INTERSTATE COMMISSION FOR JUVENILES

Executive Committee Meeting Minutes
Tuesday, September 29, 2026
12:00 p.m. EDT
via Zoom

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. Felicia Dauway (SC), Commission Vice Chair
3. Dale Dodd (NM), Commission Treasurer
4. Roy Curtis (ME), Compliance Committee Chair
5. Antonio DeJesus (CA), Finance Committee Acting 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. Corrie Copeland (TN), South Regional Representative
12. Abbie Christian (ME), Midwest Regional Representative
13. Nina Belli (OR), West Regional Representative

National Office Staff and Legal Counsel in Attendance:

1. MaryLee Underwood, Executive Director
2. Joseph Johnson, Technology Systems Manager
3. Amanee Cabbagestalk, Training and Development Manager
4. Kirsten Wade, Logistics and Administrative Specialist
5. 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.

D. Dodd (NM) made a motion to approve the minutes of the meeting on August 31, 2026, as presented. Vermont and Nebraska abstained. Chair H. Wykes (AZ) indicated the motion passed.

Reports

Commission Chair Report

- Chair H. Wykes (AZ) welcomed the Executive Committee members and thanked them for serving on the Executive Committee for the year ahead. He reminded members of the importance of completing the Executive Committee training in the ICJ.TalentLMS system.
- Chair H. Wykes (AZ) presented the annual work plan, outlining key initiatives including review of the UNITY Privacy Policy and strategic plan revision with an upcoming survey and environmental scan.
- He reminded members that nominations for the ex officio victims'representative position are open until October 15, 2026.

Commission Vice Chair Report

- Vice Chair F. Dauway (SC) reported that she attended the 2026 Annual Business Meeting of the Interstate Commission for Adult Offender Supervision in Minneapolis, Minnesota, as the ex officio representing the Interstate Commission for Juveniles. She reported that it was interesting to observe their processes and events, including an opportunity for onsite access to the data system when they plan to launch soon.

Treasurer Report

- D. Dodd (NM) reported on the Commission's current standings for checking, savings, and investment accounts.
- D. Dodd (NM) reported that the year ahead will include review of dues assessment rates, in preparation for a vote to adjust rates at the 2027 Annual Business Meeting. In accordance with Commission policy, rates are reviewed every 5 years to ensure that dues assessments are adequate to cover the Commission's expenses. Due to inflation, rate increases should be expected. He plans to recommend adopting an annual increase structure, to ensure consistent funding for Commission and avoid a larger increase every five years.

National Office Report

- Director Underwood reported the following Commission updates.
    - The 2026 Annual Business Meeting (ABM) was very successful, as demonstrated by the result of the attendee survey. The survey results will be presented to the Training Committee at their first meeting, and then to the Executive Committee.
    - The fiscal year (FY) 2026 fiscal audit was completed the previous week, and the report will be presented at an upcoming Executive Committee meeting.
    - The UNITY Privacy Policy comment period was scheduled to end on September 30. 2026.
    - The committee appointments were finalized with robust regional representation. Committee meetings were scheduled to begin in October.
    - The *ICJ Wednesday Workshop* series for the fall would feature ex officio members and partners, while ICJ committees were ramping up. Sessions would include:
        - October 28, 2026 – National Center for Missing and Exploited Children (NCMEC) will present on federal requirements for reporting children missing from care.
        - December 9, 2026- American Probation and Parole Association
- Director Underwood reported the following national partnership updates:
    - Jenny Adkins was attending the 2026 National Partnership for Juvenile Service (NPJS) conference in Seattle, Washington.

- A workshop proposal was submitted for American Probation and Parole Association's (APPA) Winter Institute.
- She met with leaders with the Coalition for Juvenile Justice and National Network for Youth, primarily to discuss concerns related to pending Juvenile Justice Delinquency and Prevention Act (JJDPA) reauthorization legislation.

Legal Counsel

- Legal Counsel T. Travis reported that a request for a rule interpretation was received regarding processes for returning youths who are initially identified as non-delinquent runaways, then adjudicated and placed on probation in the holding state. Questions revolve around whether the youth's due process rights are adequately protected by the TOS processes (as indicated on the Form VI), or whether the youth must also give voluntary consent to return (as indicated on the Form III) or be requisitioned.
- He reported that he and Director Underwood communicated with Senate staff members regarding the importance of maintaining the ICJ exemption in JJDPA reauthorization legislation. He noted that they were receptive to the input, but uncertain of what changes could be made a this point.

