



**INTERSTATE COMMISSION FOR JUVENILES**  
**EXECUTIVE COMMITTEE**

*Minutes*  
**August 24, 2017**  
**11:30 a.m. EDT**

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**Committee Members in Attendance:**

1. Traci Marchand (NC) Chair
2. Michael Lacy (WV) Vice Chair
3. Jeff Cowger (KS) Treasurer
4. David Barrett (ME) Finance Committee Chair
5. Shelley Hagan (WI) Technology Committee Chair
6. Julie Hawkins (MO) Rules Committee Chair
7. Anne Connor (NV) Training and Human Trafficking Ad Hoc Committees Chair
8. Maria Genca (CT) East Region Representative
9. Nina Belli (OH) Midwest Region Representative
10. Mia Pressley (SC) South Region Representative
11. Dale Dodd (NM) West Region Representative
12. Rick Masters, Legal Counsel

**Committee Members Not in Attendance:**

1. Trudy Gregorie, Victims Representative

**Guests in Attendance:**

None

**ICJ National Office Staff in Attendance:**

1. MaryLee Underwood, Executive Director
  2. Emma Goode, Administrative and Logistics Coordinator
  3. Jenny Adkins, Project Manager
  4. LaVonne Rutten, Training and Technology Coordinator
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**Call to Order**

Chair Marchand called the meeting to order at 11:31 a.m. EDT.

**Roll Call**

Director Underwood called the roll and a quorum was established.

**Agenda**

- **S. Hagan (WI) made a motion to approve the agenda. A. Connor (NV) seconded. The motion passed.**

**Minutes**

- **A. Connor (NV) made a motion to approve the July 27, 2017 meeting minutes. S. Hagan (WI) seconded. The motion passed.**

### **Executive Director Report**

Director Underwood reported activities and provided updates on previously reported items since the last Executive Committee meeting as follows:

#### State Updates and Support

- California appointed Tony DeJesus as the ICJ Designee replacing Mike Farmer. The Virgin Islands appointed Eavey-Monique C. James as the new Commissioner, replacing Patricia Welcome.
- Official designee appointments for a few states are in the works for the 2017 Annual Business Meeting.
- Commissioner Hagan (WI) made contact with four states regarding the federal Adoption and Safe Families Act and the federal Title IV-E compliance finding a wide array of responses and continues her research.
- Jessica Eldredge contracted with Utah during the transition for her replacement. Commissioner Rubio's request was approved to allow Jessica to continue working in JIDS during the contracted transition period.
- Alabama's issue regarding unaccompanied minors on Delta airlines continues. The Executive Committee acknowledged and reported no issue in their respective states transporting unaccompanied minors on Delta airlines.

#### Juvenile Justice Delinquency Prevention Act (JJDP)

- Slightly different versions of the reauthorization of the Juvenile Justice Delinquency Prevention Act (JJDP) have now passed the House and Senate. Kentucky Senator Paul withdrew his hold and the bill passed without provisions that would have phased out the valid court order exception. The bill now goes to a Conference Committee for consensus for the final language and passage of the bill. At this time, there has been no change to the 15-day exception language proposed in the House version.

#### Networking and Visibility

- The ICJ exhibit booth at the 2017 TJCSA Future Conference in Nashville, Tennessee was well attended. Assisting the Tennessee Compact office were Training Chair Anne Connor and National Office Training Coordinator LaVonne Rutten.
- The Office of Juvenile Justice and Delinquency Prevention (OJJDP) will be represented by Dennis Mondoro at the ICJ annual meeting. Communication continues to establish an ex officio representative from the International Association of Chiefs of Police (IACP).

#### Special Projects

- Director Underwood explained the major financial savings gained by the disaffiliation from the Council of State Governments (CSG). As a result, the ICJ has a unique opportunity to review the strategic initiatives and previous plans for technological advancements to determine the most effective way to advance ICJ in the coming years. Director Underwood presented a special projects plan for consideration with a recommendation that a special projects work group be developed to recommend a plan of action for future projects.
- Director Underwood expanded on the following ideas suggested in the special projects plan:
  1. Major technological upgrades

2. National office staffing
  3. Training and public awareness
  4. Expand and/or enhance face-to-face meetings
  5. Support state ICJ expenses
- S. Hagan (WI) and A. Connor (NV) were in support of a case management system noting the limits of JIDS. D. Barrett (ME) suggested issuing a survey for input from the Commission. M. Genca (CT) supported numbers 1 and 5 in the list above.
  - R. Masters explained that a work group could include folks outside of ICJ and recommended this special projects work be tasked to an ad hoc committee.

