



Preliminary Business

Call to Order

Commission Chair H. Wykes (AZ) called the meeting to order at 9:07 a.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. Kellianne Torres (IA), Information Technology Committee Chair
5. Francis "Mike" Casey (DE), Racial Diversity, Equity, and Inclusion (RDEI) Committee Chair
6. Julie Hawkins (MO), Rules Committee Chair
7. Trissie Casanova (VT), East Regional Representative
8. Felicia Dauway (SC), South Regional Representative
9. Nina Belli (OR), West Regional Representative

Committee Members Not in Attendance:

1. Jacey Rader (NE), Compliance Committee Chair and Midwest Regional Representative
2. Anne Connor (ID), Finance Committee Chair
3. Raymundo Gallardo (UT), Training, Education, and Public Relations Committee Chair
4. Megan Riker-Rheinschild, Victims Representative
5. 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. Amanee Cabbagestalk, Training and Development Manager
5. Kirsten Wade, Logistics and Administrative Specialist
6. Thomas Travis, Legal Counsel

T. Casanova (VT) made a motion to approve the agenda, as presented. Chair H. Wykes (AZ) indicated the agenda was approved by unanimous consent.

F. Dauway (SC) made a motion to approve the minutes of the meeting on March 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 appreciation for the hard work and dedication of National Office staff.

National Office Report by *MaryLee Underwood, Executive Director*

- Director Underwood reported the following state updates.
 - Kelsey Kehoe was appointed Compact Administrator and Commissioner for Pennsylvania.
 - Jacey Rader (NE) has been promoted and will be transitioning out of the Commissioner role later this year.
- Director Underwood reported the following administrative updates.
 - Fiscal Year (FY) 2027 dues invoices have been sent out.
 - Director Underwood is currently working on updating the National Office's personnel policy updates, in conjunction with the HR consultant.
 - K. Wade conducted a site visit at the Circa Resort in Las Vegas, Nevada. The site was well-equipped but presented logistical and financial challenges, therefore the site is not recommended for the 2027 Annual Business Meeting (ABM). She will conduct a site visit to the second choice, Portland, Oregon in May.
 - Registration for the 2026 ABM, Elections, and Award Nominations will be open June 1 – 30, 2026. She asked members to submit nominations for the Leadership and Rising Star awards.
 - The UNITY and Rule Amendments roll-out on April 1, 2026, went smoothly. The Technology Committee hosted four (4) UNITY Open Houses immediately after the roll-out.
 - The annual spring cleaning and health check of UNITY began in April. J. Johnson will continue reviewing cases and contacting UNITY coordinators regarding those which appear to have issues, such as juveniles for which no case was created.
- Director Underwood reported the following state support updates.
 - Director Underwood fulfilled a judicial training request for Maryland, which involved both onsite training in October and a webinar in April.
 - A. Cabbagestalk worked with A. DeJesus (CA) and T. Casanova (VT) to update the Commission's training resources related to ICJ and Interstate Compact for the Placement of Children (ICPC) for presentation at the annual meeting for the Association of Administrators of ICPC, similar to training presented at the Commission's ABM in 2024.

Compliance Committee

- Director Underwood reported that the Compliance Committee reviewed a draft of the *2025 State Council Report*, which provides a national snapshot of state council activity being facilitated by ICJ offices throughout the United States.
- **K. Torres (IA) made a motion to approve the Compliance Committee's recommendation for the publication of the *2025 State Council Report*. The motion passed.**
- Director Underwood reported that the Compliance Committee recommended that the U.S. Virgin Islands be found in default for non-payment of dues and sanctioned by suspending voting

privileges and reimbursement for ABM participation until payment is received. All Compacting States are legally obligated to pay annual assessments, which are due within 30 days of the beginning of each state's fiscal year. This is the third year for late payments. The payment is currently 179 days late.

- **D. Dodd (NM) made a motion to approve the Compliance Committee's recommendation to find the U.S. Virgin Islands in default for non-payment of dues. The motion passed.**
- **S. Horton (NC) made a motion to approve the Compliance Committee's recommendation that all voting privileges and reimbursement for annual business meeting participation be suspended until payment is received. The motion passed.**

