



## INTERSTATE COMMISSION FOR JUVENILES

### East Region Meeting

#### *Minutes*

June 21, 2018

11:00 a.m. EDT

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#### **Commissioners/Designees in Attendance:**

1. Becki Moore (MA) East Region Representative
2. Melanie Grimes (DE) Commissioner
3. Roy Curtis (ME) Designee
4. Pam Leonard (NH) Commissioner
5. Kevin Brown (NJ) Commissioner
6. Wendy Lautsbaugh (PA) Commissioner
7. Patricia Casanova (VT) Designee

#### **Commissioners Not in Attendance :**

1. Sarah Gibson (CT) Commissioner
2. Galan Williamson (ME) Commissioner
3. Kevin McKenna (RI) Commissioner
4. Barbara Joyal (VT) Commissioner
5. Eavey-Monique James (VI) Commissioner

#### **Compact Staff in Attendance:**

1. Jason Criscio (CT)
2. Sarah Gibson (CT)
3. Mike Casey (DE)
4. Candice Alfonso (NJ)
5. Francesco Bianco (NY)
6. Paul Ottati (NY)
7. Kelly Palmateer (NY)

#### **Guest in Attendance:**

1. Anne Connor (ID) ICJ Commission Chair

#### **National Office Staff in Attendance:**

1. MaryLee Underwood, Executive Director
2. Emma Goode, Administrative and Training Specialist
3. Jenny Atkins, Project Manager
4. Monica Gary, Administrative and Logistics Coordinator

#### **Call to Order**

Representative Moore called the meeting to order at 11:00 a.m. EDT.

## Roll Call

Director Underwood called the roll and stated that quorum was established.

## Agenda

**P. Casanova (VT) made a motion to approve the agenda. K. Brown (NJ) seconded. The motion passed.**

## Minutes

**K. Brown (NJ) made a motion to approve the March 28, 2018 meeting minutes. P. Leonard (NH) seconded. The motion passed.**

## Discussion

### Executive Committee Updates

- Director Underwood reported that there have been two ICJ Executive Committee meetings since the last East Region meeting. She gave the following updates:
  - Shelley Hagan (WI) retired. The Executive Committee elected Peter Sprengelmeyer (OR) to fill the vacant ICJ Treasurer position.
  - ICJ Finance Committee Chair David Barrett (ME) retired. Jeff Cowger (KS) was selected to fulfill the role as Finance Chair. Galan Williamson was appointed the ICJ Compact Administrator and Commissioner for Maine and Roy Curtis was appointed DCA and Part-time Designee for Commissioner Williamson.
  - Effective July 1, 2018 the Connecticut ICJ Office will transition to the Connecticut Judicial Branch. Tasha Hunt has been appointed the new Compact Administrator and ICJ Commissioner in Connecticut and Jason Crisco has been appointed the new DCA and Part-time Designee to Commissioner Hunt.
  - The Wisconsin ICJ Commissioner position continues to be vacant.
  - Pam Leonard was appointed Commissioner for New Hampshire.
  - Patricia (Trissie) Casanova has been appointed full-time Designee for Vermont Commissioner Joyal.
  - Jessica Wald was appointed part-time Designee for North Dakota Commissioner Bjergaard.
  - The FY19 Annual Dues Invoices have been sent to all states via USPS mail and email.
  - The ICJ Rule amendments effective March 1, 2018 are now reflected in the ICJ Advisory Opinions and the ICJ Bench Book. The National Office is tracking distribution of the Bench Book and requested that states submit relevant information.
  - The ICJ/ICPC “Best Practice Guide for Dual Jurisdiction” is on the ICJ website and is being redistributed because there appears to be a recent increase in related requests for assistance.
  - Several new resources will soon be available to Commission members, including a State Council Toolkit and Bench Card on Returns. Members were invited to share state council resources for sharing as part of the state council toolkit. New Jersey offered to provide bylaws and appointment letter.
  - To date, there have been no changes in the JJDPA legislation.
  - An update regarding plans for 2018 Annual Business Meeting was provided. Registration will open early for Commissioners and Full-Time Designees.
  - The 2019 Annual Business Meeting will be held in Indianapolis, IN.

- The Leadership Award nominations are open through June 21, 2018 and the ICJ Executive Committee will vote June 28, 2018.
- Staff Recognition nominations are being accepted. Those submitted by July 18 will be included in 2018 Annual Business Meeting.

