

# INTERSTATE COMMISSION FOR JUVENILES



## West Region Meeting

### Minutes

July 15, 2020

3:00 p.m. ET

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

1. Nina Belli (OR), Designee/Alternate Region Representative
2. Howard Wykes (AZ), Designee
3. Tony De Jesus (CA), Designee
4. Summer Foxworth (CO), Commissioner
5. Kristin Davidson (HI), Commissioner
6. Anne Connor (ID), Designee
7. Cathy Gordon (MT), Commissioner
8. David Laity (NV), Commissioner
9. Raymundo Gallardo (UT), Designee
10. Jedd Pelander (WA), Commissioner
11. Maureen Clifton (WY), Commissioner

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

1. Barbara Murray (AK), Commissioner
2. Dale Dodd (NM), Commissioner/Representative

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

1. Ellen Hackenmueller (AK)
2. Michael Farmer (CA)
3. Shirleen Cadiz (HI)
4. Gladys Olivares (NV)
5. Kelsey Hewit (OR)
6. Dawn Bailey (WA)
7. Brandon Schimelpfenig (WY)

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

1. MaryLee Underwood, Executive Director
2. Jenny Adkins, Operations and Policy Specialist
3. Leslie Anderson, Logistics and Administrative Coordinator
4. Emma Goode, Training and Administrative Specialist

#### **Call to Order**

Alternate Region Representative N. Belli (OR) 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. S. Foxworth (CO) seconded. The motion carried.**

## Minutes

**M. Clifton (WY) made a motion to approve the minutes of the April 7, 2020 meeting. A. Connor (ID) seconded. The motion carried.**

## Discussion

- **Executive Committee Update**
  - Alternate Region Representative N. Belli (OR) welcomed M. Farmer (CA) to the meeting. She congratulated S. Foxworth (CO) on her recent appointment as the Training Committee Chair and K. Davidson (HI) on her recent appointment as Commissioner. She thanked B. Murray (AK) and E. Hackenmueller (AK) for their mentoring work with Hawaii and encouraged other Commission members to participate in the Mentoring Program.
  - Executive Director M. Underwood reported the following updates:
    - Region members were encouraged to submit reports for any in-state trainings conducted during FY20.
    - Due to the COVID-19 pandemic and transitions to teleworking, some states have indicated they need an additional copy of the invoice for FY21 dues. States were encouraged to contact the national office staff.
    - The Strategic Plan priorities and initiatives had been amended to include:
      - Several action items related to the COVID-19 pandemic;
      - Three (3) action items under Leadership Development to address racial justice. Those action items include:
        - 2C-6: Leadership Development – Leadership Exchange Series;
        - 2C-7: Internal Procedural Justice Review – Ad Hoc Committee on Racial Justice; and
        - 2C-8: External Leadership – Collaboration to Improve Community Supervision.
      - This year, thirty-seven action items had been completed; thus, more than half of the identified action steps were completed in the first year of the three-year plan.
  - Executive Director M. Underwood thanked the Committee members and Region members for their work on behalf of the Commission to advance the Strategic Plan.
  - The Compliance Committee has been revising the Sanctions Guidelines Policy to be presented to each region for review and feedback.
  - The Finance Committee approved amendments to the FY21 budget and will be presenting the FY22 budget for approval at the 2020 Annual Business Meeting.

- The Rules Committee is continuing their systematic review of the rules, including recommendations proposed by committees.
  - The Training Committee reported about instructor-led trainings and continued development of the UNITY and ICJ in Action On Demand courses.
  - The Technology Committee oversaw the JIDS server upgrade, completed a detailed review of forms changes in preparation for the UNITY system, and outlined UNITY development and transition plans for the coming months. A UNITY state Personnel Directory Data Request will be sent to Commission members. Existing JIDS user profiles will not be transferred over to the UNITY system.
  - The Juvenile/Adult Issues Ad Hoc Committee has provided recommendations to the Rules Committee for consideration which include:
    - a draft Best Practices document for review by the Executive Committee;
    - panel discussion to be presented at the 2020 Annual Business Meeting to discuss the differences between adult extradition and returns of juveniles under the ICJ; and
    - revisions to the Age Matrix to provide clarification and consistency in the ages of the populations being captured.
  - The 2020 Annual Business Meeting (ABM) will be held virtually with afternoon sessions scheduled for Monday through Wednesday. An additional series of Region Meetings has been scheduled to discuss the UNITY transition and roll-out. Registration for the September Region Meetings will begin August 3, 2020 and will utilize the same platform and registration as the ABM. States were encouraged to contact their IT Departments to ensure access to the platforms that will be utilized while hosting the ABM.
- **Sanctioning Guidelines Policy**
  - Alternate Region Representative N. Belli (OR) noted that a video regarding the draft *ICJ Policy: 02-2017 Sanctioning Guidelines* and draft Work Sheet were sent to the Region members to review in advance, and asked J. Pelander (WA) of the Compliance Committee to help address any questions from members.
    - S. Foxworth (CO) asked if the draft policy would address a situation in which a state does not complete the Corrective Action Plan (CAP).
  - Executive Director M. Underwood advised that there was the potential for the policy to be utilized in instances where a state may not complete the CAP and further compliance action may be required. The policy might also be utilized to address administrative defaults.

