

INTERSTATE COMMISSION FOR JUVENILES

TRAINING COMMITTEE

Minutes

January 14, 2019

2:00 PM ET

WebEx Teleconference



Commissioners/Designees in Attendance:

1. Cathlyn Smith (TN), Chair
2. Pat Pendergast (AL), Designee
3. Anne Connor (ID), Designee
4. Roy Yapple (MI), Commissioner
5. Jessica Wald (ND), Designee

Voting Members Not in Attendance:

1. Agnes Denson (FL), Vice Chair
2. Eavey-Monique James (USVI), Commissioner
3. Stephanie Bond (WV), Commissioner

Non-Voting Committee Members in Attendance:

1. Kimberly Dickerson (LA)
2. JoAnn Niksa (RI)
3. Corrie Copeland (TN)
4. Dawn Bailey (WA)

Guests in Attendance:

1. Kaki Sanford (AL)

ICJ Staff in Attendance:

1. MaryLee Underwood, Executive Director
2. Emma Goode, Training and Administrative Specialist
3. Jenny Adkins, Operations and Policy Specialist
4. Leslie Anderson, Logistics and Administrative Coordinator

Call to Order

- Chair Smith called the meeting to order at 2:03 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. R. Yapple (MI) seconded. The motion carried.**

Minutes

- **A. Connor (ID) made a motion to approve the October 18, 2018 meeting minutes. P. Pendergast (AL) seconded. The motion carried.**

Discussion

2018 Annual Business Meeting (ABM) Survey Results

- Chair Smith (TN) announced that the training dates and trainers had been scheduled and submitted for WebEx Part 1 and Part 2 Rules Training through August 2019.
- Chair Smith (TN) asked the committee members acting as trainers how they prefer to proceed with conducting trainings on the dates with more than two trainers scheduled.
- J. Niksa (RI) suggested that the more seasoned trainers conduct the meeting while the newer trainers observe or train in smaller blocks of the trainings to become more comfortable and knowledgeable of the process.
- Chair Smith (TN) announced that the 2018 ABM survey results had been assessed. The top two (2) training topics identified for ABM 2019 were Back to Basics and Day to Day Compact Work.
- The committee discussed potential areas related to these topics that could be covered in the trainings to include jurisdiction, eligibility, role expectations, communication/teamwork, leadership and common practices.
- Chair Smith (TN) discussed the proposed draft agenda for the 2019 ABM Training Day and requested the committee members have scenario ideas and any useful documents/forms outlining their states day to day procedures prepared for discussion or emailed to the Chair by the April meeting.

Training/Conference Updates

- Chair Smith (TN) reported that several TTA requests had been received. Several members reported participation in state conferences, WebEx meetings and training follow-ups during December of 2018 and January 2019. The proposal for C. Smith (TN) and A. Connor (ID) to present at the NCJFCJ Conference was accepted for March 2019.
- Executive Director Underwood encouraged committee members to continue to submit requests to attend trainings and conferences and to notify the National Office of any upcoming conferences or trainings that their state may be hosting or that they would like to have an ICJ national presence in attendance.

Old Business

Question Bank and Training Evaluations

- Chair Smith (TN) recognized R. Yapple (MI) for his work developing the foundation of the question bank and training evaluations.
- R. Yapple (MI) asked the committee to continue to submit questions and ideas to aide in the development and expansion of the question bank and training assessment scenarios.

New Business

- No new business to discuss.

Adjourn

- Chair Smith (TN) adjourned the meeting by acclimation at 2:56 PM ET.