

INTERSTATE COMMISSION FOR JUVENILES

Rules Committee Meeting Minutes

June 18, 2025

2:00 p.m. EST

Via Zoom



Preliminary Business

Call to Order

Rules Committee Chair J. Hawkins (MO) called the meeting to order at 2:00 p.m. EDT.

Roll Call

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

Voting Commissioners/Designees in Attendance:

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

Non-Voting Members in Attendance:

1. Nita Wright (IN)

Members Not in Attendance:

1. Rebecca Hillestead (MN)
2. Dr. Jennifer LeBaron (NJ), Commissioner
3. Edwin Lee Jr. (NJ), Designee
4. Jedd Pelander (WA), Commissioner

National Office and Legal Counsel Staff in Attendance:

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

C. Bickford (NH) made a motion to approve the agenda as presented. The motion passed.

J. Miller (AR) made a motion to approve the minutes of the meeting on April 8, 2025. The motion passed by unanimous consent.

Unfinished Business

Review Region Rule Proposals (Rule 4-104: Authority to Accept/Deny Supervision – Midwest Region)

- Chair J. Hawkins (MO) reported that the Midwest Region accepted the Rules Committee's suggestion to modify their proposed amendment to Rule 4-104.

- T. Hudrlik (MN) made a motion to support the Midwest Region’s proposed amendment of Rule 4-104, Authority to Accept/Deny Supervision. The motion passed.

Review Updated UNITY/Forms Assessments for Proposals

- Chair J. Hawkins (MO) presented the UNITY and fiscal impact for Rule 4-102: Sending and Receiving Referrals. The estimated cost for the necessary updates to the UNITY national data management system was \$10,800.
- S. Horton (NC) made a motion to rescind the Committee’s previous motion from the April 8, 2025, Rules Committee meeting to advance the proposed rule amendment of Rule 4-102(4). The motion passed.
- T. Casanova (VT) made a motion to withdraw the Rules Committee’s proposed amendment to Rule 4-102(4) and refer concerns about home evaluations not being completed as required for further analysis during the next rules cycle. The motion passed by a vote of 9-1-0.
- Chair J. Hawkins (MO) presented the UNITY and fiscal impact for Rule 4-103, Transfer of Supervision Procedures for Juvenile Sex Offenders; Rule 4-104, Authority to Accept/Deny Supervision; and Rule 5-103A, Failed Supervision Determined by Receiving State. No action was taken.

New Business

Consideration of Moving to Three-Year Rules Cycle

- Chair J. Hawkins (MO) asked for members feedback regarding the concepts of extending the rule amendment cycle to three (3) years. Several perceived advantages were discussed, including increased time to analyze challenges, proposed solutions, and the impacts of amendments.
- Legal Counsel Thomas Travis noted that the Rule 2-103, Adoption of Rules and Amendments, does not require that rule proposals be considered every year. Instead, it requires that rule amendments be considered by the Commission “not later than the next annual meeting falling in an odd numbered year.” Therefore, some modifications to the typical schedule could be made without changing the ICJ rules.
- Chair J. Hawkins (MO) indicated that she would ask that the issue be placed on regional meeting agendas for discussion at the 2025 Annual Business Meeting (ABM).

Identify ABM Rule Amendment Training Session Presenters

- Chair J. Hawkins (MO) requested volunteers to present the Rule Amendment Training Session at the 2025 ABM. Volunteers included:
 - Judy Miller (AR)
 - Caitlyn Bickford (NH) – Wants to volunteer, not speak
 - Stephen Horton (NC)
 - Casey Gerber (WI) – was suggested by another member after leaving the call
 - Trissie Casanova (VT) – Willing to present on the East Region proposal

Next Steps

- The Rules Committee’s next meeting was set for July 16, 2025.
- The final draft proposed rule amendments to be considered at the 2025 ABM will be posted on or before July 28, 2025.
- The Public Comment Hearing on proposed rule amendments to be considered at the 2025 ABM was set for August 6, 2025.

Adjourn

Chair Hawkins (MO) adjourned the meeting by acclamation without objection at 3:06 p.m. EST.