

INTERSTATE COMMISSION FOR JUVENILES

East Region Meeting



March 30, 2022

Meeting Minutes

10:00 – 11:30 a.m. ET

Via Zoom

Commissioners/Designees in Attendance:

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

Commissioners/Designees not in Attendance:

1. Mike Casey (DE), Commissioner
2. Christine Norris (DE), Designee
3. Jennifer LeBaron (NJ), Commissioner
4. Sheila Poole (NY), Commissioner
5. Jessica Nash (RI), Commissioner
6. Eavey Monique-James (USVI), Commissioner

Non-voting Compact Staff in Attendance:

1. Cecily Rexach (CT)
2. Erin Breitigan (DE)
3. Donna Reed (MA)
4. Robert Lemieux (MA)
5. Erin Laskowski (NH)
6. Patti DiMassa (NJ)
7. Shyra Bland (NJ)
8. Kelly Palmateer (NY)
9. Raymond Tashjian (NY)

Guests in Attendance:

None

National Office Staff in Attendance:

1. Emma Goode, Logistics and Administrative Specialist
2. Jenny Adkins, Operations and Policy Specialist
3. Amanee Cabbagestalk, Training and Administrative Specialist
4. Joe Johnson, Project Manager

Call to Order

Representative Moore called the meeting to order at 10:00 a.m. ET.

Roll Call

Emma Goode, ICJ National Office, called the roll and a quorum was established.

Agenda

C. Bickford (NH) made a motion to approve the agenda. T. Casanova (VT) seconded. The motion carried.

Minutes

R. Curtis (ME) made a motion to approve the minutes from the January 25, 2022 meeting as presented. F. Bianco (NY) seconded. The motion carried.

Discussion

Committee Updates

Compliance Committee

- S. Bland (NJ) updated that the Compliance Committee recommended modifications to the Performance Measurements Assessment (PMA) Standards which were approved by the Executive Committee. The Compliance Committee discussions have included:
 - streamlining the PMA and monitoring data health;
 - using the PMA for specific trending issues;
 - developing UNITY dashboards similar to the Interstate Commission for Adult Offender Supervision (ICAOS) dashboards in ICOTS.

Finance Committee

- Erin Breitigan (DE) provided an update on the Finance Committee provided by Mike Casey (DE) in his absence. The Finance Committee recommended updates to the "ICJ Accounting Policies and Procedures Manual" to the Executive Committee. Recommendations for revisions to the "ICJ Travel Reimbursement Policy" were tabled until FY 23. A review of the FY 22 Budget Worksheet shows the budget to be in good standing through January 31, 2022.

Technology Committee

- R. Curtis (ME) updated the Technology Committee met twice since the last East Region meeting. The UNITY Enhancements and the UNITY Reporting subcommittees' leaders provide updates each month. The majority of conversation has been around Tableau Reporting. In the meetings, Joe Johnson provides updates on the UNITY bug fixes and support issues.
- Joe Johnson, ICJ National Office, updated on the status of the Form II. The PDF form to be updated on the website is finalized and ready for the release date. The workflow in UNITY for the new Form II is near completion and on schedule for the April 20, 2022 release date. A Form II introduction video will also be made available prior to the release.

Training Committee

- N. Napier (CT) updated that the Training Committee has been discussing the Annual Business Meeting training sessions, which may include: communications/leadership, self-care, and human trafficking.
- Several new training courses are available on the ICJ.TalentLMS platform, including the new rule amendments training. Development of the new ICJ in Action courses continues.
- The ICJ Mentoring Program is under evaluation for any improvements.

Rules Committee

- C. Bickford (NH) updated that the Rules Committee last met February 2, 2022. Discussions continue with regard to various recommendations and rules such as the definition of relocate and Rule 7-104. To date, there have been no formal rule proposals developed.
- The ICJ Rule Proposal Guide is being reviewed for applicable modifications for clarity.

Racial Justice Ad Hoc Committee

- B. Moore (MA) updated that the Racial Justice Ad Hoc Committee meets monthly, and is working towards goals established to accomplish by the 2022 Annual Business Meeting (ABM).
- An ABM training regarding implicit bias is being considered and a consultant was contacted for possible assistance. JoAnn Niksa (RI) is leading a sub-group to develop a best practice or communications tool regarding unbiased language in communications.
- J. Niksa (RI) commented that Rhode Island has established a racial equity committee and encouraged other members to check for similar committees and training materials to share with the sub-committee that could be incorporated into the best practice.
- The Ad Hoc Committee joined the Leadership Exchange Series group for the ICJ Data Walk on March 29, 2022. The joint groups reviewed the ICJ data by race in the areas of transfers accepted/denied, violation reports, and returns. The discussions will continue to determine recommended next steps.
- The Ad Hoc Committee is researching, reviewing, and sharing resources regarding racial bias and human trafficking. Last month's "ICJ Updates" featured one of those resources. Look for a new resource each month in the monthly e-newsletter.
- E. Lee, Jr. (NJ) updated that he shared the updated ICJ Vision, Mission, Values, and Results Statements modified from the work of the Ad Hoc Committee last year. As a result, New Jersey formed a sub-committee and modified its Vision, Mission, and Core Values. The Attorney General was pleased with the modifications which will be implemented soon and shared with the Ad Hoc Committee as an example of how the work extends and sustains.

