night. They will not be available to do 911....

*Fire Prevention and Wildland*

- Blood Drives 1
- Burn Permits 12
- Code Research 8



- Complaints/Follow-up 5
- Community outreach 4
- Emergency response 1
- Film events 13
- Fire Inspections 15
- Fire Protection Systems 25
- Fire Reports/public requests 4
- Hydrant operations 13
- ISO Requests 7
- KNOX box/lock operations 3
- Plan Reviews 41
- Presentations 4
- Site Visits 15
- Community Meetings 3
- Respond to brush fires 8
- Property access 9
- Haz Fuel Mitigate Acres 5
- Acres burned in County 18.5
- RMP Fires 7
- RX fires 1

*Volunteer Recruitment and Retention*

- Processed 1 new member application and approved 156 volunteer incentive program time sheets.
- 2 “Study Sessions” for volunteer who were scheduled to re-test for Driver/operator, re-tested at Hondo.
- Received and inventoried 19 sets of PPE for from new vendor who cleans and inspects and repairs
- Submitted 2018 State Fire Marshall Grant for SCBA’s in the amount of 1.4 million dollars for 14 Fire Districts

*Emergency Management*

- Participated with the NMDOH Bureau of Health Emergency Management Planning Team for the 2019 Partners in Preparedness Conference.
- EM Staff participated in the final Nambe Pueblo/Reclamation Dam Exercise planning meeting.
- Attended Santa Fe ARES monthly meeting (HAMS)
- Participated in CDC Pandemic Influenza National Exercised in Atlanta GA.
- Active shooter full scale exercise at SFCC
- CERT Rodeo at UNM Stadium for OEM Staff
- Met with Santa Fe ARES on proposed changes from DHS, HAMs, supporting Emergency Management

**RECC**

- Operations
  - Total Telephone Calls Handled (incoming and outgoing)
    - September – 20,649
  - Total calls Received via 911
    - September – 4,674
  - County calls requiring response agency dispatch
    - September – 6,640

- City calls requiring response agency dispatch
  - September – 10,725
- Town of Edgewood calls requiring response agency dispatch
  - September - 868
- Staffing
  - Vacancies
    - 15 Trainee Positions



