

INTERSTATE COMMISSION FOR JUVENILES

East Region Meeting Minutes



January 12, 2023
10:00 a.m. ET
via zoom

Commissioners/Designees in Attendance:

1. Caitlyn Bickford (NH) Commissioner, East Region Representative
2. Patricia Casanova (VT), Designee, East Region Alternate Representative
3. Nordia Napier (CT), Designee
4. Mike Casey (DE), Commissioner
5. Christine Norris (DE), Designee
6. Roy Curtis (ME), Commissioner
7. Becki Moore (MA), Commissioner
8. Francesco Bianco, Jr. (NY), Designee
9. Wendy Lautsbaugh (PA), Commissioner
10. JoAnn Niksa (RI), Designee

Commissioners/Designees not in Attendance:

1. Tasha Hunt (CT), Commissioner
2. Jennifer LeBaron (NJ), Commissioner
3. Edwin Lee, Jr. (NJ), Designee
4. Suzanne Miles-Gustave (NY), Commissioner
5. Jessica Nash (RI), Commissioner
6. Eavey Monique-James (USVI), Commissioner

Non-voting Compact Staff in Attendance:

1. Cecil Rexach (CT)
2. Erin Breitigan (DE)
3. Donna Reed (MA)
4. Robert Lemieux (MA)
5. Shyra Bland (NJ)
6. Kelly Palmateer (NY)
7. Natalie Primak (PA)

Guests in Attendance:

None

National Office Staff and Legal Counsel in Attendance:

1. MaryLee Underwood, Executive Directory
2. Emma Goode, Logistics and Administrative Specialist
3. Amanee Cabbagestalk, Training and Administrative Specialist
4. Jenny Adkins, Operations and Policy Specialist
5. Joe Johnson, System Project Manager

Call to Order

Representative Bickford (NH) called the meeting to order at 10:00 a.m. ET.

Roll Call

Executive Director MaryLee Underwood called the roll and a quorum was established.

Agenda

J. Niksa (RI) made a motion to approve the agenda. T. Casanova (VT) seconded. The motion pass unanimously.

Minutes

R. Curtis (ME) made a motion to approve the minutes from November 9, 2022 meeting as presented. C. Norris (DE) seconded. The motion passed.

Discussion

Committee Updates

Executive Committee

- Representative Bickford (NH) reported that the Executive Committee met in November and December and provided an update on the following:
 - The 2024 Annual Business Meeting will be held in the South Region. Locations are being explored.
 - Nataki Brown will join the 2023 Executive Committee. This is her third year in the role of ICJ Victims Representative.
 - The revised ICJ Bench Book is under review and will be available soon. Legal Counsel Rick Masters prepared an amicus legal brief regarding a case pending before the US Supreme Court that have broad implications for how interstate compacts are applied. The brief did not involve the Interstate Commission for Juveniles.
 - The South and West Regions are preparing to submit rule proposals.
 - The Executive Committee will conduct an extended meeting in March in Lexington, Kentucky.

Compliance Committee

- W. Lautsbaugh (PA) updated that the Compliance Committee met December 8 and will meet again January 12. The UNITY Data Assessment results and committee recommendations were reviewed and shared with the Executive Committee. The recommendations involve collaborations with various committees. The report is now available on the Commission website accompanied by video by Compliance Committee Chair Rader.
- Next, the Compliance Committee will continue to discuss promoting proactive monitoring.
- Lastly, the 2022 State Council Reports are due January 31, 2023.

Finance Committee

- M. Casey (DE) updated that the Finance Committee met November 16. The members were provided an overview of all ICJ financial accounts by Executive Director Underwood.
- In addition to budget monitoring, priority items for the year include developing an investment policy and updating the Travel Reimbursement Policy.

Racial Diversity, Equity and Inclusion Committee

- M. Casey (DE) updated that the Racial Diversity, Equity, and Inclusion (DEI) Committee met November 29 to begin developing their tasks for the year. They reviewed the 2022 Annual Business Meeting (ABM) survey results and comments related to keynote speaker, Dr. Maryam Jernigan-Noesi.
- January 17 is the next meeting. The focus will be a potential proposed amendment to Rule 4-104 regarding mandatory acceptance.

Rules Committee

- C. Bickford (NH) updated that the Rules Committee did not meet in December or January, as there were no new rule proposals. However, several submissions are anticipated in February prior to the 28th deadline.

