

# INTERSTATE COMMISSION FOR JUVENILES

## *Training Committee Meeting Minutes*

December 2, 2021  
2:00 p.m. ET  
Via Zoom



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### **Voting Members in Attendance:**

1. Nate Lawson (OH), Commissioner, Chair
2. Daryl Liedecke (TX), Commissioner, Vice Chair
3. Nordia Napier (CT), Designee
4. Roy Yaple (MI), Commissioner
5. Jessica Wald (ND), Designee

### **Non-Voting Members in Attendance:**

1. Chanda Leshoure (AL)
2. Tracy Cassell (GA)
3. Shirleen Cadiz (HI)
4. Holly Kassube (IL)
5. Latoya Oliver (MD)

### **Members Not in Attendance:**

1. Patrick Pendergast (AL), Designee
2. Tasha Hunt (CT), Commissioner
3. Lisa Bjergaard (ND), Commissioner

### **National Office Staff & Legal Counsel in Attendance:**

1. Marylee Underwood, Executive Director
2. Emma Goode, Logistics and Administrative Specialist
3. Amanee Cabbagestalk, Training and Administrative Specialist
4. Jenny Adkins, Policies and Operations Specialist

### **Call to Order**

Chair Lawson (OH) called the meeting to order at 2:00 p.m. ET.

### **Roll Call**

Director Underwood called the roll and a quorum was established.

### **Agenda**

**R. Yaple (MI) made a motion to approve the agenda as presented. J. Wald (ND) seconded. The motion passed.**

### **Minutes**

**R. Yaple (MI) made a motion to approve the August 24, 2021 meeting minutes as presented. N. Napier (CT) seconded. The motion passed.**

### **Discussion**

### **Annual Business Meeting (ABM) 2021 Feedback Survey**

- R. Yaple (MI) was pleased with the responses and found the feedback positive. This was the second virtual ABM, so attendees were more familiar with the software and navigation, which attributed to the overall success of the week. Additionally, multiple opportunities were provided to help participants become familiar with the software prior to the event. He particularly enjoyed the reception and found the games to be fun and engaging.
- R. Yaple (MI) added that while there is no additional cost to states for voting representatives to attend and there is certainly value to in-person meetings, the virtual option expanded the opportunity for Compact staff, state council members, and state affiliates to participate without any cost.
- Chair Lawson (OH) noted the overall responses were positive for the 2021 virtual meeting and several suggestions were submitted for next year's training topics, including:
  - Applying ICJ Rules in UNITY;
  - Different tracks for different roles;
  - Collaboration between sending and receiving cases after supervision is transferred;
  - How to deal with difficult people;
  - Human trafficking and the impact on the Compact;
  - ICJ elements in which compliance measures are low nationally;
  - Case scenarios;
  - More on racial justice;
  - Warrants and retaking;
  - Leadership Development;
  - REAL ID 2022;
  - Advisory Opinions;
  - Review of runaway return process;
  - Buy in from Judges and how to follow the ICJ;
  - ICJ collaborates with law enforcement when victims are identified through the ICJ extradition process;
  - ICJ supervision and court jurisdiction viewpoints;
  - Valuing Compact Office Staff/Self-care for ICJO staff/Compassion fatigue;
  - Continued focus on procedural and restorative justice;
  - Effective communication;
  - Hearing from the youth we serve;
  - UNITY: Enhancements, Tableau, and live demonstrations;
  - Impact of sex offender registration with Compact youth; and
  - Understanding behavior and using language in juvenile court.
- Director Underwood noted that while it is not feasible to cover all topics at an annual meeting, some topics could be addressed through on-demand courses or other non-ABM training.
- J. Wald (ND) proposed using a hybrid model for the 2022 ABM, with breakout rooms like she uses in her state for training. Director Underwood explained there is a significant increase in costs for a hybrid meeting due to basically running two meetings at the same time. In addition, it is not feasible to conduct voting offsite and onsite simultaneously. The Commission could possibly afford to live stream sessions with voting members on site.
- H. Kassube (IL) commented on the value of sharing the link for the 2021 virtual ABM with others in her state who could join for one or more sessions at no cost. J. Wald (ND) agreed that it was reasonable to have only onsite voting. H. Kassube

(IL) suggested non-voters should be able to attend live stream Training Day and General Session. S. Cadiz (HI), Tracy Cassell (GA), and D. Liedecke (TX) agreed it is beneficial for Compact staff to have an opportunity to view and participate.

- Director Underwood applauded the Training Committee for the early discussions of the 2022 Annual Business Meeting. She shared the results of a recent survey to the Commission regarding traveling to the 2022 Annual Business Meeting in October.
  - 43 Commissioners and Designees responded from 37 states;
  - 81% indicated currently no travel restrictions/others limits to traveling out of state;
  - 84% indicated they believed travel would be approved for 2022 ABM; and
  - there were a few suggestions to implement COVID precautions.
- The Training Committee agreed to table further discussion. The Committee will continue the discussion of the feasibility of a “live stream” and possibly develop a recommendation for the Executive Committee.