Executive Committee

- T. Hunt (CT) updated that the Executive Committee conducted the 2022 Executive spring extended meeting last week virtually. They reviewed the ICJ three-year strategic plan for both the accomplishments and the action items in process. Jacey Rader (NE) led a training on "Implementation Science." Concepts related to implementation science were used as the Executive

- Committee reviewed the remaining action items in the strategic plan for completion over the next two years. T. Hunt (CT) shared her “sheep” and explained the fun activity around the premise of herding sheep. More about implementation science will be shared with the Commission as a program/project implementation tool. The concept takes a new approach on buy-in from stakeholders and staff inclusion for the accomplishment of goals and projects.
- The Executive Committee agreed to issue a survey regarding attending the 2022 ABM in Burlington, VT in-person this year and requested that all voting members complete the survey as quickly as possible.

Strategies Round Table

Should “detention” or “custody” be defined in the ICJ Rules to clarify when 24 hours begins for application of ICJ to runaways (per ICJ Rule 6-101)? (PA)

- Representative Moore (MA) presented the question raised by Wendy Lautsbaugh (PA) during the January meeting for discussion: When does the clock start for detention (in relation to holding non-delinquent minors for return)?
- T. Hunt (CT) researched related information from the Office of Juvenile Justice and Delinquency Prevention (OJJDP) and forwarded to Representative Moore after the January meeting.
- Commissioner Lautsbaugh (PA) had to leave the meeting early and was not present for further discussion.
- Representative Moore (MA) asked if there was an objection to recommend a definition for detention and/or custody to the Rules Committee.
- C. Bickford (NH) suggested that the East Region first draft language for definitions to the terms for the Rules Committee to consider. E. Lee, Jr. (NJ), Rules Committee member, concurred.
- R. Curtis (ME) supported defining the terms. C. Bickford (NH) and R. Curtis (ME) offered to work with Pennsylvania in a sub-group to draft language to present to the East Region for consideration at the next meeting. R. Curtis (ME) will take the lead and contact W. Lautsbaugh (PA) for a sub-group meeting in a couple weeks and he plans to also invite the Maine Associate Commissioner.

Detention of juveniles over 18-years-old who identify as “non-binary” (RI)

- Representative Moore (MA) presented the concern raised by JoAnn Niksa (RI) during the January meeting for discussion.
- J. Niksa (RI) had to leave the meeting early, so she was not present for the discussion regarding her concern for trauma for juveniles over 18 who identify as “non-binary” being placed in adult facilities.
- T. Casanova (VT) questioned the options for sex and gender in UNITY and entering juvenile alias names and nicknames.
- Joe Johnson, National Office, shared the screen in UNITY regarding the gender identification dropdown options currently available, which includes an option for “intersex/non-binary gender”. There is also a free-text field for “Nickname” and “Juvenile Additional Information.” R. Curtis (ME) expressed concern about adding other names on an ICJ form. S. Bland (NJ) shared they use only the name on the birth certificate although a nickname or alias could be noted.
- Representative Moore (MA) tabled the topic for discussion at the next meeting.

ICJ Violation Reports not accepted for court purposes due to “hearsay rule” (NY)

- Representative Moore (MA) presented the concern raised by Kelly Palmateer (NY) during the January meeting for discussion. K. Palmateer (NY) had to leave the meeting early.
- Representative Moore (MA) recalled in January that no other states shared the same concern. The topic was tabled for discussion to the next meeting.

