

INTERSTATE COMMISSION FOR JUVENILES

Executive Committee Meeting Minutes



June 23, 2022

12:00 p.m. ET

Via Zoom

Committee Members in Attendance:

1. Tasha Hunt (CT), Chair
2. Nina Belli (OR), Vice Chair
3. Sherry Jones (MD), Treasurer
4. Corrie Copeland (TN), Finance Committee Chair
5. Kellianne Torres (IA), Information Technology Committee Chair
6. Becki Moore (MA), East Region Representative
7. Chuck Frieberg (SD), Midwest Region Representative
8. Daryl Liedeker (TX), South Region Representative
9. Michael Farmer (CA), West Region Representative

Committee Members Not in Attendance:

1. Jacey Rader (NE), Immediate Past Chair and Compliance Committee Chair
2. Stephen Horton (NC), Rules Committee Chair
3. Nate Lawson (OH), Training Committee Chair
4. Nataki Brown (SC), Victims Representative

Guests in Attendance:

1. Abbie Christian (NE), Enhancements Subcommittee Co-Chair

National Office Staff and Legal Counsel in Attendance:

1. MaryLee Underwood, Executive Director
2. Emma Goode, Logistics and Administrative Specialist
3. Jenny Adkins, Operations and Policy Specialist
4. Joe Johnson, Systems Project Manager
5. Amanee Cabbagestalk, Training and Administrative Specialist
6. Rick Masters, Legal Counsel

Call to Order

Commission Chair T. Hunt (CT) called the meeting to order at 12:00 p.m. ET.

Roll Call

Director Underwood called the roll and a quorum was established.

Agenda

Chair Hunt approved the agenda as presented by unanimous consent without objection.

Minutes

Chair Hunt approved the May 26, 2022 minutes by unanimous consent without objection.

Commission Chair Report by *Tasha Hunt (CT)*

- Chair Hunt asked for feedback from states regarding how staff shortages are impacting ICJ operations throughout the nation. She acknowledged that retirements and other changes have “created gaps and challenged states to do more with less.” She expressed her appreciation to the members who have volunteered their time and talents to keep the Commission’s great work moving forward and opened the floor.
- S. Jones (MD) shared that the shortages have impacted the work of the Commission as state staff are providing coverage in roles for which they may not be familiar or trained. B. Moore (MA) was appreciative of Chair Hunt for providing space for members to share. C. Copeland (TN) thanked Chair Hunt for acknowledging the issue and commented about the importance of showing grace and stepping up to alleviate the pressures of the staff shortfalls.
- Chair Hunt (CT) updated that in Connecticut changes have left the entire management team in her unit vacant. Consequently, she advised that she will exit the meeting early and Vice Chair Belli (OR) will chair the remainder of the meeting.
- Chair Hunt announced that the 2022 Leadership Award Nominations will open soon and provided highlights of the criteria. The annual award is presented by the Chair to one person who exhibits outstanding leadership skills and dedication to the Commission through extraordinary service. Nominees may be a Commissioner, Designee, Compact Administrator, Deputy Compact Administrator, or Compact coordinator. Any ICJ personnel can nominate and the Executive Committee votes to determine the winner. The online nomination form will be located on the Commission’s website.

National Office Report by *MaryLee Underwood, Executive Director*

Director Underwood provided updates in the areas outlined below.

State Updates

- FL – Former Florida Commissioner, Jean Hall, has been named Operations Consultant. It is expected that she will be appointed commissioner soon.
- MI – The Michigan Commissioner position continues to be vacant.
- OH – Nate Lawson (OH) continues as the Ohio ICJ Commissioner, but a change is expected soon due to his promotion.
- CA – The California ICJ Office transition to the California Department of Corrections & Rehabilitation is progressing. The current ICAOS Commissioner for California, Guillermo Viera Rosa, will also serve as the ICJ Commissioner.

Dues FY 2023

- To date, thirteen (13) states have paid their FY 2023 Dues. Dues payments are expected to be remitted after July 1, when the new fiscal year starts.

Collaborations

- National Office staff, Jenny Adkins represented the Commission at the National Initiative to Advance Race Equity on June 17. Representatives from the White House, the MacArthur Foundation, JustLeadershipUSA, the Association of Prosecuting Attorneys, and more gathered in Washington, D.C. to discuss ways

to address racial equity in the criminal justice system. The group will continue to meet and formulate ideas to move initiatives forward.

