

**AAICPC/ICJ
Memorandum of Understanding (MOU)
Work Group**

Informal Meeting Minutes

March 23, 2016

2:00 p.m. EDT

Members in Attendance:

1. Bruce Rudberg (CA) AAICPC Co-Chair
2. Maria Genca (CT) ICJ Co-Chair
3. Judy Miller (AR) ICJ
4. Jeff Cowger (KS) ICJ
5. Cathlyn Samuel (TN) ICJ
6. Gillie Hopkins (VT) ICJ
7. Carla Fults (DC) AAICPC, Ex-Officio

Members Not in Attendance:

1. Susan Nelson (IL) AAICPC
2. Sherry Jones (MD) AAICPC
3. Yolanda Kennard (MD) AAICPC
4. Jennifer Benson (MS) AAICPC
5. Gloria Soja (OR) ICJ
6. Chris Newlin (NCAC) ICJ

ICJ National Office Staff in Attendance:

1. Ashley Lippert, Executive Director
2. Emma Goode, Administrative and Logistics Coordinator
3. Shawn Robinson, Training and Administrative Coordinator
4. Jenny Adkins, Project Manager

Guests in Attendance:

None

Call to Order

Co-Chair Rudberg called the meeting to order at 2:03 p.m. EDT.

Roll Call

A. Lippert called the roll. Due to the lack of a quorum, Co-Chair Rudberg moved to an informal meeting for general discussion.

Old Business

Q&A Section of the Best Practice Guide

What is the difference between institutional placement Article VI and residential facility under ICPC Regulation 4?

- C. Fults provided a general overview of *institutional placements* citing Article VI to be adjudicated specific and briefed on the history of marrying terms used in the past into current terminology.
- Co-Chair Genca and G. Hopkins (VT) shared examples of an Article VI placement.
- J. Miller (AR) requested a copy of the ICPC Article VI and Regulation 4 as the ICJ members are not familiar with the documents. Co-Chair Rudberg agreed to forward both documents to the Work Group.
- The Work Group will continue discussions of the questions at the next meeting.

Distribution and Promotion of the Guide

- Co-Chair Rudberg suggested and C. Fults agreed that the AAICPC ICJ Best Practice Guide could be part of the ICPC Annual Meeting materials. C. Fults clarified the guide should mirror the printed format as the 2015 ICJ Annual Business Meeting materials.

New Business

2016 Annual Business Meeting

- Co-Chair Rudberg announced the AAICPC Annual Meeting is May 12-16, 2016 in White Plains, New York. The ICJ Annual Business Meeting is August 22-24, 2016 in Boston, Massachusetts. The Co-Chairs will attend both meetings.

Adjourn

- Co-Chair Rudberg announced the next meeting of the Work Group is May 25, 2016 @ 2:00 p.m. EDT.