



Preliminary Business

Call to Order

Commission Chair H. Wykes (AZ) called the meeting to order at 12:01 p.m. EDT.

Roll Call

Director Underwood called the roll, and quorum was established.

Committee Members in Attendance:

1. Howard Wykes (AZ), Commission Chair
2. Stephen Horton (NC), Commission Vice Chair
3. Dale Dodd (NM), Commission Treasurer
4. Jacey Rader (NE), Compliance Committee Chair and Midwest Regional Representative
5. Anne Connor (ID), Finance Committee Chair
6. Kellianne Torres (IA), Information Technology Committee Chair
7. Francis "Mike" Casey (DE), Racial Diversity, Equity, and Inclusion (RDEI) Committee Chair
8. Julie Hawkins (MO), Rules Committee Chair
9. Raymundo Gallardo (UT), Training, Education, and Public Relations Committee Chair
10. Trissie Casanova (VT), East Regional Representative
11. Felicia Dauway (SC), South Regional Representative
12. Nina Belli (OR), West Regional Representative
13. Megan Riker-Rheinschild, Victims Representative

Guests in Attendance:

1. A. Roy Curtis (ME), Work Group on Returning Non-Delinquent Youths Chair

National Office Staff and Legal Counsel in Attendance:

1. MaryLee Underwood, Executive Director
2. Jenny Adkins, Director of Operations, Rules, and Compliance
3. Joseph Johnson, Technology Systems Manager
4. Kirsten Wade, Logistics and Administrative Specialist
5. Thomas Travis, Legal Counsel

A. Connor (ID) made a motion to approve the agenda, as presented. Chair H. Wykes (AZ) indicated the agenda was approved by unanimous consent.

A. Connor (ID) made a motion to approve the minutes of the meeting on February 26, 2026, as presented. Chair H. Wykes (AZ) indicated the minutes were approved by unanimous consent.

Reports

Commission Chair Report *by Howard Wykes (AZ)*

- Chair H. Wykes (AZ) shared jokes to kick off the meeting.

National Office Report by *MaryLee Underwood, Executive Director*

- Director Underwood reported:
 - Jenny McFadden was named part-time voting designee for Wisconsin’s commissioner.
- The National Office planned to send out Fiscal Year (FY) 2027 dues notice the week of April 1, 2026.
- Director Underwood stated that April 1, 2026, was the go-live date for the rule amendments and UNITY enhancements, which marked an essential point in the Commission’s ongoing rules promulgation work. She presented the following “by the numbers” summary of the work done to prepare for this go-live.
 - 6 ICJ Rules amended
 - 4 ICJ Forms updated
 - 13 UNITY enhancements
 - 30- day advance release of updated forms, in-state training materials, UNITY Training Site
 - 248 resources reviewed, 38 updated
 - 4 Live Trainings, 1000 participants
 - 2 “On-Demand” Trainings posted
 - 8 *ICJ Updates* & *UNITY Spotlight* newsletters
 - 4 UNITY Open-House Sessions
 - In-State Training by state ICJ offices (number of hours to be determined)
 - Countless hours of meetings and testing
- Director Underwood reviewed the schedule for the Spring Planning Meeting in April in Lexington, Kentucky. She shared that the following strategic planning sessions would be led by Nick Powell of the Alliance for Community and Justice Innovation (ACJI).
 - Build Your Foundation: Unlock the Power of Your Mission, Vision, and Values as Strategic Tools
 - Check the Climate: Gain a Comprehensive Understanding of the Context in which you are Executing Your Mission through an Environmental Scan
 - Map Your Moves: Translate Your Vision into Action with Clear Goals and Measurable Objectives to Track Progress
 - Trade Offs: Establish a sustainable strategic position through the Art of Sacrifice
 - Launch Your Plan: Breathe Life into your Strategic Plan by Building Implementation Capacity

Racial Diversity, Equity and Inclusion (RDEI) Committee

- RDEI Committee Chair M. Casey (DE) shared that the committee heard updates from the ICJ Conversations in Film Subcommittee and Home Evaluation Resource Review Subcommittee.
- He shared that the next ICJ Conversations in Film showing was scheduled for Friday, March 27, 2026, at 12:00 p.m. EDT.
- Chair M. Casey (DE) stated that the committee discussed creating a human trafficking resource or revising resources available on the Commission’s website.

Training Committee

- Training Committee Chair R. Gallardo (UT) reported that the committee reviewed, amended, and recommended the following resources for publication:
 - Bench Card: Transfers of Supervision
 - Quick Reference Guide for ICJ Cases
 - Best Practice: Supervising Youth Adjudicated for Sex Offenses
 - Best Practice: Working with Unhoused Juveniles
 - Training Bulletin: Violation Reports Requesting Discharge or Revocation
 - Process Chart: Return of a Juvenile Due to a Mandatory Relocation
 - Process Chart: Travel Permit Overview
 - Training Slide Deck: ICJ Returns
 - Training Slide Deck: ICJ and Human Trafficking
 - Training Slide Deck: General ICJ
 - LMS Courses: C-102, C-103, C-105, and ICJ-100
- Chair R. Gallardo (UT) shared that Director Underwood, Judge Kathleen Quigley, and he presented a training session at the National Council of Juvenile and Family Court Judges Conference in Minneapolis, Minnesota. The presentation was titled *Returning Missing Youth Safely: A Judicial Guide to Safe Returns Under the Interstate Compact for Juveniles*. He also interacted with potential speakers for annual business meetings or other training opportunities.