Transportation ID Form and TSA Partnership

- An email was received from a South Region state commenting that use of the form was not going as smoothly as hoped. Director Underwood opened the floor for input before contacting TSA.
- K. Torres (IA) shared that Iowa has used the form twice. Feedback received from TSA after the first instance led to an agreement to send flight itineraries along with the Transportation ID Form, when submitting via email to TSA. The second time, there was no issue with the form; however, the pilot refused to let the juvenile on the plane. The officers who accompanied the juvenile were in full uniforms at the gate, which likely caused the pilot's refusal. The ticket was refunded and ground transportation provided to return the juvenile.

Fiscal Year 2022 Ends

- It is time for the UNITY National Data Assessment and preparation of the 2022 ICJ Annual Report. The staff have begun preparations.
- The new "ICJ in Action Courses" will be launched in August.

2022 Annual Business Meeting Update

- Next week, registration for the ICJ 2022 Annual Business Meeting in Burlington, Vermont will open soon for the Executive Committee and the Commissioners/Full-time Designees. She encouraged the Commissioner/Full-time Designees to register soon. Registration will open for everyone on the [Commission's website on July 6](#).
- After registering for meeting, a link for making hotel room reservations will be included in the "successfully registered" email. All room reservations must include a credit card at the time of the reservation to guarantee the room; however, the card will not be charged.
- The social hour on Tuesday night will include appetizers, as Vermont law requires service of food with alcoholic beverages.
- The New Commissioner Luncheon will be held on Wednesday, as the space is not available on Tuesday. This luncheon will be a large group as it will be comprised of all new Commissioners/Full-Time Designees since the last on-site Annual Business Meeting (2019 in Indianapolis, Indiana).
- This is the first year the Docket Book will be provided only in electronic format. The registration will include a field to remind attendees by asking if they plan to print the Docket Book before traveling and bring with them, or if they plan to access the electronic version during the meeting using their own device.
- Additionally, new voting equipment will be used, both in the general session and in region meetings.
- The committee and regional annual reports should be submitted to [Emma Goode](#) by August 1. Reports may be updated until August 19 if a committee or region meets after the due date.

Finance Committee Report by Corrie Copeland (TN)

Fiscal Years 2022, 2023, and 2024 Budgets

- Finance Committee Chair C. Copeland (TN) reported that the Finance Committee met June 8. The Fiscal Year 2022 Budget actuals through April 30, 2022 were reviewed and reported to be on track and under budget. Fiscal Year 2023 Budget amendments were discussed in tandem with a proposed Fiscal Year 2024 Budget.
- Director Underwood shared the Fiscal Years 2022, 2023, and 2024 Budgets, highlighting key line items as reported to the Finance Committee during the [June 8 Meeting](#). Chair Copeland (TN) reported that the Finance Committee deferred making a recommendation for the amended Fiscal Year 2023 Budget and the proposed Fiscal Year 2024 Budget to allow the Executive Committee ample time to review before making a decision.

2022 ABM Travel Reimbursement

- Chair Copeland reported that with the impact of inflation and increasing airfare costs, the Finance Committee revisited past discussions regarding the ICJ Travel Reimbursement Policy and agreed to recommend that the Executive Committee approve a one-year increase of the reimbursement rate to \$800 for the cost of airline tickets to attend the 2022 Annual Business Meeting.

N. Belli (OR) Vice Chair noted that Chair T. Hunt had left the meeting and that she would chair the remainder of the meeting as requested by Chair T. Hunt.

- **D. Liedecke (TX) made a motion to adopt Finance Committee's recommendation that reimbursement rate for airline tickets be raised to \$800 for one-year to cover the projected higher travel costs to attend the 2022 Annual Business Meeting (ABM) in Burlington, Vermont. S. Jones (MD) seconded. The motion passed.**

ICJ 2022 Annual Audit

- Chair Copeland updated that the ICJ Fiscal Year 2022 annual audit will begin August 8. The next meeting of the Finance Committee is July 21, 2022.

