

**Interstate Commission for Juveniles
Finance Committee Call
6/23/09**

In Attendance:

- 1) Lisa Bjergaard (ND) Commissioner, Committee Chair
- 2) Dennis Casarona (KS) Commissioner, Commission Treasurer
- 3) Paul Gibson (KY) Commissioner
- 4) Alicia Ehlers (ID) Designee
- 5) Gloria Soja (MT) Designee
- 6) Donna Bonner (TX) Commissioner, Commission Chair, Ex-Officio Member
- 7) Crady deGolian, CSG

Absent:

- 1) Susan Morris (OK) Commissioner
- 2) Beth Meng (LA) Commissioner
- 3) Michele Holden (DE) Designee

- Crady deGolian called the roll. Five of eight Committee members were present, ensuring a quorum.
- Paul Gibson moved to approve the minutes from the 5/26/09 call and Dennis Casarona seconded. The minutes were approved and will be updated accordingly on the Web site.
- The first order of business Chair Bjergaard raised was the cost of the annual report.
 - Keith Scott informed Donna Bonner via e-mail that ICAOS prints about 350 hard copies of their annual report. Keith estimated that a similar number of hard copies would cost the Commission around \$2500.
 - With this in mind, the Committee thought it would be appropriate to develop both hard copies and also post electronic copies on the Commission's Web site.
 - Dennis Casarona noted that printing costs tend to be expensive. He did not think a large number of hard copies would be necessary.
- Chair Bjergaard next asked Donna Bonner to clarify the indirect costs outlined in the MOU. The indirect costs the Commission will be charged are set at 20% for the first year and 13.5% for each subsequent year.
 - Wade Littrell of CSG is going to provide additional clarification during the next Executive Committee call.
- Chair Bjergaard next asked the Committee to discuss contracting with Rick Masters to provide legal counsel to ICJ.
 - Mr. Masters estimated that he would work approximately 25-30 hours per month for the Commission.
 - Both Dennis Casarona and Donna Bonner thought it was appropriate for the Commission to develop a protocol for seeking legal counsel.
 - Paul Gibson suggested that questions be submitted from the Committee Chairs or Regional Representatives. The questions could then be

- discussed by the Executive Committee and passed along to Mr. Masters when appropriate.
- Dennis Casarona suggested an alternative. He thought questions could be sent to Keith Scott or the Chair and then passed on to Mr. Masters when necessary.
 - The Committee decided that it was appropriate to establish a protocol for seeking legal counsel and requested that this issue be passed along to the Executive Committee for consideration.
 - Keith Scott next provided clarification regarding hard copies of the Annual Report. Keith thought it was appropriate to send specific people, such as Governors and Legislative Leadership, hard copies of the Annual Report, though the compact does not specifically require this.
 - Dennis Casarona thought approximately 350 hard copies would be appropriate.
 - Paul Gibson motioned to send this recommendation to Executive Committee and Dennis Casarona seconded. The motion carried.
 - The next item of business Chair Bjergaard brought to the Committee's attention was developing a process and timeline for the budget reforecast.
 - Dennis Casarona thought it was a realistic goal to finish a draft of the reforecast by the beginning of August.
 - Dennis also thought the Finance Committee should review the Commissions finances on a monthly basis in case additional re-forecasting is required. When necessary, recommendations could be made by the Finance Committee and passed along to the Executive Committee for approval.
 - The Finance Committee agreed with the suggestions proposed by Dennis.
 - The next business item Chair Bjergaard asked the Committee to consider was the Executive Committee's trip to Kentucky. The estimated cost of the trip was between \$6,000 and \$7,000.
 - Both Chair Bjergaard and Dennis Casarona thought it was essential for the Executive Committee to come to Kentucky and visit CSG's headquarters.
 - The Committee agreed with this suggestion.
 - The final item of business Chair Bjergaard raised was trying to determine how much it would cost to hire an Executive Director.
 - Donna Bonner didn't think the Finance Committee was prepared to take this issue up.
 - She did note there will be costs for the process, especially during the interview process.
 - Donna Bonner also raised an issue about Nebraska, who recently signed the compact into law. The compact does not take effect in Nebraska until August 30th. Because of that Donna thought it was appropriate to prorate their dues for the first year.
 - Dennis Casarona added that if the Committee does not allow dues to be prorated, it may cause non-member states to defer joining the compact until the next fiscal year begins.

- Dennis made the motion to allow new member states to prorate their dues, when appropriate, during their first year of participation. Paul Gibson seconded the motion and it carried.
- Chair Bjergaard asked that the next Finance Committee meeting be held Tuesday, July 21 at 11:00 AM EDT in advance of the next Executive Committee call.
 - The Committee agreed with this suggestion.
- Hearing no additional business, Chair Bjergaard adjourned the call.