

INTERSTATE COMMISSION FOR JUVENILES

West Region Meeting Minutes



January 11, 2023
3:00 p.m. ET
via zoom

Voting Members in Attendance:

1. Howard Wykes (AZ), Designee, West Region Representative
2. Maureen Clifton (WY), Commissioner, West Region Alternate Representative
3. Robert Heide (AK), Commissioner
4. Michael Farmer (CA), Designee
5. Kristin Davidson (HI), Commissioner
6. Anne Connor (ID), Designee
7. David Laity (NV), Commissioner
8. Dale Dodd (NM), Commissioner
9. Raymundo Gallardo (UT), Designee
10. Jedd Pelander (WA), Commissioner

Voting Members Not in Attendance:

1. Nichel Saceda-Hurt (AK), Designee
2. Guillermo Viera Rosa (CA), Commissioner
3. Cathy Gordon (MT), Commissioner
4. Nina Belli (OR), Commissioner
5. Sonia Sweeney (UT), Commissioner

Compact Staff in Attendance:

1. Jovay Jackson (AZ)
2. Brooke Montelongo (CO)
3. Shirleen Cadiz (HI)
4. Gladys Altamirano (NV)
5. Kelsey Hewit (OR)
6. Kimberly Heywood (UT)
7. Dawn Bailey (WA)

Guests in Attendance:

None

National Office Staff & Legal Counsel in Attendance:

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

Call to Order

Representative Wykes called the meeting to order at 3:00 p.m. ET.

Roll Call

Director Underwood called the roll and a quorum was established.

Agenda

M. Clifton (WY) made a motion to approve the agenda as presented. A. Connor (ID) seconded. The motion carried.

Minutes

D. Dodd (NM) made a motion to approve the November 8, 2022 meeting minutes as presented. J. Pelander (WA) seconded. A. Connor (ID) abstained. The motion passed.

Discussion

Committee Updates

Compliance Committee

- Representative Wykes updated that the Compliance Committee completed their review of the UNITY National Data Assessment with regards to three standards:
 - A-03: Sending States shall respond to a report of violation, to include action to be taken by the sending state and the date the action will occur, no later than 10 business days following receipt. Rule 5-103(2).
 - B-03: As it applies to Rule 5-103(3)(d), when Sending States determine a violation requires retaking, it shall return the juvenile within 5 business days. Rule 5-103(3)(d).
 - B-04: When a juvenile is not residing with a legal guardian and that person requests the juvenile be removed from his/her home, the sending state shall secure alternative living arrangements within five (5) business days or the juvenile shall be returned. Rule 5-103(4)(b).
- The [2022 UNITY Data Assessment Report](#) is posted on the Commission's website. He encouraged the members to review the report and listen to the video by Compliance Committee Chair Jacey Rader (NE).
- A. Connor (ID) commented that the video has a regional tone around "retaking" in the West Region occurred more frequently than in retaking than other regions. She commented that perhaps the audit results were more of a lack of understanding of how to process the denial of a home evaluation, failed supervision, or retaking for violations in UNITY, rather than the lack of returning juveniles in a timely manner.
- Director Underwood responded that Ms. Connor's comments align to the Compliance Committee's review and recommendations. The Compliance Committee did not fully assess specifically the reasons behind the delays. The Compliance Committee is continuing its review of UNITY processes in collaboration with the Technology and the Training Committees for a better understanding and agreement on the best way to address the findings.

Finance Committee

- Finance Committee Chair Dale Dodd (NM) reported the Finance Committee will be meeting January 18, 2023.

Rules Committee

- Representative Wykes (AZ) updated that the Rules Committee did not meet in December or January as they had not received any proposed rule amendments.

Technology Committee

- S. Cadiz (HI) updated on the work of the Technology Committee, which met January 10, 2023. The Technology Committee developed four work teams to accomplish their work in 2023:
 1. 2023 Enhancements
 2. Team Tableau
 3. Work Flow Diagrams
 4. UNITY Maintenance
- Additionally, a work group will be reviewing Rules 5-103, paragraphs 3 and 4 related to failed supervision.
- The 2023 UNITY Enhancements will be released in five-phases. A UNITY maintenance calendar has been developed for the year.
- S. Cadiz (HI) also reminded states to encourage their field officers to sign up to receive the new “UNITY Spotlight” resource which is independent of the “ICJ Updates” monthly newsletter.

