

# INTERSTATE COMMISSION FOR JUVENILES

## TRAINING COMMITTEE

### *Minutes*

February 21, 2019

2:00 PM ET

WebEx Teleconference



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### **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
6. Stephanie Bond (WV), Commissioner

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

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

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

1. Ellen Hackenmueller (AK)
2. 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
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### **Call to Order**

- Chair Smith 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. J. Wald (ND) seconded. The motion carried.

### **Minutes**

- A. Connor (ID) made a motion to approve the January 14, 2019 meeting minutes. R. Yapple (MI) seconded. The motion carried.

## **Discussion**

- WebEx Rules Training Updates
  - Chair C. Smith (TN) reported that in January seventy-nine (79) participants completed the Part I training and fifty-eight (58) participants completed the Part II training. The February 26, 2019 WebEx training is currently at full capacity with a wait list and ninety-five (95) participants are currently scheduled for the February 27, 2019 WebEx training.
  - Chair C. Smith (TN) requested a volunteer for co-trainer for the March 20, 2019 WebEx training. D. Bailey (WA) agreed to assist.
- Conference Updates
  - Chair C. Smith (TN) reported the following conference updates:
    - Chair C. Smith (TN), C. Alfonso (NJ) and A. Connor (ID) would be hosting an ICJ booth and presenting at the NCJFCJ Conference in Las Vegas, NV from March 18-20, 2019.
    - From June 19-22, 2019 Chair C. Smith (TN) and E. Goode (N.O.) would be hosting and ICJ booth at the CJJ Conference in Washington, DC.
- TTA Updates
  - Chair C. Smith (TN) reported that since the last meeting one (1) TTA request had been received from Nebraska to conduct a statewide ICJ WebEx training. She encouraged continued focus by Commission members on in-state conferences this year.

## **New Business**

- Draft Mentoring Program
  - Chair C. Smith (TN) reported that the Executive Committee had asked the Training Committee to develop a Policy for operation of the ICJ Mentoring Program. She indicated she had researched mentoring program policies and presented a proposed draft ICJ Policy #01-2019 Mentoring Program and opened the floor for discussion.
  - The committee discussed if the mentor role should be attached to specific positions, if there should be a minimum number of years of experience working in the ICJ for qualification as a mentor, additional requirements for eligibility and if the requirement for new Compact Administrators and Deputy Compact Administrators should be determined by a committee.
  - A. Connor (ID) stated that she had forwarded the draft policy to T. Marchand (NC) for review and suggestions. She stated that T. Marchand (NC) expressed concerns that the formality of the draft policy may deter members from participating in the program and that eligibility should be limited to members of states that are in compliance and good standing with the Commission. A. Connor (ID) will forward the suggestions from T. Marchand (NC) to Chair C. Smith (TN) and the National Office for review.
  - R. Yapple (MI) stated that participation of new Compact Administrators and Deputy Compact Administrators should be a recommendation and not a mandatory requirement. Several committee members expressed agreement and discussed encouraging the new CAs and DCAs and providing them with information when they are appointed outlining the benefits of participation in the program to ensure flexibility of relationship formation.

- Executive Director Underwood noted that certain issues were highlighted in the draft for discussion by the committee. Issues to be determined include if the role of a mentor should be assigned to specific individuals or specific positions. She noted that when the program was initially launched, a list of individuals was approved. The individuals approved were, at that time, serving as either Region Representatives and Training Committee Chair. There is no record of whether the list was to be update based on position, and there has been some inconsistency in how the list has been updated. The list currently posted on the ICJ Website includes the Region Representatives and the Commission Chair, but not the Training Committee Chair.
  - The committee continued to discuss possible suggestions to improve the effectiveness of the draft Mentoring Program Policy. Some suggestions included how to promote involvement; process for review and approval of qualified mentors by the Executive Committee; how to train mentors and promote and strengthen the natural skills and abilities of interested individuals, not necessarily assigned roles; effective processes of filling vacant mentor positions as attrition occurs, perhaps using an application process on the ICJ website; and how the mentoring program possibly overlaps with the dispute resolution policy.
  - **A. Connor (ID) made a motion to table the Draft Policy #01-2019 Mentoring Program until the next committee meeting. J. Wald (ND) seconded. The motion carried.**
- Best Practice: Return of a Juvenile Serving a Correctional Sentence in Another State
- Executive Director Underwood updated the committee on a recently issued Advisory Opinion addressing a case involving a juvenile serving a sentence in a federal correctional institution. The committee was asked to consider making minor amendments to the related Best Practice to clarify that the best practice relates to “state” correctional facilities only.
  - **A. Connor (ID) made a motion to table the approval of the amended Best Practice until a review by the original writers D. Dodd (NM) and D. Liedecke (TX) can be conducted. S. Bond (WV) seconded. The motion carried.**
  - The National Office will follow up with D. Dodd (NM) and D. Liedecke.
- 2019 ABM Training Day
- Chair C. Smith (TN) reported that the speaker previously discussed for Training Day Session II was unavailable. Some possible topics may be Leadership and Professional Development or Judicial Training. Chair C. Smith (TN) requested the committee submit suggestions for possible topics for the morning portion prior to the April 18, 2019 meeting.
  - Chair C. Smith (TN) reported that thirteen (13) scenarios had been submitted for consideration from the state of Florida, Louisiana, Michigan, North Dakota, Tennessee and West Virginia. She suggested the development of an ABM 2019 Scenario Work Group to review the individual scenarios and prepare them for presentation at the ABM. The workgroup would need to be developed and hold their first meeting in March. Several dates and times were proposed.

- The National Office will send out a poll to determine the best date for the workgroup to hold their first meeting.
- 2018 ABM Trainings
  - Chair C. Smith (TN) reported that the history and panel discussion videos were ready to be uploaded to the website. A brief clip of the panel discussion was presented to the committee.

### **Adjourn**

- The next Training Committee meeting is April 18, 2019.
- Chair C. Smith (TN) reminded members that the June meeting dates were rescheduled to June 13 due to a conflict with the CJJ Conference on June 20, 2019.
- **Chair Smith (TN) adjourned the meeting by acclamation at 3:06 PM ET.**