Runaways and After-hours Procedures: Intrastate scripts for front-line workers and list of other states’ procedures (MA)

- B. Moore (MA) thanked the states for forwarding their states’ procedures related to runaways and after-hours procedures. The intent is to gather vital contact information to share with persons who encounter juveniles after hours. The after-hours processes emailed to Representative Moore were one of the three:
 - Hotline
 - On-call person (rotates)
 - Nothing in place
- C. Bickford (NH) noted when juveniles in the child protection services are picked up in another state by law enforcement, the juvenile justice system’s response is to pick up quickly or the juvenile will be released.
- T. Casanova (VT) updated when their after-hours hotline staff are unsure as to what to do, they call her at home, as she is the most knowledgeable of the Compact.
- At this point, B. Moore (MA) will forward all the responses received to Emma Goode, ICJ National Office. All responses will be incorporated into one document and shared with the full group. Representative Moore (MA) asked that during the review of the gathered information to keep the following in mind:
 1. how another state will use the information;
 2. keep it brief and specific;
 3. identify who is most knowledgeable about the Compact; and
 4. if it is okay to contact the person directly, what is the process.

State Updates / Concerns

- Representative Moore (MA) opened the floor for state updates/concerns noting that if there are no updates, states are not obligated to report.

Connecticut

- N. Napier (CT) updated several state employees are retiring; however, there is no impact to the Compact office directly. Connecticut Legislature is in session, and they are waiting to see what laws impact the Compact operations. Also, they are preparing for reaccreditation by American Correctional Association (ACA) in June.

Delaware

- Erin Breitigan (DE) provided an update for Delaware on behalf of Mike Casey (DE) in his absence. ICJ participated in a meeting with the Department of Justice and Rehabilitation and the Delaware Family Court Liaisons. ICJ training is ongoing for juvenile probation/parole officers (JPOs) on using the new ICJ forms and the importance of timely submissions.

Massachusetts

- Representative Moore (MA) updated that the Massachusetts Department of Youth Services has a new Director who serves as the ICJ Compact Administrator. B. Moore (MA) announced that since the last meeting, she was officially appointed as the ICJ Commissioner for the Commonwealth of Massachusetts.
- D. Reed (MA Probation) updated that new staff are in the process of completing training. When ready, the information will be shared with the National Office to update the online directory.

New Hampshire

- C. Bickford (NH) updated the juvenile justice transformation is in play and has changed the way juveniles enter the system. When law enforcement encounters a juvenile, they are referred to the agency for assessment and a decision on how to proceed. The juvenile detention center is closing. The date is uncertain and there have been discussions of opening a smaller locked therapeutic facility.

New Jersey

- S. Bland (NJ) noted Edwin Lee, Jr. had to leave the meeting early and referenced his chat update. A new Juvenile Parole & Transitional Services Director, Astrid Christiansen, has been hired. This position was formerly held by Edwin, who has been promoted to a new position. Edwin continues his ICJ involvement during the transition and will provide an update in the future.
- In-state ICJ Training of the ICJ Rule Amendments has been completed. The next ICJ training will be involve a UNITY Q&A.

New York

- F. Bianco (NY - Parole) updated the agency has located additional detention facilities to assist with the shortage of bed spaces. His agency is extending the telecommunicating option and he will be working from home one day a week until he retires next year.

Vermont

- T. Casanova (VT) updated it is business as usual in Vermont and that she continues a hybrid work schedule. Vermont is experiencing an increase in violence with guns involving juveniles. Due to the closure of juvenile detention centers, there is currently not an option for housing or intervention treatment for that population.
- Vermont is excited to host the 2022 ICJ Annual Business Meeting in October in Burlington.

Old Business

There was no old business.

New Business

Miscellaneous

- Representative Moore (MA) reminded voting members to complete the 2022 ABM Survey issued yesterday from ICJ Executive Director Underwood. Also, to consider candidacy for an ICJ officer position or regional representative. Officers are elected for one-year terms and regional representatives are elected for two-year terms.

- R. Curtis (ME) commented that he was sad to hear that Roy Yapple (MI) is retiring in mid-April and supported holding a virtual toast via zoom in his honor. Amanee Cabbagestalk, ICJ National Office, updated that the Training Committee is planning something at his last Training Committee meeting on April 7, 2022. Representative Moore (MA) asked if the full Commission could be invited for those who were interested. N. Napier (CT) and Amanee Cabbagestalk will share the request with the Training Committee Chair Lawson (OH) and ICJ Director Underwood.

Youthful Offender

- T. Casanova (VT) shared a case with Pennsylvania regarding a “youthful offender.” In Vermont the term falls under the juvenile court system and there was a question whether the case would follow the ICJ or the ICAOS. The ICJ Rules do not address “youthful offenders.”
- S. Bland (NJ) updated on a transfer request in ICOTS with a recommendation to classify as a youth offender. If approved, the youth would be considered a juvenile. Due to other circumstances, the transfer did not occur.
- Representative Moore (MA) agreed to retain the topic for discussion on the agenda for the next meeting.

Adjourn

Representative Moore adjourned the by acclamation at 11:31 a.m. ET.