

# INTERSTATE COMMISSION FOR JUVENILES

## *Rules Committee Meeting Minutes*

January 21, 2026

2:00 p.m. EST

Via Zoom



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### **Preliminary Business**

#### **Call to Order**

Rules Committee Chair J. Hawkins (MO) called the meeting to order at 2:01 p.m. EST.

#### **Roll Call**

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

#### **Commissioners/Designees in Attendance:**

1. Julie Hawkins (MO), Commissioner, Chair
2. Natalie Dalton (VA), Commissioner, Vice Chair
3. Judy Miller (AR), Designee
4. Howard Wykes (AZ), Designee
5. Stephen Horton (NC), Commissioner
6. Caitlyn Bickford (NH), Commissioner
7. Daryl Liedecke (TX), Designee
8. Trissie Casanova (VT), Designee
9. Dawn Bailey (WA), Designee

#### **Additional State ICJ Personnel in Attendance:**

1. Cindy Wang (GA)
2. Nita Wright (IN)

#### **Commissioners/Designees Not in Attendance:**

1. Rebecca Moore (MA), Commissioner
2. Tracy Hudrlik (MN), Commissioner
3. Jedd Pelander (WA), Commissioner
4. Casey Gerber (WI), Commissioner

#### **National Office and Legal Counsel Staff in Attendance:**

1. MaryLee Underwood, Executive Director
2. Jenny Adkins, Operations and Policy Specialist
3. Amanee Cabbagestalk, Training and Administrative Specialist
4. Joe Johnson, Systems Project Manager
5. Kirsten Wade, Logistics and Administrative Specialist
6. Thomas Travis, Legal Counsel

T. Casanova (VT) made a motion to approve the agenda, as amended. The motion passed by unanimous consent.

J. Miller (AR) made a motion to approve the minutes of the meeting on December 17, 2025. The motion passed by unanimous consent.

### Unfinished Business

#### Rule 5-103A Revision

- Chair J. Hawkins (MO) shared that the comment period required for the revision of pending amendment of Rule 5-103A to correct an error in consistency has ended, and no comments were received.

#### Rule 4-103 Paragraph Reference Correction Revision

- Chair J. Hawkins (MO) shared that the comment period required for the revision of pending amendment of Rule 5-103A to correct an error an internal cross-reference has ended and no comments were received.

#### Subcommittee Update *by Stephen Horton*

- S. Horton (NC) shared that the Review Rulemaking Process Subcommittee reviewed regional responses regarding a 3-year rule cycle for Rule 2-103, Adoption of Rules and Amendments, and discussed contextualization, with plans to address potential unintended consequences.

### New Business

#### ICJ Forms Review Period - Comments

- Vice Chair N. Dalton (VA) presented revisions to four forms, including changes to [Form VIII, Home Evaluation Report](#), and [Form IX, Failed Supervision Report](#), to align with rule amendments effective April 1, 2026.
- The committee reviewed changes to [Form VII, Out-of-State Travel Permit and Agreement to Return](#), and the [Final Travel Plan form](#), with discussions about transportation options and airport supervision.
- Members discussed confusion about the terminology for intrastate layovers and the compact office's role in supervision. The committee agreed to clarify these in future discussions.
- Chair J. Hawkins (MO) shared that the commenting period on these forms would end on January 23, 2026, at 5:00 p.m. EST.
- J. Johnson (National Office) shared that Technology Committee Chair K. Torres (IA) would email the Executive and Rules Committees about modifications to [Form VIII, Home Evaluation Report](#) and parole cases. The 15-day comment period would begin on January 26, 2026.

#### Select Rule Amendment Training Presenters

- Chair J. Hawkins (MO) shared that the rule amendment training sessions will be held on March 4, at 2 p.m. EST, March 11 at 12 p.m. EST, March 18 at 3 p.m. EST, and March 25 at 4 p.m. EST. She requested volunteers to assist with the trainings.
- C. Bickford (NH), D. Liedecke (TX), and H. Wykes (AZ) volunteered to assist with the rule amendment training sessions.

#### Research request to determine frequency of and reasons for late home evaluation reports

- Chair J. Hawkins (MO) stated that before any changes are considered regarding late home evaluation reports in UNITY, she recommended requesting the National Office to research the following:
  - The number of overdue home evaluation reports nationally 2025 – Quarter 4
  - How many overdue reports have data in the “explanation of delay” field
  - What are the standard reasons for late reports
- H. Wykes (AZ) agreed that the data would give an idea on how often the communication field in UNITY is utilized.
- Chair J. Hawkins (MO) proposed a data-driven approach to analyze the reasons for delays in home evaluation reports, with J. Adkins (National Office) confirming that a manual review of 40 cases from Q4 2025 would be conducted to examine communication fields.
- **H. Wykes (AZ) made a motion to ask the National Office to conduct research to determine frequency of and reason for late home evaluation reports for the Rules Committee. North Carolina opposed. The motion passed.**

#### **Rule 1-101: Definitions - Escapee**

- Chair J. Hawkins (MO) presented a request from Tennessee to clarify the definition of "escapee," particularly regarding the interpretation of "in custody" to include electronic monitoring at home.
- Members discussed the interpretation of "in custody" status across different states, particularly in relation to escapees and absconders.
- Chair J. Hawkins (MO) raised concerns about varying interpretations of "in custody" that could allow for youth with outstanding warrants to be placed on electronic monitoring at home, which differs from the committee's intended meaning.
- J. Adkins (National Office) indicated that the term “in custody” appeared 13 times in the ICJ Rules, but is not defined.
- The committee agreed to consider further analysis of the term "in custody" and its usage throughout the rules. Director Underwood offered to provide analysis at the next meeting.
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#### **Next Steps**

- Chair J. Hawkins (MO) shared that the March Rules Committee meeting has been canceled.
- The next Rules Committee meeting was scheduled for April 15, 2026, at 2:00 p.m. EST.

#### **Adjourn**

Chair Hawkins (MO) adjourned the meeting by acclamation without objection at 3:15 p.m. EST.