## **Collaborations with Technology Committee**

### **UNITY Coordinators Monthly Meetings**

- Chair Lawson (OH) reviewed the discussion from the last meeting on the best method of moving forward with this training opportunity. He posed questions for discussion such as: How often should sessions occur? What should trainings be called? Who should lead? and Who should attend? He suggested that it is important to continue in that area on a monthly basis, since reports are still be developed and introduced. He noted that he recently met with Technology Committee Chair Kellianne Torres (IA), and they agreed that the Technology Committee will take the lead, with input from the Training Committee.
- H. Kassube (IL) supports the proposal that sessions be available to all Compact office staff, not limited to UNITY Coordinators.
- Chair Lawson will relay the information to Technology Committee Chair K. Torres (IA).

### **Transportation ID Form and ICJ Training Bulletin**

- Chair Lawson (OH) presented the ICJ Training Bulletin: Transportation Identification Form. The new form is complete and will go into effect March 1, 2022 with the rule amendments. Training on the new rule amendments will be provided February 9 and 22 via Zoom by Rules Committee Chair S. Horton (NC) and past Rules Committee Chair T. Hudrlik (MN), and will include information about the new form.
- Chair Lawson (OH) opened the floor for discussion of the best method of training for the new form which would include the new ICJ Training Bulletin. N. Napier (CT), J. Wald (ND) and R. Yapple (MI) supported the method of a live demonstration training which would be recorded and then made available via the TalentLMS platform similar to the current Tableau Reports training sessions. The Training Committee concurred. Members interested in leading the training should contact Amanee Cabbagestalk.
- J. Wald (ND) questioned whether the form will be for juveniles traveling by themselves only. Chair Lawson explained the purpose of the form to be a second form of identification (if needed) whether escorted or not. He suggested reaching out to the ICJ TSA contact, Stacey Sanders, to ascertain if TSA would be

interested in participating in the training to better explain how the form will be used. D. Liedecke (TX) supported the idea of partnering with TSA for a training if possible.

- Director Underwood shared an idea from the ICJ National Office staff to provide a recorded training about ICJ to the TSA. This would be independent of training ICJ staff. H. Kassube (IL) supported the idea. R. Yapple (MI) likes the idea and added that the training then could be shared with local airports.
- The National Office will reach out to Stacey Sanders to discuss participation as suggested. Director Underwood noted that the Training Bulletin was developed in tandem with TSA and there are two training bulletins, one for ICJ and one for TSA.
- H. Kassube (IL) recommended developing and presenting the training after using the form a few months to incorporate lessons learned. The Training Committee concurred.

### ICJ in Action Courses

- Chair Lawson (OH) reported that ICJ in Action Course development began a year ago and will return now that UNITY is live. The ICJ in Action Courses combine the ICJ Rules, UNITY, and Forms modules into one practical course by subject matter. A. Cabbagestalk, Training and Administrative Specialist, has been working on these from the content provided a year ago. The Training Committee received a link to view a portion of one of the completed courses prior to the meeting.
- A. Cabbagestalk reported that there are currently ten (10) courses in development. Seven of the ten courses lack the UNITY module and three require all content. The goal for completion of all 10 courses is June 30, 2022. She encouraged members to view the link and provide input on their thoughts to her.
- Chair Lawson opened the floor for volunteers to be a part of small groups that will meet informally to develop the content for these courses. The small groups will consist of both Training and Technology Committee members.
- H. Kassube (IL), S. Cadiz (HI), J. Wald (ND), N. Napier (CT), and T. Cassell (GA) volunteered. Director Underwood updated that N. Belli (OR) had expressed an interest. The National Office will reach out to the volunteers to set up meetings for the course development.

### Old Business

Chair Lawson (OH) reported that, effective November 1, 2021, the UNITY LMS courses were re-numbered for a more logical flow without pre-requisites. The changes did not impact any completions by users under the old numbering system.

### New Business

- Chair Lawson (OH) reported that, due to the rule amendments taking effect March 1, many of the ICJ Resources require updating for consistency. The National Office (Jenny Adkins) has taken the lead on drafting the updates. The training resources will be shared at the next meeting for the Training Committee's review and approval of the updated resources. The National Office will send the resources soon.
- Chair Lawson (OH) updated that Daryl Liedecke (TX) has agreed to serve as the Training Committee Vice Chair.

## Adjourn

**J. Wald (ND) made a motion to adjourn. D. Liedecke (TX) seconded. The motion passed without objection at 3:17 p.m. ET.**