INTERSTATE COMMISSION FOR JUVENILES

Training Education and Public Relations Committee Meeting
Minutes
Thursday, December 15, 2011
2:00 p.m. EST

Committee Members in Attendance:

1. Jean Hall (FL) Chair
2. Patrick Pendergast (AL)
3. Billie Greer (IL)
4. Kari Rumbaugh (NE)
5. Traci Marchand (NC)
6. Sherry Bolden-Rivers (TN)
7. Maria Genca (CT) Ex-Officio
8. Jason McCrea (PA) Ex-Officio

Committee Members Not in Attendance:

1. Cindy McKenzie (MT)
2. Gloria Soja (MT)
3. Robert Mercado (NJ) Ex-Officio
4. Trudy Gregorie, Ex-Officio
5. Maureen Blaha, Ex-Officio
6. Sally Holewa, Ex-Officio

Guests in Attendance:

None

ICJ Staff in Attendance:

1. Ashley Lippert, Executive Director
2. Jack Branum, Project Manager
3. Emma Goode, Administrative and Logistics Coordinator

Call to Order

Chair Hall called the meeting to order at 2:05 p.m. EST. She welcomed the new members and thanked all members for their willingness to serve.

Roll Call

A. Lippert called the roll. Eight of the fourteen members were present; six of the seven *voting* members were present, establishing a quorum.

Agenda

B. Greer (IL) made a motion to approve the agenda, T. Marchand (NC) seconded. The motion passed to approve the agenda as presented.

Minutes

B. Greer (IL) made a motion to approve the minutes of September 8, 2011, S. Bolden-Rivers (TN) seconded. The motion passed to approve the minutes as presented.

Discussion

Training Committee Calendar

Chair Hall presented a December - January Training Committee Project Timeline. The timeline included: meeting evaluations, rule amendments training, 2-day training dates, trainers, and training materials/resources update.

2011 Annual Business Meeting Evaluation Summary

- Chair Hall reported ten responses to the 2011 Annual Business Meeting Evaluation Survey. The low response provided negligible data for analyses.
- The Committee discussed methods to increase participation in the survey.

Rules/Forms Amendment Training

- Chair Hall presented a Rules/Forms Amendment Training power point presentation.
- B. Greer (IL) suggested additional time complete a thorough review of the presentation.
- The Rules Committee emphasized the importance of the presentation and timeframe for Compact offices to complete training prior the March 1, 2012 effective date for new and amended rules.
- **P. Pendergast (AL) made a motion to extend the review of the Rule Amendments Training power point presentation and to approve via email by December 21, 2011. B. Greer (IL) seconded. The motion passed**.
- The Rules Committee discussed dates, times, and trainer availability to conduct the rule amendment training and agreed to the following schedule:

Rule Amendment Training for Compact Office Staff Only

January 11, 2012

10:00 - 11:30 a.m. EST with Trainer, Maria Genca

January 18, 2012

2:00 - 3:30 p.m. EST with Trainer, Pat Pendergast

Rules Training

- The Rules Committee discussed dates to conduct rules training for compact offices and field staff. The Rules Committee enlisted trainers and proposed the following 2-day training session dates:

Rules Training 2-day Sessions for Compact Office and Field Staff

Trainers:

Billie Greer, Maria, Genca, Gloria Soja, Traci Marchand, Pat Pendergast

2-Day Training Sessions:

February 14-15, 2012
February 21-22, 2012
March 13-14, 2012

March 20-21, 2012
April 10-11, 2012
May 15-16, 2012
June 12-13, 2012
July 10-11, 2012
August 14-15, 2012

Training Materials/Resources

- Chair Hall provided an overview of items for consideration in 2012.
- A. Lippert reported that the National Office is revising the Bench Book, Judicial Training Presentation, and Quick Reference Guide to reflect the adopted rule amendments effective March 1, 2012. The materials will be forwarded to the Committee for review prior to the January meeting.
- P. Pendergast (AL) questioned the manner in which the revised Bench Book would be disseminated.
- A. Lippert clarified the Executive Committee approved updating the electronic version and that hard copies would not be distributed. A synopsis of the revisions will be highlighted in the "quick reference" and "what's new" sections of the Bench Book. The National Office will announce the updated Bench Book and highlight the revised sections on the website and via the ICJ newsletter.

Old Business

There was no old business.

New Business

There was no new business.

Adjourn

Chair Hall adjourned the meeting by acclamation at 2:45 p.m. EDT.