

MEMORANDUM OF AGREEMENT

This comprehensive Community DWI Prevention Program is between the County of Santa Fe, the Pueblo of Tesuque. This agreement is effective on the 16th (day) of July (mo.) 2013 (yr), but is not a valid and binding agreement until executed by all parties thereto. The parties agree as follow:

To file a joint application to the New Mexico State Highway and Transportation Department, Traffic Safety Bureau for funding of a comprehensive Community DWI Program that reflects an integrated approach to our mutual problem of driving while intoxicated.

The County of Santa Fe, the Pueblo of Tesuque agree to combine our funds and resources in achieving a common goal of removing DWI from the streets and highways of Santa Fe County thus reducing our highway traffic accidents that are alcohol related.

We will establish a joint Task Force as provided for and described in the CDWI Program Manual.

The County of Santa Fe agrees to be the fiscal agent to apply for the grant funds and the Pueblo of Tesuque, agree to this arrangement.

There is no requirement for matching funds for this program funding.

Katherine Miller 7.16.13
Katherine Miller Date
Santa Fe County Manager

Mark Mitchell 09.17.13
Mark Mitchell Date
Governor, Tesuque Pueblo

Stephen Ross 7/10/13
Stephen Ross Date
Santa Fe County Attorney

Raye Byford 5.22.13
Raye Byford Date
Chief of Police, Tesuque Pueblo

Santa Fe County

Fiscal Impact Report

Department / Division: Health Human Services/ DWI Program

Action Item to be Considered: The New Mexico Department of Transportation, Traffic Safety Bureau Community DWI Grant

Agreement Number: N/A

Indicate with a <input checked="" type="checkbox"/> below	Section 1 - Identify the type of document below for BCC Consideration and Approval
<input checked="" type="checkbox"/>	Revenue, e.g. Grant, charges and fees, etc.
<input type="checkbox"/>	Contractual Services (includes change orders), e.g. Professional services agreement, construction, price agreement, joint powers agreement, lease agreement, etc.
<input checked="" type="checkbox"/>	Loan/Grant Agreement
<input type="checkbox"/>	Other:)

Indicate with a <input checked="" type="checkbox"/> below	Section 2 - Funding Source Identify the item below for BCC Consideration and Approval
<input type="checkbox"/>	General Fund, e.g. property taxes, gross receipt taxes, etc.
<input type="checkbox"/>	Special Revenue Funds, e.g. Fire, Indigent, etc.
<input type="checkbox"/>	Capital Outlay GRT, (capital infrastructure only, does not include maintenance or repair costs)
<input type="checkbox"/>	Bond Proceeds (general obligation and gross receipt tax revenue bonds)
<input checked="" type="checkbox"/>	Grant Funds. If yes, indicate the percentage and amount required % and/or \$, and source. % ¹⁰⁰ \$ 44,417.00 Source Community DWI Grant (CD...
<input type="checkbox"/>	Other:

Section 3 - Ongoing operations and maintenance (O&M) requirements:		
Short Term (Specify needs for the current fiscal year only)		
None		
New FTE's # 0	Position N/A	Hourly Rate \$ 0
Current Fiscal Year Cost \$ 0	Annual Cost \$ 0	
Initial Costs (Vehicle, computer, office space, etc.)		
None		

O & M (Concisely identify the recurring needs, supplies, equipment, and the resources necessary for carrying out the job duties)

N/A

Current Fiscal Year Cost \$ 0

Annual Cost \$ 0

Long Term (Specify the needs for the next four (4) years. This will include staff, O & M, asset renewal and replacement costs, and additional capital needs)

No additional needs associated with the CDWI grant

Salary & Benefits:

None

All other expenses:

None

Section 4 - Revenue

Short Term (Specify the revenue potential for the current fiscal year only. If a grant, specify the total grant award amount and the term. If a fee or charge for service, explain basis of revenue projection).

The Traffic Safety Bureau allocated an estimated amount of \$44,417.00 for Santa Fe County from a \$75.00 fee imposed on convicted drunk drivers. This is a yearly grant with the amount varying from year to year.

