

**INTERSTATE COMMISSION FOR JUVENILES**  
**Midwest Region Meeting**  
**Minutes**

September 30, 2020

Via SpotMe/Zoom

2:00 p.m. ET

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**Commissioners in Attendance:**

1. Charles Frieberg (SD), Representative
2. Mary Kay Hudson (IN), Alternate Representative
3. Tomiko Frierson (IL), Commissioner
4. Kellianne Torres (IA), Designee
5. Jeff Cowger (KS), Commissioner
6. Roy Yaple (MI), Commissioner
7. Tracy Hudrlik (MN), Commissioner
8. Jessica Wald (ND), Designee
9. Nate Lawson (OH), Commissioner
10. Casey Gerber (WI), Commissioner

**Commissioners Not in Attendance:**

1. Jacey Rader (NE), Commissioner

**Compact Office Staff in Attendance:**

1. Holly Kassube (IL)
2. Angel Jones (IL)
3. Nita Wright (IN)
4. April Simmons (IN)
5. Rebecca Hillestead (MN)
6. Patrick Smith (MN)
7. Kathy Christenson (SD)
8. Cheryl Frost (SD)
9. Joy Swantz (WI)

**Guests in Attendance:**

1. Abbie Christian (NE)
2. Melissa Smith
3. Michael Nutt
4. Derek Lee

**ICJ National Office Staff in Attendance:**

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

**Call to Order**

Representative C. Frieberg (SD) called the meeting to order at 2:02 p.m. ET.

### **Roll Call**

- J. Johnson and Executive Director Underwood provided an overview regarding use of the SpotMe platform that enables the Commission to conduct Roll Call and Voting.
- Roll call was conducted and a quorum was established.

### **Agenda**

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

### **Minutes**

- N. Lawson (OH) made a motion to approve the minutes from July 9, 2020.**
- T. Hudrlik (MN) seconded. The motion carried.**

### **Discussion**

- **ABM Preparation**
  - Representative C. Frieberg (SD) requested the pre-recorded video presentation regarding ABM Preparations be presented.
    - In a pre-recorded video presentation, Executive Director Underwood encouraged members to explore the SpotMe platform and Zoom before the Annual Business Meeting (ABM). The presentation provided an overview of agenda highlights for the three (3) day ABM.
- **UNITY Update**
  - **General Update**
    - In a pre-recorded video presentation, Executive Director Underwood discussed the fundamental concepts of the UNITY system, the UNITY Roll-Out Timeline, On Demand training plans for UNITY, the transition from JIDS, state UNITY Coordinator appointments and responsibilities, the three types of Roll-Out Models, and the Access to Historical Data Policy to govern access to JIDS data over the five (5) years following JIDS retirement.
    - Members were advised that information regarding the topics discussed could be located in the SpotMe platform under the “Meeting Materials” tab as well as on the Commission Website.
  - **Demonstration**
    - A pre-recorded video was presented providing a demonstration by J. Johnson on how to enter a Travel Permit case from beginning to end in the new UNITY data system.
- **Question and Answer Session**

- J. Johnson and A. Christian (NE) addressed region member questions regarding optional uploading of corresponding documents; additional processes regarding after hours cases depending on the state roll-out model; hard copy quick reference guides; assistance from the national office to assist states with obtaining approval for continuing education credit; communication components for both interstate and intrastate cases; specified On Demand training courses to discuss the processes for each of the three (3) roll-out models; and entry of a travel permit after the arrival date has passed.

**Adjourn**

**Representative C. Frieberg (SD) adjourned the meeting by acclamation at 3:05 p.m. ET.**