



INTERSTATE COMMISSION FOR JUVENILES

EXECUTIVE COMMITTEE MEETING

Minutes

Thursday, January 27, 2011

11:00 a.m. EST

Committee Members in Attendance:

1. Terry Clark (PA) Chair
2. Ray Wahl (UT) Vice Chair
3. Dennis Casarona (KS) Treasurer
4. Judy Miller (AR) Designee
5. Summer Foxworth (CO) Commissioner
6. Jean Hall (FL) Commissioner
7. Mark Boger (ME) Commissioner
8. Rose Ann Bisch (MN) Commissioner
9. Clarence Powell (MS) Designee
10. Dale Dodd (NM) Commissioner
11. Gary Hartman (WY) Commissioner
12. Donna Bonner (TX) Past Chair Ex Officio
13. Trudy Gregorie (DC) Victims Ex-Officio

Committee Members Not in Attendance:

1. Lisa Bjergaard (ND) Commissioner

Guests in Attendance:

1. Cheryl Sullivan-Colglazier (WA) Victims Ad Hoc Committee Chair

Staff in Attendance:

1. Ashley Lippert, ICJ Executive Director
2. Harry Hageman, ICAOS Executive Director
3. Jack Branum, Project Manager
4. Jimmy Frazier, MIS Project Manager
5. Emma Goode, Administrative and Logistics Coordinator
6. Rick Masters, Legal Counsel

Call to Order

Chair T. Clark called the meeting to order at 11:01 a.m. EST.

Roll Call

A. Lippert called the roll. Thirteen of the fourteen members were present. Eleven of the twelve *voting* members were present, establishing a quorum.

Agenda

- Chair Clark asked for a motion to approve the agenda. **R. Bisch (MN) moved to approve the agenda as presented, J. Hall (FL) seconded. The motion passed.**
- Chair Clark, at his discretion, modified the agenda to accommodate Cheryl Sullivan-Colglazier (WA) and moved the Victims Ad Hoc Committee Report before his report.

Minutes

Chair Clark asked for a motion to approve the minutes from the previous meeting. **S. Foxworth (CO) moved to approve the minutes of the December 9, 2010 meeting. M. Boger (ME) seconded. The motion passed to approve the minutes as clerically amended.**

Executive Director Report (presented by Ashley Lippert)

ICJ/ICPC MOU

- A. Lippert updated the Committee that R. Masters, Legal Counsel, replied to the memorandum from R. Bisch (MN) and J. Miller (AR). The National Office circulated both documents to the Committee and forwarded to Carla Fults. To date, AAICPC has not responded.
- R. Bisch (NM) questioned the weight of the Memorandum of Understanding (MOU) and future enforcement.
- R. Masters, Legal Counsel, described the MOU to be a statement of intent of cooperation between the two parties and not subject to the same enforcement protocols as Rules and Statutes.
- The National Office will forward AAICPC's response to the Committee. The Memorandum of Understanding will become effective upon execution by both Compact Chairs. The National Office will forward the MOU to the Commission and post to the ICJ website.

APPA Winter Institute

- A. Lippert reported that J. Hall (FL), Training Committee Chair, has agreed to represent ICJ at the APPA Winter Institute February 27 – March 2, 2011 in Orlando, FL.

NCJFCJ

- A. Lippert affirmed D. Dodd (NM) would represent ICJ in lieu of R. Wahl (UT) at the National Conference on Juvenile and Family Court Judges, March 27 – 30, 2011 in Reno, NV. The National Office will assist with his travel and presentation.

Executive Committee Face-to-Face Meeting

- A. Lippert confirmed the Executive Committee Face-to-Face meeting on March 24, 2011 in Lexington, Kentucky.

2012 Annual Business Meeting Sites

- A. Lippert reported that the National Office would visit the three recommended 2012 Annual Business Meeting site locations in February and March.

SEARCH

- A. Lippert reported that the National Office expects to receive a response from the SEARCH group mid-February regarding the National System Database Project recommendations.