### **Commission Chair Report**

Commission Chair Marchand provided updates on the following:

#### **FY 18 Dues**

- To date, fiscal year 2018 dues are outstanding for eight states that operate on the fiscal year July 1 – June 30.

#### **2017 Annual Business Meeting (ABM)**

- A record 107 have registered for the ABM and all 52 members will be present.
- Please contact Emma Goode by next Friday if you do NOT plan to attend the *New Commissioners Luncheon* on Tuesday.
- The docket book goes to print soon, please finalize any outstanding reports with the national office.
- The recipient of the 2017 Leadership Award will be announced during the general session.

#### **2017 Annual Report**

- The draft 2017 Annual Report will be forwarded next week to the Executive Committee for review and approval via email. The approved printed report will be unveiled at the annual business meeting.

### **Compliance Committee Report**

- Commission Chair Marchand updated that the Compliance Committee has not met nor have there been any issues brought before committee. The 4<sup>th</sup> Quarter PMA will be conducted in September. A proposed sanctions guideline will be presented for discussion in the region meetings at the ABM. Vice Chair Lacy will provide the Compliance Committee Report at the general session.

### **Finance Committee Report**

- Finance Committee Chair Barrett reported that the Finance Committee met August 15 and approved several recommendations regarding the 2017, 2018, and 2019 Fiscal Year Budgets.

#### **FY17**

- Fiscal year 2017 ended June 30, 2017 finishing under budget by 24.9 percent. The amount reflects the substantial savings resulting from the disaffiliation from the Council of State Governments (CSG) plus the additional savings resulting from two vacancies at the national office for several months.
- Chair Barrett reported a yearend balance of \$807,043.88 in the long-term investment fund and an investment rate of return at 9.25 percent. During the disaffiliation from CSG the \$140,000 appropriated for long term investing was retained in the bank savings account

and is now ready for transfer to the long-term investment account. The Executive Committee agreed with the Finance Committee's recommendation to invest the amount in increments rather than a lump sum.

- **A. Connor (NV) made a motion to transfer the allocated \$140,000 in FY17 from savings to the long-term investment account over a 6 month period. S. Hagan (WI) seconded. The motion passed.**
- Chair Barrett clarified that the long-term investment account retains the funds for the special projects plan discussed earlier.

#### FY18

- The disaffiliation from CSG impacted the approved Fiscal Year 2018 Budget.
- Director Underwood explained the line items most impacted to be the long-term investment, indirect costs, and employee benefits. Other recommended line item modifications included the annual business meeting, computer services, and telephone services. A line item was also added for special projects.
- The Executive Committee discussed and concurred with the proposed amendments to the line items as presented.
- **S. Hagan (WI) made a motion to approve amending the Fiscal Year 2018 Budget as presented. M. Lacy (WV) seconded. The motion passed.**

#### FY19

- The proposed FY19 Budget primarily mirrors the FY18 Budget as amended above. Chair Barrett explained the slight differences in line items 15, 23, 25, 30, and 47. The Executive Committee discussed and concurred with the proposed FY19 Budget to be presented for approval by the full Commission at the 2017 Annual Business Meeting.
- **M. Lacy (WV) made a motion to recommend the proposed 2019 Fiscal Year Budget to the Commission as presented. N. Belli (OH) seconded. The motion passed.**

### **Technology Committee Report**

- Technology Committee Chair Hagan requested that the national office provide an update on the website and JIDS.
- J. Adkins updated that the new ICJ website has been tested and is scheduled to go live on Monday, August 28, 2017. Users will be required to reset passwords. Instructions on how to reset passwords will be provided in a newsletter and email.
- InStream will hide or disable the native ad hoc route flow currently visible in JIDS. A few Compact offices are experiencing local compatibility issues using the Internet Explorer (IE) browser, older operating systems, and McAfee software. A couple of custom reports are excluding information due to a workflow edits issue which is being resolved. Additionally, all workflow guides have been updated and are available on the Commission's website.

