

# INTERSTATE COMMISSION FOR JUVENILES

## TRAINING COMMITTEE

### *Minutes*

November 19, 2019

2:00 PM ET

WebEx Teleconference



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

1. Agnes Denson (FL), Commissioner, Chair
2. Pat Pendergast (AL), Designee
3. Summer Foxworth (CO), Commissioner
4. Amy Welch (KY), Commissioner
5. Sherry Jones (MD), Commissioner
6. Roy Yaple (MI), Commissioner
7. Jessica Wald (ND), Designee
8. Cathlyn Smith (TN), Commissioner
9. Eavey-Monique James (USVI), Commissioner

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

1. Trissie Casanova (VT), Designee

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

1. Ellen Hackenmueller (AK)
2. Mike Casey (DE)
3. Demetris Pigford (FL)
4. Tracy Cassell (GA)
5. Anna Butler (KY)
6. Rebecca Hillestead (MN)
7. Candice Alfonso (NJ)
8. Francesco Bianco, Jr. (NY)

### **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 A. Denson (FL) called the meeting to order at 2:00 p.m. ET.

### **Roll Call**

Director Underwood called the roll and a quorum was established.

### **Agenda**

**S. Foxworth (CO) made a motion to approve the agenda. A. Welch (KY) seconded. The motion carried.**

### Minutes

**R. Yaple (MI) made a motion to approve the October 24, 2019 meeting minutes. C. Smith (TN) seconded. The motion carried.**

### Discussion

- The committee members participated in an icebreaker activity regarding why they had chosen to work in the Juvenile Justice field and its importance for each of them.
- Strategic Plan 2A1 - Survey
  - Chair A. Denson (FL) presented the draft ICJ Resources Survey to the committee and opened the floor for committee discussion.
  - The committee suggested several changes to Section 1 of the survey such as adding additional fields to the “Position” dropdown to include “Juvenile Probation or Parole Staff (or other field staff)”, a multiple-choice question regarding the number of years the survey participant has in working with the ICJ, changing the scoring to reflect “4 – very useful, 3 – useful, 2 – somewhat useful, 1 – not useful and 0 – N/A or No Opinion”.
  - The committee also discussed and agreed that the free text questions should be limited and only one listed at the end of each of each of the 4 Sections of the survey.
  - The committee agreed to add additional resources to Section 3 of the survey to include Sandbox for use with data system training and the Data System Help Desk as these have and will be heavily utilized as the Commission moves forward with the UNITY Project.
  - The committee also discussed the listed proposed new resources in Section 4 of the survey. There was discussion on the encyclopedia-type search function that would allow for universal keyword search of all published resources or a sub set of resources. The committee discussed the importance of this resource being able to narrow the search to a manageable number of responses. They agreed to develop this resource would be a considerable investment but it’s benefits would be well worth it.
  - The national office agreed to finalize the amendments suggested by the committee and have it placed into Survey Monkey and distributed to them for testing this week to ensure the survey works and that there are not any further suggestions.
  - **E. James (VI) made a motion to move forward with the survey as amended. S. Jones (MD) seconded. The motion carried.**
- New Rules Training in February
  - Chair A. Denson (FL) reported that Rules Committee Chair T. Hudrlik (MN) would be leading the new rules training via WebEx starting in February. C. Smith (TN) will be assisting her as a co-presenter.
- Rules Trainings Part I and Part II

- Chair A. Denson (FL) reported that the Part II power point presentation had been refreshed. An email was sent to the seven (7) returning presenters for a review and comment period utilizing Google docs has been extended to COB November 22, 2019. Chair A. Denson (FL) encourage all of the returning presenters to log into the Google docs document and make comments and suggestions about what changes need to be made for the Part II Training.
- Chair A. Denson (FL) presented the dates for all of the Part I and Part II Trainings. There are six (6) returning presenters and three (3) new presenters that have been assigned. She encouraged any other members who were interested in becoming a third presenter to reach out to her directly or to the national office.
- Chair A. Denson reported to the committee that a doddle poll with all of the Part I and Part II Training dates would be sent out to all of the presenters in January so that they could schedule the training dates they would be available to present.

### **Old Business**

Chair A. Denson (FL) announced S. Foxworth (CO) as the committee Vice Chair.

### **New Business**

There was no New Business to discuss.

### **Adjourn**

**Chair A. Denson (FL) adjourned the meeting by acclamation at 3:09 PM ET.**