

# INTERSTATE COMMISSION FOR JUVENILES

## South Region Meeting Minutes



May 6, 2021  
10:00 a.m. ET  
Via WebEx

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

1. Daryl Liedecke (TX), Commissioner, South Region Representative
2. Sherry Jones (MD), Commissioner, Alternate Region Representative
3. Patrick Pendergast (AL), Designee
4. Judy Miller (AR), Designee
5. Jefferson Regis (DC), Commissioner
6. Agnes Denson (FL), Commissioner
7. Anna Butler (KY), Designee
8. Angela Bridgewater (LA), Commissioner
9. Traci Marchand (NC), Commissioner
10. Robert Hendryx (OK), Designee
11. Felicia Dauway (SC), Designee
12. Corrie Copeland (TN), Commissioner
13. Natalie Dalton (VA), Commissioner
14. Lynn Fielder (WV), Designee

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

1. Tyrone Oliver (GA), Commissioner
2. Amy Welch (KY), Commissioner
3. Julie Hawkins (MO), Commissioner
4. Robert Anderson (MS), Commissioner
5. Maxine Baggett (MS), Designee
6. Rachel Holt (OK), Commissioner
7. Stephanie Bond (WV), Commissioner

### **Non-voting Compact Staff in Attendance:**

1. Faatemah Abdur-Rahman (AL)
2. Demetrius Pigford (FL)
3. Terrance Clayton (FL)
4. Natasha Holmes (FL)
5. Tracy Cassell (GA)
6. Victor Roberts (GA)
7. Kimberly Dickerson (LA)
8. Juanita Anderson-Hilton (LA)
9. Yolanda Latimer (LA)
10. Abbye Tyler (MD)
11. Latoya Oliver (MD)
12. Rachel Johnson (NC)
13. Mason Harrington (SC)
14. Quincy Hughes (TN)
15. Jacqueline Moore (TN)

### **National Office Staff in Attendance:**

1. MaryLee Underwood, Executive Director
2. Emma Goode, Logistics and Administrative Specialist
3. Amanee Cabbagestalk, Training and Administrative Specialist
4. Jennifer Adkins, Policy and Operations Specialist
5. Joe Johnson, Project Manager

### **Call to Order**

Representative Liedecke called the meeting to order at 10:00 a.m. ET, and thanked everyone for their flexibility with rescheduling time to avoid the UNITY transition week.

### **Roll Call**

Director Underwood called the roll and a quorum was established.

### **Agenda**

**P. Pendergast (AL) made a motion to approve the agenda as presented. J. Regis (DC) seconded. The motion carried.**

### **Minutes**

**J. Miller (AR) made a motion to approve the February 4, 2021 meeting minutes as presented. S. Jones (MD) seconded. The motion carried.**

### **Discussion**

#### UNITY Updates

- Representative Liedecke commented that in essence, the UNITY transition has begun. Some states are excited and ready to roll out; others have concerns. He invited states to share questions and concerns.
- R. Hendryx (OK) asked why the deadline to enter information into JIDS was moved up. Director Underwood replied that states will stop entering new cases into JIDS today. Additional information will be shared during the training session this afternoon. Tomorrow (May 7) will begin manual data tracking.
- J. Miller (AR) asked if information whether information entered in JIDS on May 6 or May 7 will be migrated to UNITY. J. Adkins explained that no new cases or workflows should be added after May 6, as they will probably not have reached the stage where they can be migrated.
- J. Miller (AR) asked if she could enter a home study in JIDS on May 7. J. Adkins commented that on May 12 cases are frozen in time and that is what will migrate to UNITY. Director Underwood cautioned that entering information that causes another state to begin a workflow may not migrate. Therefore, she advised waiting to start the process in UNITY.
- T. Marchand (NC) commented that May 12 was the original date announced for closing JIDS and noted that states developed plans around that date. She asked why the date was moved up.
- J. Johnson explained that adjustment have been made to ensure cases migrate accurately. Between May 7 and May 12, National Office staff will be reviewing cases and working closely with states on a case-by-case basis, in order to alleviate some of the requirements on UNITY Coordinators. Moving the date up

was necessary for the National Office to complete this work on the front end, which will produce a smoother transition overall.

- T. Marchand (NC) replied that it is problematic for state ICJ offices to change their plans and change the message to state field staff.
- Director Underwood apologized for the inconvenience.
- J. Miller (AR) asked for clarification about manual tracking. Director Underwood advised that states should manually track cases, and send documents and other information by email or fax. Training on May 6 at 2 p.m. ET will provide guidance regarding necessary steps during post migration.
- Director Underwood suggested checking with the recipient prior to faxing information, as many people are still primarily working from home.
- Representative Liedecke suggested that Compact staff request Adobe Pro software, which is a more robust version. He finds it beneficial for working with PDF files, especially for e-signatures and shrinking large files.
- Director Underwood shared the transition daily check list that was recently sent to UNITY coordinators.
- Amanee Cabbagestalk updated that two new UNITY on demand courses will be released soon: U-111 and U-112.
- Representative Liedecke acknowledged those that have offered assistance and continue to be available:
  - Anne Connor (ID)
  - Kellianne Torres (IA)
  - Holly Kassube (IL)
  - Kelly Palmateer (NY)
  - Rachel Johnson (NC)
  - Jessica Wald (ND)
- Representative Liedecke summarized that May 19 is the date UNITY goes live for all users. He encouraged everyone to remember that we are all learning and to be patient.

