

INTERSTATE COMMISSION FOR JUVENILES

Finance Committee Meeting Minutes

April 24, 2025

2:00 p.m. EDT

Via Zoom



Preliminary Business

Call to Order

Finance Committee Chair D. Dodd (NM) called the meeting to order at 2:01 p.m. EDT.

Roll Call

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

Voting Commissioners/Designees in Attendance:

1. Dale Dodd (NM), Commissioner, Chair
2. Anne Connor (ID), Commissioner, Vice Chair
3. Sherry Jones (MD), Commissioner, Treasurer
4. Angela Bridgewater (LA), Commissioner

Non-Voting Members in Attendance:

1. Latoya Oliver (MD)
2. Shyra Bland (NJ)

Members Not In Attendance:

1. Chuck Frieberg (SD), Commissioner
2. Mason Harrington (SC)
3. Abbye Tyler (MD)

National Office Staff in Attendance:

1. MaryLee Underwood, Executive Director
2. Joe Johnson, Systems Project Manager
3. Kirsten Wade, Logistics and Administrative Specialist

A. Connor (ID) made a motion to approve the agenda as presented. The motion passed by unanimous consent.

A. Connor (ID) made a motion to approve the January 16, 2025, meeting minutes as presented. The motion passed by unanimous.

Chair Report

- Chair Dodd (NM) discussed the importance of committee engagement and asked members to have their cameras on and speak up during the meetings.
- Chair Dodd (NM) reported that the Annual Business Meeting will be held on August 25-27, 2025, in Cleveland, Ohio.

Unfinished Business

- No unfinished business was discussed.

New Business

Review Investment Policy

- Chair D. Dodd (NM) presented the Investment Policy, which requires annual review by the committee. No edits were suggested.
- Director Underwood reported on the current account balances, noting that the amount held in reserves meets the threshold set forth in the Investment Policy. She reported value of the Commission's investments has increased in fiscal year (FY) 2025, despite concerns about economic conditions.

Review FY 2025 Mid-Year Budget Update

- Director Underwood presented a mid-year budget update. She reported that all dues for FY25 had been collected and the total expenditures were within the allocated budget.

UNITY Enhancement Assessment Scoring Criteria

- Director Underwood provided an overview of the UNITY enhancements assessment process. She provided information regarding the standardized criteria used by Information Technology Committee members to evaluate UNITY enhancement requests and addressed questions regarding how requests are scored.
- In response to questions from members, Joe Johnson (National Office) provided information regarding the feedback on the rollout of multi-factor authentication requirements for UNITY. While some members expressed frustrations that processes were delayed in states with extensive firewalls, the overall feedback regarding the rollout was positive.

Annual Business Meeting Site Selection

- Director Underwood provided an overview of the annual business meetings site selection process. National Office staff works with Helms Briscoe, a meeting procurement company, to solicit and evaluate proposals from hotels in the chosen region. The National Office develops budget estimates and presents options that meet requirements to the Executive Committee for selection of the top locations. National Office staff conduct site visits and score locations using a customized rubric. Results are presented to the Executive Committee for final determination.

Next Steps

- The next Finance Committee meeting will be held on June 19, 2025.

Adjourn

Finance Committee Chair Dodd (NM) adjourned the meeting by acclamation without objection at 3:09 p.m. EDT.