

INTERSTATE COMMISSION FOR JUVENILES

Midwest Region Meeting

Minutes

April 9, 2020

2:00 p.m. ET

WebEx



Commissioners in Attendance:

1. Charles Frieberg (SD), Representative
2. Tomiko Frierson (IL), Commissioner
3. Kellianne Torres (IA), Designee
4. Jeff Cowger (KS), Commissioner
5. Roy Yaple (MI), Commissioner
6. Tracy Hudrlik (MN), Commissioner
7. Jacey Rader (NE), Commissioner
8. Nate Lawson (OH), Commissioner
9. Casey Gerber (WI), Commissioner

Commissioners Not in Attendance:

1. Mary Kay Hudson (IN), Commissioner
2. Lisa Bjergaard (ND), Commissioner

Compact Office Staff in Attendance:

1. Holly Kassube (IL)
2. Nita Wright (IN)
3. April Simmons (IN)
4. Matt Billinger (KS)
5. Rebecca Hillestead (MN)
6. Abbie Christian (NE)
7. Kathy Christenson (SD)
8. Joy Swantz (WI)

ICJ Staff in Attendance:

1. Mary Lee Underwood, Executive Director
2. Jennifer Adkins, Operations and Policy Specialist
3. Leslie Anderson, Logistics and Administrative Coordinator
4. Joe Johnson, Systems Project Manager

Call to Order

Representative C. Frieberg (SD) called the meeting to order at 2:00 p.m. ET.

Roll Call

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

Agenda

N. Lawson (OH) made a motion to approve the agenda. T. Hudrlik (MN) seconded. The motion carried.

Minutes

T. Hudrlik (MN) made a motion to approve the minutes from February 6, 2020. J. Rader (NE) seconded. The motion carried.

Discussion

o Executive Committee Updates and ICJ Response to COVID-19

- Representative C. Frieberg (SD) requested Commission Chair J. Rader (NE) present the Executive Committee updates. Chair J. Rader (NE) provided the following updates:
 - The Executive Committee reviewed and approved amendments to ICJ Policy 05-2009: Emergency Guidelines.
 - Many executive committee members attended the Rules Committee meeting where proposed Rule 2-108: Emergency Suspension of Enforcement as discussed and recommended for adoption. The proposed rule would establish a mechanism for the Commission to authorize the Executive Committee to temporarily suspend the enforcement of Commission rules or any part(s) thereof based on a national or state declaration of emergency. She indicated that the proposed rule would ensure that no enforcement action would be taken against states who are unable to comply with the deadlines or procedures set forth in the ICJ Rules due to declarations of state of emergencies by the President of the United States or State Governors. Nonetheless, the States would still be required to implement the duties of the Compact to the greatest extent possible.
 - A special meeting of the Commission is scheduled for April 23, 2020 at 2:00 p.m. ET for the Commission to discuss and vote on adoption of proposed Rule 2-108: Emergency Suspension of Enforcement.
 - A webinar regarding the ICJ response to COVID-19 was conducted on March 25, 2020 to provide guidance and support to the Commission.
 - Chair J. Rader (NE) reported that two additional resources had been developed to provide support and guidance to the Commission members during the COVID-19 emergency, including:
 - “Monday Meet-ups”, a forum set up for ICJ Office staff to come together every Monday at 4:00 p.m. ET to discuss solutions for difficult and complex issues. The first “Monday Meet-up” is scheduled for April 20, 2020.
 - “Successful Strategies” will be a section included in the Weekly Updates. This section will feature success stories for difficult returns and transfers of supervision while under state restrictions. There is an e-form available on the ICJ website that can be submitted.
 - Due to state restrictions, telecommuting, focus on development of emergency responses, and lack of access to required electronic equipment, most committee meetings have been cancelled. Meetings will be rescheduled as necessary.
 - Commissioner appointments were announced for Dr. Jennifer LeBaron, New Jersey, and Rachel Holt, Oklahoma.

