



## INTERSTATE COMMISSION FOR JUVENILES

### Training Education and Public Relations Committee Meeting

#### *Minutes*

October 13, 2016

2:00 p.m. EDT

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#### **Committee Members in Attendance:**

1. Anne Connor (NV) Chair
2. Maria Genca (CT) Designee
3. Agnes Denson (FL) Commissioner
4. Jacey Nordmeyer (NE) Commissioner
5. Cathlyn Smith (TN) Commissioner
6. Jefferson Regis (DC) Ex officio
7. Joy Swantz (WI) Ex officio
8. Trudy Gregorie, Ex Officio

#### **Committee Members Not in Attendance:**

1. Patrick Pendergast (AL) Designee
2. Traci Marchand (NC) Commissioner
3. Mia R. Pressley (SC) Commissioner
4. Noelle Torres (AK) Ex officio
5. Gloria Soja (OR) Ex officio
6. Steve Jett (ID) NPJS Ex officio

#### **Guests in Attendance:**

1. Kaki Sanford (AL)

#### **ICJ Staff in Attendance:**

1. Ashley Lippert, Executive Director
  2. Jenny Adkins, Project Manager
  3. Shawn Robinson, Training and Administrative Coordinator
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#### **Call to Order**

Chair Connor called the meeting to order at 2:01 p.m. EDT and welcomed the new and returning Training Committee members.

#### **Roll Call**

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

#### **Agenda**

**A. Denson (FL) made a motion to approve the agenda. M. Genca (CT) seconded. The motion passed.**

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## Minutes

**J. Nordmeyer (NE) made a motion to approve the minutes of July 14, 2016. A. Denson (FL) seconded. The motion passed.**

## Training/Education

### 3<sup>rd</sup> Quarter Trainings Report

- Chair Connor presented the 3<sup>rd</sup> Quarter Trainings Report. The report represents the trainings completed July 1 – September 30, 2016. The tallies indicated 46 people completed the live rules training and 2,176 people completed one or more of the 17 on demand trainings available on the Commission’s website.

### JIDS Training

- Chair Connor reported JIDS trainings will be conducted monthly via WebEx. Chair Connor, Abbie Christenson (NE), and Jefferson Regis (DC) will provide the JIDS trainings throughout the year. The first training for field staff was conducted on October 12. Compact office training is scheduled for October 18 and field staff field training for October 26.

### Return of the Month

- Chair Connor briefed on the “return of the month” program initiated by the Training Committee last year and requested that the Training Committee members submit one or more of their unique returns to include in the newsletter.

### 2016 ABM Training

- Chair Connor expressed her appreciation to the trainers involved in the 2016 ABM training sessions.
- Chair Connor highlighted the results of the 2016 Annual Business Meeting survey reporting that the trainings were overall well received. The feedback provides information for planning future annual meeting trainings. The optional JIDS Clinic did not meet the expectation of some attendees who anticipated a full JIDS training. Those attendees would be better served through Training and Technical Assistance (TTA), which was explained to them.
- The Training Committee discussed the suggested topics for future trainings. Chair Connor noted that in 2017 one session will cover the proposed rule amendments as it is a rule making year. M. Genca (CT) spoke in favor of the suggested topic for the intersection of the adult and juvenile compacts and laws around the age of majority. J. Swantz (WI) spoke in favor of the suggestion on how to work with states based on the age of majority, including sanctions, placement, and services; however, cautioned that the annual meeting is primarily attended by Commissioners that do not perform the daily operations and perhaps the topic could be addressed in another medium. Chair Connor agreed that perhaps an on demand training or best practice may be a better venue to reach practitioners for this topic.
- Chair Connor requested that the members consider the suggested training topics and be prepared at the next meeting to make a determination for the 2017 ABM topics.

## Public Relations

- Chair Connor updated on the upcoming conferences for which ICJ has submitted requests to present:

- APPA Winter Training Institute in Reno, NV – January 8-11, 2017  
Presenter: Anne Connor (NV).
- National Conference on Juvenile Justice (NCJJ) in New York City, NY -  
February 12-15, 2017  
Presenter(s): Gary Hartman (WY) & Anne Connor (NV).
- 80th Annual NCJFCJ Conference in Washington, DC - July 16-19, 2017  
Presenter(s): Gary Hartman (WY) & Anne Connor (NV).
- Chair Connor updated that she has accepted an invitation to attend the NCJFCJ Fall Harvest Celebration in Reno, Nevada October 26, 2016.
- T. Gregorie, Ex Officio, referenced a training suggestion from the survey regarding judges and the ICJ Compact Rules. The NCJFCJ Celebration and Conferences would be an opportunity to vet judges knowledgeable in the ICJ Compact as potential trainers for future annual meeting trainings.
- C. Smith (TN) updated on the ongoing judicial outreach in Tennessee by inviting court staff, judges, general counsel to attend trainings and adding a member of the administrative courts to their state council.

### **Old Business**

There was no old business.

### **New Business**

#### *Electronic Signatures on the ICJ Forms*

- C. Smith (TN) questioned whether or not an option could be added to the e-forms for an electronic signature. Chair Connor will check with J. Adkins and report back.

#### *Trainings*

- Chair Connor updated that ICJ Rules training on the current rules will continue to be offered monthly. S. Robinson will assemble a calendar of available training dates. Seasoned trainers and new members of the Training Committee may be asked to lead trainings throughout the year.
- Chair questioned whether or not an ex officio member could conduct trainings. A. Lippert clarified there is currently nothing in the ICJ By-laws or Statute. The selection is left to the discretion of the Training Chair and Committee.

#### *States in Transition*

- Chair Connor suggested that in conjunction with the States in Transition Best Practice that the Training Committee obtains each state's written plan on ICJ's procedures, which would include how staff vacancies within the ICJ Compact office are handled. For states that do not have a written plan, the Training Committee will assist in formulating a plan.
- A. Lippert confirmed that the ICJ Rules include language that each ICJ office shall develop policies/procedures on how to handle ICJ matters within its state. To date, the Compliance Committee has not added this to the performance measurement assessment and no states have submitted their written plans to the National Office.
- Chair Connor suggested that the information be obtained regionally similar to the how the human trafficking matrix information was collected.
- A. Lippert noted that every state's operations are different; however, the underlying processes for ICJ are similar. The Training Committee may wish to obtain a few current plans and formulate a template to assist states with developing their own written policies.
- J. Swantz (WI) will inquire at the next Midwest Region meeting what states currently have a written plan and she volunteered to create a template. C. Smith (TN) updated that

Tennessee has a departmental plan in place, which could possibly be modified. M. Genca (CT) agreed that a template would be helpful and agreed to ask the East Region states at their next meeting. Chair Connor will send an email to the members to clarify the project and the information that is being requested.

**Adjourn**

- The next meeting of the Training Committee is November 10 @ 2:00 p.m. EST.
- **Chair Connor adjourned the meeting without objection at 3:02 p.m. EDT.**