

EXHIBIT "B" QUARTERLY REPORT CHECKLIST AND CERTIFICATION DISTRIBUTION/DWI GRANT

Grantee: Incorp. County of Los Alamos

Quarter: 1

To be completed by **DWI Coordinator**

To be completed by **LDWI Program Manager**

~Complete and submit electronically in quarterly report~	
Grant: <input type="checkbox"/> Exhibit D & D(1) <input type="checkbox"/> Exhibit G <input type="checkbox"/> Exhibit G In-Kind <input type="checkbox"/> Backup Documentation	Grant: Received complete: _____ <input type="checkbox"/> Exhibit D & D(1) <input type="checkbox"/> Exhibit G <input type="checkbox"/> Exhibit G In-Kind <input type="checkbox"/> Backup Documentation
Distribution: <input checked="" type="checkbox"/> Exhibit F & F(1) <input checked="" type="checkbox"/> Exhibit G <input checked="" type="checkbox"/> Exhibit G In-Kind <input checked="" type="checkbox"/> Backup Documentation <input type="checkbox"/> Backup Documentation of screening fees collected & spent	Distribution: Received complete: _____ <input type="checkbox"/> Exhibit F & F(1) <input type="checkbox"/> Exhibit G <input type="checkbox"/> Exhibit G In-Kind <input type="checkbox"/> Backup Documentation <input type="checkbox"/> Backup Documentation of screening fees collected & spent
<input checked="" type="checkbox"/> Planning Council Meeting Agenda and Minutes (Signed) <input checked="" type="checkbox"/> Planning Council Meeting Sign in Sheet(s)	<input type="checkbox"/> Planning Council Meeting Agenda and Minutes (Signed) <input type="checkbox"/> Planning Council Meeting Sign in Sheet(s)
<input checked="" type="checkbox"/> Successes/Challenges	<input type="checkbox"/> Successes/Challenges
<input checked="" type="checkbox"/> Evaluation Update Narrative	<input type="checkbox"/> Evaluation Update Narrative
~COMPLETE IN NOBLE~	~REVIEW IN NOBLE~
Enter Law Enforcement activities in MDS <input checked="" type="checkbox"/> Enter Prevention information in MDS <input checked="" type="checkbox"/> Review MDS Report in NOBLE	<input type="checkbox"/> Review MDS Report <input type="checkbox"/> Law Enforcement <input type="checkbox"/> Prevention
<input checked="" type="checkbox"/> Review Database Quarterly Report in NOBLE	<input type="checkbox"/> Review Database Quarterly Report
<input checked="" type="checkbox"/> Review and confirm active users in NOBLE	<input type="checkbox"/> Active users in NOBLE confirmed

Under penalty of law, I hereby certify that all payments made from LDWI grant and distribution monies were verified and accounted for by locally implemented policies and controls; no "individually identifiable health information" as defined by the HIPAA Regulations has been included in the report; and that to the best of my knowledge and belief, the information contained in this report is correct and true and that no other funding source is reimbursing these specific expenditures.

Sara Martinez
Program Representative Signature

Sara Martinez
Print Name

10/22/24
Date

Anne W. Laurent
County/City Official Signature

Anne w. Laurent
Print Name

10/25/2024
Date

FOR DFA USE ONLY

I certify that I have reviewed the attached documents for accuracy.

LDWI Program Manager Signature

Print Name

Date

Local DWI Distribution Program
Financial Status Report

Program Name		Los Alamos County		Financial Status Report:		Quarter 1	
Address:		1000 Central Ave Ste 300		Distribution Received:		Distribution Balance:	
		Los Alamos NM 87544		September:		24,451.00	
				December:		0.00	
				March:		0.00	
				June:		0.00	
		Total Year To Date:		24,451.00		30-Sep-24	
Telephone No.:		505-662-8062		Distribution		In-Kind Match	
Distribution No.:		25-D-16		Total Year To Date: <th colspan="2" style="text-align: left;">Report Period Ending: </th>		Report Period Ending:	
Budget Line Items		Approved Budget		Expenditures This Report		Remaining Budget	
Personnel Services		59,377.00		6,037.95		0.00	
Employee Benefits		13,561.00		1,738.79		0.00	
Travel (In-State)		1,500.00		0.00		0.00	
Travel (Out-of-State)		5,750.00		0.00		0.00	
Supplies		3,549.00		33.89		0.00	
Operating Costs		7,772.00		0.00		0.00	
Contractual Services		5,350.00		0.00		0.00	
Minor Equipment		0.00		0.00		0.00	
Capital Purchases*		0.00		0.00		0.00	
TOTALS		96,859.00		7,810.63		133,550.00	

16,640.37

CERTIFICATION: Under penalty of law, I hereby certify to the best of my knowledge and belief, the above information is correct, expenditures are properly documented, required matching funds have been spent/obligated in the reported amount, and the copies of all required documentation are attached, or on file for review. The documentation for this payment is true and reflects correct copies of the originals. All payment requests listed are not funded by any other funding source. The service provider shall not bill the grantee and another funding source for the same client at the same time.

David Griego Accounting Operations Manager
 Program Fiscal Officer (Printed Name and Title)

Sara Martinez - Program Coordinator
 Program Representative (Printed Name and Title)

[Signature] 10/22/2024
 Program Fiscal Officer (Signature) Date

[Signature] 10/22/24
 Program Representative (Signature) Date

Local Government Division Fiscal Officer Date

Local Government Division Program Manager Date

(DFALocal Government Division Use Only)

LOCAL DWI DISTRIBUTION PROGRAM
 Distribution Program Financial Status Report
 Breakdown By Component

Exhibit F (1)
 Adjustment #1

Program: Los Alamos County
 Dist. No.: 25-D-D-16
 Report Quarter 1

Total Distribution Reported This Quarter
 Total In-Kind Match This Quarter
 Total Expenditures Reported This Quarter

7,810.63
0.00
7,810.63

Distribution:

Community Wellness & Outreach
 Treatment
 Alternative Sentencing
 Program Administration

Budget
 9,021.00
 5,350.00
 28,442.00
 54,046.00
Totals: 96,859.00

This Report
 14.94
 0.00
 1,856.75
 5,938.94
7,810.63

Remaining Budget
 9,006.06
 5,350.00
 26,585.25
 48,107.06
89,048.37

Expenditures YTD
 14.94
 0.00
 1,856.75
 5,938.94
7,810.63

In-Kind Match:

Community Wellness & Outreach
 Treatment
 Alternative Sentencing
 Program Administration

Budget
 129,000.00
 0.00
 2,000.00
 2,550.00
Totals: 133,550.00

This Report
 0.00
 0.00
 0.00
 0.00
0.00

Remaining Budget
 129,000.00
 0.00
 2,000.00
 2,550.00
133,550.00

Expenditures YTD
 0.00
 0.00
 0.00
 0.00
0.00

Total Expenditures This Period
 Total Expenditures Year to Date:

Checks:
 7,810.63
 7,810.63

Exhibit G - Distribution

Exhibit G - Distribution

Detailed Breakdown By Line Item
LOCAL DWI PROGRAM

County/ Municipality: Los Alamos County
Distribution No.: 1
Quarter Report No.: 1

Total Distribution This Quarter: 7,810.63
Total In-Kind Match This Quarter: 0.00
Total Expenditures Reported This Quarter: 7,810.63

Distribution Expenditures:

Administrative expenses are not allowed.

Personnel Services

Pay Period	Name	Job Title	Document Identifier	Amount	Component
7/7/24 - 7/20/24	Monica Schwirner	Probation Officer	1202415	258.74	Alternative Sentencing
7/21/24 - 8/3/24	Monica Schwirner	Probation Officer	1202416	258.74	Alternative Sentencing
8/4/24 - 8/17/24	Monica Schwirner	Probation Officer	1202417	299.00	Alternative Sentencing
8/18/24 - 8/31/24	Monica Schwirner	Probation Officer	1202418	303.00	Alternative Sentencing
9/1/24 - 9/14/24	Monica Schwirner	Probation Officer	1202419	303.00	Alternative Sentencing
7/7/24 - 7/20/24	Sara Martinez	Program Coordinator	1202415	1,136.13	Program Administration
7/21/24 - 7/20/24	Sara Martinez	Program Coordinator	1202415	87.73	Program Administration
7/21/24 - 8/3/24	Sara Martinez	Program Coordinator	1202416	470.83	Program Administration
8/4/24 - 8/17/24	Sara Martinez	Program Coordinator	1202417	1,144.19	Program Administration
8/18/24 - 8/31/24	Sara Martinez	Program Coordinator	1202418	1,052.79	Program Administration
9/1/24 - 9/14/24	Sara Martinez	Program Coordinator	1202419	723.80	Program Administration
Total Personnel Services:				6,037.95	

