



**INTERSTATE COMMISSION FOR JUVENILES
EXECUTIVE COMMITTEE**

Minutes
February 25, 2016
11:30 a.m. EST

Committee Members in Attendance:

1. Traci Marchand (NC) Chair
2. Jeff Cowger (KS) Treasurer
3. Patrick J. Pendergast (AL) Past Chair
4. Michael Farmer (CA) Compliance Committee Chair
5. Julie Hawkins (MO) Rules Committee Chair
6. Anne Connor (NV) Training Committee Chair
7. Dale Dodd (NM) West Region Representative
8. Lea Quam (ND) Information Technology Committee Chair
9. Nina Belli (OH) Midwest Region Representative
10. Mia Pressley (SC) South Region Representative
11. Patricia Welcome (VI) East Region Representative
12. Rick Masters, Legal Counsel
13. Trudy Gregorie, Victims Ex officio

Committee Members Not in Attendance:

1. Avery Niles (GA) Finance Committee Chair
2. Michael Lacy (WV) Vice Chair

Guests in Attendance:

1. Edith Guilford (GA)

ICJ National Office Staff in Attendance:

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

Chair Marchand called the meeting to order at 11:32 a.m. EST

Roll Call

A. Lippert called the roll and a quorum was established.

Agenda

A. Connor (NV) made a motion to approve the agenda. L. Quam (ND) seconded. The motion passed.

Minutes

A. Connor (NV) made a motion to approve the January 28, 2016 meeting minutes. N. Belli (OH) seconded. The motion passed.

Executive Director Report (presented by Ashley Lippert)

Oregon Memorandum

- A. Lippert updated that she and Rick Masters spoke with Gloria Soja (OR) to acquire a better understanding of Oregon's request for assistance interpreting the new ICJ Rule 8-101. After the discussion, Rick Masters drafted a legal memorandum to Oregon.
- R. Masters highlighted the draft legal memorandum summarizing that the ICJ Rule 8-101 was amended effective February 1, 2016 reducing the population for which the travel permit rules applies; however, the amended rules does not prohibit a state from voluntarily electing to use the travel permits in such situations for notification purposes.
- The Executive Committee reviewed the legal memorandum and agreed with the recommendation to address Oregon's question in the legal memorandum rather than a legal advisory opinion.
- **A. Connor (NV) made a motion to approve the legal memorandum dated February 19, 2016 addressed to Oregon as presented. L. Quam (ND) seconded. The motion passed.**

Commissioner Update

- A. Lippert reported Oklahoma appointed a new Commissioner (Steven Buck). Mississippi is undergoing a transition. Melonie Taylor-Gore (MS) will retire in June. Mississippi appointed a new Commissioner (John Davis) and a new part-time Designee (Maxine Baggett).

JIDS 7.0

- A. Lippert updated that the JIDS 7.0 version upgraded platform will soon be released. The National Office will demonstrate the new version at the Executive Committee face to face meeting in Lexington, Kentucky.

On Demand Modules

- A. Lippert updated that the National Office is developing the on-demand training modules for the Training Committee to review.

Marshall Project Reporter

- A. Lippert reported receiving several calls from Commissioners who had been contacted by a reporter from the Marshall Project who posed questions related to the use of transport companies.

Coalition for Juvenile Justice (CJJ) and the JJDPA Amendment

- A. Lippert updated that ICJ's annual membership with the Coalition for Juvenile Justice (CJJ) has been renewed. Marie Williams with CJJ confirmed that the Juvenile Justice and Delinquency Prevention Act (JJDPA) amendment did not stall as a result of the ICJ exemption.

- A. Lippert reported she will attend the CJJ Annual Meeting in Washington, DC in April. Marie Williams has requested a collaboration meeting during the conference to discuss runaways.

Strategic Planning Materials

- A. Lippert reported that all Executive Committee members responded to Fahy Mullaney's preliminary information request. Mr. Mullaney will email the Executive Committee the collective results and additional information in preparation for the strategic planning session next month.

