

**INTERSTATE COMMISSION FOR JUVENILES
EXECUTIVE COMMITTEE**

Minutes

October 17, 2019, 12:00 PM ET

WebEx



Committee Members in Attendance:

1. Jayce Rader (NE) Chair
2. Cathlyn Smith (TN) Vice Chair
3. Jedd Pelander (WA) Treasurer
4. Anne Connor (ID) Immediate Past Chair
5. Nate Lawson (OH) Finance Committee Chair
6. Agnes Denson (FL) Training Committee Chair
7. Becki Moore (MA) East Region Representative
8. Traci Marchand (NC) South Region Representative

Committee Members Not in Attendance:

1. Natalie Dalton (VA) Compliance Committee Chair
2. Tony De Jesus (CA) Technology Committee Chair
3. Tracy Hudrlik (MN) Rules Committee Chair
4. Chuck Frieberg (SD) Midwest Region Representative
5. Dale Dodd (NM) West Region Representative

ICJ National Office Staff & Legal Counsel in Attendance:

1. MaryLee Underwood, Executive Director
2. Emma Goode, Training and Administrative Specialist
3. Jenny Adkins, Operations and Policy Specialist
4. Leslie Anderson, Logistics and Administrative Coordinator
5. Joe Johnson, Systems Project Manager
6. Rick Masters, Legal Counsel

Call to Order

Chair J. Rader (NE) called the meeting to order at 12:01 PM ET.

Roll Call

Executive Director Underwood called the roll and a quorum was established.

Agenda

- **A. Connor (ID) made a motion to approve the agenda. A. Denson (FL) seconded. The motion carried.**

Minutes

- **A. Connor (ID) made a motion to approve the September 9, 2019 meeting minutes. C. Smith (TN) seconded. The motion carried.**

Commission Chair Report

- Chair J. Rader (NE) welcomed the new Committee Chairs and returning Region Representatives and thanked them for their commitment to serve on the Executive Committee for FY2020.
- The committee members participated in an icebreaker activity regarding why they had chosen to work in the Juvenile Justice field and its importance for each member.

National Office Report

- Executive Director Underwood provided reports on behalf of the National Office.
 - **2019 ABM Wrap Up**
 - Executive Director Underwood reported that a total of ninety-eight (98) attendees comprised of attendees representing fifty (50) states and two (2) territories, twenty-six (26) additional Compact Staff, eight (8) Ex officios, six (6) presenters, five (5) national office staff and one (1) legal counsel staff member.
 - **Survey Results**
 - Thirty-two (32) attendees responded to the post ABM survey. 75% of the respondents provided and overall rating of excellent for the 2019 ABM.
 - The following categories were also rated as excellent by 75% or more of respondents: printed materials, Training Day, General Session, National Office support and efficiency of technology.
 - The Training Committee is scheduled to review the training day responses further.
 - There were a few major concerns that were addressed with the hotel that has been resolved. The hotel provided a significant reduction in the final invoice to compensate for problems experienced.
 - Training and workshop content is being posted to the website for reference by Commission members.
 - **Investment Account Update**

Executive Director Underwood reported that automatic transfers of funds to investment accounts have been terminated
 - **State Updates**
 - In California, Chuck Supple resigned from the position of Commissioner. It is expected that Heather Bowlds, Acting Director, will be appointed as Commissioner, but formal appointment has not been received.
 - Hawaii's Commissioner position remains vacant at this time and is awaiting State Senate appointment.

- **Dues Updates**
 - FY 20 dues have been received from most states. Only one (1) state is overdue at this time and will be referred to the Compliance Committee on November 1, 2019, unless dues are received before that date. Several other states are due at a later date due to variances in their fiscal year calendar.
- **UNITY Project Update**
 - A two-day meeting was held in Lexington with Optimum Technology where the contract was officially signed. Implementation has begun.
 - The Business Analysis Team is led by A. Christian (NE) with team members including H. Kassube (IL), N. Wright (IN), N. Dalton (VA), R. Gallardo (UT) and K. Palmateer (NY). This team has held two meetings to date to discuss collaborative tools that will be utilized during the process.
 - The Reporting and Analytics Team will be led by R. Johnson (NC) and is being formed at this time.
 - The Training Team will be led by A. Connor (ID) and is being formed at this time.
 - National office staff continues to hold weekly meetings with Optimum Technology staff regarding design development and project management.
- **FY 2019 Annual Reports**
 - FY 2019 Annual Reports have been mailed out. Seven (7) copies were mailed to each state and territory as well as one (1) copy to each ex officio. This year, special attention was also paid to ensure copies were mailed to Commissioners and separate Compact Administrators that may not otherwise receive regular communications from the Commission.
- **2019 PMAs Update**
 - **PMA CAPs**
 - Three (3) states have completed their Corrective Action Plans (CAPs).
 - Eight (8) states from the first two (2) assessment groups have active CAPs.
 - All states are current with regard to submission of progress reports. The national office continues to provide technical assistance to states to ensure compliance.
 - **Group 3 PMA**
 - Three (3) states were required to submit CAPs or request to amend their report results by October 16, 2019. All responded in a timely manner.
 - **Group 4 PMA**
 - Assessment begins in November 2019. The states received their announcement letters on October 7, 2019 and the reports are to be mailed within the first two weeks of December 2019.

