



## INTERSTATE COMMISSION FOR JUVENILES

### EXECUTIVE COMMITTEE MEETING

#### *Minutes*

**July 25, 2013  
11:15 a.m. EDT**

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#### **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. Judy Miller (AR) Designee
6. Jean Hall (FL) Commissioner
7. Rose Ann Bisch (MN) Commissioner
8. Anne Connor (NV) Commissioner
9. Traci Marchand (NC) Commissioner
10. Rick Masters, Legal Counsel

#### **Committee Members Not in Attendance:**

1. Damian Seymour (DE) Designee
2. Trudy Gregorie, Victims Representative, Ex-Officio

#### **Guests in Attendance:**

None

#### **Staff in Attendance:**

1. Ashley Lippert, Executive Director
  2. Jack Branum, Project Manager
  3. Jennifer Adkins, Training and Administrative Coordinator
  4. Emma Goode, Administrative and Logistics Coordinator
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#### **Call to Order**

Chair Clark called the meeting to order at 11:16 a.m. EDT.

#### **Roll Call**

A. Lippert called the roll. Ten of the twelve members were present; nine of the ten voting members were present, establishing a quorum.

#### **Agenda**

- **P. Pendergast (AL) made a motion to approve the agenda. J. Hall (FL) seconded. The motion passed.**

## Minutes

- **J. Miller (AR) made a motion to approve the June 27, 2013 meeting minutes. P. Pendergast (AL) seconded. The motion passed to approve the minutes as clerically amended.**

## Executive Director Report (presented by Ashley Lippert)

### *Commissioners/Designees*

- A. Lippert gave an update on Commissioner Vacancies for Arkansas, New Hampshire, South Carolina, and Utah.
  - A. Lippert updated on the following Commissioner and Designee appointments:
    - Arkansas (Judy Miller, Designee)
    - Massachusetts (Peter J. Forbes, Commissioner and Tracy Longvall-Rivera, Designee)
    - Rhode Island (Joann Niksa, Designee\*)
    - Vermont (Rachel Hopkins, Designee\*)
    - Virginia (Ralph Thomas, Commissioner and Natalie Dalton, Designee\*)
- \*Designee when the Commissioner is not available.

### *APPA and ICAOS Meetings*

- A. Lippert updated that Jenny Adkins (National Office) and Jason McCrea (PA) will present on ICJ at the APPA Summer Institute in Baltimore, Maryland next week. A. Lippert will attend the ICAOS 2013 Annual Business Meeting in Boston, Massachusetts the last week of August.

### *Dues*

- A. Lippert reported that New York received a 90-day delinquent notice for the payment of dues and that the dues have been paid. Member states operating on a July 1 to June 30 fiscal year will receive a reminder notice July 30.

### *2013 Annual Business Meeting*

- A. Lippert noted that the 2013 Annual Business Meeting registration opened July 1 and to date approximately 30 persons have registered. J. Adkins is working with the Training Committee in preparation for the annual business meeting training sessions.

### *2013 Annual Report*

- A. Lippert updated that eighteen states have submitted their state's annual statistics for the 2013 Annual Report. In addition, J. Adkins is working with the committee chairs to draft their respective committee reports.
- The National Office will finalize the 2012 Annual Report in August and forward to the Executive Committee for review and acceptance. She anticipates the printed report to be ready prior to the annual meeting.

## Committee Reports

### **Executive Committee** (presented by Terry Clark)

- Chair Clark had nothing additional to report.

### **Finance Committee** (presented by Pat Pendergast)

- Chair Pendergast updated that the Finance Committee did not meet in July.

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

- Chair Hall updated that the Training, Education, and Public Relations Committee did not meet in July. She reported that sixteen persons completed the rules 2-day training session on July 17-18; and 81 people completed the on-demand training modules and report training.

### **Rules Committee** (presented by Rose Ann Bisch)

- Chair Bisch reported that the Rules Committee met July 23 in Lexington, Kentucky and reviewed all comments to the proposed rule and form amendments. Several proposals were modified and the justifications expanded to address the comments.
- Chair Bisch updated that there will be a round table discussion during the annual business meeting for a better understanding of the proposals prior to vote on Wednesday.
- Chair Bisch updated that the Rules Committee recommended that each year after the annual meeting, the Chair of the Rules Committee attend the first couple of meetings of the Technology and Training Committees to clarify the rule changes impacting JIDS and the training materials. The Executive Committee concurred with the recommendation.

### **Compliance Committee** (presented by Summer Foxworth)

- Chair Foxworth reported the Compliance Committee met July 17 and discussed the responses to the letter issued to eleven states for the failure to appoint a state council. The Compliance Committee acknowledged the nine written responses and discussed the verbal replies from Illinois and California who have not appointed a state council.

