



**INTERSTATE COMMISSION FOR JUVENILES  
EXECUTIVE COMMITTEE MEETING**

*Minutes*

**February 25, 2010 · 11:00 a.m. EST**

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**In Attendance**

1. Donna Bonner (TX) Commissioner, Chair
2. Ray Wahl (UT) Commissioner, Vice Chair
3. Dennis Casarona (KS) Commissioner, Treasurer
4. Lisa Bjergaard (ND) Commissioner
5. Terry Clark (PA) Commissioner
6. Dale Dodd (NM) Commissioner
7. Jean Hall (FL) Commissioner
8. Gary Hartman (WY) Commissioner
9. Clarence Powell (MS) Designee
10. Mike Reddish (NE) Commissioner

**Staff in Attendance:**

1. Ashley Lippert (ICJ) Executive Director
2. Jack Branum (ICJ) Project Manager
3. Rick Masters (ICJ) Legal Counsel

**Members Not in Attendance:**

1. Judy Miller (AR) Designee
2. Summer Foxworth (CO) Commissioner
3. Mary McGhee, Victims Ex-Officio

**Roll Call**

- A. Lippert called the roll.
  - Ten of twelve voting committee members were in attendance. A quorum was established.

**Approval of Agenda**

- Chair Bonner asked for a motion to approve the agenda.

- **J. Hall moved to approve the agenda, M. Reddish seconded. The agenda was approved.**

### **Approval of Minutes**

- Chair Bonner asked for a motion to approve the minutes from the previous meeting.
  - **J. Hall moved to approve the minutes, D. Dodd seconded. The minutes were approved.**

### **Executive Director Report**

- A. Lippert updated the Committee on an advisory opinion being drafted concerning Rule 5-101 which resulted from concerns raised during the compact office training sessions.
- A. Lippert updated the Committee on outreach efforts to nonmember states.
  - Iowa is working on getting legislation passed this session.
  - A. Lippert and R. Masters are traveling to the District of Columbia on March 2<sup>nd</sup>.
  - A. Lippert corresponded with Laura Etlinger who is actively working on getting legislation passed in New York.
  - A. Lippert mentioned the trip that she took with Chair Bonner to the Virgin Islands.
- A. Lippert attended the Juvenile Justice Committee meeting during the American Probation and Parole Association (APPA) Conference. She submitted a training session for ICJ to present at the APPA institute in the District of Columbia in August.
- A. Lippert said the new website is undergoing external testing and will launch to the full Commission on March 8<sup>th</sup>.
- A. Lippert discussed the 2010 and 2011 Annual Business Meetings. Montgomery, Alabama and Norfolk, Virginia offered great proposals, and site visits are being conducted at those locations.
- Invitations for the first Joint Application Development (JAD) session went out and twelve people committed to both sessions. The first JAD session is scheduled for March 29-30, 2010 regarding developing functional requirements for a national system.

### **Committee Reports**

- Executive Committee (*Donna Bonner*)
  - Chair Bonner and A. Lippert testified before the Legislature of the Virgin Islands' Committee on Public Safety, Homeland Security and Justice regarding Compact legislation. They also met with Pat Welcome, Virgin Islands' Compact Administrator, regarding the model language and discussed what becoming a Compact member means to the territory. The bill was voted unanimously out of Committee, and now moves to the Rules and Judiciary Committee.
  - Chair Bonner discussed the email vote to approve the Technology Committee's recommendation to accept Appriss' proposal to develop the

functional requirements for \$26,200 and the recommended JAD sessions for a total of \$42,000. Chair Bonner asked for a formal motion.

- **R. Wahl moved to accept the Technology Committee’s proposal to develop the functional requirements for a national system, J. Hall seconded. Motion approved.**
- Chair Bonner informed the Committee that she was contacted by California about an issue involving a runaway. She will keep the Committee apprised of the situation if it escalates.
  
- Finance Committee (*Lisa Bjergaard*)
  - The Finance Committee met on March 23<sup>rd</sup> but did not have a quorum.
  - In lieu of a quorum, the Committee discussed the Virgin Islands legislative trip and the Rhode Island’s dues matter.
  - A Lippert answered questions regarding the distribution of FY’ 11 dues statements and updated the Committee on preparations for the FY ’12 budget for the Finance Committee to approve and take to the Committee in March.
  