Work Group on Returning Non-Delinquent Youth

- Work Group Chair R. Curtis (ME) reported that the group was working to develop shared understandings of items previously identified as priorities.
- Melissa Snow (National Center for Missing and Exploited Children) shared information on the role NCMEC plays in working with law enforcement, National Crime Information Center (NCIC), and other stakeholders to ensure the safety of youth.

Legal Counsel

- Legal Counsel T. Travis provided an update that the revisions to the *ICJ Bench Book* are almost complete.
- Legal Counsel T. Travis advised that he was preparing a summary of the issues raised in the to the Rules Committee. The Commission submitted an *amicus curae* brief in the case and agreed to review concerns related to [Rule 7-103, Charges Pending in Holding/Receiving State](#).

Unfinished Business

- No unfinished business was discussed.

New Business

Mid-Year Reports

- Chair H. Wykes (AZ) thanked members for submitting their mid-year reports. He asked each member to give brief highlights of their report, sharing one accomplishment or challenge, and one item that required Executive Committee attention.
- Chair H. Wykes (AZ) highlighted the extensive review the National Office and Legal Counsel conducted of the Commission's resources due to the rule amendments and significant progress on the UNITY Privacy Policy.

- Compliance Chair J. Rader (NE) highlighted the Compliance Committee’s the launch of the new Performance Measurement Assessment (PMA) toolkit, selection of the compliance standards for the next PMA, and updates to the corrective action plan templates. She noted that the “Returns Dashboard” was put on hold to focus on the PMA. She identified the need for future input on PMA Standard B-4, related to mandatory relocations.
- Finance Chair A. Connor (ID) highlighted the Finance Committee’s efforts to make finance more approachable and to increase overall familiarity with the Commission’s budget. She stated that an emerging issue was state budget constraints and the potential impacts on dues.
- Information Technology Chair K. Torres (IA) reported on the Technology Committee’s work on reviewing enhancements and rule amendments, including the creation of training videos. She identified the need to review UNITY training videos on TalentLMS and addressed timeline challenges for simultaneously implementing rule amendments and UNITY enhancements.
- RDEI Chair M. Casey (DE) reported challenges with human trafficking information on the Commission’s website and the committee’s efforts to create a more digestible human trafficking quick reference guide, particularly around identification and screening processes.
- Rules Chair J. Hawkins (MO) highlighted the Rules Committee’s information gathering efforts and plans to revise approaches to serving non-delinquent youth, potentially involving multiple committees and stakeholders.
 - J. Hawkins (MO) discussed the potential transition to a 3-year cycle for rule amendments and highlighted the opportunities for deeper analysis and more time for technology impact assessments and implementation.
- Training Chair R. Gallardo (UT) highlighted the Training Committee’s collaboration with R. Curtis (ME) in planning the next Annual Business Meeting (ABM) in Portland, Maine, and the committee’s work on updating training resources and presentations. He noted challenges with committee participation and lack of established clear guidelines.
- East Region Alternate Representative R. Curtis (ME) stated that the region focused on developing resources for law enforcement officers and families. The region also made a UNITY enhancement request to improve data collection regarding non-delinquent runaway returns.
 - Regional Representative T. Casanova (VT) noted that resource for families regarding returns would be completed in a few months, with plans to review it with state councils and gather feedback before submitting it to the Training Committee. The law enforcement guide was still in early development.
- Midwest Region Representative J. Rader (NE) highlighted the information sharing between committees at the region meetings.
- South Region Representative F. Dauway (SC) highlighted an emerging issue regarding airlines refusing to allow youths to board planes. A subcommittee was created to research the topic and drafted a survey to send to all regions, which could lead to a national discussion.
- West Region Representative N. Belli (OR) reported that, as an accomplishment, region members actively promoted the Compact within their states and the Commission. She also reported that the region identified lack of use of human trafficking data fields in- UNITY in return cases as an emerging issue.
- Work Group Chair R. Curtis (ME) reported that the Work Group began identifying high-impact priorities, including culture change, continued collaboration with stakeholders and ex officio

members, and establishing multidisciplinary teams and rapid response structures. He stated the group needed guidance from the Executive Committee regarding the future of the Work Group.

- Chair H. Wykes (AZ) asked members to reflect upon the following questions.
 - Where is coordination across committees and regions needed?
 - What is most urgent or at risk right now?
 - What requires Executive Committee direction?
- Chair H. Wykes (AZ) asked members whether they would want to use a similar report-out style at the Annual Business Meeting General Session. He stated that this will be discussed more at the Spring Planning Meeting in Lexington, Kentucky.
- Chair H. Wykes (AZ) asked members if there were any immediate follow-up items that any member wanted to identify.
- Director Underwood noted that the decision to consolidate the timelines for implementing rule amendments and UNITY enhancements was made to help contain costs.
- Technology Committee Chair K. Torres (IA) expressed support for continuing the consolidated approach, highlighting that it also reduced the need for annual training on systems changes. She focused on the Technology Committee's need for more time between when rule amendments are approved and the go-live date.
- Vice Chair S. Horton (NC) shared that he was leading the Rules Committee's subcommittee to review changing to a three-year cycle for rule amendments. He stated that the subcommittee could consider extending the time frame as it develops the new calendar.
- J. Adkins recommended holding the commenting period for rule amendment proposals sooner, so that the Technology Committee has more time for assessments.
- Vice Chair S. Horton (NC) shared that the subcommittee will meet on Monday, April 6. He encouraged other committee chairs to email him or J. Adkins with other suggestions.

Next Steps

- The next Executive Committee meeting was scheduled for Tuesday, April 28, 2026, in Lexington, Kentucky.

Adjourn

Chair Wykes adjourned the meeting by unanimous consent without objection at 1:35 p.m. EDT.