INTERSTATE COMMISSION FOR JUVENILES

EXECUTIVE COMMITTEE
Face to Face Meeting
Minutes
Monday, October 15, 2012

Committee Members in Attendance:

1. Terry Clark (PA) Chair
2. Summer Foxworth (CO) Vice Chair
3. Phil Cox (OR) Treasurer
4. Judy Miller (AR) Designee
5. Jean Hall (FL) Commissioner
6. Mark Boger (ME) Commissioner
7. Rose Ann Bisch (MN) Commissioner
8. Dale Dodd (NM) Commissioner
9. Traci Marchand (NC) Commissioner
10. Lisa Bjergaard (ND) Commissioner
11. Gary Hartman (WY) Commissioner
12. Trudy Gregorie (DC) Victims Ex-Officio
13. Rick Masters, Legal Counsel

Committee Members Not in Attendance:

None

Guests in Attendance:

1. Eric Borrin (NH)

Staff in Attendance:

1. Ashley Lippert, ICJ Executive Director
2. Jack Branum, MIS Project Manager
3. Emma Goode, Administrative and Logistics Coordinator

Call to Order

Chair Clark called the meeting to order at 2:05 p.m. CST.

Roll Call

A. Lippert called the roll. Thirteen of the thirteen members were present; eleven of the eleven voting members were present, establishing a quorum.

Agenda

M. Boger (ME) made a motion to approve the agenda, G. Hartman (WY) seconded. The motion passed to approve the agenda.

Minutes

J. Hall (FL) made a motion to approve the September 27, 2012 meeting minutes, P. Cox (OR) seconded. The motion passed to approve the minutes.

<u>Executive Director Report</u> (presented by Ashley Lippert)

State Council Development

- A. Lippert updated that she communicated with the Commissioner/Designees in Vermont, Massachusetts, and Oklahoma regarding the development of state councils:
    - State councils in Massachusetts and Vermont are established and information has been received by the National Office.
    - Oklahoma's newly appointed Commissioner (Keith Wilson) will pursue the development of the Oklahoma State Council.
- The Executive Committee discussed and agreed that no further notifications will be necessary regarding the formation of a state council.

2012 Annual Business Meeting

- A. Lippert reported that all 51 Commissioners are appointed. Of the 51 states, three states will not send a voting Commissioner or Designee to the Annual Meeting: New York, South Carolina, and Vermont.
- R. Masters questioned the attendance by a representative from Georgia and A. Lippert confirmed a representative would attend.

Objectives and Goals of the Commission

- A. Lippert reported achievements and status updated of the objectives and goals set by the Executive Committee in April 2012 as follows:

    1. JIDS - Juvenile Interstate Data System
        - Launch expected in two weeks
        - Helpdesk implemented and tutorial training completed
        - A long-term enhancement plan developed

    2. Self-Paced Training
        - Launched with five modules
        - Modules expanded to include JIDS user agreement, JIDS privacy policy, and judicial training
        - Wide acceptance of the self-paced training continues
        - JIDS training modules with flash tutorials will be available the week following launch

    3. 2012 Annual Business Meeting Training Curriculum
        - The three training sessions will be offered on working with ICPC, Juvenile Sex Offenders in the ICJ, and a JIDS overview and demo.

    4. Future Annual Business Meetings
        - Arrangements are made for the 2013 Annual Business Meeting in Tempe, Arizona. The site selection process for the 2014 Annual Business Meeting will commence at the completion of the 2012 Annual Business Meeting.

    5. 2012 Annual Report
        - The 2012 Annual Report was published and distributed to member states and Ex-Officios. An electronic version is available on the Commission's website.

6. AAICPC/ICJ Memorandum of Understanding
   - The AAICPC/ICJ Memorandum of Understanding was signed by both Compacts. The document is available on the Commission's website.
   - The National Office continues to support the AAICPC/ICJ MOU Work Group with the implementation of the agreement.

7. Reserve Funds
   - Evaluation of long-term investment options for the Commission's reserve funds will resume under the direction of the Finance Committee.

8. Compliance Standards
   - An audit plan will be developed to assist with the enforcement of compliance standards.

Committee Reports

Executive Committee (presented by Terry Clark)

Out-of-Sate Detention Ad Hoc Committee

- Chair Clark briefed the Executive Committee on the formation and purpose of the Out-of-State Detention Ad Hoc Committee to review border state agreements for out-of-state detention.
- A. Lippert reported the ad hoc committee completed its work and will recommend the development of a rule to support states. Chair White will accumulate suggestions from the ad hoc committee and forward to the Rules Committee.
- R. Masters clarified the new compact provides broad jurisdiction noting the oversight to include supplemental agreements. He applauded the proactive recommendation to address the gap.

Committee Guidelines Policy #03-2012

- Chair Clark presented a proposed new policy regarding Committee Guidelines to address the concerns from the last meeting.
- R. Bisch (MN) questioned the proposed language in Section IV. Committee Structure (B) and (C). The Executive Committee discussed the intent of the language not to exclude participation and clarify who can vote, referencing the ICJ By-laws Article VIII and ICJ Statute Article III. P. Cox (OR) proposed clarifying language and the Executive Committee concurred.
- **R. Bisch (MN) made a motion to insert the language *made by the Commissioner or an individual authorized by that state's appointing authority* after *vote* in Paragraph IV. C. and to approve the Committee Guidelines Policy #03-2012. D. Dodd (NM) seconded. The motion passed**.