Information Technology Committee Report by Kellianne Torres (IA)

- Information Technology Committee Chair K. Torres (IA) reported that the Technology Committee conducted a 2-hour meeting on June 14 to review the first group of UNITY enhancement recommendations from the UNITY Enhancements Subcommittee.
- Chair Torres acknowledged the six (6) UNITY Enhancements Subcommittee members. In addition to herself, members include:
 - Abbie Christian (NE), ICJ Deputy Compact Administrator;
 - Natalie Dalton (VA), ICJ Commissioner;
 - Holly Kassube (IL), ICJ Probation Deputy Compact Administrator;
 - Nita Wright (IN), ICJ Deputy Compact Administrator; and
 - Kelly Palmateer (NY), ICJ Deputy Compact Administrator

- The UNITY enhancement process began with requests entered online via a SmartSheet beginning June 2021. A total of 105 requests were submitted.
- Beginning November 2021, the Enhancements Subcommittee began an audit and analysis of the 105 submissions using a 5-point scoring methodology. Based upon the scoring assessment, a group of enhancements were selected for FY 2023 release, culminating into nine (9) recommended enhancement packages.
- Chair Torres (IA) provided an overview of the UNITY timeline and next steps. The UNITY enhancement requests were categorized into four (4) major functional areas:
 1. Master Tasks Lists
 2. Transfer of Supervision (TOS) Workflows
 3. Return Workflow
 4. Design Functionality
- Chair Torres (IA) and Abbie Christian (NE) presented the (9) UNITY enhancement packages labeled A thru I. Each package presented included an overview of:
 - UNITY functional area;
 - user roles impacted;
 - summary of enhancement;
 - justification of the change; and
 - enhancement cost.
- In addition, the presentation of each package included written details and screen shot images of the proposed enhancements to provide the committee a thorough operational understanding of the changes. This presentation was presented to the both the Executive Committee and the Technology Committee.

Package A: Master Task List

- A. Christian (NE) provided an overview of Package A which falls under the category Master Task List (MTL).
- The enhancement involves restructuring the “task lists” in the Master Task List (MTL), the Interstate Commission Juvenile Office MTL (ICJO MTL), and the addition of a Probation/Parole Supervisor MTL (JPS MTL). The enhancement included the addition of five (5) new filters and the revision of one (1) filter. The enhancement also includes a change in the naming convention on return cases and the addition of a case reassignment function.

Package B: Transfer of Supervision (TOS) Workflow

- K. Torres (IA) provided an overview of Package B which falls under functional categories TOS workflow and case document design and functionality.
- The enhancement involves increasing data field flexibility of “Court Cases” for Sending States; enhancing feature functionality in the “Case Documents” section; and enhancing and streamlining functionality of the TOS task grid design.
- K. Torres (IA) explained the new design for task list reordering would automatically arrange the TOS information into a chronological order. Additionally, the enhancement includes a departure task information line wherein the receiving state will be required to acknowledge they have received the ICJ Form V departure information.

Package C: Navigation Design Functionality

- A. Christian (NE) provided an overview of Package C which includes one very important change under the category of navigation design functionality.
- The enhancement would allow a floating navigation panel on the left of the screen. The floating panel would make pertinent juvenile profile and case information visible throughout the case, and reduce the need to go to other areas in UNITY to find the pertinent information. This new feature will be a function available only on desktop applications.

Package D: Case Communication Design Functionality

- K. Torres (IA) provided an overview of Package D which falls under design functionality area.
- The enhancement involves a revision on the “Case Communication” section functionality to require the user to select a recipient for a message and add identifying information to the list of recipients to include state, role, and probation or parole.

Package E: Return Workflow

- K. Torres (IA) provided an overview of Package E which is related to return workflow.
- The enhancement involves the addition of date and time fields to the task "Juvenile has Returned to Home/Demanding State - Return Case Closed." This would allow for accurate documentation of when the juvenile is picked-up from the holding state and returned to the home/demanding state. Also, fields will be edited to allow for selection of “abuse/neglect alleged” and entry of human trafficking information throughout the life of a return case. An “unknown” option will be added to the drop-down list related to human trafficking.
- A. Christian (NE) added that “unknown” will encourage additional use of the field without making it mandatory.

Package F: TOS Event

- K. Torres (IA) provided an overview of Package F which falls under the functional area of a TOS event.
- The enhancement involves collaboration on the travel plan detail during the retaking phase of a transfer of supervision. The collaborative ability on travel plans already exists in return cases and this enhancement would mirror the functionality in the TOS cases. The enhancement is an add-on to an existing workflow to allow both states the opportunity to enter pertinent information in UNITY when retaking a juvenile.

Package G: TOS Workflow

- A. Christian (NE) provided an overview of Package G, which falls under the functional area TOS workflow area.
- The enhancement would create a new TOS workflow for probation, non-sex-related offense cases to allow the UNITY user to select whether the TOS workflow is started with the Travel Permit or with the complete referral. The new TOS workflow option would allow the sending state to provide notice of

forthcoming transfer request to receiving state using a travel permit in cases where not all mandatory referral documents are available.

