



INTERSTATE COMMISSION FOR JUVENILES

EXECUTIVE COMMITTEE MEETING

Minutes

May 30, 2013

11:15 a.m. EDT

Committee Members in Attendance:

1. Terry Clark (PA) Chair
2. Summer Foxworth (CO) Vice Chair
3. Phil Cox (OR) Treasurer
4. Patrick Pendergast (AL) Designee
5. Jean Hall (FL) Commissioner
6. Rose Ann Bisch (MN) Commissioner
7. Anne Connor (NV) Commissioner
8. Trudy Gregorie (DC) Victims Representative, Ex-Officio
9. Rick Masters, Legal Counsel

Committee Members Not in Attendance:

1. Judy Miller (AR) Designee
2. Traci Marchand (NC) Commissioner

Guests in Attendance:

1. Karen Triolo (DE) Commissioner
2. Damian Seymour (DE) Designee
3. Rose Marie Holmquist (DE) Compact Administrator

Staff in Attendance:

1. Harry Hageman, ICAOS Executive Director
 2. Jennifer Adkins, Training and Administrative Coordinator
 3. Emma Goode, Administrative and Logistics Coordinator
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Call to Order

Chair Clark called the meeting to order at 11:17 a.m. EDT.

Roll Call

H. Hageman called the roll. Nine of the eleven members were present; seven of the nine voting members were present, establishing a quorum.

Agenda

- Chair Clark recommended that the agenda be modified to accommodate Delaware and discuss New Business prior to the Executive Director Report.
- **S. Foxworth (CO) made a motion to approve the agenda as modified, P. Cox (OR) seconded. The motion passed.**

Minutes

J. Hall (FL) made a motion to approve the April 25, 2013 meeting minutes, A. Connor (NV) seconded. The motion passed to approve the minutes as presented.

New Business

Delaware

- Chair Clark updated that the East Region Representative position is vacant due to the retirement of Fred White (MA) Designee. The region is seeking nominations via email for the June 18 election. Damian Seymour's (DE) Designee nomination was determined ineligible due to the language in his Designee appointment letter.
- Commissioner Triolo requested clarification to the ineligibility, noting a Designee previously served as the East Region Representative.
- R. Masters cautioned that the language in the state's statute in addition to the appointment letter defines a Designee's authority to serve. He termed the two types of Designee appointments within ICJ as *permanent* and *temporary*.
- Chair Clark summarized the distinction between the two:
 - *permanent designee* represents the State 100 percent, serving as if they were the appointed Commissioner; and
 - *temporary designee* represents the State as needed in the absence of the Commissioner.
- R. Bisch (MN) shared concerns from states that the Commissioner/Designee status appears to allow states two representatives. R. Masters agreed to revisit the historical opinions regarding designees and report to the Executive Committee for final resolution.
- Chair Clark shared experiences as former permanent Designee for Pennsylvania and suggested in the interim that Delaware submit a permanent Designee appointment letter.
- Commissioner Triolo accepted the clarifications and welcomed samples of permanent Designee letters. Commissioner Triolo will review and consider modifying Delaware's Designee appointment letter to address the immediate issue.

Executive Director Report (presented by Harry Hageman)

Commissioner Vacancies

- H. Hageman reported the following Commissioner appointments and/or vacancies:
 - Curtis Hill (CA) appointed California Commissioner.
 - Jeff Patnode (WA) appointed Washington Commissioner
 - Karen King-Jones (KY) appointed Kentucky Commissioner.
 - Utah Commissioner is vacant.
 - South Carolina identified the candidate for Commissioner upon Commissioner Gannon's retirement.

Committee Reports

Executive Committee (presented by Terry Clark)

California-Nevada JIDS

- Chair Clark commended Anne Connor for her support to California during their ICJ Compact Office restructure. Chair Clark updated that the National Office received a letter from the California Commissioner (Curtis Hill) approving A. Connor (NV) as a California JIDS User during the transition period.

