

# INTERSTATE COMMISSION FOR JUVENILES

## *Training Committee Meeting Minutes*

July 22, 2021  
2:00 p.m. ET  
Via WebEx



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

1. Felicia Dauway (SC), Commissioner, Chair
2. Summer Foxworth (CO), Commissioner, Vice Chair
3. Patrick Pendergast (AL), Designee
4. Howard Wykes (AZ), Designee
5. Sherry Jones (MD), Commissioner
6. Roy Yapple (MI), Commissioner
7. Jessica Wald (ND), Designee

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

1. Nordia Napier (CT)
2. Rebecca Hillestead (MN)
3. Mason Harrington (SC)

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

1. Jeff Hood (AZ), Commissioner
2. Lisa Bjergaard (ND), Commissioner
3. Holly Kassube (IL)
4. JoAnn Niksa (RI)
5. Latoya Oliver (MD)
6. Dawn Bailey (WA)
7. Chris Newlin (NCAC Ex Officio)

### **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

### **Call to Order**

Chair Dauway 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. Yapple (MI) made a motion to approve the agenda as amended. S. Jones (MD) seconded. The motion passed.**

### **Minutes**

**R. Yapple (MI) made a motion to approve the June 3, 2021, meeting minutes as presented. J. Wald (ND) seconded. The motion passed.**

## Discussion

### **2021 Annual Business Meeting (ABM) Preparation for Training Session**

- Training Committee Chair Dauway provided an update on the planning for the 2021 ABM Training Session: Envisioning Juvenile Justice after COVID-19.
- She highlighted the proposed panelists, session objections, and discussion topics. Director Underwood updated that some proposed panelists have not been confirmed.
- J. Wald (ND) suggested that there could be more questions such as: “What creative operational methods did you implement during COVID-19?”
- S. Jones (MD) noted that staff were more productive in part due to less distractions working virtually.
- N. Napier (CT) commented that they continue to find the right balance for juvenile virtual hearings.
- Director Underwood encouraged members to submit additional questions and topics for discussion.

### **UNITY Post Roll Out Training**

#### Model-Based Meetings

- Chair Dauway recognized the good work and commitment by the presenters of the recent model-based sessions:
  - Model 1 - Holly Kassube and Jessica Wald
  - Model 2 - Sherry Jones and Latoya Oliver and Abbye Tyler
  - Model 3 – Nordia Napier and Felicia Dauway
- Presenters shared experiences from their sessions. In summary, participants were initially hesitant, but eventually engaged in dialogue and sessions seemed productive.
- Chair Dauway open the floor for discussion of moving forward with the more model-based sessions and posed the option of once a month now thorough the annual business meeting for all models.
- R. Yapple (MI) noted that UNITY reporting and data visualization functions will be introduced soon. It will be important to provide training to regarding these functions.
- Director Underwood agreed that such training would be helpful and noted that a training session regarding reporting and data visualization will also be provided during the Annual Business Meeting.
- S. Foxworth (CO) suggested incorporating the model-based training into the currently scheduled Wednesday sessions, rather than creating additional sessions. S. Jones (MD) agreed.
- Director Underwood updated that Project Manager Joe Johnson currently organizes the Wednesday sessions, but that could easily be changed. The August 25 meeting would be a great session for model-base presenters to share information. Amanee Cabbagestalk will coordinate the August 25 session as Joe Johnson and Director Underwood are meeting with the UNITY vendor that day.
- S. Foxworth (CO) agreed that the model-based presenters should work with the ICJ National Office to incorporate content and develop a plan for moving forward after the ABM so that sessions are led by training committee members rather than the Project Manager.
- The model-based presenters agreed to continue to make contributions.

- **S. Foxworth (CO) made a motion that the UNITY monthly sessions continue through the 2021 Annual Business Meeting and then determine what is needed. J. Wald (ND) seconded. The motion passed.**

#### LMS Course Restructure

- Chair Dauway asked the committee to review whether course prerequisites should be required and the proposed a plan for renumbering UNITY LMS courses. Amanee Cabbagestalk explained the suggestions from the members were incorporated and share the current numbering system, as compared to the proposed list. The UNITY courses are the same and have the same names. However, the course numbers would be changed for a better flow and would not require a prerequisite.
- R. Yapple (MI) inquired about what happens to the certificates of completion for previously completed courses, and expressed concern about causing confusion among users. A. Cabbagestalk assured that the course completions and information would not be lost, only the course numbers would change. The course number could also be referenced in a smaller font (i.e., “formerly U-XXX”). The members agreed that would work.
- **S. Foxworth (CO) made a motion to approve the new renumbering of the UNITY courses which may be taken in any sequence, effective in October, 2021. S. Jones (MD) seconded. The motion passed.**

### Old Business

#### Survey

- Chair Dauway presented draft questions to be combined with the Technology Committee’s survey questions. R. Yapple (MI) suggested edits to answers to improve the quality of data collected.
- **S. Jones (MD) made a motion to approve the questions in the survey as modified. S. Foxworth (CO) seconded. The motion passed.**

#### ICJ in Action Work Team

- Chair Dauway noted that the Training Committee previously deferred discussion of reconvening the “ICJ in Action” Work Team, due to the demand for UNITY-specific trainings.
- **S. Foxworth (CO) made a motion that the ICJ in Action work team be deferred to the Training Committee next year. S. Jones (MD) seconded. The motion passed.**

#### Virtual Conference Sponsorship Recap

- J. Wald (ND) reported that she recently attended the 2021 Coalition for Juvenile Justice (CJJ) National Conference virtually, with support from the ICJ Conference Sponsorship Program. She shared that the conference presentations and resources to be educational and enlightening, particularly the sessions where juveniles shared their experiences.

### New Business

#### Film Screening: “A Once and Future Peace”

- Chair Dauway updated that she reviewed a trailer of the film screening: “A Once and Future Peace.” She acknowledged that providing a film screening for ICJ personnel is a good opportunity. However, she noted that the it does not seem feasible to plan such an event at this time, due to the need for ongoing training related to UNITY and the upcoming ABM.
- Chair Dauway suggested that next year’s ICJ Training Committee may consider presenting a film screening after the 2021 Annual Business Meeting.

### **Adjourn**

- Chair Dauway proposed an August meeting primarily to review the results of the survey. The Training Committee agreed to meet again August 24 @ 1 p.m. ET. Vice Chair Foxworth will chair the meeting in Chair Dauway’ s absence.
- **Chair Dauway adjourned the meeting by acclamation without objection at 3:14 p.m. ET.**