Employee Benefits

Pay Period	Name	Job Title	Document Identifier	Description	Amount	Component
7/7/24 - 7/20/24	Monica Schwirner	Probation Officer	202415	MEDICARE	3.67	Alternative Sentencing
7/21/24 - 8/3/24	Monica Schwirner	Probation Officer	202416	MEDICARE	3.67	Alternative Sentencing
8/4/24 - 8/17/24	Monica Schwirner	Probation Officer	202417	MEDICARE	4.24	Alternative Sentencing
8/18/24 - 8/31/24	Monica Schwirner	Probation Officer	202418	MEDICARE	4.33	Alternative Sentencing
9/1/24 - 9/14/24	Monica Schwirner	Probation Officer	202419	MEDICARE	4.33	Alternative Sentencing
7/7/24 - 7/20/24	Monica Schwirner	Probation Officer	202415	LAC-9% County	12.94	Alternative Sentencing
7/21/24 - 7/20/24	Monica Schwirner	Probation Officer	202415	LAC-9% County	10.35	Alternative Sentencing
7/21/24 - 8/3/24	Monica Schwirner	Probation Officer	202416	LAC-9% County	12.94	Alternative Sentencing
7/21/24 - 8/3/24	Monica Schwirner	Probation Officer	202416	LAC-9% County	10.35	Alternative Sentencing
8/4/24 - 8/17/24	Monica Schwirner	Probation Officer	202417	LAC-9% County	14.95	Alternative Sentencing
8/4/24 - 8/17/24	Monica Schwirner	Probation Officer	202417	LAC-9% County	11.96	Alternative Sentencing

Exhibit G - Distribution

8/18/24 - 8/31/24	Monica Schwiner	Probation Officer	202418	LAC-9% County	15.15	Alternative Sentencing
8/18/24 - 8/31/24	Monica Schwiner	Probation Officer	202418	LAC-9% County	12.12	Alternative Sentencing
9/1/24 - 9/14/24	Monica Schwiner	Probation Officer	202419	LAC-9% County	15.15	Alternative Sentencing
9/1/24 - 9/14/24	Monica Schwiner	Probation Officer	202419	LAC-9% County	12.12	Alternative Sentencing
7/7/24 - 7/20/24	Monica Schwiner	Probation Officer	202415	PERA	29.24	Alternative Sentencing
7/7/24 - 7/20/24	Monica Schwiner	Probation Officer	202415	PERA	13.38	Alternative Sentencing
7/21/24 - 8/3/24	Monica Schwiner	Probation Officer	202416	PERA	13.38	Alternative Sentencing
7/21/24 - 8/3/24	Monica Schwiner	Probation Officer	202416	PERA	29.24	Alternative Sentencing
8/4/24 - 8/17/24	Monica Schwiner	Probation Officer	202417	PERA	15.46	Alternative Sentencing
8/4/24 - 8/17/24	Monica Schwiner	Probation Officer	202417	PERA	33.79	Alternative Sentencing
8/18/24 - 8/31/24	Monica Schwiner	Probation Officer	202418	PERA	15.67	Alternative Sentencing
8/18/24 - 8/31/24	Monica Schwiner	Probation Officer	202418	PERA	34.24	Alternative Sentencing
9/1/24 - 9/14/24	Monica Schwiner	Probation Officer	202419	PERA	15.67	Alternative Sentencing
9/1/24 - 9/14/24	Monica Schwiner	Probation Officer	202419	PERA	34.24	Alternative Sentencing
7/7/24 - 7/20/24	Monica Schwiner	Probation Officer	202415	RETIREE HEALTH CARE	5.17	Alternative Sentencing
7/21/24 - 8/3/24	Monica Schwiner	Probation Officer	202416	RETIREE HEALTH CARE	5.17	Alternative Sentencing
8/4/24 - 8/17/24	Monica Schwiner	Probation Officer	202417	RETIREE HEALTH CARE	5.98	Alternative Sentencing
8/18/24 - 8/31/24	Monica Schwiner	Probation Officer	202418	RETIREE HEALTH CARE	6.06	Alternative Sentencing
9/1/24 - 9/14/24	Monica Schwiner	Probation Officer	202419	RETIREE HEALTH CARE	6.06	Alternative Sentencing
7/7/24 - 7/20/24	Monica Schwiner	Probation Officer	202415	LAC-LIFE/ADD/SID	0.65	Alternative Sentencing
7/21/24 - 8/3/24	Monica Schwiner	Probation Officer	202416	LAC-LIFE/ADD/SID	0.65	Alternative Sentencing
8/4/24 - 8/17/24	Monica Schwiner	Probation Officer	202417	LAC-LIFE/ADD/SID	0.75	Alternative Sentencing
8/18/24 - 8/31/24	Monica Schwiner	Probation Officer	202418	LAC-LIFE/ADD/SID	0.76	Alternative Sentencing
9/1/24 - 9/14/24	Monica Schwiner	Probation Officer	202419	LAC-LIFE/ADD/SID	0.76	Alternative Sentencing
7/7/24 - 7/20/24	Monica Schwiner	Probation Officer	202415	LIFE INSURANCE	0.03	Alternative Sentencing
7/7/24 - 7/20/24	Monica Schwiner	Probation Officer	202415	LIFE INSURANCE	0.04	Alternative Sentencing
7/7/24 - 7/20/24	Monica Schwiner	Probation Officer	202415	LIFE INSURANCE	0.07	Alternative Sentencing
7/21/24 - 8/3/24	Monica Schwiner	Probation Officer	202416	LIFE INSURANCE	0.03	Alternative Sentencing
7/21/24 - 8/3/24	Monica Schwiner	Probation Officer	202416	LIFE INSURANCE	0.04	Alternative Sentencing
7/21/24 - 8/3/24	Monica Schwiner	Probation Officer	202416	LIFE INSURANCE	0.07	Alternative Sentencing
8/4/24 - 8/17/24	Monica Schwiner	Probation Officer	202417	LIFE INSURANCE	0.03	Alternative Sentencing
8/4/24 - 8/17/24	Monica Schwiner	Probation Officer	202417	LIFE INSURANCE	0.04	Alternative Sentencing
8/4/24 - 8/17/24	Monica Schwiner	Probation Officer	202417	LIFE INSURANCE	0.08	Alternative Sentencing
8/18/24 - 8/31/24	Monica Schwiner	Probation Officer	202418	LIFE INSURANCE	0.08	Alternative Sentencing
8/18/24 - 8/31/24	Monica Schwiner	Probation Officer	202418	LIFE INSURANCE	0.03	Alternative Sentencing
8/18/24 - 8/31/24	Monica Schwiner	Probation Officer	202418	LIFE INSURANCE	0.04	Alternative Sentencing
9/1/24 - 9/14/24	Monica Schwiner	Probation Officer	202419	LIFE INSURANCE	0.03	Alternative Sentencing
9/1/24 - 9/14/24	Monica Schwiner	Probation Officer	202419	LIFE INSURANCE	0.04	Alternative Sentencing
9/1/24 - 9/14/24	Monica Schwiner	Probation Officer	202419	LIFE INSURANCE	0.08	Alternative Sentencing
7/7/24 - 7/20/24	Sara Martinez	Program Coordinator	202415	MEDICARE	17.55	Program Administration
7/21/24 - 8/3/24	Sara Martinez	Program Coordinator	202416	MEDICARE	6.75	Program Administration
8/4/24 - 8/17/24	Sara Martinez	Program Coordinator	202417	MEDICARE	16.40	Program Administration
8/18/24 - 8/31/24	Sara Martinez	Program Coordinator	202418	MEDICARE	15.09	Program Administration
9/1/24 - 9/14/24	Sara Martinez	Program Coordinator	202419	MEDICARE	10.50	Program Administration
7/7/24 - 7/20/24	Sara Martinez	Program Coordinator	202415	LAC-9% County	56.81	Program Administration