- A. Christian (NE) explained the enhancement would provide an appropriate option when juveniles already reside in the receiving state at the time of the offense or disposition. However, if the juvenile is truly testing a residence, then that would be the appropriate selection. A 30-day time frame is not prompted, as this is not a rules-based change.

Package H: Design Functionality

- K. Torres (IA) provided an overview of Package H which falls under the design functionality area.
- The enhancement would revise verbiage on task line items to more accurately reflect the actions taken rather than selecting “approve,” which currently applies to a wide range of actions. Also, it will include icon image updates to provide better visuals. She highlighted each of the lines and verbiage changes associated icons.
- J. Johnson, Project Manager, added that the verbiage and icons would be standardized across the three (3) different ICJ case types.

Package I: TOS Workflow – Failed Supervision

- A. Christian (NE) provided an overview of Package I which falls under the design functionality area. Package I is not an enhancement submission. It involves the modification of the failed supervision workflow event selection and the criteria process to properly align with Rule 5-103 (reporting juvenile non-compliance, failed supervision and retaking).
- A legal interpretation of Rule 5-103 was acquired before tackling this enhancement request regarding whether a legal guardian must be present in the sending state.
- The workflow will be revised to align to the ICJ Rules and improve critical information steps.
- In summary, in Rule 5-103, paragraph 4, sub-sections a., b., and c. provide separate criteria for establishing that a supervision has failed. Currently in UNITY, the user must mark either “over the age of majority” or “legal guardian” in order to move forward. This essentially imposes one of the requirements from section a. onto sections b. and c. With the enhancement/correction, the system will allow UNITY users to move forward in all ways allowed by the rules.
- In summary, Chair Torres presented the following UNITY Enhancements recommended by the Technology Committee:

○ Pkg A: Master Task List	\$ 43,625
○ Pkg B: TOS Workflow (Court Case, Case Docs, Task Grid)	\$ 71,375
○ Pkg C: Navigation Design Functionality	\$ 18,000
○ Pkg D: Case Communications Design Functionality	\$ 33,000
○ Pkg E: Return Workflow (Return Date, Human Trafficking)	\$ 11,500
○ Pkg F: TOS Event – Retaking Travel Plan	\$ 4,500
○ Pkg G: TOS Workflow	\$ 18,000
○ Pkg H: Task Line Verbiage & Icons	\$ 22,500
○ Pkg I: Failed Supervision Return Workflow	<u>\$ 4,625</u>
○ Development Total	\$227,125

- In addition, annual maintenance and support fees in the amount of \$27,255 (12% of total) are projected. The amount is under negotiation with the vendor and could be lower.

Questions from the Executive Committee regarding the presentation

- M. Farmer (CA) asked whether the Juvenile Probation Officers (JPOs) would have the ability to switch their default supervisor or would it be a task for the JPS. Joe Johnson, Project Manager, affirmed the task would be completed by the JPOs.
- M. Farmer (CA) inquired about entering addresses for the sending state legal guardian when there is a legal guardian in both sending and receiving states. A. Christian (NE) replied the field requires only a confirmation, not an address.
- M. Farmer (CA) asked if it is intentional that a JPO cannot create a failed supervision event. A. Christian (NE) responded that it was not intentional and asked Joe Johnson to note as a potential “bug.”
- N. Belli (OR) asked if the current vendor contract included the maintenance cost. Director Underwood explained that the current annual maintenance fee in the contract is \$84,000 per year for the system as developed. Joe Johnson added that many of the enhancements are additions to the system, and as such would require additional maintenance and support.
- C. Frieberg (SD) asked if a vote by the Executive Committee was the final vote or a recommendation to the full Commission during the Annual Business Meeting (ABM). Chair Torres responded the Executive Committee’s vote is for final approval, and that there will be a presentation of the approved enhancements at the ABM. Director Underwood referenced the process in the recently updated [ICJ Administrative Policy #02-2020 Information System Modifications](#). R. Masters, Legal Counsel, added that the Executive Committee has the authority to act on behalf of the Commission in all matters except rule making and amending the Compact.
- C. Copeland (TN) asked if the maintenance and support quoted is in addition to the current \$84,000. Director Underwood affirmed it would be additional, as the features expand the scope of UNITY.
- C. Copeland (TN) commented that, while all the enhancements seen great, the costs are very high. She suggested some of the enhancements should be implemented in another year. Chair Torres explained that the Enhancements Subcommittee worked diligently to thoroughly review, categorize, analyze, and re-analyze over 100 submissions and narrowed into the Group 1 recommendations as presented. A. Christian (NE) commented that the Technology Committee was aware that modifications to new data systems are more costly in the first and second year of inception. Therefore, the Subcommittee strategically prioritized and grouped the submissions into the proposals in Group 1 to address those with the biggest impact for Compact offices to perform their daily work. After the initial quote, the Subcommittee scrutinized the Group 1 enhancements again and eliminated two in order to reduce costs.