Compliance Committee

- Compliance Committee Chair R. Curtis (ME) stated that the Compliance Committee was formed, and Michael Tymkew (MI) would serve as the vice chair.

Finance Committee

- Finance Committee Chair A. DeJesus (CA) stated that the Finance Committee was formed, and C. Copeland (TN) would serve as the vice chair.
- He stated that the Finance Committee's goals include educating commission members about the Committee's work.

Racial Diversity, Equity, and Inclusion (RDEI) Committee

- RDEI Committee Chair M. Casey (DE) stated that the RDEI Committee was formed, and Brooke Montelongo (CO) would serve as the vice chair.

Rules Committee

- Rules Committee Chair J. Hawkins (MO) stated that the Rules Committee was formed, and Natalie Dalton (VA) would serve as the vice chair.
- She shared that Judge Amanda Heath, GA, National Council of Juvenile and Family Court Judges President, will serve on the Rules Committee.

Technology Committee

- Technology Committee Chair K. Torres (IA) stated that the Technology Committee was formed, and A. Christian (NE) would serve as the vice chair.

Training, Education, and Public Relations Committee

- Training Committee R. Gallardo (UT) stated that the Training Committee was formed, and Chanda LeShoure (AL) would serve as the vice chair.

Work Group on Returning Non-Delinquent Youths

- Work Group Chair R. Curtis (ME) thanked the Executive Committee for extending the work group for two additional meetings to finalize the recommendations that would be presented to the Executive Committee. These last two meetings would be held on October 29 and November 12, 2026.

East Region

- East Regional Representative T. Casanova (VT) reported that the region continued discussion of creating a law enforcement resource and planned to have a draft ready by the next East Region meeting.

Midwest Region

- Midwest Regional Representative A. Christian (NE) reported that the region discussed adding additional categories to the age matrix on the Commission's website.

South Region

- South Regional Representative C. Copeland (TN) reported that the region discussed state council enforcement, JJDPA reauthorization act, and UNITY Privacy Policy.
- The South Region also discussed creating a panel to work with commissioners who do not get along when working on a return.
- The South Region discussed issues with youths not being entered into the National Crime Information Center (NCIC), whether wanted or missing. The region mentioned that not all states use the term "warrant," which causes confusion.

West Region

- West Regional Representative N. Belli (OR) reported that the region discussed updates on the JJDPA reauthorization act and budget updates.
- She announced that A. DeJesus (CA) will serve as the West Region Alternate Representative.

Unfinished Business

Recommendation to modify committee work plans to two years

- T. Casanova (VT) proposed establishing two-year committee work plans to improve continuity and streamline committee activities.
- Members discussed how a two-year structure would affect committee membership and leadership, noting that annual turnover of the commission chair and committee chair appointments would need to be considered.
- Members generally agreed that two-year plans could improve continuity while retaining flexibility for annual committee sign-ups, membership changes, and emerging issues.
- R. Gallardo (UT) suggested piloting the approach with select committees, before broader implementation.

- K. Torres (IA) recommended revising the committee's sign-up process to reflect a two-year service commitment.
- C. Copeland (TN) recommended discussing the proposal at regional meetings before moving forward.
- Commission Chair H. Wykes (AZ) asked T. Casanova (VT) to develop a written proposal outlining the concept and next steps for consideration before regional discussion.

New Business

Executive Committee Training and Resources

- Vice Chair F. Dauway (SC) reported that she was researching resources for training related to Roberts Rules. The topic would be discussed at the next Executive Committee meeting.

National Office Staffing

- Director Underwood announced that J. Johnson will retire December 31, 2026.
- Director Underwood recommended the Executive Committee authorize her to backfill the Technology Systems Manager's replacement, as soon as possible, so that a candidate might be hired in November and trained before J. Johnson's retirement.
- **D. Dodd (NM) made a motion to approve the Executive Director to backfill the Technology Systems Manager's replacement and hire as soon as possible. The motion passed.**
- Director Underwood requested members to assist by sharing posts and following the Commissions LinkedIn page.

Next Steps

- The next Executive Committee meeting was scheduled for Thursday, October 22, 2026, at 12:00 p.m. EDT.

Adjourn

Chair Wykes adjourned the meeting by unanimous consent without objection at 1:43 p.m. EDT.