### **Rules Committee Report**

- Rules Committee Chair Hawkins reported that five members of the Rules Committee will present the rule proposals training session at the annual business meeting. The presenters met August 22 to prepare for the presentation.

### **Training, Education & Public Relations Committee and Human Trafficking Ad Hoc Committee Reports**

#### Trainings

- Training Chair Connor updated on the last Rules conducted by Chair Marchand and the last JIDS training prior to the annual business meeting.

#### TJCSA Future Conference 2017 held August 13-16 in Nashville, Tennessee

- Chair Connor and TN Commissioner Smith presented a training session on ICJ. Additionally, Chair Connor, Tennessee Compact staff, and the National Office Training Coordinator staffed two exhibit booths (one sponsored by ICJ and one sponsored by TN Children Family Services). The exhibits and training sparked interest and a better understanding of ICJ. Chair Connor attested to the positives and encouraged all states hosting a juvenile conference to provide a similar set up.
- Chair Connor shared the flyer handed out developed by Tennessee for the conference. A template has now been developed should other states wish to develop for their state. Additionally, Chair Connor's Nevada newsletter will be available as a resource should states wish to modify for use in their state.
- R. Masters advised that unless someone objected to sharing the resources, a formal vote was not necessary to make these resources available on the Commission's website.

#### Upcoming Conferences

##### *APPA 42<sup>nd</sup> Annual Training Institute*

August 27-30

New York, NY

Presenters: Anne Connor and Traci Marchand

##### *ICJ 2017 Annual Business Meeting*

September 25-27

San Diego, CA

The 2017 Annual Business Meeting presenters continue to meet and prepare materials for their respective training sessions.

##### *Hawaii Judiciary Symposium*

September 29

Honolulu, HI

Presenter on site (legal perspective) - Rick Masters

Presenter off site (practitioner perspective) - Anne Connor

##### *2018 National Conference on Juvenile Justice*

March 18-21

San Diego CA

An application will be submitted by September 29

#### Human Trafficking Ad Hoc Committee

- Human Trafficking Ad Hoc Committee Chair Connor reported that the ad hoc committee held its last meeting August 8. She acknowledged the work of the ad hoc committee particularly in the development of the presentation for the APPA 42<sup>nd</sup> Annual Training Institute.

#### Regional Updates

No regional meetings were held since the last Executive Committee meeting. All regions will conduct their next meeting in San Diego (September 26) during the ABM.

#### Legal Counsel Report

- R. Masters shared a recent inquiry should other states incur similar situations. A juvenile ran away from the father with legal custody to his mother in another state. The judge in the holding state questioned granting the requisition for return based on the language “*proof of entitlement*” in Rule 6-103A (3)(a). The question then becomes what constitutes entitlement to custody, as used in the ICJ.
- R. Masters referenced Pennsylvania and North Carolina Supreme Court decisions indicating that the holding state is limited to determine whether the person or agent demanding the return has legal custody. A. Connor (NV) commented that a similar scenario will be presented during the first ABM training session.
- R. Masters proposed whether ICJ would find it helpful to tweak the rule for clarity that the Court has an interest in determining and the requisition demonstrates evidence that the person or agency seeking the return has legal custody through a court order or otherwise.

### **Victims Representative Report**

- There was no report.

### **Old Business**

- Chair Marchand noted that the Executive Committee needs to address one final Finance Committee recommendation regarding amended job descriptions and salaries.
- R. Masters advised the Executive Committee to go into a closed session to discuss personnel matters and return to open session for vote on any actions.
- **A. Connor (NV) made a motion to move into closed session. S. Hagan (WI) seconded. The motion passed.**  
{ Closed Session }
- **A. Connor (NV) made a motion to move out of closed session. D. Barrett (ME) seconded. The motion passed.**

### **New Business**

- There was no new business

### **Adjourn**

- The next meeting is the face-to-face meeting at the 2017 Annual Business Meeting in San Diego, California, September 25, 2017 @ 2:00 p.m. PDT.
- **Chair Marchand adjourned the meeting by unanimous consent at 1:10 p.m. EDT.**