State Council Update

- A. Lippert reported reminder letters have been issued to states regarding their 2015 State Council Reports. In accordance with the ICJ policy, states who have not submitted a report by March 30 will be referred to the Compliance Committee. To date, seven states have not submitted their reports.

Committee Reports

Executive Committee (presented by Traci Marchand)

- Chair Marchand commented on the Executive Committee face to face meeting March 8-9, 2016 in Lexington, Kentucky. She looks forward to the opportunity to identify goals for the upcoming years during the strategic planning session.

Compliance Committee (presented by Michael Farmer)

- Compliance Committee Chair Farmer reported there are currently no outstanding issues before the Compliance Committee.
- The Compliance Committee met February 4 and reviewed the three ICJ Compliance Enforcement Policies enacted in 2009:
 - 01-2009 – Investigating Allegations of Non-Compliance
 - 02-2009 – Investigation Process
 - 03-2009 – Guidelines for Resolving Compliance Issues
- Chair Farmer presented a recommendation by the Compliance Committee to Policy #02-2009 III. Policy A. (1.) (a)(b)(c) of inserting “or” to clarify that the contract consultant meet one of the three criteria and not all three. The Executive Committee discussed and agreed with the recommendation.
- **P. Pendergast (AL) made a motion to approve the recommendation of the Compliance Committee to amend Policy #02-2009 Compliance Enforcement – Investigation Process as presented. A. Connor (NV) seconded. The motion passed.**
- Additionally, during the February 4 meeting, the Compliance Committee began discussing the development of a *Non-Compliance Matrix*. A sub-committee was formed to make a recommendation to the full committee for a matrix that would guide the Compliance Committee when assessing non-compliance issues.

Finance Committee

- On behalf of the Finance Committee Chair, Avery Niles (GA), Edith Guilford (GA) presented his report. The Finance Committee has not met since the last Executive Committee meeting. The next meeting is April 26 and fiscal year 2017 dues invoices will be issued April 1, 2016. Commissioner Niles looks forward to seeing everyone in Lexington in a couple weeks.

Information Technology Committee (presented by Lea Quam)

- Technology Committee Chair Quam reported that the Technology Committee met February 24 and continues to meet monthly to review the JIDS Enhancement List with a goal of completing the list for the summer enhancements bundle. The JIDS 7.0 upgrade will be tested by the National Office and a few Technology Committee members and will be demonstrated at the next Executive Committee meeting in Lexington, Kentucky.

Rules Committee

- On behalf of the Rules Committee Chair Hawkins, A. Lippert reported that the Rules Committee has not met since the last Executive Committee meeting. The next meeting is March 2, 2016.

Training, Education & Public Relations Committee and Human Trafficking Ad Hoc Committee (presented by Anne Connor)

Training Committee

- Training Chair Connor reported that the Training Committee met February 11. The topics of supervising homeless youth and a blanket travel permits were discussed and a best practice is being considered. A training survey was implemented to provide feedback on the WebEx presentations of rules and JIDS. The survey results are shared with the Training Chair and the presenters. The Training Committee is developing a form to submit runaway scenarios. Compact offices will have the opportunity to submit unique runaway scenarios, the rules applied and lessons learned. Each month a new scenario will be posted on the Commission's website.
- Chair Connor updated that she, Gary Hartman (WY), and Shawn Robinson met to discuss the upcoming ICJ presentation for the NCJFCJ Conference in Las Vegas, Nevada on March 21 – 23, 2016.
- The next Training Committee meeting is March 24.

Human Trafficking Ad Hoc Committee

- Human Trafficking Ad Hoc Committee Chair Connor reported the committee's regional facilitators have met several times in preparation for the collection of information for the Human Trafficking Matrix project. Chair Connor updated on her attendance at three of the four regional meetings and highlighted the information being requested for the matrix. The next Human Trafficking Ad Hoc Committee meeting is April 12, 2016.