Current FY Estimate \$ N/A

Long Term (Specify the revenue potential for the next four (4) fiscal years. If a grant, specify the total grant award amount and the term. If a fee or charge for service, explain basis of revenue projection).

Community DWI (CDWI) funds are generated from a \$75.00 fee imposed on convicted drunk drivers. Santa Fe County receives the grant yearly which is used to fund law enforcement efforts to combat DWI in Santa Fe County. CDWI funds vary year to year therefore the DWI program can not predict yearly grant amounts. Santa Fe County's estimated grant amount for FY 14 is \$44,417.00

Annual Estimate \$ 0

Total (next 4 years) \$ 0

Additional Narrative

(Should include additional information such as significant issues, administrative issues and technical issues. What consequences, if any, may occur if this item is not acted upon):

The DWI program plays a key role in the education, prevention and enforcement of DWI in Santa County. CDWI grant funding allows the DWI program to assist local law enforcement agencies to increase the number of checkpoints and saturation patrols conducted within the County. CDWI funding is also used to provide training for the various law enforcement agencies in Santa Fe County.

SCOPE OF WORK

Project Number:

Program Category: ENFORCEMENT

A. PERFORMANCE GOAL:

State Goal: *To insert current state goal information, refer to the NM Highway Safety Plan (HSP) found on the Traffic Safety Bureau website under publications.*

1. Reduce the total number of traffic fatalities from 361 in 2009 to 328 in 2012; reduce rural fatalities from 258 in 2009 to 237 in 2012 and reduce the urban fatalities from 103 in 2009 to 91 in 2012
2. Maintain the number of serious injuries in traffic crashes at 1,899 (2009) in 2012
3. Reduce Traffic Fatalities per 100 MVM from 1.39 in 2009 to 1.24 in 2012; reduce the rural fatality rate from 1.75 in 2009 to 1.56 in 2012; reduce urban fatality from 0.92 in 2009 to 0.82 in 2012.
4. Reduce the number of drivers age 20 or younger involved in fatal crashes from 55 in 2009 to 49 in 2012

Local Goal: Reduce the percentage of alcohol involved fatalities and crashes in Santa Fe County by 2% in 2014

B. OBJECTIVES: *Please be specific and descriptive.*

Coordinate law enforcement efforts throughout Santa Fe County and assist agencies with necessary resources such as funding for overtime, training and public awareness. CDWI funds will allow for officer training, training geared towards increasing courtroom success. A total of \$8000.00 will be used to provide two training sessions for law enforcement. Each training session will be a two day training that can accommodate up to 60 officers. The remainder of funding (\$30,000.00) in the enforcement category will be dedicated for officer overtime, to conduct checkpoints/ saturation patrols and overtime for court hearings. A total of \$10,000.00 will be provided to each of the following agencies; New Mexico State Police, Tesuque Tribal Police and the Santa Fe Police Department.

ACTIVITIES:

1. Please number and enter detailed information regarding your objectives and match up with measures. Example:
ABC Sheriff's department will be performing 12 checkpoints.
 1. Coordinate enforcement efforts with all law enforcement agencies in Santa Fe County.
 2. Provide overtime funding for Saturation Patrols and Checkpoints
 3. Provide overtime funding for Court hearings
 4. Provide training for law enforcement and prosecutors

D. MEASURES:

QUARTERLY PROJECTIONS:

	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>
1. Hold law enforcement subcommittee meetings monthly.	3	3	3	3
2. Overtime for checkpoints/saturation patrols	3	3	3	3
3. Overtime for Court hearings	3	3	3	3
4. Training for law enforcement and prosecutors	0	1	0	1

E. RESOURCES:

Payment will be made to the fiscal agent by TSB after receiving a properly executed request for reimbursement for eligible expenses. Project Reimbursement Claim form must be accompanied by the Project Reimbursement Claim (SUPPLEMENT) form and/or other documentation as requested/approved by TSB program manager. Requests for Reimbursement must be submitted to the Traffic Safety Bureau at least quarterly.

F. TRAINING:

The Project Director will participate in the CDWI Conference once a year and any other training determined by TSB to be necessary to implement program activities.