#### Illinois

- Chair Foxworth reported that the Compliance Committee recommends the Executive Committee find Illinois in default of the Compact for the failure to establish a state council. Chair Foxworth presented the Compliance Committee's recommendation to authorize Legal Counsel to issue a default letter to Illinois indicating that ICJ will pursue legal action should the default not be addressed within 10 business days of receipt of the letter.
- P. Pendergast requested an update from previous conversations with Illinois. R. Masters reported a conversation in May with an Illinois Department of Juvenile Justice Attorney who acknowledged Illinois to be actively pursuing state council appointments and that a written response would be forthcoming. R. Masters affirmed that a written response was not received.
- J. Miller (AR) questioned the process to develop state councils in bifurcated states. R. Masters clarified the Compact requires one state council.
- **P. Cox (OR) made a motion to find Illinois in default for failure to establish a state council and to authorize R. Masters, Legal Counsel, to issue a default letter to Illinois advising that ICJ will pursue legal action should the default not be addressed within 10 business days of receipt of the letter. P. Pendergast (AL) seconded. The motion passed.**
- R. Masters presented a draft letter for consideration. The Executive Committee reviewed and agreed to the content and the recipients.

#### California

- Chair Foxworth reported that the Compliance Committee recommends the Executive Committee find California in default of the Compact for failure to establish a state council and to effectuate the Compact's purpose and intent under ICJ Statute Article VII.

R. Masters commented to the ongoing assistance A. Connor (NV) provides California with its day-to-day Compact operations. R. Masters clarified that the failure to appoint a state council is a segment of the larger issue that the California ICJ legislation sunset clause will expire January 2014.

- Chair Foxworth presented the Compliance Committee's recommendation to authorize Legal Counsel to issue a letter to California regarding the state council and the Compact office operations requesting a plan of action be submitted within 60 days to avoid legal action.
- **P. Cox (OR) made a motion to find California in default for failure to establish a state council and to authorize R. Masters, Legal Counsel, to issue a corrective action letter to California for the failure to establish a state council; further, the letter will address the California Compact office requirement to effectuate the Compact's purpose and intent under ICJ Statute Article VII and to advise that ICJ will pursue legal action should an adequate action plan to resolve both issues not be submitted within 60 days of receipt of the letter. A. Connor (NV) seconded. The motion passed.**
- R. Masters presented a draft letter for consideration. The Executive Committee reviewed and agreed to the content and the recipients.

#### **Technology Committee** (presented Traci Marchand)

- Chair Marchand reported that 36 persons viewed the recorded JIDS trainings and 98 persons completed the state-specific trainings held by Louisiana, Minnesota, and Utah. West Virginia has reserved access to the JIDS Sandbox for upcoming state-specific training.
- Chair Marchand reported the JIDS support statistics summarizing the average number of helpdesk tickets at 91 per month. The National Office provided JIDS training and technical assistance to Mississippi and Massachusetts. J. Branum provided remote desktop assistance to ten states.
- Chair Marchand updated that the National Office is assisting Illinois and Mississippi with blocked email notification.
- Chair Marchand updated on the progress testing the JIDS enhancement for field expansions on Forms I, II, IV, IA/VI, VIII, and IX. InStream is addressing minor issues discovered during testing.
- Chair Marchand reported the Technology Committee would meet August 7, 2013.

### **Region Reports**

#### **East Region** (presented by Terry Clark)

- In Representative Seymour's absence, Chair Clark updated that the East Region will meet September 11, 2013 at 11:00 a.m. to discuss the 2013 Annual Business Meeting, rule proposals, and JIDS.

#### **Midwest Region and AAICPC/ICJ Work Group** (presented by Rose Ann Bisch)

##### *Midwest Region*

- Representative Bisch reported the Midwest Region has not met since the last Executive Committee meeting. Representative Bisch requested clarity regarding the timeline for regions to submit 2014 officer nominations. A. Lippert clarified the Executive Committee imposed the 60-day deadline to allow nominees time to acquire any necessary approval prior to accepting a nomination. The deadline exists to assist individuals, not as a National Office requirement.

#### *AAICPC/ICJ Work Group*

- Co-Chair Bisch reported the Work Group met July 11, 2013 and discussed ICPC/ICJ scenarios and the Coalition for Juvenile Justice SOS Project.
- R. Masters updated on contact with Marie Williams (contact for the Coalition for Juvenile Justice, SOS Project) to discuss options regarding ICJ's position against the elimination of the OJJDP exception to hold non-adjudicated juveniles in secure detention.
- Co-Chair Bisch updated that Judge Rideout suggested that the Work Group issue a survey to both the Juvenile Justice and Family Court Judges to determine the adequacy of information they receive regarding juveniles. Co-Chair Bisch reported the formation of a sub-workgroup to include Judge Rideout, Rick Masters, Carla Fults, and the Co-Chairs. The sub-workgroup will meet in early August to discuss the survey questions, dissemination, and collection.

#### **South Region** (presented by Judy Miller)

- Representative Miller reported the South Region met July 16 and discussed the proposed rule amendments, developed a 2014 officer's slate, and had a presentation by the Rules Committee Chair Bisch regarding the strategic initiatives.

#### **West Region** (presented by Anne Connor)

- Representative Connor reported the West Region has not met since the last Executive Committee meeting. She posted comments to the rule proposals on behalf of the West Region. The West Region will meet August 21.

#### **Victim's Representative**

- In Trudy Gregorie's absence, there was no victim's representative report.

#### **Legal Counsel Report** (presented by Rick Masters)

- R. Masters reported that all current legal matters were previously discussed in the meeting.

#### **Old Business**

There was no old business.

#### **New Business**

There was no new business.

#### **Adjourn**

- **P. Pendergast (AL) made a motion to adjourn. A. Connor (NV) seconded. The motion passed. Chair Clark adjourned the meeting at 12:08 p.m. EDT.**