- A. Connor (NV) spoke to the ongoing training with California and updated that Linda Tenor will be appointed California Commissioner September 1, 2013.

AJCA

- Chair Clark noted the AJCA dissolution and transfer of funds continues to be monitored.
- R. Masters reported proof from the Secretary of State's Office that AJCA was administratively dissolved; however, to date, the remaining funds have not transferred.

Finance Committee (presented by Harry Hageman)

- H. Hageman reported that the Finance Committee met May 28 to review the working budget. He updated on discussions regarding the increased WebEx usage during the JIDS training and the reserve funds. Currently, the total budget is 12.3% under projection.
- Chair Clark updated that Chair Pendergast requested the Executive Committee discuss the reserve funds and dues structure at the next meeting.

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

- Chair Hall reported the Training, Education, and Public Relations Committee will meet June 20. She updated on the following activities to date:
 - Training Chair Hall and Technology Chair Marchand reviewed two additional JIDS workflow guides:
 - Case Closure
 - Quarterly Progress/Violation Report
 - 88 people participated in the Rules live Training May 22-23. The next 2-day training sessions are scheduled:
 - June 19-20 @ 2:00 p.m.
 - July 17-18 @ 10:00 a.m.
 - Two states, Kansas and Tennessee, reported state-conducted rules training.

Rules Committee (presented by Rose Ann Bisch)

- Chair Bisch updated she has presented to two of the four Regions the Strategic Initiative #2 Stabilization of Rules.
- Chair Bisch reported the Rules Committee will submit 23 proposals for comment the first of June. She noted several amendments to be the result of cleansing and organizing the rules for clarity.
- Chair Bisch briefed on the proposal to delete Form XI. Last year the Commission passed a change to Rule 6-104A. The implementation of the rule change impacted the JIDS workflow process resulting in a new mandatory form (Form XI). Chair Bisch shared concerns from members regarding form changes without vetting through the Rules Committee and the Commission.
- H. Hageman highlighted the process used by ICAOS to modify ICOTS data system, which, unlike JIDS, is a non-forms data system. Rule proposals include an estimate to implement the proposal into ICOTS; passage of the proposal approves both the process and the cost. Proposed modifications necessary to the data system between the annual meetings is presented to the Technology Committee with final approval by the Executive Committee which is comprised of all committee chairs.
- The Executive Committee discussed the ICAOS process and agreed to follow suit.
- The Executive Committee reviewed the ICJ rule proposal form. P. Cox (OR) made a recommendation to add "Fiscal Impact" to the rule proposal form. The National Office will update all proposals prior to posting.

Compliance Committee (presented by Summer Foxworth)

- Chair Foxworth updated the status of the ten states receiving letters from R. Masters regarding the establishment of a state council. She reported two states have responded in writing and two states have verbally acknowledged. The Compliance Committee is scheduled to meet July 17 to review all responses.

Technology Committee (presented by Jennifer Adkins)

- In the absence of Chair Marchand, J. Adkins reported the following JIDS activity since the last Executive Committee meeting:

JIDS Training

- 201 people attended the live WebEx trainings sessions
 - 34 people viewed the recorded on-demand training sessions
 - Field Staff Training is scheduled for June 6 @ 2:30 p.m. EDT
 - Kansas, New Mexico, and Ohio held state-specific live training, totaling 225 persons trained
- J. Adkins updated that J. Branum provided remote desktop assistance to two states. Helpdesk tickets continue to decline with a reduction of 17 percent Feb-Mar and 7 percent Mar-Apr. Since the last Executive Committee meeting, 76 tickets were resolved and 71 new tickets created.
 - The kick-out issue continues to be tracked. S. Foxworth (CO) noted an increase in the kick-outs occurrence. A. Connor (NV) shared that the kick-out affects the primary screen; data on secondary screens remain retrievable upon re-entry.