- The FY21 dues letters and invoices were mailed early due to the transition to teleworking. An electronic copy of the letter and invoice will be sent at the end of April, as a reminder.
 - The new rules and related resources were published on March 1, 2020 to the Commission with no reported issues. The resources included the Bench Book with all rule-related updates and two newly developed tri-fold brochures: “Introduction to ICJ” and “Quick Reference Guide for ICJ Cases.” All resources are currently available on the ICJ website.
 - The committee approved a recommendation by the Finance Committee to engage Vanguard Institutional Investor Group, Nonprofit Solutions to provide financial direction regarding long-term single-fund investment solutions.
 - The Executive Committee Face-to-Face meeting scheduled for April has been reorganized. The Executive Committee will meet via WebEx Tuesday, April 14, 2020 from 11:30 a.m. to 3:00 p.m. EST. The UNITY demonstration will be presented via WebEx on Monday, April 13, 1:00 – 3:00pm EST.
- **State Updates/Concerns**
- **Illinois**
 - T. Frierson (IL) reported that Parole staff are still conducting visits at this time however, they will be transitioning to teleconferencing and videoconferencing in the near future. All courts are closed. Probation staff are working remotely. All face-to-face contact has been restricted. The state is only conducting extradition in emergency cases. Measures are being taken to decrease the detention population.
 - **Ohio**
 - N. Lawson (OH) reported that all courts are operating with restricted dockets. All Probation and Parole offices are maintaining contact with juveniles utilizing teleconferencing and videoconferencing due to restrictions on face-to-face interactions. Numerous flights have been delayed or cancelled.
 - **Wisconsin**
 - J. Swantz (WI) thanked the Michigan and Minnesota ICJ staff for their assistance in conducting several non-voluntary return cases. Staff is working remotely and all courts have been limited in functions.
 - **South Dakota**
 - Representative C. Frieberg (SD) reported that their state is operating on a case by case basis. Face-to-face contact has been restricted so all contact with juveniles is being conducted by teleconferencing and videoconferencing.
 - **Michigan**
 - R. Yapple (MI) thanked the Wisconsin ICJ staff for their recognition of M. Tymkew (MI) for his work on multiple return scenarios. Numerous flights are delayed or have been cancelled making returns difficult. Private transport ground transportation has been restricted. Collaboration with states outside of the region have aided in ensuring returns are completed.
 - **Indiana**

- N. Wright (IN) reported that all staff are working remotely. They continue to collaborate with other states and stakeholders to ensure returns are completed. All juveniles are going through a COVID-19 screening process. Numerous flights are delayed or have been cancelled making returns difficult.
- **Age Matrix**
 - Representative C. Frieberg (SD) encouraged members to review their states Age Matrix information on the ICJ website for accuracy and report any updates to the National Office.

Old Business

- Representative C. Frieberg (SD) encouraged members to submit the States in Transition/Succession Plans to ensure a back-up plan is in place in the event that ICJ office staff were impacted by the global pandemic. Members were encouraged to utilize the available resource materials and OnDemand trainings offered on the ICJ website for training of backup personnel.
- Executive Director Underwood encouraged members to submit the States in Transition/Succession Plans to ensure a back-up plan is in place in the event that ICJ office staff were impacted by the global pandemic. Members were encouraged to utilize the available resource materials and OnDemand trainings offered on the ICJ website for training of backup personnel.

New Business

- **Maintenance of Paper and/or Electronic Cases in JIDS**
 - R. Yaple (MI) requested input regarding how they address conflicts between the ICJ record retention policy and the state's individual record retention period. Specifically, he asked whether other states maintain paper copies related to cases or if they only maintain what is entered electronically into JIDS.
 - Representative C. Frieberg (SD) and N. Lawson (OH) advised that their offices only maintain the electronic cases within JIDS.
 - R. Yaple (MI) encouraged other members to contact him directly to discuss related issues.

Adjourn

J. Rader (NE) made a motion to adjourn. T. Frierson (IL) seconded. Representative Frieberg adjourned the meeting at 2:54 p.m. ET.