- C. Copeland (TN) asked about plans for additional enhancements. Chair Torres explained that the plan is to rollout the recommended enhancements in 2023, and reconsider other submissions later.
- N. Belli (OR) added that there would be a possibility of changes to UNITY as result of the rule proposals every other year and could bring a potential overlap. Director Underwood explained that not all enhancements would incur additional maintenance and support costs. Modifications to a data system typically slows down after the first two years and the Commission would be in a better position to project costs going forward. A. Christian (NE) noted that the Interstate Commission for Adult Offender Supervision (ICAOS) followed the same trend when they introduced the ICOTS system.
- S. Jones (MD) applauded the excellent work of the Subcommittee and the benefits of the recommended enhancement packages. She noted that the reserve funds for the development of the new data system were mostly untouched, as a result of the reduction in expenses in other areas over the past two years due to the COVID pandemic. The reserves were earmarked for the new data system and can be used for UNITY enhancements.
- **S. Jones (MD) made a motion to adopt the ICJ Information Technology Committee's recommendations to make the UNITY enhancements identified in Packages A – I as presented. C. Frieberg (SD) seconded. The motion passed unanimously.**
- The next meeting of the Technology Committee is July 12, 2022.

Training, Education and Public Relations Committee Report by Daryl Liedেকে (TX)

- Training Committee Vice Chair D. Liedেকে (TX) reported the Training Committee met June 2, 2022.
- The Training Committee continues to prepare for training sessions to be presented at the 2022 ABM. A request was made to the regions to select a candidate from their region to serve as a panelist on the Human Trafficking Panel. To date, the panel consists of Nataki Brown (Victims Representative), moderator; Sherry Jones (MD) from the South Region; Jessica Wald (ND) from the Midwest Region, Trissie Casanova (VT) from the East Region. He updated that the UNITY Monthly Workshop series will be paused until after the ABM.

ICJ Best Practice Transfer of Supervision: Communication Guidelines for Local Authorities with Juvenile/Family Members

- Training Vice Chair Liedেকে (TX) explained minor modifications made by the Training Committee for clarity to the draft "ICJ Best Practice Transfer of Supervision: Communication Guidelines for Local Authorities with Juvenile/Family Members." He presented the Best Practice as recommended by the Training Committee for approval.

ICJ Best Practice: Direct Entry of Data into UNITY

- As requested last month by the Executive Committee, the Training Committee reviewed the draft "ICJ Best Practice: Direct Entry of Data into UNITY". The Training Committee reviewed and recommended the document for adoption as presented.

- The July 7 Training Committee meeting was cancelled and the next meeting is scheduled for August 4, 2022.
- Vice Chair N. Belli (OR) opened floor for discussion of the two Best Practices.
- M. Farmer (CA) appreciated the points in the Best Practice; however, he voiced concern about the following statement in the second paragraph: *“See Attached’ should not be entered because such phrases compromise the effectiveness of the system and increase risks to the safety of juveniles and communities.”* He noted that many people who used JIDS entered “see scan,” and that information was previously faxed and mailed across the county for years without incident. He opposed saying that using “see scan” results in an increased risk to safety. He noted that it is often used because ICJ offices do not have staff to enter information into each field. Additionally, copying and pasting can create issues. To his knowledge, UNITY does not search word narratives in the summary boxes.
- C. Copeland (TN) also expressed similar concerns. As discussed earlier, there are staff shortages across the nation, which is particularly difficult for Model 3 states (where only ICJ staff use UNITY). She prefers to have the field report stand on its own and avoid errors of re-entry of data into UNITY. Additionally, there are rural counties that do not have Adobe software to scan, and their practice is to fax reports.
- N. Belli (OR) questioned whether data is pulled from the summary boxes in UNITY. Director Underwood replied that currently Tableau does not pull data from summary boxes; however, it is likely that it will be done in the future. Joe Johnson concurred and added that it is not currently on the drawing board for a future addition.
- N. Belli (OR) commented that she did not recall use of “see scan” to be an issue in JIDS and questioned why use of “see scan” is now an issue.
- Director Underwood briefed on the history of how the Best Practice came to be. A state asked for a determination of whether using “see scan” in UNITY is allowable. The Executive Committee referred the question to the Technology and Compliance Committees. The Committees met together, and agreed it was not a compliance issue. Rather, an ICJ Best Practice was drafted and recommended to encourage states to enter data with the understanding that all states have unique operational situations.
- Technology Committee Chair Torres updated on the discussion from the Technology and Compliance Committee meeting. Sometimes the scanned document does not include all signatures or lack information that would have been included by completing the fields of information. She uses the “copy and paste” method, which is not time consuming. Also, the Best Practice shared images of tips and tricks on how to enter data in UNITY. The Commission now has a more robust data management system than JIDS, and efforts should be made to use it to its fullest capacity. Both the state sending and the state receiving the information are impacted. When the data is not entered into UNITY, staff in both states are required to search for information more frequently, which also impacts productivity.
- **K. Torres (IA) made a motion to adopt the Training Committee’s recommendation for the ICJ Best Practice: Direct Entry of Data into UNITY**

