

INTERSTATE COMMISSION FOR JUVENILES

Information Technology Committee Meeting *Minutes*

May 12, 2020

2:00 p.m. ET



Voting Members in Attendance:

1. Tony De Jesus (CA), Chair
2. Nate Lawson (OH), Vice Chair
3. Judy Miller (AR), Designee
4. Anne Connor (ID), Designee
5. Jacey Rader (NE), Commissioner
6. Natalie Dalton (VA), Commissioner

Voting Members Not in Attendance:

Becki Moore (MA), Designee

Non-Voting Members in Attendance:

1. Brodean Shepard (FL)
2. Nita Wright (IN)
3. Maxine Baggett (MS)
4. Gladys Olivares (NV)
5. Abbie Christian (NE)
6. Raymundo Gallardo (UT)
7. Brandon Schimelpfenig (WY)

Guests in Attendance:

1. Bryanna McConnachie (MI)
2. Brian Wetter (MI)

Staff in Attendance:

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

Call to Order

Chair T. De Jesus (CA) called the meeting to order at 2:00 p.m. ET.

Roll Call

Director Underwood called the roll and a quorum was established.

Agenda

A. Connor (ID) made a motion to approve the agenda as amended. N. Dalton (VA) seconded. The motion carried.

Minutes

J. Rader (NE) made a motion to approve the February 25, 2020 meeting minutes. J. Miller (AR) seconded. The motion carried.

Discussion

UNITY Overview Demo

- Chair T. De Jesus (CA) asked J. Johnson to provide an update on the UNITY system.
- J. Johnson provided a detailed overview and screenshots of the system framework development being conducted by the UNITY work teams. The work teams have been meeting bi-weekly to discuss architecture, communications availability and reporting output.

UNITY Form Updates

- J. Johnson reported that the forms updates for UNITY were posted at the first of the month for a thirty (30) day comment and review period by the Rules and Executive Committees. During the June Technology Committee meeting the committee will incorporate suggestions received during the comment period. If amendments are made the forms will then be republished for another thirty (30) day comment and review period by the Rules and Executive Committees.

UNITY Data Visualization Tool Update

- J. Johnson reported that collaborations with Tableau, a data visualization software company, were underway. This software will allow raw data to be sent through a secure government cloud server that would then produce visualizations of the data entered into the UNITY system.
- The UNITY Training Team is currently working with a Learning Management System (LMS) that will utilize burst learning to conduct online UNITY trainings. The work team has been working to identify training concepts and breaking those concepts into short training modules utilizing a micro-learning concept to assist in the transition from a forms-based system to a data entry system. They are working to identify the learning objectives of each module as well as media platforms and resources to enhance the training modules.

JIDS AWS Update

- Executive Director Underwood reported that work to convert the JIDS server is underway. The first phase has been completed and tested. InStream has begun testing the reports to ensure no issues occurred during the phase one conversion. The contract with InStream was modified to reduce the monthly cost of JIDS support. Completion of the conversion is projected for the end of the month.

Old Business

Rule Proposal 4-104 Update

- Chair T. De Jesus (CA) reported that the Rules Committee had completed their review of the proposal for Rule 4-104: Authority to Accept/Deny Supervision and had recommended a language revision. The floor was open for discussion regarding the recommended language.

- The committee discussed the five (5) business day timeline and concerns regarding denied supervision resulting in lengthy timeframes that a juvenile would be unsupervised while another home evaluation was conducted. The committee came to a consensus that the language recommended by the Rules Committee would allow for greater clarity to be utilized in the UNITY data system regarding cases where supervision is denied by the receiving state and is consistent with the language in related rules.
- **A. Connor (ID) made a motion to approve the language recommended by the Rules Committee with the addition of “and the juvenile is already residing in the receiving state” and striking of the word “request” as presented to the committee. J. Rader (NE) seconded. The motion carried.**

Rule Proposal 8-101 Update

- N. Dalton (VA) requested an update regarding the proposal to amend ICJ Rule 8-101: Travel Permits to address a lack of clarity in the current rule regarding juveniles who are relocating pending a request for transfer of supervision that had been recommended to the Rules Committee for review and consideration.
- Executive Director Underwood advised the proposal has been received by the Rules Committee and is awaiting discussion in a future meeting. The Rules Committee is systematically reviewing the rules and will address the recommendation during their review of Section 800. She also reported that the Rules Committee had come to a consensus to continue on the current two-year rule cycle to provide the appropriate time for vetting and that proposals would not be recommended for consideration at the 2020 Annual Business Meeting except in cases of emergency.

New Business

- Chair T. De Jesus (CA) requested feedback from the committee regarding if the intent of the Form IA/VI was being met.
- The committee came to a consensus that the Form IA/VI should be reviewed to determine if the intent of the form should be clarified in the rules or definitions. With an emphasis on its importance as a waiver of extradition.
- Chair T. De Jesus (CA) encouraged committee members to participate in the “Monday Meet-ups” held each Monday at 4:00 p.m. EST to discuss solutions for difficult and complex issues related to the global pandemic.

Adjourn

- **A. Connor (ID) made a motion to adjourn the meeting. J. Rader (NE) seconded. Chair T. De Jesus adjourned the meeting at 3:29 p.m. ET.**