

INTERSTATE COMMISSION FOR JUVENILES

East Region Meeting Minutes

November 13, 2025

11:00 a.m. EST

Via Zoom



Preliminary Business

Call to Order

Regional Representative T. Casanova (VT) called the meeting to order at 11:04 a.m. EST.

Roll Call

Director Underwood called the roll and a quorum was established.

Commissioners/Designees in Attendance:

1. Trissie Casanova (VT), Designee, Regional Representative
2. A. Roy Curtis (ME), Commissioner, Alternate Regional Representative
3. Tasha Hunt (CT), Commissioner
4. Francis "Mike" Casey (DE), Commissioner
5. Caitlyn Bickford (NH), Commissioner
6. David Willie (NY), Designee
7. Eavey Monique-James (VI), Commissioner

Additional State ICJ Personnel in Attendance:

1. Nadia Napier (CT)
2. Christine Norris (DE)
3. Erin Breitigan (DE)
4. Bob Lemieux (MA)
5. Donna Reed (MA)
6. Shyra Bland (NJ)
7. Raymond Tashjian (NY)

Commissioners/Designees Not in Attendance:

1. Becki Moore (MA), Commissioner
2. Jennifer LeBaron (NJ), Commissioner
3. Edwin Lee, Jr. (NJ), Designee
4. Dr. DaMia Harris-Madden (NY), Commissioner
5. Wendy Lautsbaugh (PA), Commissioner
6. Jessica Nash (RI), Commissioner
7. William Dolan (RI), Designee

Guest in Attendance :

1. Raymundo Gallardo (UT), Commissioner, Training Committee Chair

National Office Staff in Attendance:

1. MaryLee Underwood, Executive Director
2. Amanee Cabbagestalk, Training and Administrative Specialist
3. Jenny Adkins, Operations and Policies Specialist
4. Joe Johnson, Systems Project Manager
5. Kirsten Wade, Logistics and Administrative Specialist

Agenda

R. Curtis (ME) made a motion to approve the meeting agenda. Representative T. Casanova (VT) approved the agenda by unanimous consent without objection.

Minutes

R. Curtis (ME) made a motion to approve the minutes of the meeting on August 26, 2025. Representative T. Casanova (VT) approved the minutes by unanimous consent without objection.

State Check-Ins

- B. Lemieux (MA) reported an increase in parole cases and expressed gratitude for smooth collaborations with other states.
- T. Casanova (VT) announced an intern at her agency is developing a brochure for families involved in Interstate Compact for Juvenile (ICJ) cases. She requested feedback from states with family representatives.

Unfinished Business

Provide recommendations to the Racial Diversity, Equity, and Inclusion (RDEI) Committee for assessing child safety during home evaluations in the [Best Practice: Home Evaluation Consideration for Unconventional Families](#)

- Representative T. Casanova (VT) asked if members had recommendations for the RDEI Committee on how to improve the *Best Practice: Home Evaluation Consideration for Unconventional Families*.
- S. Bland (NJ) suggested amending "hold a joint staff meeting with the ICJ Commissioner/Designee" to include other ICJ "personnel."
- Members discussed replacing "unconventional families" with terms like "kinship placements" and "non-traditional families" to better reflect the intent of addressing non-traditional living arrangements.
- Members recommended adding checking with local law enforcement and child welfare agencies about concerns with addresses or household members. They also suggested including that child welfare history should be considered but not automatically lead to a denial.

Discuss developing an ICJ resource for law enforcement

- Members shared their experiences and strategies for building and maintaining relationships between (ICJ) offices and law enforcement.
- Members discussed providing law enforcement with [Fact Sheet on ICJ Returns and Non-Delinquent Runaways](#) and other resources to help them understand ICJ protocols.
- Representative T. Casanova (VT) emphasized the need for ICJ offices to clarify what information law enforcement should obtain and convey when they pick up a runaway.
- Representative T. Casanova (VT) addressed the importance of asking children about their safety and reasons for running away, while noting that direct questions about trafficking should be avoided.
- Members shared that they do not typically receive police reports for non-delinquent cases. Nonetheless, several state ICJ offices have established internal systems and forms for information sharing, including after-hours procedures and connections to child welfare agencies.
- Members discussed resources and training for law enforcement regarding juvenile trafficking and ICJ cases, including:
 - Vermont's PowerPoint presentation for training law enforcement;

- Maine's integration of interstate runaways or absconders into the juvenile code, because law enforcement officers carry copies of the juvenile code with them;
- New Hampshire's laminated card and website resources; and
- the Pennsylvania Juvenile Court Judges Commission's decision tree and protocols, which are provided to individual law enforcement agencies.
- Representative T. Casanova (VT) asked members to email her sharable resources.

New Business

Request Updates to Age Matrix by Director Underwood

- Director Underwood requested that state ICJ offices update their information on the Commission's website age matrix, as national media outlets have repeatedly cited it for policy-making purposes. She shared that members would receive an email with a link simplify the process following the meeting,
- Director Underwood also asked state ICJ offices to email the National Office any staff updates.

Conduct an Annual Business Meeting (ABM) Training Needs Survey

- Training Committee Chair R. Gallardo (UT) and A. Cabbagestalk (National Office) conducted a short survey, on behalf of the Training Committee, to gather input for training sessions at the 2026 ABM, *Wednesday Workshops*, and other Commission training opportunities.

Reports

- Director Underwood provided a report on recent Executive Committee activities.
- B. Lemieux (MA) provided a report on recent Compliance Committee activities.
- Director Underwood provided a report on recent Finance Committee activities.
- N. Napier (CT) and S. Bland (NJ) provided a report on recent Information Technology Committee activities.
- M. Casey (DE) provided a report on recent RDEI Committee activities.
- E. Breitigan (DE) provided a report on recent Training Committee activities.
- R. Curtis (ME) provided a report on recent Work Group on Returning Non-Delinquent Youth activities.

Hot Topics from "ICJ Updates"

- Alternate Regional Representative R. Curtis (ME) reported that the [2025 Annual Report](#) was published in October.
- R. Curtis (ME) shared that the National Runaway Safeline would present a *Wednesday Workshop* on Wednesday, November 19, 2025, at 1:00 p.m. EST.
- R. Curtis (ME) reported that the new Transfer of Supervision (TOS) Dashboard was available to all ICJO UNITY users with Tableau licenses. He encouraged anyone with questions to contact J. Johnson (National Office).
- R. Curtis (ME) stated that November was National Runaway Safeline's [Youth Homelessness, Outreach, Prevention, and Education \(HOPE\) Month](#) and the Commission was registered as a partner.

- R. Curtis (ME) reported that next year's ABM would be held in Portland, Maine, from August 31-September 2, 2026.

Next Steps

- R. Curtis (ME) asked members to email their states' law enforcement-related resources to him or Representative T. Casanova (VT).
- The next East Region meeting was scheduled for February 12, 2026, at 11:00 a.m. EST.

Adjourn

C. Bickford (NH) made a motion to adjourn the East Region meeting. Alternate Regional Representative R. Curtis (ME) adjourned the meeting by acclamation without objection at 12:29 p.m. EST.