Exhibit G - Distribution

Travel (In-State)	Traveler's Name	Purpose of Travel	Check Date	Document Identifier	Amount	Component
Date of Travel & Location	Traveler's Name	Purpose of Travel	Check Date	Document Identifier	Amount	Component
7/7/24 - 7/20/24	Sara Martinez	Program Coordinator	202415	LAC-9% County	45.45	Program Administration
7/21/24 - 8/3/24	Sara Martinez	Program Coordinator	202416	LAC-9% County	23.54	Program Administration
7/21/24 - 8/3/24	Sara Martinez	Program Coordinator	202416	LAC-9% County	18.83	Program Administration
8/4/24 - 8/17/24	Sara Martinez	Program Coordinator	202417	LAC-9% County	57.21	Program Administration
8/4/24 - 8/17/24	Sara Martinez	Program Coordinator	202417	LAC-9% County	45.77	Program Administration
8/18/24 - 8/31/24	Sara Martinez	Program Coordinator	202418	LAC-9% County	52.64	Program Administration
8/18/24 - 8/31/24	Sara Martinez	Program Coordinator	202418	LAC-9% County	42.11	Program Administration
9/1/24 - 9/14/24	Sara Martinez	Program Coordinator	202419	LAC-9% County	36.19	Program Administration
9/1/24 - 9/14/24	Sara Martinez	Program Coordinator	202419	LAC-9% County	28.95	Program Administration
7/7/24 - 7/20/24	Sara Martinez	Program Coordinator	202415	PERA	128.38	Program Administration
7/7/24 - 7/20/24	Sara Martinez	Program Coordinator	202415	PERA	58.74	Program Administration
7/21/24 - 8/3/24	Sara Martinez	Program Coordinator	202416	PERA	24.34	Program Administration
7/21/24 - 8/3/24	Sara Martinez	Program Coordinator	202416	PERA	53.20	Program Administration
8/4/24 - 8/17/24	Sara Martinez	Program Coordinator	202417	PERA	59.15	Program Administration
8/4/24 - 8/17/24	Sara Martinez	Program Coordinator	202417	PERA	129.29	Program Administration
8/18/24 - 8/31/24	Sara Martinez	Program Coordinator	202418	PERA	54.43	Program Administration
8/18/24 - 8/31/24	Sara Martinez	Program Coordinator	202418	PERA	118.97	Program Administration
9/1/24 - 9/14/24	Sara Martinez	Program Coordinator	202419	PERA	37.42	Program Administration
9/1/24 - 9/14/24	Sara Martinez	Program Coordinator	202419	PERA	81.79	Program Administration
7/7/24 - 7/20/24	Sara Martinez	Program Coordinator	202415	RETIREE HEALTH CARE	22.72	Program Administration
7/21/24 - 8/3/24	Sara Martinez	Program Coordinator	202416	RETIREE HEALTH CARE	9.42	Program Administration
8/4/24 - 8/17/24	Sara Martinez	Program Coordinator	202417	RETIREE HEALTH CARE	22.88	Program Administration
8/18/24 - 8/31/24	Sara Martinez	Program Coordinator	202418	RETIREE HEALTH CARE	21.06	Program Administration
9/1/24 - 9/14/24	Sara Martinez	Program Coordinator	202419	RETIREE HEALTH CARE	14.48	Program Administration
7/7/24 - 7/20/24	Sara Martinez	Program Coordinator	202415	RETIREE HEALTH CARE	2.84	Program Administration
7/21/24 - 8/3/24	Sara Martinez	Program Coordinator	202416	LAC-LIFE/ADD/SID	1.18	Program Administration
8/4/24 - 8/17/24	Sara Martinez	Program Coordinator	202417	LAC-LIFE/ADD/SID	2.86	Program Administration
8/18/24 - 8/31/24	Sara Martinez	Program Coordinator	202418	LAC-LIFE/ADD/SID	2.63	Program Administration
9/1/24 - 9/14/24	Sara Martinez	Program Coordinator	202419	LAC-LIFE/ADD/SID	1.81	Program Administration
7/7/24 - 7/20/24	Sara Martinez	Program Coordinator	202415	LIFE INSURANCE	0.15	Program Administration
7/7/24 - 7/20/24	Sara Martinez	Program Coordinator	202415	LIFE INSURANCE	0.38	Program Administration
7/21/24 - 8/3/24	Sara Martinez	Program Coordinator	202416	LIFE INSURANCE	0.16	Program Administration
7/21/24 - 8/3/24	Sara Martinez	Program Coordinator	202416	LIFE INSURANCE	0.06	Program Administration
8/4/24 - 8/17/24	Sara Martinez	Program Coordinator	202417	LIFE INSURANCE	0.38	Program Administration
8/4/24 - 8/17/24	Sara Martinez	Program Coordinator	202417	LIFE INSURANCE	0.15	Program Administration
8/18/24 - 8/31/24	Sara Martinez	Program Coordinator	202418	LIFE INSURANCE	0.35	Program Administration
8/18/24 - 8/31/24	Sara Martinez	Program Coordinator	202418	LIFE INSURANCE	0.13	Program Administration
9/1/24 - 9/14/24	Sara Martinez	Program Coordinator	202419	LIFE INSURANCE	0.09	Program Administration
9/1/24 - 9/14/24	Sara Martinez	Program Coordinator	202419	LIFE INSURANCE	0.24	Program Administration
Total Employee Benefits:					1,738.79	

Exhibit G - Distribution

<u>Date of Travel & Location</u>	<u>Traveler's Name</u>	<u>Purpose of Travel</u>	<u>Check Date</u>	<u>Document Identifier</u>	<u>Amount</u>	<u>Component</u>
					0.00	
Total Travel (In-State):					0.00	
Total Travel (Out-of-State):					0.00	

Supplies (*List Prevention Giveaways/Promotional Items separately below)

<u>Date Incurred</u>	<u>Vendor</u>	<u>Description</u>	<u>Check Date</u>	<u>Document Identifier</u>	<u>Amount</u>	<u>Component</u>
9/27/2024	Amazon	Storage		Invoice #170912	18.95	Alternative Sentencing
9/27/2024	Amazon	To-Do Lists		Invoice #170912	14.94	Community Wellness
*Prevention Giveaways/Promotional Items					33.89	

Operating Costs

<u>Date(s) Incurred</u>	<u>Vendor</u>	<u>Description</u>	<u>Check Date</u>	<u>Document Identifier</u>	<u>Amount</u>	<u>Component</u>
Total Operating Costs:					0.00	

Contractual Services

<u>Date(s) Incurred</u>	<u>Vendor / Contractor</u>	<u>Description</u>	<u>Check Date</u>	<u>Document Identifier</u>	<u>Amount</u>	<u>Component</u>
Total Contractual Services:					0.00	

Minor Equipment

<u>Date Incurred</u>	<u>Vendor</u>	<u>Description</u>	<u>Check Date</u>	<u>Document Identifier</u>	<u>Amount</u>	<u>Component</u>
Total Minor Equipment:					0.00	

Capital Purchases

<u>Date Incurred</u>	<u>Vendor</u>	<u>Description</u>	<u>Check Date</u>	<u>Document Identifier</u>	<u>Amount</u>	<u>Component</u>
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Total Minor Equipment: 0.00

Capital Purchases

Date Incurred	Vendor	Description	Check Date	Document Identifier	Amount	Component	Amount of Screening Fees Used
Total Capital Purchases:							0.00

Total In-Kind Match: 0.00

Check: 0.00

Total Screening Fees: 0

Screening Fees Summary:

FY25 Beginning Screening Fee Balance	\$	-	
Quarter 1:	Amount of all screening fees collected this quarter	\$	-
	Amount of all screening fees spent this quarter	Grant	-
		Distribution	-
Quarter 2:	Amount of all screening fees collected this quarter	\$	-
	Amount of all screening fees spent this quarter	Grant	-
		Distribution	-
Quarter 3:	Amount of all screening fees collected this quarter	\$	-
	Amount of all screening fees spent this quarter	Grant	-
		Distribution	-
Quarter 4:	Amount of all screening fees collected this quarter	\$	-
	Amount of all screening fees spent this quarter	Grant	-
		Distribution	-

I hereby certify to the best of my knowledge and belief, the above information is correct, expenditures are properly documented, required matching funds have been spent/obligated in the reported amount, and that copies of all required documentation are attached. The documentation for this payment is true and reflects correct copies of the originals. I certify that the items listed in this report have not been billed or reported previously to the Local DWI Grant & Distribution program. I certify that all payment requests listed are not funded by any other funding source and that the service provider shall not bill this grant/distribution fund and any other funding source for the same service provided to the same client at the same time.