JIDS Enhancements

- J. Adkins reported InStream is testing the field expansions for Forms I, II, IV, IA/VI, VIII, and IX.
- J. Adkins reported the User Management Sort Enhancement to sort by full name became effective today.

Region Reports

East Region

- Chair Clark updated the East Region will meet June 18 @ 2 p.m. EST as discussed earlier in the meeting.

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 June 18 to discuss the proposed rule amendments.

AAICPC/ICJ Work Group

- Co-Chair Bisch reported attending the AAICPC Annual Business Meeting/Conference in Denver, Colorado. She participated in a question/answer session during the training noting one topic involved parental placement in another state by ICPC. Co-Chair Rudberg updated on the Work Group's progress during the business meeting sharing the ICJ proposed new rule and rule amendment relating to ICPC.
- Co-Chair Bisch reported the AAICPC/ICJ Work Group met May 21 with only one attendee from ICPC. She announced the new ICPC President (Mical Peterson, Minnesota) and new Work Group Ex-Officio member Judge Steve Rideout.
- Co-Chair Bisch reported that Judge Rideout informed the Work Group of the SOS Project, a campaign by the Coalition of Juvenile Justice to eliminate detaining non-delinquent juveniles in secure detention. Judges were emailed the information with a mid-June deadline to respond.

- Co-Chair Bisch presented the recommendation by the AAICPC/ICJ MOU Work Group that both ICJ and ICPC take a position opposing the Coalition of Juvenile Justice SOS Project for the elimination of non-adjudicated juveniles being detained in secure detention and to enlist the support of NCJFCJ.
- The Executive Committee agreed to the opposition and the urgency of the matter.
- R. Masters added the recent recommendation by OJJDP for states to use another means to detain other than the ICJ exemption noting the lack of determining a better alternative.
- **S. Foxworth (CO) made a motion that ICJ take an official position opposing the Coalition of Juvenile Justice SOS Project for the elimination of detaining non-delinquent juveniles in secure detention; and to voice the SOS Project opposition to OJJDP and other applicable organizations. P. Pendergast (AL) seconded. R. Bisch (MN) questioned how the motion would be accomplished. The makers of the motion made a friendly amendment that Legal Counsel would assist in framing the position statement in a letter from the Commission Chair Clark. The motion passed.**
- Co-Chair Bisch reported a recommendation by the Work Group regarding the adequacy of information provided to judges relative to ICJ and ICPC cases.
- R. Masters shared Judge Rideout's overlapping ICJ /ICPC case scenario and clarified the survey suggestion to develop and submit to judges with the assistance of NCJFCJ. The purpose of the survey would be to gain feedback for the comprehensiveness of information reported and adequacy of information furnished by ICJ and/or ICPC in predisposition reports involving delinquency issues. Based on the survey findings, a recommendation may be to amend rules or modify training.
- **A. Connor (NV) made a motion that the National Office communicate with Judge David Stucki, NCJFCJ Ex-Officio, to develop and issue a survey to judges for the purpose of determining the adequacy of information furnished in ICJ and ICPC predisposition reports to include delinquency issues. J. Hall (FL) seconded. The motion passed.**

South Region

- In Representative Miller's absence, H. Hageman updated the South Region has not met since the last Executive Committee meeting.

West Region (presented by Anne Connor)

- Representative Connor reported the West Region met May 1, 2013. Rules Chair Bisch presented the strategic initiative regarding the stabilization of rules.
- The West will meet June 12 to review the rule proposals.

Victim's Representative (presented by Trudy Gregorie)

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

Legal Counsel Report (presented by Rick Masters)

- R. Masters reported all legal items were addressed earlier in the meeting.

Old Business

There was no old business.

Adjourn

- **A. Connor (NV) made a motion to adjourn, P. Pendergast (AL) seconded. The motion passed. Chair Clark adjourned the meeting at 12:52 p.m. EDT.**