Training Committee

- R. Gallardo (UT) updated that the Training Committee met January 5. The Training Committee reviewed their goals for the upcoming year.
- The monthly live “Wednesday Workshops” are returning in March. Sessions will include going back to basics of the ICJ Rules, practical processes, and how to complete specific tasks in UNITY.
- The 2022 Annual Business Meeting (ABM) Survey feedback was organized into six potential training topics for consideration for the future ABMs. The Training Committee is requesting that members of each region rank the six topics to assist in the planning. Amanee Cabbagestalk will provide the link later in the meeting.

Proposed ICJ Rule Amendments by the West Region

- Representative Wykes (AZ) opened the floor for input regarding proposed rule amendments from the West Region.
- D. Bailey (WA) suggested the West Region consider amending ICJ Rule 5-103 to address timelines. Paragraph 1 reads: “At any time during supervision if a juvenile is out of compliance with conditions to supervision, the receiving state shall notify the sending state using Form IX Quarterly Progress, Violation or Absconder Report, ...” She finds that many field staff wait to submit a Quarterly Progress Report at the end of the quarter, rather than submitting a violation report in a more timely manner. Perhaps the rule could be better stated for clarity to adhere to the timelines and tightening the rule.
- J. Pelander (WA) added that the issue was also addressed in the *2022 Data Assessment Report*.
- The West Region reached a consensus to propose an amendment from the West Region. D. Bailey (WA) agreed to draft language in the proposal format.
- Representative Wykes announced the West Region will conduct a special meeting in February to vote on the proposal in time to forward to the Rules Committee by February 28.

State Updates

Arizona

- Representative Wykes (AZ) reported no updates.

Alaska

- R. Heide (AK) reported the Alaska State Council met. Alaska and Nevada are currently working through complicated non-delinquent runaway case.

California

- M. Farmer (CA) reported California continues to work through the process of closing state facilities over the next six months. Staffing and processes continue to be in flux as California transitions the Juvenile Compact Division to the Adult Compact division by June 30, 2023.
- The California State Council conducted a meeting in December.

Colorado

- B. Montelongo (CO) acknowledged the assistance of other West Region states and thanked them for their patience with her in her new role.

Hawaii

- K. Davidson (HI) reported the Hawaii State Council met last year and will submit a report by January 31, 2023. Shirleen Cadiz provided ICJ training for new state staff. The Compact office is working on the workflow for UNITY for neighbor island staff.

Idaho

- A. Connor (ID) noted that January is Human Trafficking Awareness Month. Earlier in the day, she attended a ceremony featuring the Idaho Governor at the Capitol for the signing of a proclamation declaring today as Human Trafficking Awareness Day.

Nevada

- D. Laity (NV) reported no updates.

New Mexico

- D. Dodd (NM) reported the New Mexico State Council met in December. Effective February 3, all state employees are returning to their state offices to work.

Oregon

- K. Hewit (OR) reported no updates.

Utah

- R. Gallardo (UT) reported that Sonia Sweeny has officially been appointed the Utah ICJ Commissioner.

Washington

- J. Pelander (WA) and D. Bailey (WA) reported no updates.

Wyoming

- M. Clifton (WY) reported the Wyoming legislative session started the previous day. The legislature will be Medicaid expansion and possible modifications to incorporate portions of the Indian Child Welfare Act into state law.

Old Business

Proposed Best Practice

- Representative Wykes updated that M. Farmer (CA), R. Gallardo (UT), D. Dodd (CA), A. Connor (ID), and G. Altamirano (NV) will meet January 30 @ 3 p.m. ET. Last month the small group agreed to meet to discuss developing guidance to address when a home state fails to return a youth who is being held in a holding state and the parent refuses to requisition the return. The small group will outline the issue as it relates to Rule 6-105 and draft a proposed best practice.

New Business

2023 ABM Training Topics

- Amanee Cabbagestalk administered a live poll for the 2023 Annual Business Meeting topics. The region members completed on the online live poll by ranking the six training topics by most interesting to less interesting. She thanked everyone for their participation and updated that the link could be emailed should they need additional time.

Adjourn

Representative Wykes adjourned the meeting by acclamation without objection at 3:38 p.m. ET.