- **JRI Grant Awarded**

- Recently, SEARCH was awarded the grant allowing development of an automated notification that would provide immediate notification to supervision officials when a warrant has been entered for an offender currently under their supervision. This is primarily an ICAOS/SEARCH initiative at this time, but may impact ICJ at a later time. ICJ has agreed to serve on the Advisory Committee for the project, which will hold it's 1st meeting on November 1, 2019. Updates will be provided to the Executive Committee at their upcoming meeting.

Committee Planning

- Chair J. Rader (NE) reported that all committees have been formed and that all meetings have been scheduled and invites sent out up to the ICJ 2020 Annual Business Meeting. Committee Chairs were reminded that meetings could be cancelled if there were no agenda items to discuss.
- The committee chairs were also reminded that each committee has assigned tasks related to the strategic plan that must be met. Each committee chair was provided the task list that relates to their committee.
- Chair J. Rader (NE) presented and reviewed each task on the Executive Committee Task List and opened the floor for discussion. No discussion was held.

Region Reports

East Region – Becki Moore (MA)

Representative B. Moore (MA) reported the East Region last met on September 10, 2019 and provided the following updates:

- The region discussed the rule proposals that were up for vote at the General Session, the new data system and the potential impact of legislative decriminalization of status offenses on the ICJ. The region is scheduled to meet on October 30, 2019 and plan to further discuss status offenses and concerns regarding it during that meeting.

Midwest Region – Chair J. Rader (NE)

In the absence of Representative C. Frieberg (SD), Chair J. Rader (NE) reported that the Midwest Region met on September 10, 2019 and provided the following updates:

- The region discussed the rule proposals that were up for vote at the General Session, concerns regarding stakeholder attrition and problem-solving methods, the new UNITY data system purpose and funding initiatives and State Councils and how they can benefit the State by building relationships and other collaborative efforts.

South Region – Traci Marchand (NC)

Representative T. Marchand (NC) reported the South Region met on September 10, 2019 and provided the following updates:

- The region discussed Executive Committee updates, other committee updates, state updates and training initiatives.
- Due to the numerous concerns discussed the South Region Airport Surveillance Sub-work group agreed not to advance a proposal at this time.
- Two (2) new Commissioners in the region were introduced and welcomed, Tyrone Oliver for the state of Georgia and Jefferson Regis for the District of Columbia.
- The region discussed reviewing the current ICJ requisition process, as requested by S. Jones (MD). Concerns included issues with pick up orders, NCIC entry, new workflow process in JIDS, and possible overall training issues with compact staff.
- The South Region is scheduled to meet again on November 20, 2019.

West Region – Anne Connor (ID)

In the absence of Representative D. Dodd (NM), A. Connor (ID) reported that the West Region met September 10, 2019 and provided the following updates:

- The region welcomed new Compact Staff member S. Cadiz (HI) and discussed the State Senate appointment of the Commissioner in early 2020.
- D. Laity (NV) reported that the state of Nevada has fully implemented the Adam Walsh Act resulting in stringent registration requirements. Even individuals coming through Nevada with a Travel Permit request must be registered.

Legal Counsel Report

R. Masters advised that there were no legal issues to report at this time.

Old Business

- Chair J. Rader (NE) advised that T. De Jesus (CA) attended the ICAOS Annual Business Meeting as the ICJ Ex Officio Representative. T. De Jesus (CA) participated as a panelist of ex officio representatives that discussed how the work of their agencies intersects with ICAOS.
- Chair J. Rader (NE) opened the floor for discussion on the request to review the current ICJ requisition process made by S. Jones (MD) under New Business at the 2019 ABM General Session.
- The committee agreed to request a written document from S. Jones (MD) outlining the issues and concerns being encountered and the parts of the requisition process she would like to review before the next Executive Committee meeting. At that meeting the committee will discuss possible referral to the Rules Committee.

New Business

- **Election of Victims Representative**
 - Chair J. Rader (NE) opened the floor for discussion regarding the Victims Representative Ex officio election.
 - The committee members discussed whether anyone had expressed interest, as well as the duties and roles of the victim's representative as outlined in the by-laws. The committee also discussed reviewing the by-laws to see if an amendment should be made to allow possible ex-officio candidates to be prepared for future nominations.
 - **A. Connor (ID) made a motion to nominate Trudy Gregorie as the Victims' Representative Ex Officio for the Executive Committee. T. Marchand (NC) seconded. The motion carried.**
- **State Council Policy Amendment**
 - Chair J. Rader (NE) presented the amended State Council Policy to the committee. The amended State Council Policy adjusts the submission date to January 31st of each year, per the 2019 rule change.
 - **A. Connor (ID) made a motion to approve the State Council Policy amendments as presented. N. Lawson (OH) seconded. The motion carried.**
- **Meeting Schedule**
 - Chair J. Rader (NE) announced the Executive Committee is scheduled to meet at 12:00 p.m. ET the third Thursday of each month. Planning for the Spring Face-to-Face has begun. There are two potential dates to meet in Cincinnati, OH. One is March 19, 2020 and the other date is April 16, 2020. The committee agreed that a poll should be sent out to the members to determine which date is most suitable. The national office will send out a poll and report the final date at the next Executive Committee meeting.

Adjourn

A. Connor (ID) made a motion to adjourn the meeting. C. Smith (TN) seconded. Chair J. Rader adjourned the meeting at 1:26 PM ET.