Exhibit G - Distribution In-Kind Match

Sara Martinez

Program Representative (Signature)

Program Coordinator

Title

10/22/24

Date

Q1: July 1, 2024 - September 30, 2024

Personnel Services



Project N	Project Title	Effective Date	Org	Obj	Jrnl Sd	Jrnl#	Ref 2	Vendor#	Transaction Amount
SC1030	COMPLIANCE MONITORING	7/25/2024	14218042	8111	PRJ	204	1202415	202415	\$ 258.74
SC1030	COMPLIANCE MONITORING	8/8/2024	14218042	8111	PRJ	57	1202416	202416	\$ 258.74
SC1030	COMPLIANCE MONITORING	8/22/2024	14218042	8111	PRJ	188	1202417	202417	\$ 299.00
SC1030	COMPLIANCE MONITORING	9/5/2024	14218042	8111	PRJ	15	1202418	202418	\$ 303.00
SC1030	COMPLIANCE MONITORING	9/19/2024	14218042	8111	PRJ	115	1202419	202419	\$ 303.00
								Total	\$ 1,422.48
SC1031	COORDINATION PLANNING EVAL	7/25/2024	14218042	8111	PRJ	204	1202415	202415	\$ 1,136.13
SC1031	COORDINATION PLANNING EVAL	7/25/2024	14218042	8142	PRJ	204	1202415	202415	\$ 87.73
SC1031	COORDINATION PLANNING EVAL	8/8/2024	14218042	8111	PRJ	57	1202416	202416	\$ 470.83
SC1031	COORDINATION PLANNING EVAL	8/22/2024	14218042	8111	PRJ	188	1202417	202417	\$ 1,144.19
SC1031	COORDINATION PLANNING EVAL	9/5/2024	14218042	8111	PRJ	15	1202418	202418	\$ 1,052.79
SC1031	COORDINATION PLANNING EVAL	9/19/2024	14218042	8111	PRJ	115	1202419	202419	\$ 723.80
								Total	\$ 4,615.47



Q1: July 1, 2024 - Spetember 30, 2024

Employee Benefits

Project #	Project Title	Effective Date	Org	Obj	Jrnl Sd	Jrnl#	Ref 2	Vendor#	Transaction Amount
SC1030	COMPLIANCE MONITORING	7/25/2024	14218042	8211	PRJ	204	1202415	202415	\$ 3.67
SC1030	COMPLIANCE MONITORING	8/8/2024	14218042	8211	PRJ	57	1202416	202416	\$ 3.67
SC1030	COMPLIANCE MONITORING	8/22/2024	14218042	8211	PRJ	188	1202417	202417	\$ 4.24
SC1030	COMPLIANCE MONITORING	9/5/2024	14218042	8211	PRJ	15	1202418	202418	\$ 4.33
SC1030	COMPLIANCE MONITORING	9/19/2024	14218042	8211	PRJ	115	1202419	202419	\$ 4.33
SC1030	COMPLIANCE MONITORING	7/25/2024	14218042	8235	PRJ	204	1202415	202415	\$ 12.94
SC1030	COMPLIANCE MONITORING	7/25/2024	14218042	8235	PRJ	204	1202415	202415	\$ 10.35
SC1030	COMPLIANCE MONITORING	8/8/2024	14218042	8235	PRJ	57	1202416	202416	\$ 12.94
SC1030	COMPLIANCE MONITORING	8/8/2024	14218042	8235	PRJ	57	1202416	202416	\$ 10.35
SC1030	COMPLIANCE MONITORING	8/22/2024	14218042	8235	PRJ	188	1202417	202417	\$ 14.95
SC1030	COMPLIANCE MONITORING	8/22/2024	14218042	8235	PRJ	188	1202417	202417	\$ 11.96
SC1030	COMPLIANCE MONITORING	9/5/2024	14218042	8235	PRJ	15	1202418	202418	\$ 15.15
SC1030	COMPLIANCE MONITORING	9/5/2024	14218042	8235	PRJ	15	1202418	202418	\$ 12.12
SC1030	COMPLIANCE MONITORING	9/19/2024	14218042	8235	PRJ	115	1202419	202419	\$ 15.15
SC1030	COMPLIANCE MONITORING	9/19/2024	14218042	8235	PRJ	115	1202419	202419	\$ 12.12
SC1030	COMPLIANCE MONITORING	7/25/2024	14218042	8237	PRJ	204	1202415	202415	\$ 29.24
SC1030	COMPLIANCE MONITORING	7/25/2024	14218042	8237	PRJ	204	1202415	202415	\$ 13.38
SC1030	COMPLIANCE MONITORING	8/8/2024	14218042	8237	PRJ	57	1202416	202416	\$ 13.38
SC1030	COMPLIANCE MONITORING	8/8/2024	14218042	8237	PRJ	57	1202416	202416	\$ 29.24
SC1030	COMPLIANCE MONITORING	8/22/2024	14218042	8237	PRJ	188	1202417	202417	\$ 15.46
SC1030	COMPLIANCE MONITORING	8/22/2024	14218042	8237	PRJ	188	1202417	202417	\$ 33.79
SC1030	COMPLIANCE MONITORING	9/5/2024	14218042	8237	PRJ	15	1202418	202418	\$ 15.67
SC1030	COMPLIANCE MONITORING	9/5/2024	14218042	8237	PRJ	15	1202418	202418	\$ 34.24
SC1030	COMPLIANCE MONITORING	9/19/2024	14218042	8237	PRJ	115	1202419	202419	\$ 15.67
SC1030	COMPLIANCE MONITORING	9/19/2024	14218042	8237	PRJ	115	1202419	202419	\$ 34.24
SC1030	COMPLIANCE MONITORING	7/25/2024	14218042	8239	PRJ	204	1202415	202415	\$ 5.17
SC1030	COMPLIANCE MONITORING	8/8/2024	14218042	8239	PRJ	57	1202416	202416	\$ 5.17
SC1030	COMPLIANCE MONITORING	8/22/2024	14218042	8239	PRJ	188	1202417	202417	\$ 5.98
SC1030	COMPLIANCE MONITORING	9/5/2024	14218042	8239	PRJ	15	1202418	202418	\$ 6.06
SC1030	COMPLIANCE MONITORING	9/19/2024	14218042	8239	PRJ	115	1202419	202419	\$ 6.06
SC1030	COMPLIANCE MONITORING	7/25/2024	14218042	8273	PRJ	204	1202415	202415	\$ 0.65
SC1030	COMPLIANCE MONITORING	8/8/2024	14218042	8273	PRJ	57	1202416	202416	\$ 0.65
SC1030	COMPLIANCE MONITORING	8/22/2024	14218042	8273	PRJ	188	1202417	202417	\$ 0.75



Q1: July 1, 2024 - Spetember 30, 2024

Employee Benefits

SC1030	COMPLIANCE MONITORING	9/5/2024	14218042	8273	PRJ	15	1202418	202418	\$	0.76
SC1030	COMPLIANCE MONITORING	9/19/2024	14218042	8273	PRJ	115	1202419	202419	\$	0.76
SC1030	COMPLIANCE MONITORING	7/25/2024	14218042	8274	PRJ	204	1202415	202415	\$	0.03
SC1030	COMPLIANCE MONITORING	7/25/2024	14218042	8274	PRJ	204	1202415	202415	\$	0.04
SC1030	COMPLIANCE MONITORING	7/25/2024	14218042	8274	PRJ	204	1202415	202415	\$	0.07
SC1030	COMPLIANCE MONITORING	8/8/2024	14218042	8274	PRJ	57	1202416	202416	\$	0.03
SC1030	COMPLIANCE MONITORING	8/8/2024	14218042	8274	PRJ	57	1202416	202416	\$	0.04
SC1030	COMPLIANCE MONITORING	8/8/2024	14218042	8274	PRJ	57	1202416	202416	\$	0.07
SC1030	COMPLIANCE MONITORING	8/22/2024	14218042	8274	PRJ	188	1202417	202417	\$	0.03
SC1030	COMPLIANCE MONITORING	8/22/2024	14218042	8274	PRJ	188	1202417	202417	\$	0.04
SC1030	COMPLIANCE MONITORING	8/22/2024	14218042	8274	PRJ	188	1202417	202417	\$	0.08
SC1030	COMPLIANCE MONITORING	9/5/2024	14218042	8274	PRJ	15	1202418	202418	\$	0.08
SC1030	COMPLIANCE MONITORING	9/5/2024	14218042	8274	PRJ	15	1202418	202418	\$	0.03
SC1030	COMPLIANCE MONITORING	9/5/2024	14218042	8274	PRJ	15	1202418	202418	\$	0.04
SC1030	COMPLIANCE MONITORING	9/19/2024	14218042	8274	PRJ	115	1202419	202419	\$	0.03
SC1030	COMPLIANCE MONITORING	9/19/2024	14218042	8274	PRJ	115	1202419	202419	\$	0.04
SC1030	COMPLIANCE MONITORING	9/19/2024	14218042	8274	PRJ	115	1202419	202419	\$	0.08
								Total	\$	415.32
SC1031	COORDINATION PLANNING EVAL	7/25/2024	14218042	8211	PRJ	204	1202415	202415	\$	17.55
SC1031	COORDINATION PLANNING EVAL	8/8/2024	14218042	8211	PRJ	57	1202416	202416	\$	6.75
SC1031	COORDINATION PLANNING EVAL	8/22/2024	14218042	8211	PRJ	188	1202417	202417	\$	16.40
SC1031	COORDINATION PLANNING EVAL	9/5/2024	14218042	8211	PRJ	15	1202418	202418	\$	15.09
SC1031	COORDINATION PLANNING EVAL	9/19/2024	14218042	8211	PRJ	115	1202419	202419	\$	10.50
SC1031	COORDINATION PLANNING EVAL	7/25/2024	14218042	8235	PRJ	204	1202415	202415	\$	56.81
SC1031	COORDINATION PLANNING EVAL	7/25/2024	14218042	8235	PRJ	204	1202415	202415	\$	45.45
SC1031	COORDINATION PLANNING EVAL	8/8/2024	14218042	8235	PRJ	57	1202416	202416	\$	23.54
SC1031	COORDINATION PLANNING EVAL	8/8/2024	14218042	8235	PRJ	57	1202416	202416	\$	18.83
SC1031	COORDINATION PLANNING EVAL	8/22/2024	14218042	8235	PRJ	188	1202417	202417	\$	57.21
SC1031	COORDINATION PLANNING EVAL	8/22/2024	14218042	8235	PRJ	188	1202417	202417	\$	45.77
SC1031	COORDINATION PLANNING EVAL	9/5/2024	14218042	8235	PRJ	15	1202418	202418	\$	52.64
SC1031	COORDINATION PLANNING EVAL	9/5/2024	14218042	8235	PRJ	15	1202418	202418	\$	42.11
SC1031	COORDINATION PLANNING EVAL	9/19/2024	14218042	8235	PRJ	115	1202419	202419	\$	36.19
SC1031	COORDINATION PLANNING EVAL	9/19/2024	14218042	8235	PRJ	115	1202419	202419	\$	28.95
SC1031	COORDINATION PLANNING EVAL	7/25/2024	14218042	8237	PRJ	204	1202415	202415	\$	128.38



