

INTERSTATE COMMISSION FOR JUVENILES



East Region Meeting

Minutes

June 30, 2020

WebEx

11:00 a.m. ET

Commissioners/Designees in Attendance:

1. Becki Moore (MA), East Region Representative
2. Tasha Hunt (CT), Commissioner
3. Roy Curtis (ME), Designee
4. Caitlyn Bickford (NH), Commissioner
5. Edwin Lee, Jr. (NJ), Designee
6. Wendy Lautsbaugh (PA), Commissioner
7. Patricia Casanova (VT), Designee

Commissioners/Designees Not in Attendance:

1. Melanie Grimes (DE), Commissioner
2. Sheila Poole (NY), Commissioner
3. Jessica Nash (RI), Commissioner
4. Eavey-Monique James (USVI), Commissioner

Compact Staff in Attendance:

1. Mike Coelho (MA)
2. Karen Kapsimalis (NJ)
3. Shyra Bland (NJ)
4. Kelly Palmateer (NY)
5. Robert Lemieux (MA)

National Office Staff in Attendance:

1. MaryLee Underwood, Executive Director
2. Jenny Adkins, Operations and Policy Specialist
3. Joe Johnson, Systems Project Manager

Call to Order

Representative Moore called the meeting to order at 11:04 a.m. ET.

Roll Call

Executive Director Underwood called the roll and quorum was established.

Agenda

E. Lee, Jr. (NJ) made a motion to approve the agenda. C. Bickford (NH) seconded. The motion carried.

Minutes

R. Curtis (ME) made a motion to approve the March 31, 2020 meeting minutes. T. Casanova (VT) seconded. The motion carried.

Discussion

• Executive Committee Update

- Executive Director M. Underwood reported the following updates:
 - Members were encouraged to submit staff recognition forms. The deadline for submission is June 30, 2020.
 - Fiscal Year (FY) 2020 is coming to a close. States were encouraged to provide data regarding in-state trainings conducted during FY 20.
 - To date, nine (9) states have paid FY 21 dues. The national office can provide a copy of invoice, if needed.
 - Strategic Plan priorities and initiatives have been amended to include:
 - Action items related to the COVID-19 pandemic.
 - Three (3) action items related to leadership development and racial justice:
 - 2C-6: Leadership Development – Leadership Exchange Series;
 - 2C-7: Internal Procedural Justice Review – Ad Hoc Committee on Racial Justice; and
 - 2C-8: External Leadership – Collaboration to Improve Community Supervision.
 - In FY20, 37 action items were completed; thus, more than half of the identified action steps were completed in the first year of the three-year plan. Executive Director M. Underwood thanked Committee members and Region members for their work on behalf of the Commission to advance the Strategic Plan.
 - The Compliance Committee has been revising the Sanctions Guidelines Policy to be presented to each region for review and feedback.
 - The Finance Committee approved amendments to the FY 21 budget and will present the FY22 budget for approval at the 2020 Annual Business Meeting.
 - The Rules Committee is continuing their systematic review of the rules, including recommendations proposed by committees.
 - The Training Committee reported about instructor-led trainings and continued development of the UNITY and ICJ in Action On Demand courses.
 - The Technology Committee oversaw the JIDS server upgrade and completed a detailed review of forms changes in preparation for the UNITY system.
 - UNITY development is ongoing in preparation for the rollout, which is anticipated in December 2020. States will receive two email requests for information soon, in preparation for the rollout. The first request is in regards to UNITY State Personnel

Directory Data and the second request is in regards to existing JIDS user profiles. Each state's responses are vital.

- The Juvenile/Adult Issues Ad Hoc Committee has provided recommendations to the Rules Committee for consideration which include:
 - four (4) rule proposal amendments;
 - a draft Best Practices document for review by the Executive Committee;
 - panel discussion to be presented at the 2020 Annual Business Meeting to discuss the differences between adult extradition and returns of juveniles under the ICJ; and
 - revisions to the Age Matrix to provide clarification and consistency in the ages of the populations being captured.
- The 2020 Annual Business Meeting (ABM) will be held virtually with sessions scheduled for Monday through Wednesday. An additional series of Region Meetings have been scheduled in September to discuss the UNITY transition and roll-out. Registration for the September Region Meetings will begin August 3, 2020 and will utilize the same platform and registration as the ABM. States were encouraged to contact their IT Departments to ensure access to the platforms that will be utilized while hosting the ABM.
- **ICJ Policy: 02-2017 Sanctioning Guidelines Policy**
 - B. Moore (MA) requested the video presentation regarding revised draft ICJ Policy: 02-2017 Sanctioning Guidelines, proposed by the ICJ Compliance Committee, be presented to the region members. The Compliance Committee requested that all regions review and provide feedback.
 - Due to technical difficulty, Executive Director M. Underwood provided a brief history of the current policy highlighting concerns encountered when applied to a real-life scenario. When applying the current policy, Commission members found the violation types to be subjective. In response, the Executive Committee tasked the Compliance Committee with a review of the policy to ensure that the violation types were clear and straight-forward. Executive Director M. Underwood provided a highlight of the amendments made in the draft policy.
 - A video and worksheet will be sent to region members to review and provide feedback following the meeting. Feedback can be submitted to Representative B. Moore (MA) or to the National Office.
 - The National Office will capture any suggestions or feedback and forward it to the Compliance Committee for review.
- **ICJ Policy 03-2012: Committee Guidelines Policy**
 - B. Moore (MA) requested the video presentation regarding revised draft ICJ Policy: 03-2012 Committee Guidelines Policy, proposed by the ICJ Executive Committee, be presented to the region members.

The Executive Committee requested that all regions review and provide feedback.

- The video highlighted the reorganization of the current policy sections to ensure consistency with related ICJ policies. The amendments included in the draft provide clear responsibilities for the Commission Chairperson and Vice Chairperson, Committee Chairperson and Vice Chairperson, and Committee Members. It also provides clarification regarding appointments and eligibility requirements, terms of service, and state representation. The floor was opened for discussion.
- Feedback can be submitted to Representative B. Moore (MA), Commission Chair J. Rader (NE), or to the National Office.
- The National Office will forward the feedback to the Executive Committee.

- **State Updates**

- **Pennsylvania**

- W. Lautsbaugh (PA) reported that Pennsylvania passed Act 147 on December 1, 2019, expanding collection requirements for DNA from juveniles. Feedback was requested from other states on how they are addressing the collection requirements and if a matrix or similar resource tool would be beneficial to the Commission for guidance.
 - B. Moore (MA) requested any states with suggestions or feedback related to juvenile DNA collection contact her via email.

- **New Jersey**

- E. Lee Jr. (NJ) reported that Shyra Bland had been appointed the New Jersey ICJ Probation Representative and Deputy Compact Administrator.

Old Business

There was no Old Business.

New Business

Age Matrix

- All region members were encouraged to update the Age Matrix with the most accurate information for their state.

Adjourn

Representative B. Moore (MA) adjourned the meeting by acclamation at 12:08 p.m. ET.