Bench Book Update

- A. Lippert reported that the National Office acquired printing quotes from vendors for the bench book and will report out at the next meeting.
- Chair Clark questioned the feedback from the review of the bench book by Judge David Stucki and Kathy Grasso, OJJDP Attorney.
- A. Lippert advised the feedback to be positive.

Transition Rules

- A. Lippert reported all six non-member states (GA, IN, NY, NH, OH, and DC) provided legislative proof and qualify for the June 30, 2011 extension in accordance with the Transition Rule.

Dues Update

- A Lippert reported the Virgin Islands received a 90-day notice for the non-payment of dues.

Dispute Resolution

- A. Lippert reported the CA - OK dispute resolved as California dropped their case. Nebraska and Iowa will resolve their dispute outside of the National Office involvement.

Formatting Corrections to Rules

- A. Lippert reported the posting period for format corrections ends February 4, 2011. After said date, the National Office will update the rules and post to the ICJ website.
- To date the National Office has not received any comments or objections.

Member State Updates

- A. Lippert reported the appointment of two new Commissioners:
 - MT - Cindy McKenzie
 - VA - Mark Gooch

Commissioner Vacancies

- A. Lippert reported CT, HI, and MI to have vacancies in their Commissioner positions. The National Office will issue letters to their Governors encouraging an appointment.

Committee Reports

Victims Notification Ad Hoc Committee (presented by Cheryl Sullivan-Colglazier)

- Chair Sullivan-Colglazier reported that the Victims Notification Ad Hoc Committee developed a survey to obtain data from compact states on victim notification requirements and processes. The Committee debated solutions and agreed to propose to the Rules Committee an amendment to Rule 4-107, a new supplemental form, and an amendment to the travel permit form.
- Chair Sullivan-Colglazier introduced the concept of expanding the role of the Victims Ad Hoc Committee to include special notification. The Executive Committee determined and R. Masters advised the expansion to be beyond the scope of the Committee.
- The Executive Committee recommended that the Victims Notification Ad Hoc Committee provide additional information at the 2011 Annual Meeting so the Commission may determine the need to create an additional ad hoc committee.
- Chair Sullivan-Colglazier reported the Committee's next steps are to develop training recommendations for the Training Committee.

Executive Committee (presented by Terry Clark)

- Chair Clark updated the Committee on the sequence of events for offering an ICJ presentation at the National Conference on Juvenile and Family Law, March 27 – 30, 2011 in Reno, NV.
- The Committee discussed the National Office move and the benefits of relocating. ICJ will continue to share office space and resources with the Interstate Commission for Adult Offender Supervision. The Committee agreed the resources shared with ICAOS offset the annual increase and moving expenses.
- **J. Hall (FL) made a motion to ratify the previously approved action via email to approve the relocation of the ICJ National Office to enter into a 5-year lease at an annual increase of \$1,800 and one-time moving costs of \$7,500. G. Hartman (WY) seconded. The motion passed.**

Finance Committee (presented by Dennis Casarona)

- Treasurer Casarona reported the Finance Committee met on January 25, 2011 to discuss the FY 2011 Budget through December 31, 2010. A couple of line items were highlighted and detailed.
- The Committee agreed that line item adjustments that do not impact the total budget are allowed at the discretion of the Executive Director without an Executive Committee vote.

