

INTERSTATE COMMISSION FOR JUVENILES

Information Technology Committee Meeting Minutes

July 8, 2025

2:00 p.m. EDT

Via Zoom



Preliminary Business

Committee Vice Chair R. Curtis (ME) called the meeting to order at 2:08 p.m. EDT.

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

Commissioners/Designees in Attendance:

1. Kellianne Torres (IA), Designee, Chair
2. Roy Curtis (ME), Commissioner, Vice Chair
3. Judy Miller (AR), Designee
4. Jefferson Regis (DC), Commissioner

Additional State ICJ Personnel in Attendance:

1. Shirleen Cadiz (HI)
2. Benjamin Turner (KY)
3. Abbie Christian (NE)
4. Jenny McFadden (WI)

Commissioners/Designees Not in Attendance:

1. Sasaun Lane (OH), Commissioner
2. Natalie Dalton (VA), Commissioner

National Office Staff in Attendance:

1. MaryLee Underwood, Executive Director
2. Joe Johnson, Systems Project Manager
3. Jenny Adkins, Operations and Policy Specialist
4. Kirsten Wade, Logistics and Administrative Specialist

J. Regis (DC) made a motion to approve the agenda as presented. The motion passed by unanimous consent.

J. Miller (AR) made a motion to approve the minutes of the Technology Committee on May 15, 2025, as presented. The motion passed by unanimous consent.

Reports

- Business Analysis (BA) and Enhancement Subcommittee
 - Chair K. Torres (IA) reported the subcommittee received quotes from Optimum Technology for enhancement requests totaling \$70,200, which is within the Commission's approved budget.
- UNITY/Tableau Subcommittee
 - Vice Chair R. Curtis (ME) reported that the testing phase for the Transfer of Supervision Dashboard was completed. The Compliance Committee provided observations and feedback for minor corrections.

Unfinished Business

- No unfinished business was discussed.

New Business

Assess and Vote on BA Enhancement Subcommittee Recommendation on Optimum Technology Quotes

- A. Christian (NE) presented the cost estimates/quotes from Optimum Technology for making 10 requested enhancements to the UNITY national data management system.
- **Chair K. Torres (IA) made a motion to recommend the UNITY enhancement quote package from Optimum Technology to the Executive Committee. The motion passed.**

Next Steps

- No next steps discussed.

Adjourn

Chair K. Torres (IA) motioned to adjourn the Technology Committee meeting. Vice Chair Curtis (ME) adjourned the meeting by unanimous consent at 2:50 p.m. EDT.