INTERSTATE COMMISSION FOR JUVENILES

Executive Committee Meeting Minutes
Monday, August 31, 2026
10:00 a.m. EDT
Holiday Inn By the Bay, Connecticut/Rhode Island Room
Portland, Maine

Preliminary Business

Call to Order

Commission Chair H. Wykes (AZ) called the meeting to order at 10:04 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. Corrie Copeland (TN), Finance Committee Chair
5. Kellianne Torres (IA), Information Technology Committee Chair
6. Francis "Mike" Casey (DE), Racial Diversity, Equity, and Inclusion (RDEI) Committee Chair
7. Julie Hawkins (MO), Rules Committee Chair
8. Raymundo Gallardo (UT), Training, Education, and Public Relations Committee Chair
9. Casey Gerber (WI), Midwest Alternate Regional Representative
10. Felicia Dauway (SC), South Regional Representative
11. Nina Belli (OR), West Regional Representative

Guests in Attendance:

1. A. Roy Curtis (ME), Work Group on Returning Non-Delinquent Youths Chair
2. Antonio DeJesus (CA), Commissioner
3. Maria Kearl, National Governors Association (NGA)

Committee Members Not in Attendance:

1. Michael Tymkew (MI), Compliance Committee Chair
2. Trissie Casanova (VT), East Regional Representative

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

N. Belli (OR) made a motion to approve the agenda, as presented. Chair H. Wykes (AZ) indicated the agenda was approved by unanimous consent.

D. Dodd (NM) made a motion to approve the minutes of the meeting on July 23, 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) reported the following statistics for the Annual Business Meeting (ABM):
  - 1 Annual Meeting for Governance
  - 8 meetings and 6 Training Sessions
  - 17 Speakers and 14 Executive Committee Presenters
  - 4 Networking Events
  - 1 Docket Book that includes 16 reports
  - 1 Mobile Application: Yapp App
  - 109 Participants
  - 52 Compacting States
  - 11 Ex Officio Members and Partners
  - 2 Awards (Leadership and Rising Star)
- Chair H. Wykes (AZ) reported that the victim's representative resigned shortly before the ABM. He asked members to think of victim's representatives they would like to nominate to be the 2027 ICJ Victims Representative.

National Office Report *by MaryLee Underwood, Executive Director*

- Director Underwood provided an overview of the National Office Report for Fiscal Year (FY) 2026 Report, which was included in the Docket Book.
- Director Underwood reported the following Rules, UNITY, and Compliance accomplishments:
  - Implemented 6 amended Rules, 4 updated forms, and 13 UNITY enhancements
  - The Commission reviewed 248 resources and updated 38
  - The Commission trained over 800 ICJ offices and frontline staff
  - The Compliance Committee launched a redesigned Performance Measurement Assessment (PMA) program, dashboard, and PMA toolkit
  - The National Office 442 resolved UNITY help desk tickets
- Director Underwood provided the following state Updates:
  - Idaho designated Leahann Romero as the Commissioner and Audrey McCay as the Compact Administrator.
  - Mississippi designated Sonya Dixon as the voting designee for the ABM.
  - Alaska designated Christopher “CJ” Keys as the voting designee for the ABM.
  - New York designated Nicholas Steinbock-Pratt as the voting designee for the ABM.
  - U.S. Virgin Islands designated Vaughn Walwynn as the voting designee for the ABM.
  - She reported growing need for experienced ICJ professionals to volunteer for the Mentoring Program.
  - With assistance from legal counsel, the National Office responded for a request for assistance from a state in responding to a subpoena related to records that may be

contained in UNITY. This request and the questions raised are informing the current review of the UNITY Privacy Policy.

- Director Underwood provided the following National updates:
  - Forty states paid their FY27 assessments.
  - Seven states were overdue. Five states had later due dates because of their fiscal year schedules.
- Director Underwood provided the following policy updates:
  - UNITY Privacy Policy
    - An informational meeting was scheduled for September 16, 2026, at 1:00 p.m. EDT, followed by a 30-day comment period.
  - Juvenile Justice and Delinquency Prevention Act (JJDPA) Reauthorization
    - She reported that JJDPA reauthorization legislation was reportedly included in an amendment to the Senate's FY2027 National Defense Authorization Act and advanced through the Senate Judiciary Committee.
    - The pending legislation would limit secure detention to 15 days in ICJ cases involving status offenders held pursuant to valid court orders, without renewal or extension. It would also require a written judicial order, findings that no less restrictive alternative is appropriate, and a plan for returning the youth.
    - Members asserted that it was essential to preserve the ICJ exemption included in the current law.
    - S. Horton (NC) made a motion to have Executive Director Underwood and Legal Counsel Travis write a letter of support and recommendation to preserve the JJDPA Reauthorization under the current exemption. The motion passed by unanimous consent.

