



## **Preliminary Business**

### **Call to Order**

Training Committee Chair C. Copeland (TN) called the meeting to order at 2:00 p.m. ET.

### **Roll Call**

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

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

1. Corrie Copeland (TN), Commissioner, Chair
2. Robert Heide (AK), Commissioner, Vice Chair
3. Brooke Montelongo (CO), Commissioner
4. Jean Hall (FL), Commissioner
5. Jessica Wald (ND), Designee
6. Felicia Dauway (SC), Designee

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

1. Chanda Leshoure (AL)
2. Latasha Mallory (AL)
3. Tracy Cassell (GA)
4. Holly Kassube (IL)
5. Nataly Sevilla (IN)
6. Shirleen Cadiz (HI)
7. Latoya Oliver (MD)
8. Daryl Liedecke (TX)

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

1. Lisa Bjergaard (ND), Commissioner
2. Latosha Mallory (AL)
3. Cecily Rexach (CT)
4. William Dolan (RI)
5. Susan Frankel, Ex Officio, National Runaway Safeline (NRS)

### **Guests in Attendance:**

1. Sherri Springate (KY)

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

1. MaryLee Underwood, Executive Director
2. Amanee Cabbagestalk, Training and Administrative Specialist
3. Jenny Adkins, Operations and Policies Specialist
4. Joe Johnson, System Project Manager

### **Agenda**

J. Hall (FL) made a motion to approve the agenda as presented. J. Wald (ND) seconded. The motion passed.

## Minutes

R. Heide (AK) made a motion to approve the July 6, 2023, meeting minutes. J. Hall (FL) seconded. The motion passed.

## Check-ins

Training Committee Chair C. Copeland (TN) initiated a check-in icebreaker activity. All attendees discussed Christmas gifts that they really wanted as a child, why, and whether they received the gift.

## Unfinished Business

### Reestablish work team to develop content for a "Returns" online training

- Training Committee Chair Copeland (TN) indicated members were needed to develop content for training about returns.
- Director Underwood updated that Amanee Cabbagestalk previously developed portion of the training related to the ICJ Rules. Members should focus on content regarding practical application and practice pointers.
- Chair Copeland (TN) opened the floor for volunteers to develop the remaining course content. The following members volunteered:
  - Chanda Leshoure (AL)
  - Tracy Cassell (GA)
  - Shirleen Cadiz (HI)
  - Daryl Liedecke (TX)

## New Business

### Review 2023 Annual Business Meeting (ABM) Survey Results

- Training Committee Vice Chair R. Heide (AK) presented highlights from the 2023 Annual Business Meeting (ABM) survey results. The average overall rating was 3.5 out of 4 stars. Respondents stated that the training sessions were effective, relevant, informative, and helpful. A total of 96 attended the meeting onsite. The survey was completed by 37 participants, including some who participated virtually.
- Suggestions for future meetings included:
  - Offer small breakout sessions.
    - The idea was considered in 2023 and not pursued because of limits on funding for additional presenters, audio visual needs, and staff.
  - Offer continuing education units (CEUs) for the training day.
    - A form for attendees to seek credit in-state can be provided. It has been provided at past meetings but discontinued because seemed to use it.
  - Extend the meeting an additional day to allow more time for networking.
    - Director Underwood explained the largest hurdle would be a significant cost increase in the budget.
- There were many responses for future training topics, which were categorized into the categories listed below. Vice Chair Heide (AK) noted that the top 3 were also suggested in the 2022 ABM Survey and the lower 3 were new this year.
  1. ICJ processes
  2. Runaways and trafficking
  3. Scenarios
  4. Collaboration with other organizations
  5. Youth-focus
  6. Commission-focus

- Other topics of interest carried over from past surveys were mindfulness, respecting Hispanic culture, motivational speaker, respecting Native American Culture, and communication.
- Director Underwood provided information on three potential speakers/groups: Mike O'Key; Justice for Families; and Derrik Anderson. She observed and met each of these at the 2023 Coalition for Juvenile Justice (CJJ) Racial Equity and Disparities Conference in Louisville, Kentucky.

#### **Discuss topics for the 2024 Annual Business Meeting (ABM) Training Sessions and Networking Breakfast**

- Vice Chair Heide (AK) presented a new idea for a "Networking Breakfast" at the 2024 ABM. At each ABM, breakfast is provided each morning for all attendees. The time could be restructured to create more networking opportunities, including opportunities to learn more about the organizations represented by ex officio members and the organizations.

#### **Select region ambassadors for the Training Committee**

- Chair Copeland (TN) requested that a member from each of the regions volunteer to be the Training Committee Ambassador for their respective region. The ambassadors will provide updates on the work of the Training Committee at regional meetings. The following volunteered:
  - West – Brooke Montelongo (CO)
  - South - Chanda Leshoure (AL)
  - Midwest - Jessica Wald (ND)
  - East – to be determined.

#### **Update on NPJS Symposium Training Session**

- J. Wald (ND) and H. Kassube (IL) provided ICJ training in October at the 2023 National Partnership for Juveniles Services Symposium. Both reported the session went very well. The symposium was well attended and provided new ideas for using technology to learn and network.

#### **Select trainers for upcoming *Wednesday Workshops***

- Chair Copeland (TN) shared the list of dates and topics for the *Wednesday Workshops* in 2024. She opened the floor for volunteers to develop content and/or present the monthly workshops.
- Several members volunteered and A. Cabbagestalk updated the list. The topic for the workshop in August will be determined at a later date.

#### **Adjourn**

Training Committee Chair Copeland (TN) adjourned the meeting by acclamation without objection at 3:01 p.m. ET.