- Region members discussed the addition of aggravating and mitigating factors, and the removal of subjectivity to allow more transparency when addressing a recommendation of default.
  - Alternate Region Representative N. Belli (OR) reported that the region members feedback will be recommended to the Compliance Committee for consideration.
  
- **Committee Guidelines Policy**
  - Alternate Region Representative N. Belli (OR) noted that a video regarding draft *ICJ Policy 03-2012: Committee Guidelines* was provided to region members prior to the meeting, and opened the floor for discussion.
    - The region members discussed the potential removal of the ten (10) day requirement for posting meeting agendas addressed in Section V Meetings. The region came to a consensus that the requirement should not be stricken from the policy to ensure Commission members are allowed ample time to review the document and prepare for the meeting.
    - Alternate Region Representative N. Belli (OR) reported that the region members feedback will be reported to the Compliance Committee for consideration.
  
- **State Updates**
  - **Oregon**
    - Alternate Region Representative N. Belli (OR) reported that Oregon conducted a State Council Meeting via Skype on May 15, 2020 and welcomed a new council member. The state continues to work under pandemic-related restrictions, including the use of video conferencing for court proceedings or delayed court proceedings.
  - **Alaska**
    - E. Hackenmueller (AK) reported that there have been no changes in the current state restrictions related to the pandemic.
  - **Arizona**
    - H. Wykes (AZ) reported that state and travel restrictions remain in place with most supervision being handled via teleconferencing and video conferencing.
  - **California**
    - T. De Jesus (CA) reported that restrictions vary from county to county within the state. Most juvenile supervision is being conducted via teleconferencing or video conferencing. There have been some minor delays as a result of probation and parole officers assisting correctional officers in juvenile facilities that have been impacted by the pandemic. There continue to be modifications in the handling of court proceedings.

- T. De Jesus (CA) announced that he would be stepping down as the DCA and Designee for the state of California, as he has accepted another position in state government. His last day with the ICJ will be July 17, 2020.
- M. Farmer (CA) reported that CA would post the vacant position, but could be delayed in the hiring process due to budgetary issues.
- The Governor recommended to the legislature to close the California Division of Juvenile Justice over the next couple of years. Where the California ICJ office will be located is unknown at this time. Updates regarding this process will be provided as information is made available.
- **Colorado**
  - S. Foxworth (CO) reported that staff are still working remotely. Probation and Parole Officers are still conducting teleconferencing with juveniles and their families with no face-to-face contact. Due to the rise in positive cases, airport surveillance remains suspended at this time.
- **Hawaii**
  - K. Davidson (HI) reported that Probation and Parole Officers are working remotely with no face to face contact with the juveniles or their families. All interactions are being conducted via teleconferencing at this time. The Governor recently extended the travel restrictions for the state to September 1, 2020.
- **Idaho**
  - A. Connor (ID) reported that the state was in Phase 4 of reopening; however, a rise in the positive cases resulted in phasing back. Restrictions now vary from county to county, with some Probation and Parole Officers telecommuting and some having returned to the field. The ICJ office is working a hybrid schedule. Staff work half the week remotely and the other half from the office. Court hearings continue to be conducted telephonically and has resulted in delays of some case related documents.
- **Montana**
  - C. Gordon (MT) reported that the state is still operating under restrictions with no face-to-face contact. There have been positive cases reported in several facilities.
- **Nevada**
  - G. Olivares (NV) reported that D. Hernandez will be leaving the ICJ effective July 27, 2020. The ICJ office is working a hybrid schedule. Staff work half the week remotely and the other half from the office. There is still no face-to-face contact with the juveniles or their families. All interactions are being conducted via teleconferencing at this time.

- **Utah**
  - R. Gallardo (UT) reported that court hearings continue to be conducted telephonically. There is still no face-to-face contact with the juveniles or their families. All interactions are being conducted via teleconferencing at this time. These restrictions and remotely working will remain in place until further notice. Due to travel restrictions airport surveillance and transport service has been suspended at this time.
- **Washington**
  - J. Pelander (WA) reported that the hiring process for support staff has been frozen due to budgetary issues. Restrictions now vary from county to county with some Probation and Parole Officers telecommuting and some having returned to the field. The ICJ Office staff will be furloughed one day per week through July, and then one day per month through September. Staff will rotate to ensure staff availability.
- **Wyoming**
  - M. Clifton (WY) reported that the ICJ office is working a hybrid schedule. Staff work half the week remotely and the other half from the office. Supervision cases are handled on a case-by-case basis, with some requiring face-to-face contact with the juveniles or their families and others being conducted via teleconferencing at this time.

### **Old Business**

There was no Old Business.

### **New Business**

#### Age Matrix

- All region members were encouraged to update the Age Matrix with the most accurate information for their state.

### **Adjourn**

**Alternate Representative N. Belli (OR) adjourned the meeting by acclimation at 4:11 p.m. ET.**