Region Reports

East Region (presented by Patricia Welcome)

- Representative Welcome reported that the East Region met February 10, 2016 with ten out of the eleven states in attendance. Anne Connor, Training and Human Trafficking Ad Hoc Committee Chair provided information on the Training and Technical Assistance program and the ICJ Human Trafficking Matrix. Maria Genca (CT) is leading the collection of data for the East Region. The East Region agreed that mentors should be assigned to states in transition. Updates were provided on the Rules Committee and AAICPC / ICJ MOU Work Group. Additionally during the region meeting, Representative Welcome

announced she will not seek re-election in 2016 as the East Region Representative to allow time for other East Region Commissioners to consider the nomination.

- The next meeting is May 10, 2016 at 10:00 a.m. EDT.

Midwest Region (presented by Nina Belli)

- Representative Belli reported the Midwest Region met February 11, 2016. The Midwest Region discussed the value of providing assistance and displaying patience to new staff to states in transition and suggested assigning a mentor that would communicate regularly with new staff especially during the first 90 days. Midwest States are busy training field staff on the ICJ Rules effective February 1, 2016. Illinois updated on legislation that will limit parole supervision to 18 months. Kansas introduced new DCA, Matt Billinger.
- The Midwest Region made a recommendation that the Rules Committee and the Technology Committee consider requiring the use of the travel plan form into the rules for processing runaways, returns, requisitions, and movement related to failed placement.
- The next meeting is May 12, 2016 at 11:00 a.m. EDT.

South Region (presented by Mia Pressley)

- Representative Pressley reported the South Region met February 23, 2016 and highlighted the meeting discussions. The South Region agreed that in addition to a state specific mentor that communication with states in transition is crucial and shared the importance of communicating with the regional representative, training committee, and the national office. Florida has requested to hold off on training until new vacancies are filled to conduct training for all new staff simultaneously. Anne Connor, Human Trafficking Ad Hoc Committee Chair attended the meeting. Cathlyn Samuel (TN) is leading the collection of data for the South Region information for the Human Trafficking Matrix.
- The next meeting is in May, date to be determined.

West Region (presented by Dale Dodd)

- Representative Dodd reported the West Region met February 16, 2016. Alicia Ehlers (ID) is leading the collection of data for the Human Trafficking Matrix in the West Region and provided an explanation of the process and the information being collected. Additional suggestions to the States in Transition goals and a training plan were that the mentor reaches out to the new staff often. Alicia Ehlers suggested denoting new staff on the Commission's website.
- The next meeting is May 24 at 3:00 p.m. EDT.

Legal Counsel Report (presented by Rick Masters)

- R. Masters reported that he will attend the Kentucky Bar Association Meeting in mid May 2016. One session will be led by U.S. District Judge Kendall who is a noted expert in the field of child exploitation and human trafficking.

Victim's Report (presented by Trudy Gregorie)

- T. Gregorie updated that the JJDP A stalled on the senate floor on February 11 due in part to an objection of the "phase out" of the valid court order exception by a Senator from Arkansas. The provision is used in Arkansas to incarcerate juveniles for status offense behaviors. Both chambers have until 2016 to take action.

- D. Dodd (NM) questioned the status of the current exemption should the amendment not pass. R. Masters affirmed the ICJ exemption stands as is.

Old Business

There was no old business.

New Business

- D. Dodd (NM) updated on the New Mexico budget status and requested that the National Office forward a letter regarding the importance of the Commissioner to attend the 2016 ICJ Annual Business Meeting.
- A. Lippert will forward a letter upon request from Commissioner Dodd in June.

Adjourn

- The next meeting is the face to face meeting in Lexington, Kentucky, March 8-9, 2016.
- **Chair Marchand adjourned the meeting without objection at 12:25 p.m. EST.**