

INTERSTATE COMMISSION FOR JUVENILES

East Region Meeting Minutes



October 4, 2022 (2022 ICJ Annual Business Meeting (ABM))
3:00 – 4:30 p.m. ET
Diamond Ballroom
DoubleTree by Hilton Hotel
Burlington, Vermont

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. Christine Norris (DE), Designee
5. Roy Curtis (ME), Commissioner
6. Caitlyn Bickford (NH), Commissioner
7. Edwin Lee, Jr. (NJ), Designee
8. Francesco Bianco, Jr. (NY), Designee
9. JoAnn Niksa (RI), Designee
10. Eavey Monique-James (USVI), Commissioner

Commissioners/Designees not in Attendance:

1. Jennifer LeBaron (NJ), Commissioner
2. Sheila Poole (NY), Commissioner
3. Wendy Lautsbaugh (PA), Commissioner
4. Jessica Nash (RI), Commissioner

Non-voting Compact Staff in Attendance:

1. Nordia Napier (CT)
2. Christine Thibeault (ME)
3. Shyra Bland (NJ)
4. Barbara Joyal (VT)
5. Walwyn Vaughn (VI)

Guests in Attendance:

1. Kara Buxton, ICPC Ex Officio
2. Claudine Satliffe-Daniels, VI State Council Member
3. Corrie Copeland (TN), ICJ Finance Committee Chair

National Office Staff and Legal Counsel in Attendance:

1. Emma Goode, Logistics and Administrative Specialist
2. Rick Masters, Legal Counsel

Call to Order

Representative Moore called the meeting to order at 3:03 p.m. ET.

Roll Call

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

NOTE: The East Region cast their votes during the meeting via ICJ's new electronic audience response system.

Agenda

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

Minutes

F. Bianco (NY) made a motion to approve the minutes from June 21, 2022 meeting as presented. J. Niksa (RI) seconded. The motion carried by 6-0-2 vote. C. Norris (DE) and C. Bickford (NH) abstained.

Discussion

ICJ Dues Update

- Finance Committee Chair Copeland (TN) presented information about the events and decisions that led up to the recommended proposed ICJ dues increase for FY24. The proposal was discussed and recommended by both the Finance and the Executive Committees for a 35% increase in FY24 to ensure that the Commission's income for the next 5 years is sufficient to cover its operating expenses. Additionally, she provided information on an alternate progressive dues increase considered of 15% in FY24, then 5.25% for the next 4 fiscal years. Members took the options to the state fiscal departments and majority preferred the larger increase on the front end.
- R. Curtis (ME) suggested perhaps more thorough review of the budget line items each year to avoid such a large increase in the future.
- E. James (VI) suggested the ICJ ABM meeting onsite every other year during a rules' year and virtually during the odd years as a cost reduction measure.
- F. Bianco (NY) stated that he is pleased that the Commission has the UNITY data system and asked about costs reoccurring in future years. C. Copeland (TN) explained after the initial build of a data system there were changes that impacted work flows. The updates to UNITY in the future will be primarily related to rule changes.
- R. Curtis (ME) explained the "painstaking" laborious hours of reviewing 100+ enhancement request submissions to understand the impact, categorize by areas and then prioritize. The bundled packages recommended were the results of the most impactful enhancements to improve the Commission's work and the way bundled provided the most cost savings. The presentation of the enhancements were presented to the [Technology](#), [Executive](#), and [Finance](#) Committees and all agreed with the recommendation.
- Representative Moore asked for additional questions, hearing none, she brought the ICJ Dues Update discussion to a close. Finance Committee Chair Copeland left the East Region meeting to attend her region's meeting.

New ICJ Best Practices

- Representative Moore provided an overview of the two new ICJ Best Practices approved this year, which are available on the Commission's website.
- [Direct Entry of Data into UNITY Data Fields](#)

- This best practice was actually developed in response to a question from an East Region Member. The question was referred to Technology and Compliance Committees. Finally, the best practice was adopted by the Executive Committee. This resource states that “Relevant data should be directly entered into all UNITY data fields. Phrases like “See Scan” or “See Attached” should not be entered because such phrases compromise the effectiveness of the system.” It also provides lots of tips and tricks to help staff understand how to cut and paste to make direct entry of data as efficient as possible.
- [ICJ Transfer of Supervision, Communication Guidelines for Local Authorities with Juveniles/Family Members](#)
 - This best practice was developed by the South Region, then approved by the Training and Executive Committees. This resource was designed to help educate local authorities and ICJ offices about the parameters for direct communications with juveniles and family members. It begins by reinforcing that all communication between local authorities must be conducted through ICJ offices. Then it provides examples of when communications between sending state officials and juveniles (or family members) might be appropriate, such as to ensure that the juvenile has connected with Receiving State personnel or to provide official notices of court hearings.

State Updates / Concerns

- Representative Moore (MA) opened the floor for state updates. All states present updated on ICJ State Councils; bed shortages; state personnel shortages; new hires; and training.
- Representative Moore (MA) updated that she arrived earlier in the day in Burlington, Vermont and expressed her appreciation to Trissie Casanova, East Region Alternate Representative, for stepping up and attending the Executive Committee meeting in her absence.

Rhode Island

- J. Niksa (RI) reported lots of training in the state for new hires and they continue working to establish an ICJ State Council.
- The state currently has detention beds available in the detention facilities.

Connecticut

- T. Hunt and N. Napier provided an update on state personnel changes and in-state trainings.

