

INTERSTATE COMMISSION FOR JUVENILES

Technology Committee Meeting Minutes



August 10, 2021
2:00 p.m. ET
Via WebEx

Voting Members in Attendance:

1. Anne Connor (ID), Designee, Chair
2. Kellianne Torres (IA), Designee, Vice Chair
3. Judy Miller (AR), Designee
4. Michael Farmer (CA), Designee
5. Nate Lawson (OH), Commissioner
6. Natalie Dalton (VA), Commissioner

Non-Voting Members in Attendance:

1. Holly Kassube (IL)
2. Nita Wright (IN)
3. Anna Butler (KY)
4. Maxine Baggett (MS)
5. Abbie Christian (NE)
6. Gladys Olivares (NV)
7. Rachel Johnson (NC)
8. Raymundo Gallardo (UT)
9. Brandon Schimelpfenig (WY)

Members Not in Attendance:

1. Jacey Rader (NE), Commissioner
2. Trissie Casanova (VT), Designee
3. Howard Wykes (AZ)
4. Kelly Palmateer (NY)

National Office Staff in Attendance:

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

Call to Order

Technology Committee Chair Connor (ID) called the meeting to order at 2:00 p.m. ET.

Roll Call

Director Underwood called the roll and a quorum was established.

Agenda

N. Lawson (OH) made a motion to approve the agenda. N. Dalton (VA) seconded. The motion carried.

Minutes

J. Miller (AR) made a motion to approve the July 13, 2021 meeting minutes as presented. K. Torres (IA) seconded. The motion carried.

Discussion

UNITY Enhancements Subcommittee Update

- K. Torres (IA) and A. Christian (NE) provided an update on the work of the UNITY Enhancement Requests Subcommittee. K. Torres (IA) reported the subcommittee is reviewing requests, which have been sorted by level of effort and investment required. The subcommittee will present the first group of requests to the Technology Committee in September.
- A. Christian (NE) added that the subcommittee reviews all requests and discusses feasible solutions to help ensure the Technology Committee can make informed decisions.

UNITY Reporting and Data Visualization Team Update

- J. Johnson reported that the Reporting and Data Visualization Team is also meeting regularly to refine reports for pulling data from UNITY. Some team members will present during the Annual Business Meeting.
- R. Johnson (NC) added that the team is working through a hierarchy of necessary reports, as well as reports the Commission may want in the future.

Form II and Form I

Form II

- Chair Connor noted that two issues have been raised related to Form II.
- First, during the process of modifying forms to prepare for the transition to UNITY, the phrase “or Compact Official” was inadvertently omitted below the signature line at the bottom of the form. This occurred when all forms were changed to indicate “Judge/Court” rather than “Judge.” She suggested that the phrase “or Compact Official” should be added.

Form I

- J. Miller (AR) asked if the change also impacted Form I. Chair Connor replied that Form I does not include “or Compact Official.” N. Dalton (VA) commented that “or Compact Official” was not on the Form I prior to the change to “Judge/Court.” She further noted that the forms serve different purposes and commented that it would not be appropriate for a Compact Official to sign a Form I, as it is a requisition for a runaway. Chair Connor agreed she would not be comfortable signing the Form I as a Compact Official. J. Miller (AR) agreed, adding that if the words were not there before they should not be added.
- Chair Connor summarized that the Technology Committee is comfortable with leaving the Form I as is with only “Judge/Court” and that “or Compact official” was not inadvertently dropped.

Form II

- Chair Connor reported in a previous meeting, an issue to the Form II was raised by Michael Farmer (CA), summarizing that the options do not work/apply in some cases involving accused delinquents.
- Chair Connor noted that there are two reasons to issue a warrant:
 1. failure to appear, or
 2. failure to comply.
- Chair Connor suggested the form should be organized to first address the status of the juvenile, then address what the juvenile did and presented the suggested change to the form below:

OR

~~has fled to avoid prosecution and, despite applicable provisions of law,~~
has: **is an accused delinquent**