Q1: July 1, 2024 - Spetember 30, 2024

Employee Benefits

SC1031	COORDINATION PLANNING EVAL	7/25/2024	14218042	8237	PRJ	204	1202415	202415	\$	58.74
SC1031	COORDINATION PLANNING EVAL	8/8/2024	14218042	8237	PRJ	57	1202416	202416	\$	24.34
SC1031	COORDINATION PLANNING EVAL	8/8/2024	14218042	8237	PRJ	57	1202416	202416	\$	53.20
SC1031	COORDINATION PLANNING EVAL	8/22/2024	14218042	8237	PRJ	188	1202417	202417	\$	59.15
SC1031	COORDINATION PLANNING EVAL	8/22/2024	14218042	8237	PRJ	188	1202417	202417	\$	129.29
SC1031	COORDINATION PLANNING EVAL	9/5/2024	14218042	8237	PRJ	15	1202418	202418	\$	54.43
SC1031	COORDINATION PLANNING EVAL	9/5/2024	14218042	8237	PRJ	15	1202418	202418	\$	118.97
SC1031	COORDINATION PLANNING EVAL	9/19/2024	14218042	8237	PRJ	115	1202419	202419	\$	37.42
SC1031	COORDINATION PLANNING EVAL	9/19/2024	14218042	8237	PRJ	115	1202419	202419	\$	81.79
SC1031	COORDINATION PLANNING EVAL	7/25/2024	14218042	8239	PRJ	204	1202415	202415	\$	22.72
SC1031	COORDINATION PLANNING EVAL	8/8/2024	14218042	8239	PRJ	57	1202416	202416	\$	9.42
SC1031	COORDINATION PLANNING EVAL	8/22/2024	14218042	8239	PRJ	188	1202417	202417	\$	22.88
SC1031	COORDINATION PLANNING EVAL	9/5/2024	14218042	8239	PRJ	15	1202418	202418	\$	21.06
SC1031	COORDINATION PLANNING EVAL	9/19/2024	14218042	8239	PRJ	115	1202419	202419	\$	14.48
SC1031	COORDINATION PLANNING EVAL	7/25/2024	14218042	8273	PRJ	204	1202415	202415	\$	2.84
SC1031	COORDINATION PLANNING EVAL	8/8/2024	14218042	8273	PRJ	57	1202416	202416	\$	1.18
SC1031	COORDINATION PLANNING EVAL	8/22/2024	14218042	8273	PRJ	188	1202417	202417	\$	2.86
SC1031	COORDINATION PLANNING EVAL	9/5/2024	14218042	8273	PRJ	15	1202418	202418	\$	2.63
SC1031	COORDINATION PLANNING EVAL	9/19/2024	14218042	8273	PRJ	115	1202419	202419	\$	1.81
SC1031	COORDINATION PLANNING EVAL	7/25/2024	14218042	8274	PRJ	204	1202415	202415	\$	0.15
SC1031	COORDINATION PLANNING EVAL	7/25/2024	14218042	8274	PRJ	204	1202415	202415	\$	0.38
SC1031	COORDINATION PLANNING EVAL	8/8/2024	14218042	8274	PRJ	57	1202416	202416	\$	0.16
SC1031	COORDINATION PLANNING EVAL	8/8/2024	14218042	8274	PRJ	57	1202416	202416	\$	0.06
SC1031	COORDINATION PLANNING EVAL	8/22/2024	14218042	8274	PRJ	188	1202417	202417	\$	0.38
SC1031	COORDINATION PLANNING EVAL	8/22/2024	14218042	8274	PRJ	188	1202417	202417	\$	0.15
SC1031	COORDINATION PLANNING EVAL	9/5/2024	14218042	8274	PRJ	15	1202418	202418	\$	0.35
SC1031	COORDINATION PLANNING EVAL	9/5/2024	14218042	8274	PRJ	15	1202418	202418	\$	0.13
SC1031	COORDINATION PLANNING EVAL	9/19/2024	14218042	8274	PRJ	115	1202419	202419	\$	0.09
SC1031	COORDINATION PLANNING EVAL	9/19/2024	14218042	8274	PRJ	115	1202419	202419	\$	0.24
							Total		\$	1,323.47



Q1: July 1, 2024 - September 30, 2024
Supplies

Project N	Project Title	Effective Dat	Org	Obj	Jrnl S	Jrnl#	Invoice#	Vendor Name	Comment	Transaction Amount
SC1030	COMPLIANCE	9/30/2024	14218042	8559	API	268	170912	AMAZON MKTPL V	Storage	\$ 18.95
SC1028	PREVENTION	9/30/2024	14218042	8559	API	268	170912	AMAZON MKTPL V	To-do List	\$ 14.94
Total										\$ 33.89



County of Los Alamos

1000 Central Avenue
Los Alamos, NM 87544

BCC Agenda - Final

LOS ALAMOS Los Alamos County DWI Planning Council

*Juanita McNeil, Chair; Laruen Smith, Vice-Chair; Eli Argo;
Kristine Coblentz; Adrianna Delvo; Jaime Gonzales; Judy
Lovejoy; Rachel Mohr-Richards; and Jordan Redmond, Members*

Thursday, August 8, 2024

8:30 AM

Municipal Court, Hearing Room

Members of the public wishing to attend and /or provide public comment can do so via Zoom or by calling the conference call lines in the agenda.

NOTE: This meeting is hybrid and can be attended in person or via zoom. The following Zoom meeting link and/or telephone call in numbers may be used for public viewing and participation:

<https://us02web.zoom.us/j/86961916507>

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

+1 253 205 0468 US

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

Webinar ID: 869 6191 6507

International numbers available: <https://us02web.zoom.us/u/kdEvN0gapF>

I. ~~CALL TO ORDER~~ ^{At The August}

II. PUBLIC COMMENT

III. BUSINESS

A [19044-24](#) Approval of Minutes from the DWI Planning Council Meeting on June 13, 2024.

Attachments: [A - DWI Planning Council Draft Minutes May 9, 2024](#)

IV. BOARD/STAFF COMMUNICATIONS

A [19049-24](#) DWI Prevention Efforts- Kristine Coblentz & Sara Martinez

B [19050-24](#) DWI Treatment - Jordan Redmond and Adrianna Delvo

- C [19051-24](#) DWI Law Enforcement and Compliance Numbers - Jaime Gonzales & Monica Schwiner

 Attachments: [A - DWI Compliance Numbers for June](#)
 [B - DWI Compliance Numbers for July](#)
- D [19052-24](#) Los Alamos National Labs Update - Lauren Smith
- E [19054-24](#) Chairman's Report - Juanita McNiel
- F [19053-24](#) Staff Report - Juanita McNiel & Sara Martinez

 Attachments: [A. FY25 Allocation Letter](#)
 [B. Q4 Report](#)
- G [19055-24](#) Board Roundtable

VI. PREVIEW OF NEXT MEETING

Next meeting will be held on September 12, 2024 starting at 8:30 am.

VII. ADJOURNMENT



Los Alamos DWI Planning Council
Chair, Jaunita McNiel

10/22/2024

Date



County of Los Alamos
BCC Meeting Minutes
Los Alamos County DWI Planning Council

1000 Central Avenue
Los Alamos, NM 87544

Juanita McNeil, Chair; Laruen Smith, Vice-Chair; Eli Argo; Kristine Coblenz; Adrianna Delvo; Jaime Gonzales; Judy Lovejoy; Rachel Mohr-Richards; and Jordan Redmond, Members

Thursday, August 8, 2024

8:30 AM

Municipal Court, Hearing Room

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I. CALL TO ORDER

The August 8, 2024, Los Alamos County DWI Planning Council was called to order at 8:34 am by Chair, Juanita McNeil.