#### Proposed Rule Amendments

- Representative Liedecke opened the floor for discussion to any of the 15 proposed amendments to the ICJ Rules.
- There were no comments.
- Representative Liedecke noted that the comment period is now open until June 4, and reminded stated to post comments.

#### State Updates

- D. Liedecke (TX) updated **Texas** Compact office staff members are working from home permanently.
- P. Pendergast (AL) expressed his appreciation to Jessica Wald (ND) and Daryl Liedecke (TX) for their assistance working with Faatemah Abdur-Rahman during the past few months. **Alabama** finished its search for a full time Compact staff person. The new hire will be announced soon.
- J. Miller (AR) updated that the Governor of Arkansas has initiated a notice that all state employees will return to the office May 17. **Arkansas** Compact Staff continue to process runaways and referrals and notice that the number of cases has picked up.

- J. Regis (DC) updated that the **District of Columbia** continues to work from home and could possibly return to the office in July.
- A. Denson (FL) updated that **Florida** will return to the office full time in June. The Florida Compact Office continues to prepare their large load of cases for the UNITY roll out and expressed appreciation to all practitioners that have offered assistance regarding UNITY. A. Denson (FL) reported that Demetrius Pigford received a promotion creating a vacancy in their Compact staff.
- T. Cassell (GA) updated that the **Georgia** Compact Staff are working three days a week in the office and teleworking two days a week. Georgia is working hard to ensure they are prepared for the transition to UNITY.
- A. Butler (KY) updated that **Kentucky** staff members continue to work from home, and do not expect to change. Recently, the Kentucky Juvenile Justice Commissioner position was vacated. She clarified this is not Amy Welch, who continues to serve as the ICJ Commissioner.
- K. Dickerson (LA) updated that everyone is back in the office working five days a week. However, field staff continue to be limited. **Louisiana** continues to prepare for the UNITY roll out and expressed appreciation to Holly Kassube (IL) for her UNITY assistance. Louisiana continues to await the appointment of the new ICJ Commissioner, Juanita Anderson-Hilton, who will replace Angela Bridgewater.
- S. Jones (MD) updated that **Maryland** continues to work remote from home. Maryland is diligently working on all UNITY items required for migration and transition. She has reached out to locals directly and followed up with emails explaining the manual tracking of cases during the migration period. She expressed her appreciation to Jessica Wald (ND) and Amanee Cabbagestalk for their training assistance regarding UNITY.
- T. Marchand (NC) updated that **North Carolina** staff have returned to working in the office. She noted the great work by Rachel Johnson and Stephen Horton preparing for the UNITY migration. T. Marchand (NC) expressed her frustration with UNITY Training has been on demand only. She shared that she found the one-on-one sessions with Anne Connor to be extremely helpful and encouraged others to take advantages of assistance available through the Technical Assistance Work Team.
- R. Hendryx (OK) updated that Audrey Rockwell works most days in the office and he continues to work from home. He shared his gratitude to Holly Kassube (IL) for answering **Oklahoma's** UNITY questions.
- F. Dauway (SC) updated she joined the meeting late as she was attending a statewide UNITY Preparedness Meeting. She acknowledged the UNITY transition work by **South Carolina** Compact staff, Tiffany Howard and Mason Harrington. Tiffany Howard has been promoted to another position; however, she has agreed to continue to help with the Interstate Compact until a new hire is trained.
- C. Copeland (TN) updated **Tennessee** continues to work remotely going into the office occasionally as needed. She thanked the Training and Technical Assistance Work Team members for their patience and willingness to assist states. Tennessee continues to prepare and is committed to making the new data system a success.
- N. Dalton (VA) updated that **Virginia** staff members will continue to work from home permanently.
- L. Fielder (WV) updated that **West Virginia** staff members continue to work from home and to prepare data to transition to UNITY.

**Old Business**

There was no old business.

**New Business**

- Director Underwood added her thanks to the Training and Technical Assistance Work Teams. She encouraged members to submit Staff Recognition Nominations to ensure that their efforts are publicly recognized on the website and at the Annual Business Meeting.

**Adjourn**

**S. Jones (MD) made a motion to adjourn. F. Dauway (SC) seconded. Representative Liedecke adjourned the meeting by acclamation at 11:00 a.m. ET.**