

**Interstate Commission for Juveniles**  
**Finance Committee**  
**5/13/2009**

**In Attendance:**

- 1) Lisa Bjergaard (ND) Commissioner, Committee Chair
- 2) Dennis Casarona (KS) Commissioner, Treasurer
- 3) Paul Gibson (KY) Commissioner
- 4) Susan Morris (OK) Commissioner
- 5) Beth Meng (LA) Commissioner
- 6) Alicia Ehlers (ID) Designee, Ex-Officio
- 7) Gloria Soja (MT) Designee

**Absent:**

- 1) Michele Holden (DE) Designee
- Crady deGolian began the meeting by calling the roll.
    - There were 7 of 8 Committee members present, ensuring a quorum.
  - Chair Bjergaard informed the Committee she has three primary agenda items for discussion.
    - Lisa first noted that the Committee needs to decide how to address the financial needs of the other Committees.
      - In order to do so the Finance Committee will need to determine exactly what the Commission's financial resources look like.
    - Lisa also noted that the Committee needs to establish reporting procedures that can be provided to the full Commission.
    - The third item Lisa brought to the Committee's attention was that the budget for FY 10' that was approved in Las Vegas does not begin until July 1.
      - That leaves an interim gap that the committee will need to seek clarification about.
      - Chair Bjergaard and Dennis Casarona are unsure if the Committee can spend fiscal year 10' money during the interim so Commission work can continue without interruption.
        - Dennis thought this may require legal clarification from Rick Masters.
        - This will help the Finance Committee determine how to allocate funds moving forward.
  - Donna Bonner noted that two new member states have joined to compact, which will provide additional dues.
    - Donna is also working with CSG and OJJDP to receive supplemental funds.
      - At this time neither Donna nor CSG have heard back from OJJDP regarding the request for supplemental funding.
  - Dennis Casarona asked Donna to seek advice from Rick Masters on if the Committee can use funds allocated for the next fiscal year presently

- Donna agreed to raise this issue with Keith Scott and allow him to forward it on to Rick if necessary.
- In the meantime Chair Bjergaard would like to develop a list from each standing Committee outlining their various financial needs. Once a list is developed items can be prioritized and addressed accordingly.
  - Dennis Casarona noted any correspondence to the Committees needs to clearly state that the Finance Committee is seeking clarification about how funds for FY'10 can be allocated.
    - He wants to ensure the Committee does not obligate itself to anything that cannot be covered immediately.
- Chair Bjergaard agreed to survey each Committee Chair.
  - Lisa asked Donna Bonner if Executive Committee approval was needed to move forward with the survey.
  - Donna noted that the Executive Committee has already discussed this and Lisa can go ahead and proceed.
    - Lisa agreed to distribute the survey in the next couple of days.
- Dennis also raised the question about an audit. He did not know if this is covered under the Secretariat agreement or if it something that the Commission will need to address individually.
  - Chair Bonner had questions about insurance and bonding required by the compact as well.
  - Dennis noted it may be appropriate to have a call with Keith Scott, Crady deGolian, and the accounting staff at CSG to ensure everybody is on the same page.
    - Crady agreed to speak with Wade Littrell (CSG's CFO) to see if a call can be arranged following CSG's Spring Meeting.
- Paul Gibson asked if the budget can be altered. He noted that the bottom line will not change, but specific dollar amounts may need to be adjusted.
- Donna Bonner asked Chair Bjergaard if there was a process in place to allow Committees to request funding.
  - Lisa informed the group that she has already discussed this issue with Dennis Casarona, but nothing had been formalized yet. Dennis and Lisa would like to go have discussions about this topic with Keith Scott and Rick Masters before formally adopting anything.
  - Dennis added that once the process is resolved a form will be easy to develop.
  - Dennis also thought it may be necessary to develop an interim process to address allocating funds prior to hiring an Executive Director. Dennis added the process could change once the new Executive Director is hired.
- Chair Bjergaard asked if anybody had any old or new business they would like the Committee to discuss.
  - The next call is scheduled for Tuesday, May 26<sup>th</sup> at 11:00 AM EDT.
  - Hearing no additional business, Chair Bjergaard adjourned the call.