



INTERSTATE COMMISSION FOR JUVENILES

Finance Committee Meeting *Minutes*

June 22, 2014
11:15 a.m. EDT

Committee Members in Attendance:

1. Shelley Hagan (WI) Chair
2. Pat Pendergast (AL) Designee
3. Summer Foxworth (CO) Commissioner
4. Alicia Ehlers (ID) Designee
5. Phillip Cox (OR) Treasurer
6. Pat Welcome (VI) Commissioner
7. Jeff Patnode (WA) Commissioner
8. Gloria Soja (MT) Ex-Officio

Committee Members Not in Attendance:

1. Sharon Harrigfeld (ID) Commissioner

Guests in Attendance:

None

ICJ Staff in Attendance:

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

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

Roll Call

- A. Lippert called the roll. Seven *voting* members were present, establishing a quorum.

Agenda

- **P. Cox (OR) made a motion to approve the agenda. A. Ehlers (ID) seconded. The motion passed.**

Minutes

- **P. Pendergast (AL) made a motion to approve the May 20, 2014 meeting minutes. P. Cox (OR) seconded. The motion passed.**

Discussion

FY 2014 Budget Update

- Chair Hagan presented the 2014 fiscal year budget through May 31, 2014.
- A. Lippert reported the FY 14 to be 76 percent of budget. With one month of administrative costs remaining, the FY 14 is on target to finish under budget. Additionally, FY 15 dues are being received and 30-day reminder notices will be issued to applicable states after July 30.
- P. Cox (OR) questioned the anticipated amount for the remaining one month of administrative expenditures. A. Lippert clarified that some of the costs included in the total expenditures are one time payments. She will calculate the anticipated remaining expenditures and email the projection to the Finance Committee.
- P. Cox (OR) questioned Line Item #30 Web/Video Conference (WebEx) to be 98% of budget with one month remaining and next year the line item is budgeted for a lesser amount. A. Lippert clarified that a lump sum payment and fifteen monthly payments were absorbed in FY 14. The line item will level out in FY 15.
- A. Lippert noted that vendor expenses for modifications to JIDS due to the addition of Georgia would be reflected in the FY 15 budget under Line Item 53.

Old Business

There was no old business.

New Business

Dues Structure

- Chair Hagan reintroduced the topic of reassessing the dues structure. The Finance Committee placed the project on hold to allow time for JIDS to become fully functional and implemented by states. S. Foxworth (CO) questioned and A. Lippert confirmed that JIDS is currently fully functional for all states.
- The Finance Committee discussed an effective time frame to modify the data in the dues structure and the accuracy of JIDS reported data. A. Lippert commented that region representatives are clarifying in their meetings that JIDS counts data based on “completed workflows” not all active cases. J. Patnode (WA) commented on the adverse incentive to use JIDS for processing cases if the data impacts dues. P. Pendergast (AL) inquired as to a mechanism to insure all states are entering all cases in JIDS. A. Ehlers (ID) noted incidents when emails were quicker than entering in JIDS to begin a process. G. Soja (MT) noted that work travel permits are not entered into JIDS. A. Lippert commented that the Commission’s strategic plan includes implementing compliance standards, which the national office has drafted and is reviewing. To process cases outside of JIDS is a violation of Rule 3-101.
- The Finance Committee discussed factors and ratios used in the dues structure. At the request of Chair Hagan, the National Office will update the dues structure chart with the 2014 statistics along with the 2010 Census numbers and forward it to the Finance Committee for discussion.

Adjourn

- Chair Hagan recommended the Finance Committee defer the July meeting to allow sufficient time for the receipt of the final fiscal year budget totals. The Finance Committee concurred. The next meeting is August 19, 2014.
- **Chair Hagan adjourned the meeting by acclamation at 11:58 a.m. EDT.**