



INTERSTATE COMMISSION FOR JUVENILES

EXECUTIVE COMMITTEE

Minutes

April 30, 2015

11:15 a.m. EDT

Committee Members in Attendance:

1. Patrick J. Pendergast (AL) Chair
2. Anne Connor (NV) Vice Chair
3. Phil Cox (OR) Treasurer
4. Rose Ann Bisch (MN) Rules Committee Chair, AAICPC/ICJ Work Group Co-Chair
5. Dale Dodd (NM) West Region Representative
6. Traci Marchand (NC) Training Committee Chair
7. Nina Belli (OH) Midwest Region Representative
8. Mia Pressley (SC) South Region Representative
9. Michael Lacy (WV) Compliance Committee Chair
10. Trudy Gregorie, Victims Representative

Committee Members Not in Attendance:

1. Patricia Welcome (VI) East Region Representative
2. Shelley Hagan (WI) Technology Committee Chair
3. Rick Masters, Legal Counsel

Guests in Attendance:

None

ICJ National Office Staff in Attendance:

1. Ashley Lippert, Executive Director
2. Jenny Adkins, Project Manager
3. Morgan Rhodes, Training and Administrative Coordinator
4. Emma Goode, Administrative and Logistics Coordinator

Call to Order

Chair Pendergast called the meeting to order at 11:18 a.m. EDT

Roll Call

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

Agenda

- Chair Pendergast updated there would be no East Region and Legal Counsel Reports and the agenda would be amended to allow for the Compliance Committee Report prior to the Executive Committee Report.
- **M. Lacy (WV) made a motion to approve the agenda as amended. A. Connor (NV) seconded. The motion passed.**

Minutes

A. Connor (NV) made a motion to approve the March 26, 2015 meeting minutes. N. Belli (OH) seconded. The motion passed.

Executive Director Report (presented by Ashley Lippert)

Commissioner Update

- A. Lippert updated that the Governors of Arizona and Pennsylvania received letters regarding their vacant Commissioner positions. Arizona appointed John Crabtree as their Designee and the Juvenile Corrections Director will assume the position of Commissioner upon appointment. Pennsylvania is in the process of appointing a Commissioner which is expected to be Jason McCrea. In addition, Connecticut appointed Sarah Gibson as their new Commissioner.

Performance Measurement Report – 2nd Quarter

- A. Lippert reported that the second quarter performance measurement reports were mailed last week. One state (New Jersey Parole) was found deficient in their use of JIDS, which raised concerns regarding the processing and supervision of ICJ juveniles. New Jersey Commissioner Brown is reviewing the report results and will follow up with the National Office. The Compliance Committee will also discuss this matter at their next meeting and make potential recommendations.

2015 Annual Report

- A. Lippert updated that at the last meeting, the Executive Committee agreed to defer discussion on the collection and/or reporting of airport surveillance data.
- Chair Pendergast suggested that the National Office gather airport surveillance data from JIDS, forward the reports to states to review, and states would report any discrepancies.
- T. Marchand (NC) recalled that to be the procedure followed last year and recommended the same procedure for 2015.
- The Executive Committee concurred with the recommendation to include the data in the 2015 Annual Report after verifying with states.

2015 Annual Business Meeting – August 24-26, 2015

- A. Lippert reported that the ICJ Leadership Award nomination process was announced last week. At the end of the nomination period, the Executive Committee will receive a survey ballot to cast votes. The nominee receiving the highest number of votes will be presented the Leadership Award and receive recognition at the 2015 Annual Business Meeting in Madison, Wisconsin. To date, one nomination has been received.
- A. Lippert noted the escalated 2015 Annual Business Meeting registration time frame with the meeting in August this year. Registration opens on June 22.

Committee Reports

Compliance Committee (presented by Mike Lacy)

- Chair Lacy reported that Legal Counsel issued a letter on April 1 to Illinois as directed by the Executive Committee. To date, Illinois is addressing the action items denoted in the letter which included a full-time staff position and timely responses. The progress is positive and substantiated in JIDS.
- The Compliance Committee will review the Illinois response and the New Jersey Parole Performance Measurement Report at the May 7 meeting.

Executive Committee (presented by Patrick Pendergast)

- Chair Pendergast welcomed the newly elected South Region Representative, Mia Pressley, as the newest member of the Executive Committee.

Finance Committee (presented by Phil Cox)

- Chair Cox updated that the Finance Committee met April 28 and reported the FY 15 Budget to be in good standing at five percent under budget.
- Chair Cox presented the Finance Committee's recommended draft FY 17 Budget and highlighted the increase in the annual business meeting line item to be approximately \$50,000 higher than in previous years. The Commission voted for their preferred meeting site for the 2016 ABM and selected Boston, Massachusetts, at an estimated budget of \$149,000. In order to keep other line items static without going into the red for the year five line items were reduced. A. Lippert outlined the five line items decreased based on their actual disbursement over the past three years:
 - Computer Services/Support - \$2000
 - Consultant Services - \$5000
 - Staff travel - \$1000
 - Technology Committee - \$4000
 - Training Committee - \$2000
- D. Dodd (NM) objected to spending the additional \$50,000 over previous years for the annual meeting.
- R. Bisch (MN) questioned who completed the 2016 ABM survey. A. Lippert clarified that the survey went to Commissioners and Designees.
- **T. Marchand (NC) made a motion to approve the draft 2017 Fiscal Year Budget as recommended by the Finance Committee. M. Lacy (WV) seconded. D. Dodd (NM) objected. The motion passed by an 8-1-0 vote.**

Training, Education & Public Relations Committee (presented by Traci Marchand)

- Chair Marchand presented dates and attendance statistics for the Field and Compact Office Staff Rules Trainings completed and scheduled since the last meeting. While the attendance has tapered off, training opportunities continue to be offered and smaller informal sessions provide ample interaction.