Vermont

- T. Casanova and B. Joyal welcomed everyone to Vermont and were pleased to be hosting the 2022 ICJ Annual Business Meeting (ABM).
- T. Casanova reported the shutdown of detention facilities in the state has resulted in juveniles being released in the community and an increase in crime. Vermont is looking to partner with neighboring states for housing juveniles in secure facilities.

New York

- F. Bianco updated that New York is hiring. He announced that this will be his last ICJ ABM as he plans to retire in June 2023 and will miss everyone.

New Jersey

- S. Bland (NJ) (probation) updated on staffing issues due primarily to retirements and the challenges of recruiting new staff. The NJ Extradition Secretary recently retired so there may be a delay in returning those youth with adult warrants who need to be returned as adults.
- E. Lee Jr. (NJ) (parole) shared their state's post incarceration supervision program that is working well.

Maine

- R. Curtis (ME) introduce Maine's new Compact Administrator, Christine Thibeault. He reported that the Maine ICJ State Council will meet in November and he is pleased with the membership and key stakeholder involvement with the state council.
- Additionally, he updated on a transitional living program created by Maine Department of Corrections called the "UNITY House" to support youth coming out of the juvenile correctional facility. Maine also faces challenges with staff shortages in facilities.

Virgin Islands

- E. James (VI) reported their ICJ State Council to be up and running and she was pleased that one of their state council members was in attendance at the 2022 ICJ ABM. The visibility of ICJ is important to get support for resources. She encouraged the Commission to look at the Virgin Islands for a future ICJ Annual Business Meeting.

New Hampshire

- C. Bickford (NH) updated that New Hampshire has partnered with some states for juvenile detention housing. New Hampshire's detention facilities are proposed to closed March 2023. However, the New Hampshire Director of the Division of Children Youth and Families (DCYF) is confident that will not happen unless there is an alternate plan in place. The juvenile justice reform changed the way juveniles are brought into the system.
- The ICJ State Council meets regularly and she attends the meetings often.

Delaware

- C. Norris (DE) reported a fully functional ICJ State Council and they experienced a great turn out for the July meeting.
- Delaware continues to experience barriers with Form VI where judges were not signing off while the youth was still in Delaware. Delaware Compact office has been sending travel permits as testing residence to ensure the Juvenile Parole/Probation Officers are getting the ICJ Form VI signed and the full packet back to the Compact office within 30 days. The home studies and quarterly reports timelines are being met.
- Currently, a low number in detention and beds are available. Like other states, staff turnover and field officers covering other areas continues.

Review Elections Process and Candidates

- As part of the general session tomorrow, the Commission will elect officers – Chair, Vice-Chair, and Treasurer. As a reminder, the Commission's Nominations

and Elections Process encourages advance nominations of officer candidates, so that everyone has a chance to learn about the candidates prior to and at the Annual Business Meeting. Regions no longer put forth a slate of officer candidates. The current slate of officers is:

- Nina Belli, Commissioner from Oregon for Chairperson
- Julie Hawkins, Commissioner from Missouri for Vice Chairperson
- Sherry Jones, Commissioner from Maryland for Treasurer

2022-2024 East Regional Representative Election

- There was one advanced candidate nomination(s) for East Regional Representative. The candidate is Caitlyn Bickford, Commissioner from New Hampshire. Her information did not make it to be released in the packet of candidates, but she was nominated during the nominating period and accepted the nomination shortly after the packet was sent out.
- Representative Moore asked for nominations from the floor. There were none.
- Representative Moore announced and congratulated Caitlyn Bickford as the East Regional Representative by acclamation for a 2-year term (2023-2024).

Old Business

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)

- R. Masters, Legal Counsel, provided an overview of his legal memo dated September 29, 2022. The East Region initially requested an ICJ Legal Advisory Opinion and were advised the question would be addressed in a legal memorandum. The question was regarding: *What triggers the start of “detainment” regarding the release of non- delinquent runaways under ICJ Rule 6-101 an opinion concerning what “triggers” the start of the “detainment” pursuant to ICJ Rule 6-101.*
- R. Masters presented the legal memorandum. He commented that it was difficult to find relevant cases, as states have their own standards. Additionally, the term “detainment” is defined differently by states, and there is not a common definition. The term “detainment” as used in ICJ Rule 6-101 is a synonym for “detention.” According to Black’s Law, “Detainment” is “the act of detaining.” The Office of Juvenile Justice and Delinquency Prevention (OJJDP) glossary the term “detention” usually refers to the placement of a youth in a secure facility under court authority.
- In summary, there are also differences among states as to due process concerns which apply to detention of runaways, as well as other juveniles subject to the ICJ. Given the variety of definitions of detainment or detention, policies concerning the detainment, due process guarantees, there is no single standard as to when the twenty-four (24) hour period of detention begins for purposes of the application of ICJ Rule 6-101 to the release of runaways. Therefore, the decision as to the commencement of this period at the discretion of member states.
- J. Niksa (RI) suggested that the item be included on the next agenda for discussion regarding how states handle the 24-hour clause.

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

- Representative Moore thanked everyone for their submissions for the new resource: “After-Hours Protocols for ICJ East Region States. “
- The new East Region [resource](#) is now available on the Commission's website. Should states have updates, they should email the National Office at icjadmin@juvenilecompact.org.

New Business

ICJ Rule Proposals in 2023

- Representative Moore reminded the region that the deadline for submissions to the Rules Committee for rule proposals is February 28, 2023.
- Should anyone have a rule proposal in mind, please bring forth a draft for discussion by the region.
- Rule proposals will be one of the agenda items for the next region meeting.

Adjourn

Representative Moore adjourned the by acclamation at 4:52 p.m. ET.