- Training, Education & Public Relations Committee (*Jean Hall*)
  - The Training Committee approved revisions to the State Council and Commissioner training power points and launched the ICJ Compact Office Staffing and Procedures survey.
  - Three sets of rules trainings were conducted for Compact Offices and had over ninety-nine participants. Training was well received, although Rule 5-101 and a definition for ‘unsuitable’ was commonly discussed. Trainers advised participants to submit rules changes to Commissioners and Regional Representatives.
  - The National Office will assist Billie Greer with Illinois field staff rules training through the Technical and Training Assistance policy.
  - J. Hall requested comments for the Orientation Manual.
    - R. Wahl asked if the Orientation Manual discussed conflict of interest situations. A. Lippert replied that conflict of interest was addressed in compliance policies but can be added to the Orientation Manual.
    - Chair Bonner had several suggestions regarding the Orientation Manual.
      - The official name of the state councils needs to be clarified on page 4. This change was made.
      - Regional Chairs need to be listed as Regional Representatives. This change was made.
      - There needs to be clarification that standing committee chairs are members of the Executive Committee.
      - Acclamation was misspelled on page 12. This change was made.
      - The Dues Enforcement Policy needs to be added in the dues section. This change was made.
      - Chair Bonner suggested additional language concerning indirect costs in the dues section.

- **R. Wahl moved to approve the Orientation Manual as amended, C. Powell seconded. Motion approved.**
- Rules Committee (*Gary Hartman*)
  - The Rules Committee met on two occasions and approved Forms 1-3.
  - The Rules Committee meets on March 18<sup>th</sup> and hopes to complete the rest of the forms.
  - A. Lippert said the Rules Committee approved the retroactive emergency procedures for Rule 9-101 and will be posted on the website for 30 days.
- Compliance Committee (*Summer Foxworth*)
  - S. Foxworth submitted a written report and A. Lippert summarized it in her absence. The Compliance Committee met on February 17<sup>th</sup> to discuss the Virginia and Maryland matter as well as Rhode Island's dues status.
- IT Committee (*Clarence Powell*)
  - The IT Committee met on February 10<sup>th</sup>. The Committee discussed the upcoming JAD sessions and approved including a representative from the field to participate in those sessions as the Committee anticipated rolling out a national system to the field and not just Compact offices.
  - C. Powell updated the Committee on the website's progress and that members were selected to conduct external testing.

### **Region Reports**

- East Region/Regional Representatives (*Terry Clark*)
  - The Regional Representatives' next meeting is March 1<sup>st</sup>.
  - New Jersey submitted questions and comments on the rules to the Rules Committee through T. Clark.
- South Region (*Judy Miller*)
  - The Southern Region Representative was not in attendance but previously noted that she had nothing to report.
- Midwest Region/ICPC Ad Hoc Committee (*Michael Reddish*)
  - M. Reddish had nothing to report on the Midwest Region but he was encouraged to hear Iowa's progress with passing legislation.
  - The ICPC Ad Hoc Committee met on February 24<sup>th</sup> and created a survey of ten questions regarding the relationship between ICJ and ICPC.
- West Region/Sex Offender Ad Hoc Committee (*Dale Dodd*)
  - D. Dodd had nothing to report on the Western Region.
  - The Sex Offender Ad Hoc Committee finalized a proposed rule change amending Rule 4-103 which was forwarded to G. Hartman.
  - The Sex Offender Ad Hoc Committee created and distributed a survey to update the sex offender matrix.

### **Victims Representative Report**

- The Victims Representative was not in attendance and no report was given.

### **Legal Counsel Report**

- R. Masters advised the Committee to go into Executive Session to discuss pending litigation.
- **R. Wahl moved to go into Executive Session, C. Powell seconded. Motion approved.**
- **Motion to end Executive Session was made by Ray Wahl (UT), seconded by Dennis Casarona (KS). Executive Session ended.**
- **R. Wahl moved to assess interest on Rhode Island's dues payment from August 1, 2009 and continue with the pending lawsuit against Rhode Island for recovery of legal fees and costs for filing, D. Casarona seconded. Motion approved.**

### **Old Business**

There was no old business.

### **New Business**

- A. Lippert reminded the Committee to register for the March 31<sup>st</sup> face-to-face meeting.
- A. Lippert gave an update on the Probable Cause Ad Hoc Committee. Probable Cause Ad Hoc Committee Chair Mark Boger is creating a rule for probable cause hearings to submit to the Rules Committee.
- A. Lippert advised the Committee that dues statements are distributed in mid-April. The Committee asked about any other states with outstanding dues payments. California has not paid, however, they were not billed until January 1<sup>st</sup> according to when they enacted the Compact. A 30 day notice was sent at the end of January.

### **Adjourn**

- Due to the March 31<sup>st</sup> face-to-face meeting, Chair Bonner canceled the March 25<sup>th</sup> meeting and adjourned the meeting.