SCOPE OF WORK

Project Number:

Program Category: PUBLIC INFORMATION & EDUCATION (PI&E)

A. PERFORMANCE GOAL:

State Goal: *To insert current state goal information, refer to the NM Highway Safety Plan (HSP) found on the Traffic Safety Bureau website under publications.*

1. Reduce the total number of traffic fatalities from 361 in 2009 to 328 in 2012; reduce rural fatalities from 258 in 2009 to 237 in 2012 and reduce the urban fatalities from 103 in 2009 to 91 in 2012
2. Maintain the number of serious injuries in traffic crashes at 1,899 (2009) in 2012
3. Reduce Traffic Fatalities per 100 MVM from 1.39 in 2009 to 1.24 in 2012; reduce the rural fatality rate from 1.75 in 2009 to 1.56 in 2012; reduce urban fatality from 0.92 in 2009 to 0.82 in 2012.
4. Reduce the number of drivers age 20 or younger involved in fatal crashes from 55 in 2009 to 49 in 2012

Local Goal: **Reduce the percentage of alcohol involved fatalities and crashes in Santa Fe County by 2% in 2014.**

B. OBJECTIVES: *Please be specific and descriptive.*

Santa Fe County DWI program has shifted its efforts and in doing so has placed an increase emphasis on large scale public awareness campaigns. Public awareness campaigns are an effective approach for increasing awareness about the risks and consequences of drinking and driving. The use of public awareness campaigns will allow the DWI program to highlight and educate the community on County lead initiatives such as promoting law enforcement efforts, Santa Fe County's safe ride home program (Chauffeur and Designated Driver Program/CADDy) and educating on the County's Vehicle Forfeiture Ordinance. Santa Fe County DWI program intends to increase the number of campaigns conducted throughout the year, with a primary goal of continually educating the public on the dangers of drinking and driving and ultimately changing Santa Fe County's perception of DWI.

D. ACTIVITIES:

1. Please number and enter detailed information regarding your objectives and match up with measures.

CDWI funds will be used to develop a public awareness campaign in Santa Fe County designed to educate the public on the dangers of drinking and driving and increase public awareness surrounding the efforts of local law enforcement agencies.

D. MEASURES:

QUARTERLY PROJECTIONS:

	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>
1. One public awareness campaigns	0	1	0	0

E. RESOURCES:

Payment will be made to the fiscal agent by TSB after receiving a properly executed request for reimbursement for eligible expenses. Project Reimbursement Claim form must be accompanied by the Project Reimbursement Claim (SUPPLEMENT) form and/or other documentation as requested/approved by TSB program manager. Requests for Reimbursement must be submitted to the Traffic Safety Bureau at least quarterly.

F. TRAINING:

The Project Director will participate in the CDWI Conference once a year and any other training determined by TSB to be necessary to implement program activities.

G. SELF-SUFFICIENCY:

This program will fund activities to reduce DWI which are of permanent direct benefit to traffic safety in New Mexico.

H. EVALUATION:

The agency will submit its quarterly reports by October 30, June 30, April 30 and August 31.

III. BUDGET BY CATEGORY: Double click on chart to enter data

APPLICATION FOR CDWI FUNDS

Program Year applying for: 7/1/2013 to 6/30/14

Project Title and Project Number: _____ <small>(to be provided by TSB)</small>

Applicant Agency:	Santa Fe County DWI Program
Address:	2052 Galisteo St. Suite A
City, State, Zip:	Santa Fe, NM, 87505
Phone Number:	505-992-9840
Fax Number:	505-992-9855
Project Director and Title:	Lups Sanchez, DWI Coordinator

Government Unit:	Santa Fe County
Address:	P.O. Box 276
City, State, Zip:	Santa Fe, NM 87504
Phone Number:	505-986-6200
Fax Number:	505-995-2780
Authorizing Official and Title:	Katherine Miller, Santa Fe County Manager

Check to be sent to (address):	Joyce Varela, DWI Accountant
	P.O. Box 276, Santa Fe, NM 87504-0276
	505-992-9843

Traffic Safety Bureau	Program Manager: _____
	Phone: _____

BUDGET:

Self-calculating chart, simply enter data

Budget Category	Program Category				Category Total
	Enforcement	Prevention	Off. Programs	PI & E	
Personal Services					\$0.00
Contractual Services	38,000.00			6,417.00	\$44,417.00
Commodities Budget					\$0.00
Indirect Costs	N/A	N/A	N/A	N/A	\$0.00
Other					\$0.00
NM State Police (NMSP)	Amount not included in Total \$ Requested				
Special Investigations Division (SID)	Amount not included in Total \$ Requested				
Total \$ Received	\$38,000.00	\$0.00	\$0.00	\$6,417.00	\$44,417.00
TOTAL \$ REQUESTED FOR AGENCY (w/o NMSP & SID)					\$44,417.00

Approved Start Date: upon execution of the Project Agreement

End Date: June 30,

CERTIFICATION:

The attached application, reviewed and approved by the governing body of the _____

(Applicant)

on _____, authorizes the applicant to file this application for assistance from the State of New Mexico.

(Date Reviewed)

To the best of my knowledge, the information presented in this application is true and correct.

Project Director Signature: _____ Date: _____

Authorizing Official Signature: Katherine Miller Date: 7-15-13

(Rev 12/05)

(application vis)

Approved as to form
Santa Fe County Attorney

By: [Signature]

Date: July 19, 2013

attester: 7/12/13

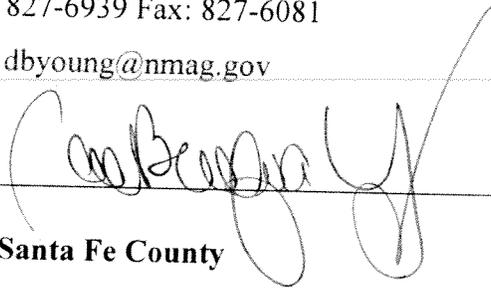
Task Force Authorization & Information

Community (government) Certification of Application

I certify that it is the wish of our Task Force to have funds apportioned to our Community DWI Prevention Program for the implementation of the attached Application.

Task Force Name: Santa Fe County DWI Planning Council
Task Force Chairperson: Donna Bevacqua-Young
Title: Santa Fe County DWI Planning Council Chairperson
Address: 408 Galisteo St
City/State/zip: Santa Fe, NM 87504
Phone Number: 827-6939 Fax: 827-6081
Email Address: dbyoung@nmag.gov

Chairperson Signature:



Date: 4-30-13

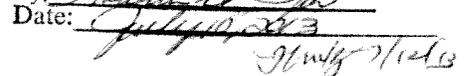
Community: Santa Fe County

Authorizing Official: Katherine Miller

Title: Santa Fe County Manager
Address: P.O. Box 276
City/State/zip: Santa Fe, NM 87504-0276
Phone Number: 505-986-6200 Fax: 505-995-2740
Email Address: countymanager@santafecounty.org

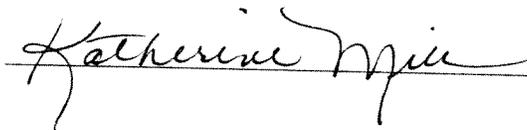
Approved as to form
Santa Fe County Attorney

By: 

Date: July 10, 2013


Authorizing

Official Signature:



Date: 7.15.13

Law Enforcement Representative:

Name: Nathan Segura
Title: Santa Fe County Sheriff's Office
Address: 35 Camino Justicia
City/State/zip: Santa Fe, NM 87508
Phone Number: 505-986-2400
Email Address: nsegura@co.santa-fe.nm.us

Community Traffic Safety Group Representative:

Name: **VACANT**
Title: _____
Address: _____
City/State/zip: _____
Phone Number: _____ Fax: _____
Email Address: _____

Department of Health Representative:

Name: **VACANT**
Title: _____
Address: _____
City/State/zip: _____
Phone Number: _____ Fax: _____
Email Address: _____

Court Representative:

Name: **VACANT**
Title: _____
Address: _____
City/State/zip: _____
Phone Number: _____ Fax: _____
Email Address: _____

Prosecutor Representative:

Name: **Donna Bevacqua-Young**
Title: Santa Fe County DWI Planning Council Chairperson
Address: 408 Galisteo St
City/State/zip: Santa Fe, NM 87504
Phone Number: 827-6939 Fax: 827-6081
Email Address: dbyoung@nmag.gov