Human Trafficking Work Group Update

- A. Connor (NV) reported that the Human Trafficking Work Group met April 9. The membership now includes at least three members from each of the four regions. The Work Group continues to gather, review, and share resources and materials including human trafficking identification assessment tools used by states.
- A. Connor (NV) commented on the significance of ICJ's role in states collaborating on human trafficking cases and shared a recent case that received national media attention involving the return of two human trafficking victims to Nevada.
- T. Gregorie updated on a recent Juveniles and Human Trafficking Webinar conducted by the U.S. Deputy Attorney (Virgin Islands) sponsored by OJJDP and the National District Attorneys Association. The recording of the webinar will be available on the OJJDP website. When available, she agreed to forward a link to A. Connor, T. Marchand, and R. Bisch.

2015 ABM Training - LGBTQ (Lesbians, Gays, Bisexual, Transgender and Questioning) Youth

- Chair Marchand reported she, Anne, and Ashley attended a webinar presented by the Equity Project on the topic of LGBTQ Youth. The Training Committee will meet May 20 to consider a power point presentation and curriculum for the LGBTQ 2015 Annual Business Meeting Training Session.

Technology Committee

- In the absence of Chair Hagan, A. Lippert reported the Technology Committee met April 21 and updated on the following actions.

Custom Reports

- InStream is correcting three custom reports and completion is anticipated the later part of May.

Upgrades

- The National Office will begin testing the FileBound upgrade next month and the Sandbox upgrade will be implemented in conjunction with 2015 rule amendments.

Forms

- The Case Closure Form and Juvenile Rights Form received no comments during the 30-day review by the Executive and Rules Committees. Both forms are going forward for implementation and testing should commence mid-May. R. Bisch (MN) questioned Legal Counsel's review of the forms. A. Lippert affirmed the documents were forwarded to Legal Counsel.

Workflow

- The communication request workflow is being modified to go to allow notification emails to be sent to the entire Compact office rather than one individual.

Final Travel Plan

- The proposed final travel plan form was finalized and is currently out for comment until May 21.

Rules Committee and AAICPC/ICJ Work Group (presented by Rose Ann Bisch)

Rules Committee

- Chair Bisch reported the 61 proposals were posted early and all comments must be submitted by June 8. Regions are encouraged to post comments on behalf of the entire region, as well as individually.

AAICPC/ICJ MOU Work Group

- Co-Chair Bisch reported the Work Group met April 16 and is working to develop a guide for training. The next meeting is July 16.
- Co-Chair Bisch reported attending the ICPC 2015 Annual Conference/Business Meeting/Training on April 24-28 in Reno, Nevada. Both she and Rick Masters were there to answer questions regarding ICJ. One of the training topics was sex trafficking and the issues are similar to ICJ. The ICPC Executive Committee approved the Work Group's case scenarios as previously approved by ICJ so they can now be posted. ICPC is in the process of approving a new Compact. The funding options being considered are user fees and/or annual dues. She and Rick Masters spoke to the value of annual dues and staffing a National Office for training, database, documentation, website, etc. ICPC demonstrated their new data base which will be implemented over the next three years. The software was impressive and may link to other agency databases, which begs the question of linking with ICJ for dual Compact cases.

Region Reports

East Region

- In the absence of Representative Welcome there was no report.

Midwest Region (presented by Nina Belli)

- Representative Belli reported the Midwest Region will meet May 21 to discuss the rule proposals and commended the Rules Committee on the massive undertaking and good work preparing the numerous rule proposals for vote in 2015. Additionally, Rick Masters will attend the meeting to address questions regarding the records check advisory opinion.

South Region (presented by Mia Pressley)

- Representative Pressley reported that the South Region met April 8 and elected her as the South Region Representative. The South Region will meet May 26 to discuss rule proposals and Rick Masters will attend the first part of the meeting to address questions regarding the records check advisory opinion.

West Region (presented by Dale Dodd)

- Representative Dodd reported the West Region will meet May 27 to discuss the rule proposals particularly the Rules Committee's objection to supporting the amendments proposed by the West Region. Rick Masters will also attend the first part of the meeting to address questions regarding the records check advisory opinion.
- Rules Committee Chair Bisch clarified that the Rules Committee supported the West Region's concept and consolidated the West Region's proposals into the Rules Committee's proposals.

Legal Counsel Report

- In the absence of Rick Masters there was no report.

Victim's Report (presented by Trudy Gregorie)

- T. Gregorie updated there was nothing new to report.

Old Business

There was no old business.

New Business

There was no new business.

Adjourn

- **P. Cox (OR) made a motion to adjourn. A. Connor (NV) seconded. Chair Pendergast adjourned the meeting by acclamation at 12:04 p.m. EDT.**