Finance Committee

- Finance Committee Chair C. Copeland (TN) reported that there was a special Finance Committee Meeting to update the FY27 budget and FY28 budget recommendation.
- The revised budget worksheet was recommended by the Finance Committee to be presented to the Commission at the General Session.
- F. Dauway asked to discuss the implementation of cost-of-living (COLA) adjustments to staff salaries.
- Legal Counsel T. Travis stated that, in accordance with Article III(J) of the Interstate Compact for Juveniles, he certified that the Executive Committee was authorized to close the meeting to the public to address matters related solely to the Commission's internal personnel practices and procedures.
- S. Horton (NC) made a motion to move into a closed session. The motion passed.
- Executive Committee members and Director Underwood remained in the meeting. All the others left the meeting.
- Executive Committee members discussed the Committee's previous decision regarding the cost of living adjustment (COLA) for FY 2027 and how the decision was administered.
- C. Copeland (TN) made a motion to end the closed session and resume the Executive Committee meeting. The motion passed by unanimous consent.

- S. Horton (NC) made the motion to implement COLA increases annually on July 1 of each year, if approved, and to payout bonus payments to each member of the National Office staff, equivalent to the FY2027 COLA payment from July 1, 2026, to September 30, 2026, and implement the FY2027 cost of living increase on October 1, 2026. The motion passed.

Training Committee

- Training Committee Chair R. Gallardo (UT) asked Executive Committee members for feedback on the First-Time Attendees Virtual Information Session. He stated that for future sessions, he would recommend an hour and a half session, instead of an hour.
- N. Belli (OR) recommended that each regional representative have different discussion points during the regional meeting segment to make that portion more cohesive.
- Director Underwood recommended including information on issues that would be presented for vote, so that commissioners/designees could be prepared to vote at the meeting.
- Chair R. Gallardo (UT) thanked Executive Committee members for attending.
- Chair R. Gallardo (UT) reported that the Training Committee has worked with guest speakers in preparation for the ABM.

Work Group on Returning Non-Delinquent Youth

- Chair H. Wykes (AZ) invited Executive Committee members to attend the Work Group on Returning Non-Delinquent Youth to hear the draft recommendations.
- Chair H. Wykes (AZ) recommended authorizing the Work Group to have one or two more meetings after the ABM to complete their work on their recommendations.
- D. Dodd (NM) made a motion to allow the Work Group to continue to finalize their recommendations for up to two additional meetings after the Annual Business Meeting before submitting them to the Executive Committee for review. The motion passed.

Legal Counsel

- Legal Counsel T. Travis stated that he had no new report.

<u>Unfinished Business</u>

Approval of 2027 Committee Work Plan

- Director Underwood asked members for any suggestions or edits to the 2027 Committee Work Plan.
- J. Hawkins (MO) suggested removing the item “RC5” from the Rules Committee work plan and requested the Rules Committee to get started with Committee meetings quickly after the Annual Business Meeting.
- R. Gallardo (UT) requested changes to be made to the *Wednesday Workshop* terminology on the Training Committee's Work Plan. The changes were made.
- C. Copeland (TN) made a motion to approve the 2027 Committee Work Plan. The motion passed.

Recommendation to modify committee work plans to two years

- Chair H. Wykes (AZ) stated that discussion would be postponed until the next Executive Committee meeting.

New Business

Executive Committee role in member engagement

- Chair H. Wykes (AZ) requested Executive Committee members meet at 5:00 p.m. EDT in the Port of Call Lounge to set up for the Welcome Reception. He asked members to be back in the lobby at 5:45 p.m. EDT to welcome guests to the reception.
- Chair H. Wykes (AZ) requested members to be welcoming to new members and to recruit members to join committees.

Elections Processes

- Chair H. Wykes (AZ) stated that the Regional Representatives generally lead the elections in the region's meeting. In the East and Midwest meeting, the alternate regional representative would lead the elections to avoid conflicts of interest, since the incumbent regional representatives were running for election.
- Chair H. Wykes (AZ) told members that there could be floor nominations at the General Session.

Next Steps

- Chair H. Wykes (AZ) thanked members for serving on the Executive Committee.

Adjourn

Chair Wykes adjourned the meeting by unanimous consent without objection at 12:45 p.m. EDT.