Present: Chair Juanita McNeil, Vice-Chair Lauren Smith, Councilor Judy Lovejoy, Councilor Kristine Coblenz, Councilor Jordan Redmond, Councilor Adrianna Delvo, and Councilor Rachel Mohr-Richards.

Absent: Councilor Jaime Gonzales and Councilor Eli Argo.

II. PUBLIC COMMENT

Councilor Kristine Coblenz introduced her coworker Sylvia Diehl a new Prevention Specialist for the Elementary Schools. Once everyone is settled in she will be deployed. The board went around and introduced themselves.

III. BUSINESS

- A [19044-24](#) Approval of Minutes from the DWI Planning Council Meeting on June 13, 2024.

Attachments: [A - DWI Planning Council Draft Minutes June 13, 2024](#)

A motion was made by Chair Juanita McNiel, seconded by Vice-Chair Lauren Smith, that the minutes for June 13, 2024, be approved with edits made by Councilor Jordan Redmond,

Motion passed.

Councilor Kristine Coblentz and Councilor Jordan Redmond abstained

IV. **BOARD/STAFF COMMUNICATIONS**

- A [19049-24](#) DWI Prevention Efforts- Kristine Coblentz & Sara Martinez

Councilor Kristine Coblentz mentioned that with Vice-Chair Lauren Smith, they staffed a DWI Table at the LANL WSST and talked to over 1000 people. They explained the purpose of DWI and gave resources to participants and families.

Vice-Chair Lauren Smith shared that it was great to have the DWI Table there and that it was great exposure.

Staff Liaison Sara Martinez showed an activity she did with people that visited the DWI tent at one of the Summer Concerts. People who came by they had an opportunity to create a sticker or create a catchy slogan to help spread the word to drive sober.

* The August

Councilor Kristine Coblentz also mentioned that September is Mental Health Awareness month. The 28th is Homecoming and is looking to do another sticker shock before. She told the councilors that the Reset Room at the High School is available and came together so well. October 16th is Unity Day and the council was recommended to wear Orange.

Staff Liaison Sara Martinez talked about the summer concerts and sciencefest that had DWI set up.

B 19050-24 DWI Treatment - Jordan Redmond and Adrianna Delvo

Councilor Jordan Redmond updated the councilors that there were 5 group meetings held in the month of July. There has been new clients attending and attending the full time. He told the councilors that the meeting location has been moved to Chamber of Commerce Conference Room.

Councilor Adrianna Delvo updated the councilors of the following:

They were holding two interviews to get more staff on board.

They have 2 therapists currently and 2 peer support specialists.

1 Intern that has their LSAA and is potentially applying.

There are 11 people on the wait list to be evaluated because the evaluations went from 2/3 people evaluated a week to two times a month.

There is 1 pending screens.

8 client discharge successfully

15 active clients

4 from Monica

2 from LANL

4 Self referrals

1 Espanola municipal

4 Espanola magistrate

4 clients in after care program

Councilor Adrianna Delvo explained the after care program change to the other councilors.

Later in the meeting, Councilor Adrianna Delvo mentioned that RACSTOP received an Opioids Grant and have 1 new client currently. People can now refer others to Opioid addiction.

C [19051-24](#) DWI Law Enforcement and Compliance Numbers - Jaime Gonzales & Monica Schwiner

Attachments: [A - DWI Compliance Numbers for June](#)
 [B - DWI Compliance Numbers for July](#)

Monica Schwiner gave the council an update.
For the month of June she reported the following:

June Pre-Trial Municipal Open Cases: 2
June Probation Municipal Open Cases: 0
June Pre-Trial Magistrate Open Cases: 0
June Probation Magistrate Open Cases: 0

Active DWI Probation Magistrate Open Cases: 2
Active DWI Pre-Trial Magistrate Open Cases: 0
Active DWI Probation Municipal Open Cases: 13
Active DWI Pre-Trial Municipal Open Cases: 6

Probation Magistrate DWI Active Warrants: 0
Pre-Trial Magistrate DWI Active Warrants: 0
Probation Municipal DWI Active Warrants: 1
Pre-Trial Municipal DWI Active Warrants: 2

For the month of July she reported the following:

July Pre-Trial Municipal Open Cases: 0
July Probation Municipal Open Cases: 0
July Pre-Trial Magistrate Open Cases: 0
July Probation Magistrate Open Cases: 0

Active DWI Probation Magistrate Open Cases: 2
Active DWI Pre-Trial Magistrate Open Cases: 0
Active DWI Probation Municipal Open Cases: 12
Active DWI Pre-Trial Municipal Open Cases: 6

Probation Magistrate DWI Active Warrants: 0
Pre-Trial Magistrate DWI Active Warrants: 0
Probation Municipal DWI Active Warrants: 1
Pre-Trial Municipal DWI Active Warrants: 2

Monica Schwiner reported to the council that she found out that Taos has an open spot for DWI school. In doing so, she received a name from someone who does in-person classes in Espanola and Santa Fe.

D [19052-24](#) Los Alamos National Labs Update - Lauren Smith

Vice-Chair Lauren Smith gave the following update:

Jun 13 - August 7 numbers

7 DWI

3 Go into alcohol treatment

1 DV with alcohol involved

4 positive in the work place (.228 at 9:30am, .2 at 8:30am, .311 at 12:15pm, .20 at 3:50pm)

3 in the category of other

- clinic with seizure because of alcohol use

- shot himself while cleaning his gun and drinking

- Doing donuts in the Walmart parking lot with alcohol involved

16 men and 2 women

Councilor Kristine Coblentz proposed the idea to have a presentation with someone who is in recovery or is in active recovery. Vice-Chair Lauren Smith let the councilors know that BHUT will be holding a presentation October 8th that does have someone who has recovered.

E [19054-24](#) Chairman's Report

No report

F [19053-24](#) Staff Report - Juanita McNiel & Sara Martinez

Attachments: [A. FY25 Allocation Letter](#)
 [B. Q4 Report](#)

Staff Liaison Sara Martinez updated the council that the Quarter 4 report was submitted. DWI received the allocation letter for the next fiscal year budget. She gave everyone the update of the Law Enforcement Activities. She also told the council that she returned from the NACRJ conference and recommended it to everything.

G [19055-24](#) Board Roundtable

The council talked more about the ideas of sober activities that was brought up in a previous meeting. Councilor Rachel Mohr-Richards expanded more on the idea. The council agreed it is a good idea to offer more sober activities. A focus group was made called Sober Activities focus group. The council decided to do a survey to send to the community to participate in until the end of September.

Councilor Rachel Mohr-Richards gave an update from the JJAB side. JJAB has two new programs that are funded by the County that work with youth Staff is training in the 7 Challenges for substance abuse with juveniles. LAPS staff are also invited.

It can be done in a Group (8 people max) or individually.

The first group will be held in the fall.

There will be a brief 1 hour overview where the community is invited via zoom.

The other program that will be running is a youth peer specialist (20hr/wk) with experience with substance abuse. Those who apply need to have to years of wellness strategies.

Councilor Kristine Coblentz brought up the idea of bringing in someone to help with strategic planning.

VI. PREVIEW OF NEXT MEETING

Next Los Alamos County DWI Planning Council meeting will be held September 12th at 8:30 am.

VII. ADJOURNMENT

Meeting adjourned at 9:52 am.

*Note: The August 8, 2024 Meeting Minutes have not been approved yet.



County of Los Alamos

1000 Central Avenue
Los Alamos, NM 87544

BCC Agenda - Final

LOS ALAMOS Los Alamos County DWI Planning Council

*Juanita McNeil, Chair; Laruen Smith, Vice-Chair; Eli Argo;
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Lovejoy; Rachel Mohr-Richards; and Jordan Redmond, Members*

Thursday, September 12, 2024

8:30 AM

Municipal Court, Hearing Room

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Webinar ID: 869 6191 6507

International numbers available: <https://us02web.zoom.us/j/86961916507>

I. CALL TO ORDER

II. PUBLIC COMMENT

III. BUSINESS

[19150-24](#)

Approval of Minutes from the DWI Planning Council Meeting on August 8, 2024.