Finance Committee (presented by Lisa Bjergaard)

- Chair Bjergaard reported that the Finance Committee met September 25, 2012 to review the Fiscal Year 2013 Budget actual expenditures through August 31, 2012. A. Lippert highlighted line items, denoting expenditures to be on track, and dues payments are in compliance to date.
- Chair Hartman noted the Rules Committee face to face meeting was held in Louisville rather than Lexington, Kentucky and questioned the savings. A. Lippert responded there was a minimal cost savings, but a greater convenience of flight preferences.

Training, Education & Public Relations Committee (presented by Jean Hall)

- Chair Hall reported the Training Committee anticipates the 2012 Annual Business Meeting training sessions to be well received. Chair Hall noted Trudy Gregorie will moderate Training Session II: Juvenile Sex Offenders in the ICJ.

Rules Committee (presented by Gary Hartman)

- Chair Hartman reported the Rules Committee met thirteen times over the past year in preparation for the rule amendments being proposed to the full Commission for vote. Chair Hartman noted the trend as the Commission evolves in the number of rule proposals to the number of comments ratio: first year 50/15; this year 13/118.

Compliance Committee (presented by Dale Dodd)

- Chair Dodd reported the Compliance Committee scheduled two meetings over the year and one was cancelled. The state council development response issues are resolved as updated earlier and there are currently no issues before the Compliance Committee.

Technology Committee (presented by Traci Marchand)

- Chair Marchand noted the Technology Committee has not met since the last Executive Committee. She reported positive feedback from the JIDS Helpdesk training sessions held on October 10-11.
- Chair Marchand announced the JIDS Training Sessions will be held the weeks of October 22, 2012 and October 29, 2012.
- J. Branum, JIDS Project Manager, demonstrated JIDS to the Executive Committee responding to a wide array of questions and comments throughout the demonstration.

<u>Region Reports</u>

Region Representatives (presented by Judy Miller)

- Representative Miller reported the Region Representatives met twice during the year. She updated that the current regional representatives serve as the nominating committee for 2013 ICJ Officers and the newly elected regional representatives will lead the officers' election during the General Session on Wednesday.

South Region (presented by Judy Miller)

- Representative Miller reported the South Region has not met since the last Executive Committee meeting and requested 2013 officer nominations via email and will finalize at tomorrow's meeting.

East Region (presented by Mark Boger)

- Representative Boger reported the East Region has not met since the last Executive Committee meeting and will meet tomorrow.

Midwest Region and AAICPC/ICJ Work Group (presented by Rose Ann Bisch)

- Representative Bisch reported the Midwest Region has not met since the last Executive Committee meeting and will meet tomorrow.

AAICPC/ICJ MOU Work Group

- Co-Chair Bisch reported the AAICPC/ICJ MOU Work Group met October 4 and continues to move forward with their work to develop best practice guidelines noting collaboration between the Compacts to be imperative.

- Co-Chair Bisch reported a meeting is scheduled later in the day with R. Masters, Carla Fults, Stephen Pennypacker, and other ICJ work group members regarding the legal guidance requests.

West Region (presented by Summer Foxworth)

- Representative Foxworth reported the West Region has not met since the last meeting. The West Region will submit a 2013 ICJ Officers nomination slate and elect a West Regional Representative during tomorrow's meeting.

Victim's Representative (presented by Trudy Gregorie)

- T. Gregorie had nothing new to report since the last meeting.

Legal Counsel (presented by Rick Masters)

- R. Masters reported on the following two legal guidance requests from the AAICPC/ICJ MOU Work Group:
  - A rubric will be forthcoming containing guiding principles of actions that trigger ICJ involvement when an ICPC youth absconds or commits a new offence.
  - The legal clarification on Rule 6-101(1)(a) is cautiously being prepared. He noted that the response for legal clarification regarding the release of runaways to legal guardians may result in a legal opinion.
- R. Masters reported that the non-profit tax-exemption status for AJCA has been revoked by the IRS due to the failure to file Tax Form 990 for the past three years. R. Masters noted the possibility of back taxes/penalties and recommended the release of the AJCA monies to ICJ and will notify Ron Lefler of his findings.

Old Business

There was no old business.

New Business

PREA - Prison Rape Elimination Act

- R. Bisch (MN) questioned juveniles in detention with regards to PREA and the impact to ICJ. R. Masters recommended discussing with Carl Wicklund, APPA, and that PREA did not impact the adult compact. T. Gregorie, Ex-Officio, noted the NIC website provides information on PREA.
- A. Lippert and R. Masters will research and report to the Executive Committee at the next meeting.

Adjourn

- Chair Clark expressed his gratitude to each of the Executive Committee members for their contributions and accomplishments over the year.
- **P. Cox (OR) made a motion to adjourn, S. Foxworth (CO) seconded. The motion passed. Chair Clark adjourned the meeting at 4:34 p.m. CST.**