

# INTERSTATE COMMISSION FOR JUVENILES



## West Region Meeting

### Minutes

February 18, 2020

3:00 p.m. ET

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

1. Dale Dodd (NM), Representative
2. Howard Wykes (AZ), Designee
3. Summer Foxworth (CO), Commissioner
4. Anne Connor (ID), Designee
5. Cathy Gordon (MT), Commissioner
6. Nina Belli (OR), Designee
7. Raymundo Gallardo (UT), Designee
8. Jedd Pelander (WA), Commissioner
9. Maureen Clifton (WY), Commissioner

#### **Commissioners Not in Attendance:**

1. Barbara Murray (AK), Commissioner
2. Tony De Jesus (CA), Designee
3. Vacant (HI)
4. David Laity (NV), Commissioner

#### **Compact Office Staff in Attendance:**

1. Ellen Hackenmueller (AK)
2. Paul Cody (AZ)
3. Shirleen Cadiz (HI)
4. Gladys Olivares (NV)

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

1. MaryLee Underwood, Executive Director
2. Emma Goode, Training and Administrative Specialist
3. Leslie Anderson, Logistics and Administrative Coordinator

#### **Call to Order**

Representative D. Dodd (NM) called the meeting to order at 3:00 p.m. ET.

#### **Roll Call**

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

#### **Agenda**

**A. Connor (ID) made the motion to approve the meeting agenda. M. Clifton (WY) seconded. The motion carried.**

#### **Minutes**

**C. Gordon (MT) made a motion to approve the minutes of the November 13, 2019 meeting. M. Clifton (WY) seconded. A. Connor (ID) abstained. The motion carried.**

## **Discussion**

- **Executive Committee Update**

- Executive Director Underwood provided the following updates:
  - Executive Committee and the National Office have been working to prepare for the rule amendments that become effective March 1, 2020. This involves updating all of the Commission resources and website. Among the resources updated were:
  - Updates to forms, including seven (7) forms updated to reflect the amendment of the word “Judge” to “Court” throughout the rules. After negotiations between the Technology Committee, which is responsible for forms, and the Rules Committee, and a consensus was reached to utilize the language “Judge/Court” on any forms where it had previously stated “Judge.”
  - All the trainings are being updated. Significant changes have been made to the On Demand trainings. Members were encouraged to retake those trainings, even if they had completed them in the past, and provide feedback.
  - Two training sessions will be presented in February regarding rule amendments, with registration available through the website. A recorded training will be made available via On Demand through the Commission’s website.
  - White Papers and Advisory Opinions are under review. Some Advisory Opinions will be archived, as they are no longer applicable due to the rules changes. Two Advisory Opinions are still under review by committees.
  - The Finance Committee is working on some policy issues, including investment planning.
  - The Rules Committee is conducting a complete systematic review of the ICJ Rules, beginning with Section 100 and working to the end. The Committee is also accepting proposals for rule amendments. Proposals will be accepted until January of 2021, but members are encouraged to submitted sooner rather than later. The proposals should be through a Region or through a committee.
  - Vice Chair C. Smith (TN) has resigned from her position with the TN ICJ Office effective February 7, 2020. Since it is mid-year, the Executive Committee will address the Vice Chair vacancy at its February meeting.
  - Regarding the Technology Committee and UNITY Teams:
    - Four (4) teams that have been created to work on the UNITY (new data system) project.
    - The Business Analysis Team is focused on developing a solid architecture for this system. The priorities include improved user interface and ensuring the system is browser agnostic. The team met in Covington, KY with Optimum Technology in January to review the first iteration.
    - The Training Team is working on development of plans for training on the new system. They are exploring methods

such as Burst Learning & Gamification, which are very modern training strategies.

- The Reporting Team has just begun to meet.
  - The Testing Team will oversee testing across the country at various points in the development process.
  - The projected Go-Live date for the UNITY system is December 1, 2020. Pre-training will begin prior to the 2020 Annual Business Meeting (ABM). There will also be a focus on UNITY on Training Day at the 2020 ABM. Technical assistance will be provided throughout the rollout.
- **State Updates**
    - **Washington**
      - J. Pelander (WA) reported that Washington has received approval to fill the vacant staff position within the next two weeks.

### **Old Business**

There was no Old Business to report.

### **New Business**

- **Best Practice: States in Transition**
  - Representative D. Dodd (NM) reminded all region members to complete their succession plans and have them submitted to him as soon as possible. He reported that there were a few states that he would be reaching out to regarding completion of their plans.
- **Rule Proposals FY 2021**
  - Representative D. Dodd (NM) encouraged region members to be thinking about potential Rule Proposals to bring forward to the Rules Committee for consideration for FY 2021.

### **Adjourn**

Representative D. Dodd (NM) adjourned the meeting by acclamation at 3:23 p.m. ET.