Attachments:

[A - DWI Planning Council Draft Minutes August 8, 2024](#)

IV. BOARD/STAFF COMMUNICATIONS

- [19151-24](#) DWI Prevention Efforts- Kristine Coblenz, Rachel Mohr-Richards, & Sara Martinez
- [19152-24](#) DWI Treatment - Jordan Redmond and Adrianna Delvo
- [19153-24](#) DWI Law Enforcement and Compliance Numbers - Jaime Gonzales & Monica Schwiner
- Attachments:** [A - DWI Compliance Numbers for August](#)
- [19154-24](#) Los Alamos National Labs Update - Lauren Smith
- [19155-24](#) Chairman's Report
- [19156-24](#) Staff Report - Sara Martinez
- Attachments:** [A - MDS Report for FY24](#)
 [B - Overtime Law Enforcement Activity Report FY24](#)
- [19157-24](#) Sober Activities Sub-Committee - Jordan Redmond, Rachel Mohr-Richards, Lauren Smith, and Judy Lovejoy
- Attachments:** [A - Sober Activity Survey Results](#)
- [19158-24](#) Board Roundtable

VI. PREVIEW OF NEXT MEETING

VII. ADJOURNMENT

Lauren M. Smith
 Los Alamos DWI Planning Council
 Vice-Chair, Lauren Smith

10/22/2024
 Date



County of Los Alamos
BCC Meeting Minutes
Los Alamos County DWI Planning
Council

1000 Central Avenue
Los Alamos, NM 87544

Juanita McNeil, Chair; Laruen Smith, Vice-Chair; Eli Argo; Kristine Coblenz; Adrianna Delvo; Jaime Gonzales; Judy Lovejoy; Rachel Mohr-Richards; and Jordan Redmond, Members

Thursday, September 12, 2024

8:30 AM

Municipal Court, Hearing Room

Members of the public wishing to attend and /or provide public comment can do so via Zoom or by calling the conference call lines in the agenda.

NOTE: This meeting is hybrid and can be attended in person or via zoom. The following Zoom meeting link and/or telephone call in numbers may be used for public viewing and participation:

<https://us02web.zoom.us/j/86961916507>

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

+1 253 205 0468 US

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

Webinar ID: 869 6191 6507

International numbers available: <https://us02web.zoom.us/j/86961916507>

I. CALL TO ORDER

The September 12, 2024, Los Alamos DWI Planning Council was called to order at 8:39 am by Vice-Chair Lauren Smith.

Present: Vice-Chair Lauren Smith, Councilor Jordan Redmond, Councilor Rachel Mohr-Richards, Councilor Eli Argo, and Councilor Kristine Coblenz.

Absent: Chair Juanita McNeil, Councilor Jaime Gonzales, Councilor Judy Lovejoy, and Councilor Adrianna Delvo.

II. PUBLIC COMMENT

III. BUSINESS

19150-24 Approval of Minutes from the DWI Planning Council Meeting on August 8, 2024.

Attachments: [A - DWI Planning Council Draft Minutes August 8, 2024](#)

A motion was made by Councilor Jordan Redmond, seconded by Councilor Rachel Mohr-Richards, that the minutes be tabled until edits be made and the minutes be approved at the next meeting.

Motioned passed 5-0

IV. BOARD/STAFF COMMUNICATIONS

19151-24 DWI Prevention Efforts- Kristine Coblentz, Rachel Mohr-Richards, & Sara Martinez

Councilor Coblentz reported that the Los Alamos High School (LAHS) counseling department is offering a reboot/refresher of a peer helping program called Natural Helpers and will be using a new curriculum called Sources of Strengths. On October 1st Los Alamos Public Schools (LAPS) will be hosting a safety briefing called, "Drug, Sex and Phones: What Families Need to Know About Smartphones and Social Media. This event will be held at the LAHS Speech Theater from 6:00 pm - 7:30 pm. Councilor Coblentz reminded the council that Unity Day is on October 16th and to wear orange.

Councilor Mohr-Richards reported that JJAB will have their 7 Challenges Training. There will be a one-hour orientation for the public to learn about the program. JJAB and Councilor Coblentz will be giving Youth Mental First Aid Training to the Library Staff at the end of the month. Councilor Mohr-Richards report about the Community Conversation event. She also told the council that JJAB will be hosting a 20 Year Anniversary at Ashley Pond on Saturday.

Staff Liaison Sara Martinez reported that Summer Concerts have completed. She reported that Los Alamos County DWI will be participating in the Arriving Alive NM Tour.

19152-24 DWI Treatment - Jordan Redmond and Adrianna Delvo

Councilor Redmond reported that there was four SMART Recovery Meetings in the month of August. 18 total attendances with 5 different people. One of them was at 10 straight meetings.

19153-24 DWI Law Enforcement and Compliance Numbers - Jaime Gonzales & Monica Schwiner

Attachments: [A - DWI Compliance Numbers for August](#)

The Council reviewed the probation numbers for the month of August and had no questions.

19154-24 Los Alamos National Labs Update - Lauren Smith

Vice Chair Lauren Smith reported that LANL had 6 DWIs or alcohol incidents in two days after Labor Day.

7 DWIs
2 People go into treatment
2 Domestic Violence with alcohol involved
1 Other - Vehicle accident where they were drinking but did not receive a DWI citation
0 Positives in the work place

19155-24 Chairman's Report

No report.

19156-24 Staff Report - Sara Martinez

Attachments: [A - MDS Report for FY24](#)
[B - Overtime Law Enforcement Activity Report FY24](#)

Staff Liaison Sara Martinez reported that attached to the agenda was the MDS report that was request from previous meeting. She explained what each section was report for the events done in the FY24 year. She also reviewed the Law Enforcement Activity Sheets that were also attached to the agenda.

19157-24 Sober Activities Sub-Committee - Jordan Redmond, Rachel Mohr-Richards, Lauren Smith, and Judy Lovejoy

Attachments: [A - Sober Activity Survey Results](#)

Vice-Chair Lauren Smith review the survey results with the rest of the council. After reviewing it was decided that the survey to be open an additional week (closing October 4th), having a focus group meeting on October 7th, and giving a recommendation to the council the following meeting.

19158-24 Board Roundtable

The Councilor gave final thoughts.

VI. PREVIEW OF NEXT MEETING

The next meeting will be held in-person at the Justice Center Hearing Room, and via zoom on October 10 starting at 8:30 am. Topics to be included will be the Sober Activity Survey Results, a group SWOT analysis, and a review of Strategic Planners options.

VII. ADJOURNMENT

Meeting adjourned at 9:28 am.

* Note: The September 12, 2024 Meeting Minutes have not been approved yet.

**Incorp. County of Los Alamos
Successes and Challenges
FY25 Quarter: 1**

Community Wellness & Outreach

Successes:

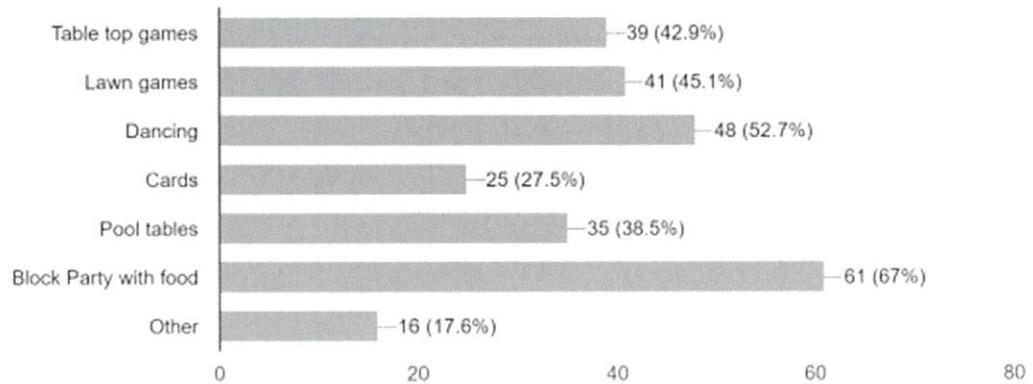
This quarter Los Alamos Public Schools issued information via school newsletters and social media with tips for celebrating a safe and fun Homecoming. In addition, safety information was sent directly to all students and their families from the high school administrative team. As in past years, Los Alamos High School welcomed the Los Alamos Teen Center at Homecoming to provide a space on campus where students could relax and play games during the dance. Attendance at the Homecoming dance has grown each year with record numbers this September. After the dance, the Teen Center hosted midnight movies as a safe and substance free activity for high school students.



- The DWI team has hosted multiple booths at community events such as multiple Summer Concert Series and ScienceFest.
- We have been trying to connect with LANL to put a banner up on their property with some luck. Hopefully soon the banner will be put up.
- We held a community survey to test out what the community would think about sober activities provided to adults ages 18+. The results below.

