



Preliminary Business

Call to Order

Commission Chair H. Wykes (AZ) called the meeting to order at 12:00 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. Julie Hawkins (MO), Rules Committee Chair
8. Francis "Mike" Casey (DE), Racial Diversity, Equity, and Inclusion (RDEI) 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

Additional ICJ Office Staff 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, Operations and Policy Specialist
3. Joseph Johnson, Systems Project Manager
4. Amanee Cabbagestalk, Training and Administrative Specialist
5. Kirsten Wade, Logistics and Administrative Specialist
6. 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 without objection.

K. Torres (IA) made a motion to approve the minutes of the meeting on August 25, 2025, as presented. Idaho abstained. Chair H. Wykes (AZ) indicated the minutes were approved.

Reports

Commission Chair Report *by Howard Wykes (AZ)*

- Chair H. Wykes (AZ) thanked the Executive Committee members for all of their hard work and dedication to the Commission.

- Chair H. Wykes (AZ) emphasized the importance of focusing on existing objectives and avoiding new initiatives unless urgent.

National Office Report *by MaryLee Underwood, Executive Director*

- Director Underwood provided an overview of the National Office's activities, including updates to resources, training programs, and administrative tasks.
- Director Underwood shared that the first *Wednesday Workshop* will be presented by Chris Newlin from the National Children's Advocacy Center.
- Director Underwood shared that the annual report will be coming out soon. The purpose of the annual report is to provide a tool that state Interstate Compact for Juveniles (ICJ) offices can use to educate and engage stakeholders.
- Director Underwood reported the contracts with Hanna Resources Group for external human resources management and with SEARCH to update the UNITY Privacy Policy were finalized, as approved at the last Executive Committee meeting.
- Director Underwood reported she submitted renewal applications for the Commission's general liability, director's and officer's liability, and workers compensation insurance policies. She also requested quotes for cyber insurance for the UNITY data management system.
- The Spring Planning Meeting will be held in Lexington, Kentucky, on April 27 – April 30, 2026.
- Director Underwood shared the following state updates:
 - The state of Alaska hired Sarah Abramczyk as the Deputy Director of Programs and Planning for the Alaska Department of Family and Community Services. She was expected to be appointed as the Commissioner soon.
 - Sharon Anderson was appointed Commissioner for the state of Nevada.
- Director Underwood shared that a large majority of states have paid dues, and none were delinquent.
- Director Underwood stated that Ohio is working to ensure that all people served by the Department for Youth Services (DYS) are screened for human trafficking, including those whose supervision is transferred and for whom travel permits are issued. She planned to meet with DYS Deputy Director Michael Garrett to follow up on the progress of the screening tool.
- The launch of new Transfer of Supervision Dashboard will be available in early October to ICJ Office UNITY users who have Tableau licenses. The dashboard provides states with quarterly compliance rates on ICJ performance measurement standards.

East Region

- East Regional Representative T. Casanova (VT) reported that the region discussed state barriers to accessing child abuse registry Information and assessed the need for a rule proposal on transfer of supervision eligibility requirements for youthful offenders.
- The region also discussed proposed rule amendments, provided feedback on extending the ICJ Rules cycle to 3 years, and reviewed the election process and candidate list for the Fiscal Year 2026 officer elections.

Midwest Region

- Midwest Regional Representative J. Rader (NE) reported that the region discussed proposed rule amendments and reviewed the election process and candidate list for the 2026 officer elections.
- The Midwest region provided feedback on the concept of extending rules cycle to 3 years. She shared that members wondered how the 3-year rules cycle would work.

South Region

- South Regional Representative F. Dauway (SC) reported that the region discussed adult waivers for youth in juvenile facilities [\(Rule7-104 \(5\)\)](#).
- The region also discussed proposed rule amendments and reviewed the election process and candidate list for the 2026 officer elections.
- South Region members provided feedback on extending the ICJ Rules cycle to 3 years, with members sharing both advantages and disadvantages of the extension.

West Region

- West Regional Representative N. Belli (OR) reported that the region discussed proposed rule amendments and reviewed the election process and candidate list for the Fiscal Year 2026 officer elections.
- West Region members provided feedback on extending the Rules cycle to 3 years. Members requested additional information on what the 3-year cycle would look like.

Work Group on Returning Non-Delinquent Youths

- Work Group on Returning Non-Delinquent Youths Chair R. Curtis (ME) reported that the work group had a meeting with ex officio members at the 2025 Annual Business Meeting. Members engaged in thought-provoking discussions in small breakout groups.
- Chair R. Curtis (ME) stated that it is essential to build upon the work completed last year, while also moving forward to find adaptive solutions.

Unfinished Business

- There was no unfinished business discussed.

New Business

Fiscal Year 2025 Fiscal Audit Report *by AJ Sharpe, Hicks and Associates CPAs*

- AJ Sharpe, Hicks and Associates CPAs, shared that the Fiscal Year 2025 audit was a good, clean audit and reported there were no unsupported transactions, fraud, or abuse uncovered.
 - Mr. Sharpe reported on the highlights of the financials, comparing Fiscal Year 2025 to Fiscal Year 2024.

Elect Victims Representative, Ex Officio Member

- The Executive Committee members reviewed the following nominations for the FY 2026 Victims Representative elections:
 - Megan Rheinschild, California
 - Nataki Brown, South Carolina
 - Sheila Lewallen, Washington
- Chair H. Wykes (AZ) shared that Megan Rheinschild was elected as the FY2026 Victims Representative.

Finance Committee

- Finance Committee Chair A. Connor (ID) presented plans to enhance collaboration between the Finance Committee and other committees, emphasizing the importance of financial decisions in all commission activities.

Human Trafficking Awareness in UNITY

- Vice Chair S. Horton (NC) stated that it would be beneficial for the Technology Committee and Training Committee to collaborate on a training for UNITY users to learn how to select the Human Trafficking option.
- Chair H. Wykes (AZ) suggested for Vice Chair S. Horton (NC) to work with relevant committees to provide education on this topic to UNITY users.

Next Steps

- The next Executive Committee meeting was scheduled for Thursday, October 23, 2025.

Adjourn

Chair Wykes adjourned the meeting by unanimous consent without objection at 1:15 p.m. EDT.