Finance Committee

- Treasurer D. Dodd (NM) stated that the Finance Committee discussed the ABM budget and ways to reduce financial costs.
- The Finance Committee made two recommendations. First, the Finance Committee recommended eliminating video recording and virtual streaming from the ABM budget and meetings. He shared that only 19 people joined the 2025 ABM virtual streaming session.
- The Finance Committee also recommended to discontinue the first-time attendee's luncheon and integrate the content into breakfast, the welcome reception, or a virtual event.
- **K. Torres (IA) made a motion to approve the Finance Committee's recommendation to eliminate video recording and virtual streaming from the 2026 and future ABM budget and meetings. The motion passed.**
- Vice Chair S. Horton (NC) recommended postponing further discussion of the second recommendation until the Training Committee Chair is in attendance to discuss the recommendation.
- **F. Dauway (SC) has made a motion to table the discussion and vote to discontinue the first-time attendee's luncheon and integrate into breakfast, the welcome reception, or virtual event. The motion passed.**

Rules Committee

- Chair J. Hawkins (MO) presented the 2027 Rules Proposal and Amendments Calendars, noting that the only difference was the last 3 days which reflect the ABM date. Once the 2027 ABM dates are confirmed, the corresponding calendar will be posted.

Training Committee

- S. Horton (NC) reported that the Training Committee identified Gaelin Elmore as a potential keynote speaker for the 2026 ABM.
- S. Horton (NC) shared that ABM Training Session 1 will be a state council panel and Training Session 2 would cover home evaluation reports and mandatory relocation in transfer of supervision cases which will be a scenario-based training.
- The next *Wednesday Workshop* will be held on May 27, 2026. The Training Committee will host a session on the topic of home evaluations.

South Region

- South Region Representative F. Dauway (SC) reported that a subcommittee was formed by the South Region to discuss airlines denying youths at airports to see if it is a nationwide issue. The subcommittee developed an Airline Youth Survey to be conducted at region meetings in May and June.
- The survey will include questions about how the Commission can work with airlines to solve this issue.

Legal Counsel

- Legal Counsel T. Travis stated that he consulted with the National Office and Compliance Committee on the legal ramifications for the recommended sanctions for the U.S. Virgin Islands.
- Legal Counsel T. Travis advised that he is drafting a memo revisiting potential rule amendments following the ruling in the *In re: G.W.* case from the D.C. Court of Appeals.

Unfinished Business

- No unfinished business was discussed.

New Business

Alignment of committee’s work related to home evaluations

- Director Underwood summarized the history of the Commission’s work to related to home evaluations (HEs). Because HEs are essential for transfer of supervision cases, both performance measurement assessment and proactive monitoring tools have focused on timeliness of HEs since they were created. At the 2025 Spring Planning Meeting, the Executive and Rules Committees focused on improving HEs and determined research was needed.
- J. Adkins presented the recently completed *Home Evaluation Research Report*, which was conducted to evaluate data related to overdue HEs. Key findings included:
 - 13% of all HEs submitted were overdue.
 - 14% included a reason for lateness communicated on or before the due date, as required by the ICJ rules.
 - J. Adkins advised that the report included numerous recommendations for Compacting States.
- J. Adkins presented the following recommendations for the Commission:
 - Rules and Compliance Committees: Update or create new training materials to address common reasons for overdue home evaluations, such as a checklist for sending and receiving state officers.
 - Technology Committee: Operationalize a uniform way for the receiving state to provide an explanation of delay to the sending state on or before the due date for conformity with [Rule 4-102\(4\), Sending and Receiving Referrals](#). This could be accomplished with a new event or task row within the Home Evaluation tasks.
 - Technology Committee: Consider providing a standardized list of reasons for delays, while retaining an option to add “other” with a free-text field.
- **J. Hawkins (MO) made a motion to forward the two recommendations to the Technology Committee. The motion passed.**

- Director Underwood reported that the Rules and Compliance Committees had already begun to update and create new training materials to highlight recommendations for Compacting States.
- Director Underwood highlighted other ongoing committee work related to HEs.
 - Compliance: 2026 Performance Measurement Assessment
 - RDEI: Updating *Best Practice on HEs Considerations for Unconventional Families*
 - Rules: Assessing issues related to HEs and intrastate relocations
 - Training: *Wednesday Workshop* and ABM training session about HEs
- Director Underwood made a recommendation to prioritize implementing and studying the impact of the HE new tools and resources in FY 27.
- Director Underwood also recommended to prioritize responding to the recommendations from the Work Group on Returns, which were expected to be finalized soon.
- The discussion will continue at the next Executive Committee meeting.

Next Steps

- The next Executive Committee meeting was scheduled for Thursday, May 28, 2026.

Adjourn

Chair Wykes adjourned the meeting by unanimous consent without objection at 11:02 a.m. EDT.