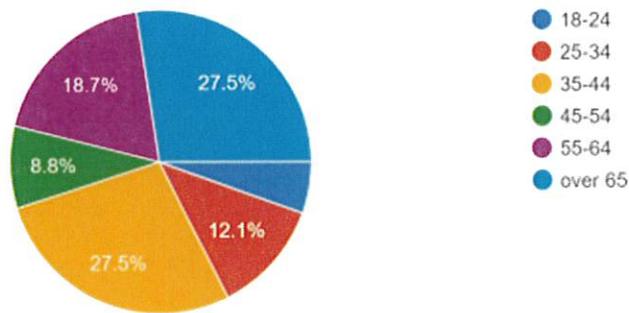
What kinds of sober activities would you be interested?

91 responses



What age group best describes you?

91 responses



If you selected other or just want to give other suggestions below:

trivia nights, movies in the park, activities with food trucks, odd activities like canoe races

Pool parties

bowling alley,

Food hall with lawn games and tables for card games.

Group meeting place at concerts, hiking, field trips

open night at the ice rink

Hiking. Nature watching and camping

Bowling alley with pool tables

Having a giant outdoor chess set.

An oversized outside chess board (with the proper proportioned pieces for the board).

These just need to be legitimate activities and not feel like some alternative. How about some outdoor chess tables? There is a big chess community, but no place to gather with that vibe.

Indoor tennis and pickle ball courts

Kickball

Hiking, book clubs

Bowling

Bowling, roller skating, theater, musical performance

Activities where you work alongside people instead of face to face. It reduces social anxiety.

Concerts of Fridays at the pond that are free of Alcohol and weed.

Carnival type fair (think senior appreciation night but for adults)

Aquatic center; hikes; craft sessions

Disc golf, pickle ball lessons

Turn the old Smiths into a bowling alley

Bowling, gaming, anything with food

Small team trivia

Hiking or walking, coffee talks.

Occasional social get-togethers to become more familiar with the neighbors (in White Rock - no kids at home, retired, so want to meet more people of all ages).

You should not allow public consumption of alcohol - how about that

More "current" activities like e-sports - the octogenarian activities listed above are sad This survey is a total of three questions? Please get serious

Cultural Arts Center (we've been trying for 70 years): Performing, Visual, hands-on arts.

Challenges:

Community members continue to demonstrate a relaxed view toward underage drinking as evidenced by the prevalence of house parties and parent denial of problematic alcohol use. The DWI PC needs to consider issuing more frequent messaging campaigns re: the risks of underage alcohol use targeted at increasing adult awareness and reducing the frequency of social hosting and the ease of obtaining alcohol.

- With a focus on Sober Activities to the adults in our community, it is hard to purchase things such as food with DWI funds. That is one of the main driving factors in people attending the activities.

Treatment

Successes: RACSTOP utilizes Motivational Interviewing to engage participants in deep level dialogue during their entire course of treatment. This approach enhances communication skills and influences participant to respond with clear and concise engagement during group and individual sessions. It promotes participant critical thought, influences maintaining context, and demonstrates support, validation, and investment from the counselor.

RACSTOP utilizes the Stages of change model to determine success and progress level. This tool is an intricate part of our progress analysis. When conducted by a licensed professional, it can be utilized to justify any modification to a participant's treatment. It is also utilized in clinical assessment to determine a participant's receptivity to treatment, defensiveness, willingness and motivation level.

- RACSTOP utilizes the Living in Balance curriculum to facilitate psychoeducation groups. The Living in Balance Curriculum is research based and listed on the National Registry of Evidence-based Programs and Practices (NREPP). This curriculum integrates Cognitive Behavioral, experiential, and Twelve Step approaches to help participants achieve recovery goals.
- RACSTOP utilizes Cognitive Behavioral Therapy in individual sessions. This is an evidenced-based approach and is utilized in conjunction with Motivational Interviewing. Psychoeducational group sessions are also facilitated with CBT educational emphasis. This approach has served a righteous purpose in motivating participants to focus on recovery-based solutions and coping skill development.
- All clients participated and attended SMART Recovery supportive sessions once a week. Clients engaged in a variety of activities aimed at supporting recovery through education on recovery facts and supporting clients through their process. The SMART facilitators, Steven Lovato, Jessica Madrid and Adrianna Delvo, also arranged for participants to enjoy a meal once a month during the meetings. Some of the Topics that are discussed weekly include: Identifying your triggers, Dangerous Situations, Relapse Prevention, the Healing Tree, Hierarchy of Values, Goal Setting, and Irrational Beliefs.
- SMART Recovery has two groups that are held simultaneously on Tuesday evenings.

- RACSTOP has hired 3 new therapists Mia Pacheco, Tammy Lucero, Yajaira Lujan, and on-going training for all 3 has been taking place.
 - RACSTOP was able to schedule all clients that were previously placed on assessment waiting list.
 - RACSTOP recently implemented using the MATRIX on Wednesday groups, Jamie is currently working on training new staff on MATRIX.
 - Concha Montano RACSTOP Evaluator is also currently working on training new staff in the living in balance curriculum.
 - All new staff have registered for the online MRT training that will take place on 10/28/2024-10/31/2024.
-
- **Challenges:**
 - Challenges to utilize Motivational Interviewing include the need for additional training by staff. Although RACSTOP utilizes this approach, some staff would benefit from additional training.
 - RACSTOP has not been able to offer CRAFT, (Community Reinforcement and Family Training) due to lack of staff. We hope to offer this program again to support families experiencing difficulties with a member who is suffering from substance abuse. Ideally, families would meet once a month in a group format with an assigned facilitator. The program was in existence, and it was regularly carried out until the COVID-19 pandemic. The barrier of social distancing led RACSTOP to pause it. RACSTOP is hopeful we can initiate this community service again.
 - The only challenge that has been observed by staff in utilizing the Living in Balance curriculum is chapter/session length. Some of the sessions and chapters are lengthy and may need to be broken down into two or three sessions. There are plans to discuss this further with the RACSTOP team and work to find a concrete solution. We have also had some challenges in being fully staffed to conduct groups.
 - There are minimal challenges in utilizing CBT at RACSTOP. Licensed therapists that utilize this approach have extensive training in it. Generally, clients are sometimes guarded and lack receptive treatment. For CBT to influence insight that promotes change and growth, the individual must be interested and receptive. Although this places a temporary barrier at times, CBT is considered one of the best theoretical models that has had greater positive outcomes in research tests with the population RACSTOP serves.
 - Due to being short staffed RACSTOP had an on-going waiting list for the assessments. Clients were being scheduled once a client was due to complete the program.

Alternative Sentencing

Successes: During the period of July-Sept 2024, one (1) individual successfully exited the RACSTOP program, there are currently two (2) individuals working the RAC STOP

program. During this period zero (0) individuals were placed in an inpatient program but there is 1 individual who remains at Delancey street.

Allowing both online and in-person treatment providers have provided additional options for clients who need to access treatment. The virtual format has resulted in higher rates of engagement in compliance monitoring. Open Beds have been more helpful in finding open beds for inpatients. Allowing clients to be able to do probation check-in by office and phone has been successful in clients staying in touch with the court and being able to make their court appearances.

Challenges: Access to treatment continues to be a challenge for clients in need of services. There is a shortage of programs and providers throughout the state. There is a wait list for inpatient and outpatient programs, which has made it a challenge to get individuals into services in a timely manner. Due to there being no DWI schools available at the time it has been a challenge and somewhat of a slow process, but we have been able to navigate the process. It has been stated that DWI schools will be starting again but no information has been given at this time.

Program Administration

Successes:

- The Program Coordinator has found a strategic planner and will be having special meetings to create a 3–5-year plan for Los Alamos DWI.
- Attended the DWI Retreat and came back rejuvenated to do better with the DWI program. Brought back ideas for better community outreach.
- Joined in the Arriving Alive NM Tour that is to happen this calendar/fiscal year.

Challenges:

- A lot of opinions and voices for strategic planning. I fear it is going to take longer than expected and cost more.
- Haven't heard too much about the Arriving Alive Tour and will be reaching out for more information soon,

Other

Evaluation Update Narrative

Q1

The DWI Coordinator is feeling like they are getting better at their position and is ready for this fiscal year. Quarter 1 has been quiet as positions things have changed. Law Enforcement has seen a change in staffing. With that change the relationship with them has grown stronger and they are more excited to perform the activities that they have committed to doing for DWI.

The coordinator has contacted a strategic planner, thanks to other DWI affiliate members, like the planning council has requested. There will be a few special meetings this coming quarter to get the plan pulled together. The coordinator also has signed Los Alamos County to be part of the Arriving Alive Tour of NM and is excited to see how the community will respond.

The Los Alamos DWI Planning Council did have an attendance and/or co-hosted the following events and community outreach program(s):

- Los Alamos County Summer Concerts
- ScienceFest

The Planning Council has also done a public survey to get an insight of what the community would think about starting a Sober Activities Program. Results will be attached to this Narrative. With the results, the next step is to start planning an activity to provide this fiscal year and gauge interest from there.