

**INTERSTATE COMMISSION FOR JUVENILES**  
**East Region Meeting**  
**Minutes**

September 22, 2020  
Via SpotMe/Zoom  
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. JoAnn Niksa (RI), Designee
8. Trissie Casanova (VT), Designee
9. Eavey-Monique James (USVI), Commissioner

**Commissioners/Designees Not in Attendance:**

1. Melanie Grimes (DE), Commissioner
2. Sheila Poole (NY), Commissioner

**Compact Staff in Attendance:**

1. Jason Criscio (CT)
2. Nordia Napier (CT)
3. Mike Casey (DE)
4. Robert Lemieux (MA)
5. Stephanie Cueva (MA)
6. Shyra Bland (NJ)
7. Francesco Bianco (NY)
8. Kelly Palmateer (NY)
9. Vaughn Walwyn (USVI)
10. Barbara Joyal (VT)

**Guests in Attendance:**

1. Abbie Christian (NE)

**National Office Staff in Attendance:**

1. MaryLee Underwood, Executive Director
2. Jenny Adkins, Operations and Policy Specialist
3. Emma Goode, Administrative and Training Specialist
4. Leslie Anderson, Logistics and Administrative Coordinator
5. 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 provided an overview regarding use of the SpotMe platform that enables the Commission to conduct Roll Call and Voting.
- Roll call was conducted and a quorum was established.

## **Agenda**

**E. Lee, Jr. (NJ) made a motion to approve the agenda. T. Casanova (VT) seconded. The motion carried.**

## **Minutes**

**E. Lee, Jr. (NJ) made a motion to approve the June 30, 2020 meeting minutes. E. James (USVI) seconded. The motion carried.**

## **Discussion**

- **ABM Preparation**
  - Representative B. Moore (MA) requested the pre-recorded video presentation regarding ABM Preparations be presented.
    - In a pre-recorded video presentation, Executive Director Underwood encouraged members to explore the SpotMe platform and Zoom before the Annual Business Meeting (ABM). The presentation provided an overview of agenda highlights for the three (3) day ABM.
- **UNITY Update**
  - **General Update**
    - In a pre-recorded video presentation, Executive Director Underwood discussed the fundamental concepts of the UNITY system, the UNITY Roll-Out Timeline, On Demand training plans for UNITY, the transition from JIDS, state UNITY Coordinator appointments and responsibilities, the three types of Roll-Out Models, and the Access to Historical Data Policy to govern access to JIDS data over the five (5) years following JIDS retirement.
    - Members were advised that information regarding the topics discussed could be located in the SpotMe platform under the “Meeting Materials” tab as well as on the Commission Website.
  - **Demonstration**
    - A pre-recorded video was presented providing a demonstration by J. Johnson on how to enter a Travel Permit case from beginning to end in the new UNITY data system.

- Question and Answer Session
  - J. Johnson and A. Christian (NE) addressed region member questions regarding potential rejections of case entries; the new Travel Permit case closure process; the addition of new features to allow for entry of information, such as sex offender registration and recurring shared custody schedules; Master Task List with filter and sort options for outstanding cases; access to the UNITY training site; and On Demand training.

**Adjourn**

Representative B. Moore (MA) adjourned the meeting by acclamation at 12:07 p.m. ET.