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

- Chair Hall reported the Training Committee met on January 13, 2011 and approved two on-demand self-paced training modules. Chair Hall and the National Office detailed the project and presented a breakdown of initial costs and the yearly estimated costs.
- The Committee discussed the benefits of the on-demand modules and expressed concern for the cost to update the modules when the Commission amends the rules. They acknowledged the certainty of rule amendments and agreed to wait until after the 2011 Annual Business Meeting to pursue the project.
- R. Wahl (UT) compared the professional voice-over talent versus in-house talent. He suggested Captivate software and agreed to forward a link to the National Office to research.
- H. Hageman, ICAOS Executive Director, spoke from experience to the benefits and savings long term with using voice-over talent. A. Lippert spoke to the professional clarity and presented an on-demand training sample.
- **S. Foxworth (CO) made the motion to hold off until the 2011 Annual Business Meeting to propose on-demand training and to research other options until such time. R. Bisch (MN) seconded. The motion passed.**
- Chair Hall reported 1,818 people trained to date in FY 2011.
- The next Training Committee meeting scheduled is February 23, 2011. Upcoming Rules training dates are:
 - February 2 – 3
 - February 16 – 17
 - March 16 - 17

Rules Committee (presented by Gary Hartman)

- Chair Hartman reported the addition of meeting dates to the Committee's Business Calendar to allow ample time for the review of proposed amendments prior to March 1, 2011.

- Chair Hartman reported M. Buenger forwarded recommendations and comments to the Rules Committee for consideration after his development of the bench book. In addition, the Committee will review the proposal to Rule 4-107 submitted by the Victims Notification Ad Hoc Committee.

Compliance Committee (presented by Dale Dodd)

- Chair Dodd reported that the Compliance Committee has not met.

Technology Committee (presented by Terry Clark)

- In Chair Powell's absence, Chair Clark reported that there was nothing new to report.

Region Reports

Region Representatives (presented by Summer Foxworth)

- Representative Foxworth reported the regional representatives have nothing new to report. The next meeting scheduled is February 17, 2011 at 1:00 p.m.

West Region (presented by Summer Foxworth)

- Region Representative Foxworth (CO) reported the West Region met on January 11, 2011 and discussed ways to enhance ICJ visibility.
- The Region discussed the ICJ Annual Report and agreed it was properly distributed.
- The Committee discussed and agreed to share their audience specific quick reference information sheets.
- Representative Foxworth reported the West Region had lots of questions and concerns around the ICJ/ICPC Memorandum of Understanding.
- Chair Clark acknowledged the concerns and explained the process of moving the document forward through Committees. Chair Clark added that a history would be included with the final document.
- The West Region will meet again February 8, 2011 to review Rule Proposals.

East Region (presented by Mark Boger)

- East Region Representative Boger (ME) reported February 1, 2011 as the next Region meeting.

Midwest Region (presented by Rose Ann Bisch)

- Region Representative Bisch (MN) reported the Midwest Region met on January 12, 2011. The Region discussed status offenders, transfer of venue, holding non-delinquent juveniles, distribution of the annual report, and state councils.
- The Midwest Region will schedule a meeting in February to discuss any proposed rule amendments.
- The next regularly scheduled meeting is April 13, 2011.

South Region (presented by Judy Miller)

- South Region Representative Miller (AR) reported the South Region has not held a meeting.
- Representative Miller reported that she answered calls from other states regarding state councils.

Victims Representative (presented by Trudy Gregorie)

- T. Gregorie, Victims Ex-Officio, updated the Committee of her meeting with Pat Tuthill, ICAOS Victims Ex-Officio, and shared no cost training ideas to promote victim awareness.
- The Committee agreed with her ideas and direction.

Legal Counsel Report (presented by Rick Masters)

- R. Masters, Legal Counsel, reiterated points regarding the Bench book, ICJ - AAICPC Memorandum of Understanding, and On-Demand Training Modules previously discussed by the Committee.
- He reported all potential litigation issues relative to the non-payment of dues and dispute resolutions are settled.

Old Business

There was no old business.

New Business

R. Bisch (MN) opened the floor to the discussion of a “*white paper*” which outlines the consequences to not adhering to ICJ Rules. R. Masters explained the concept as it relates to ICAOS. He advised the concept to be premature for ICJ and to reserve the idea for future consideration.

Adjourn

- The Committee set the next meeting date for February 24, 2011.
- **R. Bisch (MN) made the motion to adjourn the meeting. J. Hall (FL) seconded. The meeting adjourned.**