



**INTERSTATE COMMISSION FOR JUVENILES  
Compliance Committee Meeting**

*Minutes*  
**December 6, 2017**  
**2:00 p.m. EST**

---

**Voting Members in Attendance:**

1. Jacey Rader (NE) Chair
2. Summer Foxworth (CO) Commissioner
3. Jeff Cowger (KS) Commissioner
4. Amy Welch (KY) Commissioner
5. Angela Bridgewater (LA) Commissioner
6. Roy Yaple (MI) Commissioner
7. Dawn Marie Rubio (UT) Commissioner

**Non-Voting Members in Attendance:**

1. Rachel Holt (OK)

**Members Not in Attendance:**

1. Jane Seigel (IN) Commissioner
2. Jen Baer (ID)
3. Abbie Christian (NE)
4. Kelly Palmateer (NY)
5. Corrie Copeland (TN)

**Guests in Attendance:**

None

**National Office Staff in Attendance:**

1. MaryLee Underwood, Executive Director
  2. Monica Gary, Administrative and Logistics Coordinator
  3. Jenny Adkins, Project Manager
  4. Emma Goode, Training and Technology Coordinator
- 

**Call to Order**

Chair Rader called the meeting to order at 2:01 p.m. EST.

**Roll Call**

Director Underwood called the roll and a quorum was established.

**Agenda**

**D. Rubio (UT) made a motion to approve the agenda. A. Bridgewater (LA) seconded.  
The motion passed.**

## Minutes

**A. Bridgewater (LA) made a motion to approve the July 20, 2017 meeting minutes as corrected. J. Rader (NE) seconded. The motion passed.**

## Discussion

Chair Rader briefed on her background and expressed her excitement for the opportunity to Chair the Compliance Committee.

## ICJ Sanctions Guideline Matrix and ICJ Compliance Policies

- Chair Rader announced that the ICJ Sanctioning Guidelines were adopted by the Executive Committee following input from each region at the Annual Business Meeting, and an email notification was issued to Commissioner from the Executive Director on November 16, 2017. Chair Rader noted that the matrix is similar to ICAOS and provides definition as to what happens in the event of non-compliance. The objective of the ICJ Sanctioning Guidelines is to ensure consistency and transparency in addressing substantial or persistent violations of the Compact, its Rules, and By-laws when all other efforts to assist the alleged violating state to come into compliance are exhausted or in cases where such alleged violations warrant immediate action. The Sanctioning Guidelines are to be used in conjunction with the existing administrative compliance policies 01-2009, 02-2009 and 03-2009.
- Chair Rader reminded Committee Members that ICJ has already adopted numerous compliance policies, which were distributed to members for review and reference.

## ICJ 2017 Performance Measurement Assessment (PMA) Results

- Chair Rader shared the 2017 Performance Measurement Assessment (PMA) Results measurement summary:

Overall Average Score: 82%

Average Score by Standard

- 4-102(d) – 77%
- 4-102(g) – 76%
- 4-103(b) – 75%
- 5-102(a) – 98%

Number of states scoring less than 80%

- 4-102(d) = 8 states (packet returned within 10 business days of issuing travel permit for expedited parolee)
- 4-102(g) = 26 states (home evaluations returned within 45 calendar days)
- 4-108(b) = 9 states (packet returned with 10 business days of issuing travel permit for expedited sex offender)
- 5-102(a) = 1 state (absconder report requirements)

Number of states scoring less than 75%

- 4-102(d) = 8 states
- 4-102(g) = 26 states
- 4-103(b) = 9 states

Number of states scoring less than 70%

- 4-102(d) = 6 states
- 4-102(g) = 17 states
- 4-103(b) = 9 states

Number of states scoring less than 60%

- 4-102(d) = 5 states
- 4-102(g) = 10 states
- 4-103(b) = 5 states

Number of states scoring less than 50%

- 4-102(d) = 4 states
- 4-102(g) = 6 states
- 4-103(b) = 4 states

- Chair Rader asked for input regarding how states responded. A. Bridgewater (LA) updated that Louisiana shared audit findings with other agencies, and followed up in writing to the National Office. Additionally, the Louisiana's DCA reached out during annual trainings and visits to probation officers in each region.
- J. Rader (NE) shared that Nebraska reviewed cases to identify process issues and identified areas where improvement was warranted.
- J. Adkins reported that sixteen states responded after they received their report, and that several states asked what the Compliance Committee planned to do in response to the findings. Some states questioned if they were required to provide a corrective action plan. J. Adkins responded that currently the Compliance Committee does not have a follow up and that corrective action plans are not required. Additionally, some states asked if they could have access to other states' corrective action plans in order to model after them.
- The Compliance Committee discussed options for responding to non-compliance. Chair Rader requested input regarding the level of required compliance.
- R. Yapple (MI) suggested that scores of 70% or higher on each standard would be acceptable for the 2017 Performance Measurement Audit; and that the expectation should be raised to 90% in 3-5 years. For states falling below acceptable levels, the following strategies were discussed: trainings; corrective action plans; and re-assessment. The Compliance Committee discussed potential timelines, but no decisions were made.
- Director Underwood referenced the ICJ Policy 02-2014 regarding a response timeline: "States will be given thirty (30) business days to dispute, in writing, any findings of noncompliance. After thirty (30) days, the performance report will be finalized, and the State's written response shall become part of the final report.
- The matter was deferred to a future meeting.

### **ICJ Strategic Planning for Performance Measurement Assessment (PMA) Results**

- J. Rader reviewed the history of ICJ's Performance Measurement Assessment, and indicated that she would like the Compliance Committee to engage in strategic planning related to Performance Measurement Assessment and proposed a one-day face-to-face meeting in May or June of 2018 to determine and prioritize the PMA. Members in attendance were responsive to the idea.

### Compliance Issues

- Director Underwood reported that pursuant to the Dues Enforcement Policy (ICJ Policy 08-2009), three states had been referred to the Compliance Committee for outstanding dues payments over 120-days. To date, dues have been received from two of the three states. Illinois remains the only state outstanding. In addition to letters sent via US Postal Service, Director Underwood has exchanged phone calls and emails with Illinois Commissioner Frierson. According to the Commissioner, the check was sent to the address used prior to disaffiliation from CSG. Unfortunately, checks are no longer forwarded. If the check is returned, it will be forwarded to ICJ at the new address. Director Underwood indicated that some action should be taken.
- **D. Rubio (UT) made a motion to defer any action against the State of Illinois until the January meeting to review whether payment has been received. S. Foxworth (CO) seconded. The motion was approved unanimously.**
- Additionally, Director Underwood reported that two states are currently outstanding more than 30 days; however, the matter will not be referred to the Committee until more than 120 days.
- Director Underwood reported that the National Office has also been working on two other compliance related matters. First, it was reported that a “border agreement” had been entered into by two states which violates the Compact. Both states are taking appropriate steps to address the matter. Thus, it does not appear that Compliance Committee action will be needed. Second, Jenny Adkins has been working with one state to cleanup JIDS files with unresolved workflows.

### Old Business

There was no old business.

### New Business

There was no new business

### Adjourn

- Chair Rader informed members that the Committee will be meeting the first Thursday of each month, in addition to the proposed face-to-face meeting.
- **Chair Rader adjourned the meeting by unanimous consent at 2:46 p.m. EST.**