



**INTERSTATE COMMISSION FOR JUVENILES
EXECUTIVE COMMITTEE**

Minutes
December 3, 2015
11:30 a.m. EST

Committee Members in Attendance:

1. Traci Marchand (NC) Chair
2. Michael Lacy (WV) Vice Chair
3. Jeff Cowger (KS) Treasurer
4. Patrick J. Pendergast (AL) Past Chair
5. Michael Farmer (CA) Compliance Committee Chair
6. Lea Quam (ND) Information Technology Committee Chair
7. Julie Hawkins (MO) Rules Committee Chair
8. Anne Connor (NV) Training Committee Chair
9. Dale Dodd (NM) West Region Representative
10. Nina Belli (OH) Midwest Region Representative
11. Mia Pressley (SC) South Region Representative
12. Patricia Welcome (VI) East Region Representative
13. Rick Masters, Legal Counsel
14. Trudy Gregorie, Victims Ex officio

Committee Members Not in Attendance:

1. Avery Niles (GA) Finance Committee Chair

Guests in Attendance:

1. Phyllis Hall (GA)

ICJ National Office Staff in Attendance:

1. Ashley Lippert, Executive Director
 2. Emma Goode, Administrative and Logistics Coordinator
 3. Shawn Robinson, Administrative and Training Coordinator
 4. Jenny Adkins, Project Manager
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Call to Order

Chair Marchand called the meeting to order at 11:31 a.m. EST

Roll Call

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

Agenda

A. Connor (NV) made a motion to approve the agenda. N. Belli (OH) seconded. The motion passed.

Minutes

J. Cowger (KS) made a motion to approve the October 22, 2015 meeting minutes. D. Dodd (NM) seconded. The motion passed.

Executive Director Report (presented by Ashley Lippert)

ICJ Staff

- A. Lippert introduced new ICJ staff member, Shawn Robinson, Administrative and Training Coordinator.

Enforcement Letters

- A. Lippert reported that enforcement letters were issued to New Hampshire regarding their dues payment and to Pennsylvania regarding their dues payment and Commissioner vacancy. The New Hampshire 30-day deadline is December 6 and Pennsylvania is December 9.
- A. Lippert spoke with the Pennsylvania Governor's Office regarding both the Commissioner vacancy and the dues. The state is aware and working towards a resolution.
- J. Cowger (KS) requested a copy of the letters. A. Lippert will email the letters to the Executive Committee.

2017 Annual Business Meeting

- A. Lippert reported signing a contract with the Marriott Mission Valley Hotel in San Diego, California for the 2017 Annual Business Meeting.

JJDP A Amendment Update

- A. Lippert updated on communication with the Coalition for Juvenile Justice (CJJ) affirming the ICJ language to be included in the bill which continues to move through Congress.

NIECE Collaboration

- A. Lippert updated on discussion prior to the annual business meeting regarding collaboration with ICPC to share their NIECE software platform. After meeting with the developer, Tetris Corporation, it has been determined that sharing the system is not a feasible option for ICJ.

ICJ National Office Lease

- A. Lippert reported ICJ is in the process of negotiating a lease renewal with Equity Management Group for the National Office space. A three percent increase is anticipated which corresponds to the initial five year lease agreement.

Strategic Planning Update

- A. Lippert updated on communications with Fahy Mullaney. Mr. Mullaney will contact each member in January to prepare for the strategic planning session. As in the past, he will use a SWOT (Strengths, Weaknesses, Opportunities and Threats) Analysis to analyze the progress made and the degree to which each of the current strategies may or may not need to be extended into 2016-2019.
- P. Welcome (VI) requested that the Executive Committee face to face meeting information be forwarded soon to allow sufficient time to acquire travel approval.

AAICPC ICJ Work Group

- A. Lippert reported the AAICPC ICJ MOU Work Group met in November and plan to meet bi-monthly to develop the FAQs section for the AAICPC ICJ Best Practice Guide. The next meeting is scheduled January 13, 2016.

Committee Reports

Executive Committee (presented by Traci Marchand)

- Chair Marchand welcomed new ICJ staff member Shawn Robinson.
- Chair Marchand reported that state Commissioners and staff have requested guidance and cooperation strategies to address conflicts. Chair Marchand suggested team building activities during the 2016 ABM training day.

Compliance Committee (presented by Michael Farmer)

- Chair Farmer reported that the Compliance Committee will meet December 17 to discuss the 2016 Performance Measurement Standards and any outstanding defaults.
- Chair Farmer expressed his appreciation to the Training Committee and the National Office for developing and publishing a training tool outlining steps for running the Quarterly Progress Report in JIDS.

Finance Committee (presented by Ashley Lippert)

- In Chair Niles absence, A. Lippert reported the Finance Committee has not met since the last Executive Committee meeting and will meet January 26, 2016.

