MaryLee Underwood, Executive Director

Interstate Commission for Juveniles

836 Euclid Ave., Suite 322

Lexington, KY 40502

Re: Appointment of ICJ Compact Administrator and Commissioner

Dear Ms. Underwood:

Pursuant to \_\_\_\_\_\_\_\_\_\_\_, I am the appropriate appointing authority for the Interstate Compact for Juveniles. In consultation with the State Council for Interstate Juvenile Supervision, I have made the appointments described below.

* \_\_\_\_\_\_\_\_\_\_\_ is appointed as the Compact Administrator, “responsible for the administration and management of the state's supervision and transfer of juveniles subject to the terms of this compact, the rules adopted by the Interstate Commission and policies adopted by the State Council under this compact. S/he can be reached at \_\_\_\_\_\_\_.
* (Optional) \_\_\_\_\_\_\_\_\_\_\_ is appointed as the Deputy Compact Administrator, “to act on behalf of a Compact Administrator pursuant to the terms of this compact responsible for the administration and management of the state's supervision and transfer of juveniles subject to the terms of this compact, the rules adopted by the Interstate Commission and policies adopted by the State Council under this compact.” S/he can be reached at \_\_\_\_\_\_\_.
* \_\_\_\_\_\_\_\_ is appointed as the Commissioner, “the voting representative of each compacting state appointed pursuant to Article III of this compact.”  S/he can be reached at \_\_\_\_\_\_. *(Note: Pursuant to Section III, B. of the Compact, “The commissioner shall be the compact administrator, deputy compact administrator or designee . . .”)*
* (Optional) \_\_\_\_\_\_\_\_\_\_\_ is appointed as the authorized representative to vote in the absence of the commissioner at specified meetings. S/he is authorized to vote at the following meetings: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. S/he can be reached at \_\_\_\_\_\_\_\_\_\_.

These appointments are effective \_\_\_\_\_\_\_\_\_\_. If you need additional information regarding this appointment, please contact \_\_\_\_\_\_\_\_ in my office at \_\_\_\_\_\_\_\_\_.

Sincerely,

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