Technology Committee

- R. Curtis (ME) updated that the Technology Committee met January 10, 2023. The Technology Committee has developed four work teams with specific tasks to complete throughout the year:
 1. 2023 Enhancements
 2. Team Tableau
 3. Work Flow Diagrams
 4. UNITY Maintenance
- Additionally, a work group will be reviewing Rules 5-103, paragraphs 3 and 4 related to failed supervision.
- The 2023 UNITY Enhancements will be released in five-phases beginning in March 2023. A UNITY maintenance calendar has been developed for the year.
- Lastly, he reminded states to encourage their field officers to sign up to receive the new “UNITY Spotlight” resource. The new resource is independent of the “ICJ Updates” monthly newsletter.

Training Committee

- N. Napier (CT) updated the Training Committee met in December and January to review the 2022 ABM Survey Results and establish goals and priorities for the year.
- The monthly live “Wednesday Workshops” are returning in March. Sessions will include going back to basics of the ICJ Rules, practical processes, and how to complete specific tasks in UNITY.
- The 2022 Annual Business Meeting (ABM) Survey feedback was structured into six potential 2023 ABM training topics for consideration. The Training Committee is requesting that members of each region rank the six topics to assist in the planning. [Amanee Cabbagestalk provided the link later in the meeting.]

Old Business

Rule 8-101

- R. Curtis (ME) presented a draft proposed amendment to Rule 8-101: Travel Permits, which would amend paragraph 1.(a.) as follows: “Juveniles who have been adjudicated **and have deferred adjudications**, and are on supervision...” He reported that proposed amendment was shared with the Maine State Council who agreed and supported the proposal.

- J. Niksa (RI) shared a concern about the proposal, noting that some states (including Rhode Island) do not supervise deferred adjudications. Therefore the Compact office would have no knowledge of the youth and could not submit a travel permit.
- K. Palmateer (NY) suggested that, because the phrase “and are on supervision” is part of the rule, Rhode Island (and others) would not be required to submit a travel permit.
- C. Bickford (NH) added that New Hampshire does not supervise deferred adjudications.
- R. Curtis (ME) reported that Maine currently has more youth on deferred dispositions than on probation, and expressed support for the proposed amendment.
- Director Underwood suggested being consistent with the language in Rule 4-101 to modify the proposed to read: “or have deferred adjudications.” and the East Region members agreed.
- J. Niksa (RI) suggested reviewing the definition of “deferred adjudication” in Rule 1-101 in the future to ensure states that do not supervise deferred adjudication would be in compliance.
- **R. Curtis (ME) made a motion to approve the proposed Rule Amendment to Rule 8-101: Travel Permit as presented and amended; and submit the proposal to the Rules Committee for a recommendation for adoption. B. Moore (MA) seconded. The motion passed.**

Proposed New regarding After-Hours Contacts

- Representative Bickford (NH) presented a draft proposed new rule regarding after hours contact information that she and T. Casanova (VT) drafted.
- T. Casanova (VT) provided highlights of the proposed new rule and related justification. The purpose of the new rule is to require all states to establish and maintain an after-hours protocol to include a phone number and contact when an out-of-state runaway is located outside of normal business hours. The information would be posted on the Commission’s website.
- S. Bland (NJ) commented that New Jersey would have an issue as they do not have an after-hours hotline. Persons who call may leave voice mail messages.
- T. Casanova (VT) commented that the intent is similar to child protective services who have an established an after-hours protocol and may have more than one numbers. The justification is to ensure safety and protection of the juvenile and the public, and ensure that the Compact is being followed.
- W. Lautsbaugh (PA) shared state developed a runaway decision tree within the state law enforcement and has an internal system across 67 counties.
- B. Moore (MA) commented that the information comes down to a resource issue and the Commission cannot tell a state to establish a resource; however, if a resource exists, states could be requested to share the information as resource.
- The East Region discussed modifications and agreed the rule proposal should be modified and brought back to the East Region for discussion in another meeting prior to the February 28th deadline.
- Representative Bickford (NH) will work with the National Office to modify the proposal and schedule another meeting.

NCIC and Runaways

- An issue shared by N. Primak (PA) in November that Pennsylvania has experienced issues with some Compact states not holding runaways if they are not entered into the NCIC. She referenced the [ICJ Advisory Opinion #04-2021](#) commenting that it is relevant, but specifically addresses cases involving requisitions, not necessarily addressing runaways who have not gone through the requisition process and not an NCIC entry.
- Representative Bickford (NH) agreed to include the item on the agenda for a future meeting.

New Business

2023 ABM Training Topics

- Amanee Cabbagestalk administered a live poll for the 2023 Annual Business Meeting topics on behalf of the Training Committee.
- The region members received the link to the online live poll in the chat to rank six training topics by most to least interesting. Attendees may complete the poll with link after the meeting.

Adjourn

- Representative Bickford adjourned the meeting by acclamation without objection at 11:09 a.m. ET.