

## INTERSTATE COMMISSION FOR JUVENILES

*Training, Education, and Public Relations Committee Meeting Minutes*

May 7, 2026

2:00 p.m. EDT

Via Zoom



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### Preliminary Business

#### **Call to Order**

Chair R. Gallardo (UT) called the meeting to order at 2:07 p.m. EDT.

#### **Roll Call**

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

#### **Commissioners/Designees in Attendance:**

1. Raymundo Gallardo (UT), Designee, Chair
2. Chanda Leshoure (AL), Designee
3. Stephen Horton (NC), Commissioner
4. Jessica Wald (ND), Designee

#### **Additional State ICJ Personnel in Attendance:**

1. Erin Breitigan (DE)
2. Tracy Cassell (GA)
3. Melina Hampton (KY)
4. Deanna McNulty (LA)

#### **Commissioners/Designees Not in Attendance:**

1. Jefferson Regis (DC), Commissioner
2. Chris Biehn (IN), Commissioner
3. Lisa Bjergaard (ND), Commissioner

#### **National Office Staff in Attendance:**

1. MaryLee Underwood, Executive Director
2. Jenny Adkins, Director of Operations, Rules, and Compliance
3. Amanee Cabbagestalk, Training and Development Manager
4. Kirsten Wade, Logistics and Administrative Specialist
5. Joe Johnson, Technology Systems Manager

S. Horton (NC) made a motion to approve the agenda, as presented. The motion passed by unanimous consent.

S. Horton (NC) made a motion to approve the minutes of the meeting on April 2, 2026, as presented. The motion passed by unanimous consent.

### Unfinished Business

- No unfinished business was discussed.

## New Business

### Updates from the Annual Business Meeting Subcommittee

- Chair R. Gallardo (UT) shared that the ABM subcommittee has recommended Gaelin Elmore as the keynote speaker for the 2026 ABM.
- Members expressed positive feedback about his charisma and relevance to their work.
- **C. Leshoure (AL) made a motion to recommend Gaelin Elmore to the Executive Committee as the 2026 ABM keynote speaker. The motion passed.**
- A. Cabbagestalk presented the 2026 ABM schedule.
- Chair R. Gallardo (UT) asked members to send him and A. Cabbagestalk questions to ask or feedback on the benefits of having a state council during training session 1 at the ABM.
- Chair R. Gallardo (UT) stated that the training session 2 would cover home evaluation reports and mandatory relocation in transfer of supervision cases. This training will be a scenario-based training, co-presented by the Racial Diversity Equity and Inclusion (RDEI) Committee.
- J. Wald (ND) volunteered to co-present with the RDEI Committee for training session 2.
- Chair R. Gallardo (UT) shared that the ABM Subcommittee have asked National Center for Missing and Exploited Children (NCMEC), National Runaway Safeline (NRS), and National Children’s Advocacy Center (NCAC) to present on their organizations at the 2026 ABM.
- **S. Horton (NC) made a motion to recommend the 2026 ABM schedule to the Executive Committee for adoption. The motion passed.**
- Chair R. Gallardo (UT) shared that the ABM Subcommittee have discussed conducting a virtual first-time attendee information session on August 12, 2026.
- C. Leshoure (AL), T. Cassell (GA), and J. Wald (ND) volunteered to assist.
- Chair R. Gallardo (UT) and A. Cabbagestalk will be joining Maine’s State Council’s ad hoc subcommittee to assist them in preparing for the 2026 ABM.

### Review ICJ Non-Delinquent Returns Family Guide resource developed by Vermont

- Chair R. Gallardo (UT) stated that the Training Committee was presented with a draft *ICJ Non-Delinquent Returns Family Guide* that was developed by the East Region, primarily Trissie Casanova (VT) and Erin Perry, an intern at the Vermont’s Department for Children and Families.
- Members made the following suggestions:
  - Create three separate family resource guides covering returns, transfers of supervision (TOS), and travel permits.
  - Clarify language on the flowchart to make it easier for families to understand.
  - Remove “best interest” language from the resource guide.
  - Remove rule numbers and technical language from the resource guide.
- **S. Horton (NC) made a motion to send the draft ICJ Non-Delinquent Returns Family Guide to the Resource Review Subcommittee to incorporate the edits discussed and to design the resource. The motion passed.**

### *Wednesday Workshop* Planning and Preparation

- Chair R. Gallardo (UT) shared that the May *Wednesday Workshop*, titled “[ICJ in Action: Home Evaluations](#)” will be held on May 27, 2026, at 1:00 pm EDT.

- Chair R. Gallardo (UT) requested volunteers to assist J. Wald (ND) in presenting on the June *Wednesday Workshop* titled “ICJ in Action: Quarterly Progress Reports,” to be presented in June.
- C. Leshoure (AL) volunteered to assist J. Wald (ND) with the June *Wednesday Workshop*.

#### **Conference Exhibition**

- Chair R. Gallardo (UT) shared that A. Cabbagestalk and Treasurer D. Dodd (NM) will be hosting an ICJ exhibition booth at the Coalition for Juvenile Justice’s (CJJ) 2026 Annual Conference in Washington, DC on May 27-29, 2026.

#### **Next Steps**

- The next Training Committee meeting was scheduled for June 4, 2026, at 2:00 p.m. EDT.

#### **Adjourn**

Training Committee Chair Gallardo (UT) adjourned the meeting by acclamation without objection at 2:55 p.m. EDT.