Information Technology Committee (presented by Lea Quam)

- Chair Quam reported the Technology Committee met December 1. Currently, there are 7,071 files in JIDS without any active workflow utilizing storage for active cases. The National Office will assist states with the JIDS cleanup of these files by emailing each state a list to review and a deletion date.
- M. Farmer (CA) questioned who would permanently delete the files. Chair Quam affirmed the email will provide direction and a deadline for the removal. D. Dodd (NM) supported the cleanup noting files without workflow activity are unnecessary.
- Chair Quam presented modified language in the JIDS expedited request workflow. The Technology Committee approved amending language for clarity. The change is text only and does not impact the rules or processes.
- Chair Quam reported the Technology Committee's support for renewing the InStream Agreement for a three year term rather than annually. The cost savings for a three year contract is significant and should the Commission wish to move to a different data system, the transition would take at least three years.
- A. Lippert shared the breakdown of the cost savings to be \$22,000 over the three year period.
- **P. Welcome (VI) made a motion to enter into a three year contract with InStream. A. Connor (NV) seconded. The motion passed.**

Rules Committee (presented by Julie Hawkins)

- Chair Hawkins reported the Rules Committee met November 4, 2015. A meeting calendar was adopted for bi-monthly meetings unless additional meetings are necessary. The current assignments were reviewed and additional items added

such as the JJDPa amendment rules impact, the records request and pre-adjudicated home evaluation as discussed at the last annual meeting. Developing a Probable Cause Hearing Rule has been deferred. The next meeting is January 6.

Training, Education & Public Relations Committee (presented by Anne Connor)

- Chair Connor reported the Training Committee met November 12 and the next meeting is December 10. The Human Trafficking Ad Hoc Committee met November 10 and the next meeting is January 12.
- Three states in transition (MT, IA, and TN) received technical and training assistance via WebEx and Mississippi has been approved for onsite training at their juvenile justice symposium.
- Chair Connor and Gary Hartman (WY) will represent ICJ during the NCJFCJ conference in March (Las Vegas, NV). Gary Hartman (WY) and Chair Connor will represent ICJ during the NCJFCJ conference in July (Monterey, CA).
- Chair Connor spoke in favor of team building sessions at the 2016 Annual Business Meeting as mentioned earlier by Chair Marchand.

Region Reports

East Region (presented by Patricia Welcome)

- Representative Welcome reported the East Region met November 5. Representative Welcome summarized the East Region's discussion, which included state council involvement, human trafficking and a runaway case scenario.
- The East Region will meet again in February or March.

Midwest Region (presented by Nina Belli)

- Representative Belli reported the Midwest Region has not met since the last Executive Committee meeting. The next meeting is February 11 @ 11 a.m. EST.

South Region (presented by Mia Pressley)

- Representative Pressley reported the South Region met November 12. Items for discussion included: the failed proposal to Rule 4-101, which is being considered by the Rules Committee; an update of the JJDPa amendment; the 2015 state council reports; Sherry Bolden-Rivers retirement; and the importance of assisting states in transition. The next meeting will be in February.

West Region (presented by Dale Dodd)

- Representative Dodd reported the West Region met November 3, 2015. Items discussed included an update on the human trafficking ad hoc committee; assisting states in transition; and assigning a mentor to new staff for states in transition.

Legal Counsel Report (presented by Rick Masters)

Virginia Case

- R. Masters updated on the New Jersey and Virginia case involving a juvenile being held in custody in Virginia and appealing the request to return to New Jersey. The juvenile is from El Salvador and is not an American citizen. The United States Immigrations and Customs Department has brought the matter to the attention of a Federal Immigrations Judge in New Jersey who has issued

- a Deportation Order. This action changes the legal dynamics and R. Masters recommended that ICJ withdraw from any further action other than supporting the efforts of the Assistant Virginia Commonwealth Attorney in the appeal process.
- P. Welcome (VI) questioned whether or not removal proceedings were in place. R. Masters clarified at this point only the Deportation Order has been entered.
 - **M. Lacy (WV) made a motion to withdraw the federal injunction regarding this case and approve legal counsel to continue to support the Assistant Virginia Commonwealth Attorney as necessary. P. Pendergast (AL) seconded. The motion passed.**

Compliance

- R. Masters updated he will attend the Compliance Committee meeting in December regarding the Pennsylvania and New Hampshire defaults.

Victim's Report (presented by Trudy Gregorie)

- T. Gregorie had nothing new to report.

Old Business

There was no old business.

New Business

- J. Hawkins (MO) shared a runaway case being returned to Alabama through Atlanta. Delta Airlines has a policy that in addition to the unaccompanied minor fee, an additional \$150 will be charged for a youth identified as a runaway.
- P. Hall (GA) acknowledged the policy and Georgia's practice to use the term *placed* rather than *runaway*.
- R. Masters suggested contacting Tracy Masters, Georgia Department of Juvenile Justice Assistant General Counsel. P. Hall (GA) updated there to be a new Assistant General Counsel and supported input from legal counsel.
- **M. Pressley (SC) made a motion to approve R. Masters to contact the Georgia Department of Juvenile Justice Legal Counsel regarding the Delta Airline policy. D. Dodd (NM) seconded. The motion passed.**

Adjourn

- The next meeting is January 28, 2016.
- **Chair Marchand adjourned the meeting by unanimous consent at 12:27 p.m. EST.**