Director Underwood provided the following updates from the ICJ Committee:

- The Compliance Committee approved the report on the 2017 Performance Assessment (now available on the website) and amended the Performance Measurement Assessment Policy to provide a clear follow-up protocol and corrective action plan.
- The Finance Committee will meet soon to review the FY19 budget and approve a proposed FY20 budget.
- The Special Projects Ad Hoc Committee conducted a Strengths, Weaknesses, Opportunities, Treats (SWOT) survey, which supported improving the data management system. A Statement of Work for an agency called “SEARCH” has been approved to assist in the next phase of the project.
- The Technology Committee approved a package for seven JIDS modification and modifications to the Form IA/VI. All changes take effect July 1, 2018.
- The Rules Committee has discussed whether it is necessary to amend the ICJ Rules regarding the phrase “danger to self and others.” No recommendation has been made at this time.
- The Human Trafficking Ad Hoc is conducting a 16-question survey, which is open until June 27, 2018.
- The Executive Committee subcommittee on Rule 7-104 has produced recommendations for the ICJ Rules and Training Committees. The goal is to assist states with compliance of entering warrants into NCIC and nationwide radius. The Executive Committee’s next meeting will be held June 28, 2018.

### **2019 Proposed Rule Amendments**

- Representative Moore stated that the deadline for submitting rule amendment proposals is January 15, 2019. She noted the related resources were provided with the meeting announcement: “The Rule Proposal Guide” and “Template.” Representative Moore invited members to raise issues, but none were raised. Representative Moore encouraged members to submit proposals soon to allow time to review at the region meeting.

### **Leadership Awards Nominations**

- The period for nominations closed yesterday. The winner will be announced at the Annual Business Meeting.

### **Staff Recognition Nominations**

- Any nomination submitted by July 18 will be recognized at the 2018 Annual Business Meeting

### **State Updates**

- J. Criscio (CT) reported that there is lots of in-state activity happening to ensure a smooth transition of the ICJ Office to the Judicial Branch. Transition will be effective July 1.
- M. Grimes (DE) reported that their State Council is scheduled to meet on August 30 and they are working to update forms in statewide system.
- R. Curtis (ME) reported that new staff are working to learn JIDS, increase field users, and planning state council meeting.

- B. Moore (MA) reported their State Council has confirmed membership for all required participants and are planning for an initial meeting in the fall. She has also reported that National Office staff have provided technical assistance to assist with cleaning up global assignments and training regarding workflows. Massachusetts has used recent changes in forms as a springboard for training local authorities.
- P. Leonard (NH) updated on her work with the NH Advisory Group and updated on plans to strengthen the group.
- K. Brown (NJ) reported that the New Jersey's State Council met in February and May 2018. Though not a required member, a Department of Children and Families representative has become involved in their State Council. C. Alfonso (NJ) shared at the May meeting her involvement in the ICJ Ad Hoc Committees. Because of bi-furcation, Candace is housed within the NJ Judicial Branch and has provided education to Juvenile and Family Court Judges, including the Judicial College. Further she has presented to Family Division Conference, regarding the warrant process, detention issues, and other matters and has been asked to continue providing education. The ICJ Bench Book was distributed by Court's Administrative Director, with electronic verification, so they can track who has actually opened the link.
- P. Ottati (NY) updated the NY State Council will meet July 11 and efforts are underway to fill vacancies. The "raise the age" law takes effect on October 1, 2018 for 16-year-olds, and on October 1, 2019 for 17-year-olds. Paul Ottati's last day will be June 27 and Francesco Bianco will begin June 28.
- W. Lautsbaugh (PA) reported the PA State Council will meet June 27 as they continue to await the appointment for one of the legislative appointments. The agenda will include a discussion of the ICJ Bench Book. She recently learned that one county had a separate protocol for non-adjudicated runaways and therefore have provided related training.
- P. Casanova (VT) has been providing in-state training regarding both ICJ and ICPC regarding "youthful offender law." The age for juvenile jurisdiction in Vermont is in the process of raising to age 22.
- Director Underwood asked members to submit intra-state training via the ICJ online reports so that data can be reported in ICJ's Annual Report.

### **Old Business**

- Representative Moore encouraged members to submit "States in Transition" plans to her to help ensure smooth transitions in the future.

### **New Business**

- The next East Region meeting will be September 11, 2018 at the 2018 Annual Business Meeting.

### **Adjourn**

**Representative Moore adjourned by acclamation without objection at 10:55 a.m. ET.**