AND

escaped absconded ~~fled~~ **failed to appear**

- A. Christian (NE) agreed the revisions proposed above were clear and align to the rules. M. Farmer (CA) agreed. He added that it is inaccurate to say the juvenile “fled prosecution,” when juveniles often runaway without regard to prosecution.
- N. Lawson (OH) asked whether other states issue warrants upon the initial charges. He noted that if there is a charge for murder and a warrant has been issued, none of the proposed options apply. The Technology Committee discussed if there should be a 4th option or if “AND” should be removed.
- Director Underwood suggested “accused delinquent” could be listed first without qualifiers, since it is defined in the ICJ Rules.
- M. Farmer (CA) proposed removing “escaped, absconded, and failed to appear” and suggested the following:
 2. Circumstances of breach of terms of probation, parole, escape from institution ~~or fleeing to avoid prosecution~~ **and is an accused delinquent.**
- Director Underwood asked whether data regarding escapees and absconders would be missed. J. Miller (AR) commented that not having those categories would impact the data collection. A. Christian (NE) added that UNITY can pull the data for the annual report. Joe Johnson agreed.
- The Technology Committee discussed potential alternatives and developed two options:

OPTION 1

___ Said juvenile is an accused delinquent OR

___ Said juvenile is an ___ escapee or ___ an absconder AND

___ was paroled to the custody of: _____

___ was placed on probation subject to the supervision of: _____

___ was committed to: _____

OPTION 2

Said juvenile (Check appropriate item):

___ was paroled to the custody of: _____

___ was placed on probation subject to the supervision of: _____

___ was committed to: _____

___ is an accused delinquent.

Said juvenile (Check appropriate item):

___ escaped ___ absconded ___ has charges pending in demanding state

- J. Miller (AR) supported leaving it as is and changing only the 3rd box to replace “fled” with “and has charges pending in the demanding state.”
- N. Dalton (VA) suggested that the Enhancement Subcommittee should discuss the proposed change, as it will require a modification in UNTIY. Chair Connor agreed.
- **J. Miller (AR) made a motion to table the discussion. M. Farmer (CA) seconded. The motion passed.**
- Chair Connor noted that the committee will vote on the addition of “or Compact Official” below the signature line at the same time.

Old Business

Transportation Identification Form

- Chair Connor updated that the Transportation Identification Form was distributed for review and comment. The comment period will close on August 16. To date, there have been no rules-based objections. The comments/questions brought forward by Judy Miller (AR) during the comment period were answered via email and shared with the Technology Committee:
 - Will the Form be included under ‘Optional Forms’ on the ICJ website?
 - No. For security and tracking purposes, the form will only be available via UNITY.
 - Will the Form be included in or referenced in the Rules?
 - There is no discussion at this time to include in the Rules.
 - Where will the Form be included in UNITY?
 - The form will be accessible via an Event.
 - My comment would be that this is an Optional Form and should not be a required field in UNITY.
 - Correct. It will not be required, but optional if a state finds they need an alternate identification form for a juvenile.

Training Bulletins

- Two training bulletins related to the Transportation Identification Form were drafted and previously reviewed by the Technology Committee. One training bulletin for the ICJ and one for the TSA. Chair Connor updated that the two

training bulletins would be voted upon at the September meeting and opened the floor for any further discussion of the bulletins.

UNITY Impact

- Chair Connor noted they will also need to make decisions and answer the following questions regarding the impact to UNITY as a result of the new Transportation Identification Form:
 - When to go live in UNITY?
 - Is the Event properly named (Transportation ID rather than TSA)?
 - Is the Event available for both Home/Demanding AND Holding states?
 - Is the Event available for both Returns AND Transfers of Supervision?
 - Have workflow rules & processes been reviewed?
 - What is the estimated cost to modify in UNITY?

New Business

There was no new business.

Adjourn

- Chair Connor summarized the goals to approve and finalize the items discussed at the next meeting on September 14, @ 2 p.m. ET, which is the last meeting prior to the Annual Business Meeting.
- Director Underwood affirmed that proposed changes to any form must be published for comment according to the approved policy. She noted that the Committee previously discussed introducing the Transportation Identification Form when new rules become effective in March 2022, so that education efforts may be combined.
- **N. Lawson (OH) made a motion to adjourn. M. Farmer (CA) seconded. The motion passed by acclamation at 3:16 p.m. ET.**