

INTERSTATE COMMISSION FOR JUVENILES

Information Technology Committee Meeting

Minutes

May 21, 2019

2:00 p.m. ET



Voting Members in Attendance:

1. Tony DeJesus (CA), Chair
2. Nate Lawson (OH), Vice Chair
3. Judy Miller (AR), Designee
4. Summer Foxworth (CO), Commissioner
5. Anne Connor (ID), Designee
6. Maxine Baggett (MS), Designee
7. Natalie Dalton (VA), Commissioner

Voting Members Not in Attendance:

1. Sherry Jones (MD), Commissioner
2. Jacey Rader (NE), Commissioner

Non-Voting Members in Attendance:

1. Rachel Johnson (NC)
2. Abbie Christian (NE)
3. Gladys Olivares (NV)
4. David Hensley (TX)
5. Raymundo Gallardo (UT)
6. Brandon Schimelpfenig (WY)

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. DeJesus (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. N. Lawson (OH) seconded. The motion carried.

Minutes

J. Miller (AR) made a motion to approve the March 19, 2019 meeting minutes as amended. N. Lawson (OH) seconded. A. Connor (ID) abstained. The motion carried.

Discussion

JIDS Enhancements

- Return email notifications
 - Chair T. DeJesus (CA) opened the floor for discussion of the recently-activated JIDS enhancement to the Voluntary and Non-Voluntary Return Workflow that generates an email to the holding state upon completion of a juvenile return.
 - The committee had no further suggestions regarding the addition of the enhancement and reported that it is meeting the needs of the Commission.

RFP Team Update

- Chair T. DeJesus (CA) requested J. Johnson of the National Office provide an update on the new data system RFP project since the May 17, 2019 deadline for vendor RFP receipt.
- J. Johnson reported that eight (8) proposals were received, with six (6) viable proposals for review. The RFP Team has received the six (6) vendor proposals and are currently reviewing and scoring each proposal with the amended scoring criteria. The team will meet weekly to discuss proposals and scoring questions, until the Face-to-Face meeting June 11-12, 2019 in Alexandria, VA. J. Johnson reported he will complete the reference checks for all six (6) vendors during the next two weeks. The floor was opened for discussion.
- A. Connor (ID) added that the RFP Team will individually be scoring the six (6) proposals during the next two weeks as the scoring deadline is June 5, 2019. The Team Members will submit individual scores in advance, so that averages may be prepared for discussion at the face-to-face meeting in June.
- Chair T. DeJesus (CA) requested J. Johnson provide a brief introduction of himself to the committee. J. Johnson provided a brief introduction about his previous experience, knowledge and intended contributions to bring to the Commission.

JIDS Guideline 01-2013 – Expunging Juvenile Records

- Chair T. DeJesus (CA) presented the amended JIDS Guideline 01-2013: Expunging Juvenile Records and opened the floor for committee discussion.
- The committee discussed the amendments and agreed the amendments met the needs of the Commission.
- **A. Connor (D) made a motion to approve the amendments to JIDS Guidelines 01-2013: Expunging Juvenile Records as presented. S. Foxworth (CO) seconded. The motion carried.**

FBI Collaboration Survey

- Chair T. DeJesus requested Executive Director Underwood provide a brief summary on the history of the FBI collaboration and draft of the survey.
- Executive Director Underwood reported that the Commission began a partnership with the FBI CJIS Division in 2018, after it was reported by J. Hawkins (MO) that the FBI CIJS Division training manual was to be updated with outdated information on the ICJ. This collaboration resulted in a face-to-face meeting with K. Lough (FBI/CJIS) at the National Office, who has agreed to present as a guest speaker at the 2019 ABM to discuss NCIC and how it can be utilized to better meet the needs of the ICJ. In preparation for the Question and Answer portion of her presentation at the 2019 ABM, it was proposed that a survey of members would allow K. Lough to understand the complexities and differences in how each state and territory currently operate with regards to utilization of NCIC. This will assist her in preparation for her presentation and provide information to states to better assist them in accessing NCIC.
- Executive Director Underwood opened the floor for discussion and suggestions from the committee for each of the questions in the draft survey.
- The committee made suggestions on additional responses to add to the draft survey and language to better clarify specific questions to garner more informative data and address issues regarding circumstances where the eligibility of a juvenile is unknown at the time of entry.
- **A. Connor (ID) made a motion to table the approval of the survey until the next meeting. J. Miller (AR) seconded. The motion carried.**

Old Business

- No Old Business to report.

New Business

- No New Business to report.

Adjourn

Chair T. DeJesus (CA) adjourned the meeting by acclamation at 2:54 p.m. ET.