ATTACHMENT 3

School Representative:

Name: **Grace Quintana -Trujillo**
Title: State Of New Mexico Public Education Department
Address: 300 Don Gasper
City/State/zip: Santa Fe, NM 87501
Phone Number: 505-827-6696
Email Address: GraceQT@msn.com

Media Representative:

Name: **Tom Starke**
Title: Planning Council Member
Address: 2052 Galisteo St, Suite A
City/State/zip: Santa Fe, NM 87504
Phone Number: 505-992-9841
Email Address: tomstarke@comcast.net

Emergency Medical Services Representative:

Name: _VACANT_
Title: _____
Address: _____
City/State/zip: _____
Phone Number: _____ Fax: _____
Email Address: _____

County DWI Planning Council Contact:

Name: **Lisa Wooldridge**
Title: Dialectical Behavior Therapy, LLC
Address: 1049 Calle Carmelita
City/State/zip: Santa Fe, NM 87505
Phone Number: 505-690-8222
Email Address: lisawooldridge29@yahoo.com

ATTACHMENT 3

Other Members (optional):

Name: **Glenn Levant**
Title: Retired Law Enforcement, Planning Council Member
Address: 2052 Galisteo St, Suite A
City/State/zip: Santa Fe, NM 87504
Phone Number:
Email Address: _____

Other Members (optional):

Name: **Mark Lewandowski**
Title: **Sergeant Santa Fe Police Department/DWI Unit**
Address: 2515 Camino Entrada
City/State/zip: Santa Fe, NM 87507
Phone Number: 955-5244
Email Address: mlewandowski@ci.santa-fe.nm.us

Other Members (optional):

Name: _____
Title: _____
Address: _____
City/State/zip: _____
Phone Number: _____ Fax: _____
Email Address: _____

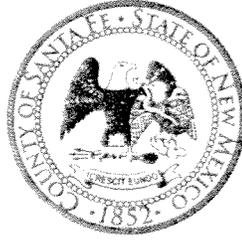
Other Members (optional):

Name: _____
Title: _____
Address: _____
City/State/zip: _____
Phone Number: _____ Fax: _____
Email Address: _____

Daniel "Danny" Mayfield
Commissioner, District 1

Miguel M. Chavez
Commissioner, District 2

Robert A. Anaya
Commissioner, District 3



Kathy Holian
Commissioner, District 4

Liz Stefanics
Commissioner, District 5

Katherine Miller
County Manager

Memorandum

July 3, 2013

TO: Bill Taylor, Procurement Manager *BT 7/6/13*

FR: Lupe Sanchez, DWI Coordinator

RE: CDWI Application

Attached please find all the items required in order for us to complete the application process for the Community DWI (CDWI) grant. CDWI funding is generated from fees which are collected from DWI offenders and then re-allocated back into the community in which they were received.

The Purchasing Process Request form is for the application itself. There are four parts to it; the Application for CDWI Funds, the Scope of Work, Memorandum of Agreement and the Task Force Authorization and Information form. Although only the application, memorandum of agreement and authorization forms require Katherine Miller's and/or Steve Ross' signatures I am submitting the entire application for review.

The DWI program received notice of the grant announcement from the Traffic Safety Bureau (TSB) on April 10, 2013. The application was due May 1, 2013 giving the DWI program little time to prepare the grant and to secure all necessary signatures. Juliet Armijo CDWI grant manager for the TSB advised the DWI program to provide TSB with an unsigned copy of the grant by May 1, 2013 and to submit a signed copy of the grant application once all necessary forms had been signed.

The DWI program did not receive a signed MOA from Tesuque Tribal Police until July 2, 2013, despite the MOA being signed by the Pueblo Governor on June 12, 2013. Because of the delay in getting the MOA back from the Tesuque Pueblo, the DWI program is delayed in submitting the grant application for the County Manager's signature.

After the application is received and reviewed DOT will send us a grant agreement outlining the terms and conditions. I expect to receive that the end of July. A Purchasing Process Request form will be submitted at that time with the Agreement.

I would appreciate it if you would pass this memo on to Legal along with the documents so they have this information as well. If you have any questions regarding this, please feel free to contact me.

