



**INTERSTATE COMMISSION FOR JUVENILES**  
**Finance Committee Meeting**

*Minutes*  
**February 22, 2011**  
**11:00 a.m. EST**

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**Committee Members in Attendance:**

1. Lisa Bjergaard (ND) Chair
2. Dennis Casarona (KS) Treasurer
3. Susan Burns (DE)
4. Damian Seymour (DE)
5. Paul Gibson (KY)
6. Alicia Ehlers (ID) Ex-Officio

**Committee Members Not in Attendance:**

1. Shelley Hagan (WI)

**Guests in Attendance:**

None

**ICJ Staff in Attendance:**

1. Ashley Lippert, Executive Director
  2. Jack Branum, Project Manager
  3. Jimmy Frazier, MIS Project Manager
  4. Emma Goode, Administrative and Logistics Coordinator
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**Call to Order**

Chair Bjergaard called the meeting to order at 11:02 a.m. EST.

**Roll Call**

A. Lippert called the roll. Six of the seven members were present. Four of the five *voting* members were present, establishing a quorum.

**Agenda**

Chair Bjergaard requested a motion to approve the agenda. **S. Burns (DE) made the motion to approve the agenda as presented, D. Casarona (KS) seconded. The motion passed.**

**Minutes**

Chair Bjergaard requested a motion to approve the minutes. **D. Casarona (KS) made the motion to approve the minutes of January 25, 2011, S. Burns (DE) seconded. The Committee approved the minutes as presented.**

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## **Discussion**

### *FY 2011 Budget Update*

- A. Lippert reported the FY '11 Budget to be in alignment as of January 31, 2011. She noted the Bench Book project to be on target to complete under budget. The Committee reviewed and agreed with the updated budget as presented.
- Chair Bjergaard requested an update on the relocation of the National Office.
- A. Lippert reported that the new computer and telephone contract services outside of CSG equate to an annual reduction of \$5,500. A. Lippert negotiated with CSG for a 1.5 percent reduction in CSG indirect costs for FY '12 and 2.0 percent reduction in FY '13. The noted costs savings outweigh the increased lease rental expense.
- A. Lippert reported the FY '13 Budget proposal to be ready for the Finance Committee's consideration at their next meeting. The proposed FY '13 Budget and any FY' 12 Budget adjustments will be presented to the Executive Committee for consideration at the March 24 face to face meeting in Lexington, Kentucky.
- To date, the National Office has received FY '11 dues from all member states except the Virgin Islands. The Virgin Islands' dues delinquency goes before the Compliance Committee on Wednesday, February 23, 2011.
- P. Gibson (KY) questioned the Education Accreditation line item expense.
- A. Lippert explained the title to be a CSG budget line item descriptor. This line item provides for continuing education/training for ICJ national office staff.

### **Old Business**

- P. Gibson (KY) requested an update for additional revenues from new member states.
- A. Lippert clarified all states are poised to present legislation for the June 30, 2011 transition rule deadline with the exception of Georgia and Ohio.

### **New Business**

There was no new business.

### **Adjourn**

Chair Bjergaard noted the next meeting date to be March 22, 2011 at 11:00 a.m. EST and adjourned the meeting by acclamation at 11:57 a.m. EST.