as presented. D. Liedecke (TX) seconded. K. Torres (IA) and D. Liedecke (TX) voted to approve the motion. C. Copeland (TN) and N. Belli (OR) opposed. M. Farmer (CA) and S. Jones (MD) abstained. The motion failed.

- C. Copeland (TN) made a motion to approve the Training Committee's recommendation to adopt the Best Practice on ICJ Transfer of Supervision: Communications Guidelines for Local Authorities with Juvenile/Family Members as presented. D. Liedecke (TX) seconded. The motion passed.

Rules Committee

- In the absence of Rules Committee Chair S. Horton, Director Underwood updated that the Rules Committee met on June 1, 2022. The Rules Committee will recommend adoption for four (4) rule proposals regarding the term "relocate." Three of the four proposals will be presented as a bundle and one will be presented independently.
- They are also exploring the value of and how to streamline Travel Permits.
- Discussions regarding bail based on state constitutions despite ICJ Rule 7-104 will be continued at the next meeting. A legal memo to address the issue is anticipated.
- The next meeting is August 10, 2022.

East Region Report by Becki Moore (MA)

- East Regional Representative B. Moore (MA) had to exit the meeting early and asked Vice Chair Belli to provide the East Region Report.
- Vice Chair Belli reported that the East Region met June 21, 2022.
- The East Region continues to develop a new resource regarding "after hours protocols for ICJ" for the East Region States.
- A Legal Advisory Opinion has been requested regarding the release of non-delinquent runaways within "first 24 hours of detainment" per Rule 6-101. The specific concern is related to what triggers the start of detainment.
- Strategies discussed during the round table have been:
 - Detention of juveniles who identify as "non-binary" and are over 18-years-old; and
 - Transfer of Supervision for "Youthful Offenders"
- The East Region will be represented by Trissie Casanova (VT) on the ABM Human Trafficking Panel Discussion.
- The next meeting will be during the Annual Business Meeting, October 4.

South Region Report by Daryl Liedecke (TX)

- South Region Representative D. Liedecke (TX) reported that the South Region met June 7, 2022.
- The South Region received updates regarding: committees, 2022 ABM preparations, and 2023 ICJ Dues Invoices
- A common issue in the South Region and the nation is state staff shortages.
- As reported earlier, the Florida Commissioner is vacant and an appointment is anticipated soon.
- One state that commonly provides airport surveillance in the South shared a concern regarding the reoccurring issue of juveniles traveling with their personal belongings. The South is interested in whether this is a wide spread issue.

- The next meeting will be during the Annual Business Meeting, October 4.

Legal Counsel Report *by Legal Counsel Rick Masters*

- R. Masters, Legal Counsel, updated that he has been working on a legal report to address the Rule 7-104 and bail/bond.

Old Business

ICJ Strategic Plan FY 23-25 Updates

- Vice Chair Belli (OR) referred the agenda item to the next meeting due to the time and low number of members remaining on the call.

Annual Officers and Region Representatives Election

- S. Jones (MD) reminded members of the upcoming officers and regional representatives' elections in October, and encouraged everyone to consideration candidacy.

New Business

There was no new business.

Adjourn

Vice Chair Belli adjourned the meeting by unanimous consent without objection at 2:29 p.m. ET.