



**INTERSTATE COMMISSION FOR JUVENILES
Compliance Committee Meeting**

Minutes
**May 17, 2018
Lexington, KY**

Voting Members in Attendance:

1. Jacey Rader (NE) Chair
2. Anne Connor (ID) Designee
3. Jane Seigel (IN) Commissioner
4. Jeff Cowger (KS) Commissioner
5. Amy Welch (KY) Commissioner
6. Angela Bridgewater (LA) Commissioner
7. Roy Yaple (MI) Commissioner
8. Dawn Marie Rubio (UT) Commissioner

Voting Members Not in Attendance:

1. Summer Foxworth

Non-Voting Members in Attendance:

1. Abbie Christian (NE)
2. Corrie Copeland (TN)

National Office Staff in Attendance:

1. MaryLee Underwood, Executive Director
 2. Jenny Adkins, Project Manager
 3. Monica Gary, Logistics and Administrative Coordinator
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Call to Order

Chair Rader called the meeting to order at 8:30 a.m. EDT.

Roll Call

Director Underwood called the roll and a quorum was established.

Agenda

J. Seigel (IN) made a motion to approve the agenda. J. Cowger (KS) seconded. The motion passed.

Minutes

R. Yaple (MI) made a motion to approve the April 5, 2018 meeting minutes as amended. A. Welch (KY) seconded. The motion passed.

Discussion

Strategic Planning for Performance Measurement

Review ICJ Mission Statement, Vision, Values and Strategic Initiatives

- Chair Rader opened the meeting by asking all ICJ Compliance Committee members to introduce themselves. Each member shared information about their role with ICJ and a personal fact.
- Chair Rader shared the ICJ Mission Statement, Vision, Values and Strategic Initiatives.
- Chair Rader reviewed the priorities for monitoring developed at the previous meeting: Successful Supervision; Effective Returns; Safety. She suggested the addition of another priority: Compact Office Operations.
- Chair Rader suggested that the Committee incorporate the Safety category into the Successful Supervision category. The floor was opened for discussion. The Committee agreed to move the safety category into the successful supervision category.
- **A. Connor (ID) made a motion to adopt the ICJ Compliance Priorities as:**
 - **Promote Safety and Successful Supervision,**
 - **Effective Returns, and**
 - **Compact Office Operations.**
- **A. Welch (KY) seconded. The motion was approved.**
- Chair Rader reminded members that when serving as members of the Compliance Committee, their duty is to focus on the overall requirements of the Compact, even if those are at odds with state concerns.

PMA Standards Review

Unmeasurable Standards

- Chair Rader reported that the National Office has indicated that 19 performance standards cannot be measured. The standard indicates that they are to be assessed based on National Office Records, but the National Office does not maintain or have access to the related records. She recommended that these 19 standards, as identified on the document titled “Unmeasurable Performance Measurement Standards,” be eliminated.
J. Seigel (IN) made a motion to remove standards requiring “review national office records” from Performance Measurement Standards and Review Procedure, and that a statement be added to acknowledge the Rules impose additional requirements.
D. M. Rubio (UT) seconded. The motion was approved.
- Chair Rader introduced the “ICJ Compliance Standards Sorted by Priority” for review. The Committee discussed standards about which clarification was needed for effective monitoring.

ICJ Compliance Priority – Successful Supervision

- Rule 4-102(2)(a) Standard I
A. Connor (ID) made a motion that the date to be used is the departure date on the Form V, and this date should be on/or after the date of the signed home evaluation. A. Welch (KY) seconded. The motion was approved.
- Rule 4-102(2)(a) Standard II
A. Bridgewater (LA) made a motion to remove Standard II. A. Connor (ID) seconded. The motion was approved.
- Rule 4-102(2)(b) Standard II
A. Connor (ID) made a motion to remove Standard II. R. Yapple (MI) seconded. The motion was approved.
- Rule 4-104(5) Standard

D.M. Rubio (UT) made a motion to remove the Standard and recommend the ICJ Rules Committee review Rule 4-104(5) for deficiencies. R. Yapple (MI) seconded. The motion was approved.

- Rule 5-104(2) Standard

A. Connor(ID) made a motion to edit the review procedure for this Standard to determine how many outgoing supervision cases surpassed the 90 calendar day due date / total number of supervision cases during the assessed time period. J. Seigel seconded. The motion was approved.

- Rule 5-104(1)(b) Standard

Seigel (IN) made a motion to remove the Standard. A. Welch (KY) seconded. The motion was approved.

ICJ Compliance Priority – Effective Returns

- Rule 6-102(6)

A. Connor (ID) made a motion to assess the holding state in review of Rule 6-102(6). R. Yapple seconded. The motion was approved.

- Rule 4-104(6)

A. Connor (ID) made a motion that the standard is not measurable and should be removed and assessed when needed based on complaints. A. Welch (KY) seconded. The motion was approved.

- Rule 6-102(10)

J. Seigel (IN) made a motion to defer the implementation of the Standard until 2020 or later. A. Connor (ID) seconded. The motion was approved.

ICJ Compliance Priority – Compact Office Operations

- Rule 3-101

- J. Seigel (IN) raised the question of if this would a part of the monitoring process for the ICJ Compliance Committee.

- Chair Rader clarified that this would be a supplement to the audit and monitoring process of the ICJ Compliance Committee and the National Office on an ongoing basis and in the event that an issue occurs.

A. Connor (ID) made a motion to add a review of overdue global assignments and outdated workflows on a quarterly basis and/or as needed. J. Seigel (IN) seconded.

Approve Final Standards List

- Chair Rader announced that after the changes approved today are made, Compliance Committee would review the final standards list for approval at the next meeting.

Performance Measurement Plan

Group Activity

- Chair Rader introduced a group activity. The members were broken into 3 groups to create a Performance Measurement Plan to be measured for a year.
- Chair Rader suggested that all ideas from the group activity be shared with the ICJ National Office in hopes that they can be implemented if feasible. The ICJ National Office collected all suggestions and will present a draft plan at the next meeting.

Compliance Issues

Commissioner Appointments

- Chair Rader asked Director Underwood to provide Commissioner updates.

- Director Underwood reported the following:
 - P. Leonard (NH) has been appointed new Commissioner.
 - S. Hagan (WI) retired, leaving a vacancy for Commissioner in Wisconsin.
 - D. Barrett (ME) will retire in June.
 - J. Cowger (KS) has been appointed the new ICJ Finance Chair.
- Director Underwood noted there is some confusion regarding the differences between part time Designees and full time Designees. She stated that the ICJ National Office will provide additional resources in the future.

Global Assignments Review

- Chair Rader shared that, based on multiple contacts from concerned states, the ICJ National Office generated a report that determined states overdue global assignments and outdated workflows.
- Chair Rader reported that states identified with high percentages of overdue global assignments and outdated workflows will be referred to the Compliance Committee. The ICJ National Office has contacted the state about which multiple concerns were raised, and requested that the state submit a corrective action plan by June 1, 2018. She emphasized the importance of identifying states that may need additional training and support from the ICJ Compliance Committee and ICJ National Office.

Other Matters

- Chair Rader reported that some ICJ Compact Offices are staffing offices only Monday through Thursday. She stated that it is the expectation that ICJ Compact Offices are operating on regular business days Monday through Friday except for holidays.

State Council Reports

- Chair Rader reported that there are several states out of compliance on State Council Reports. She reported that the ICJ Executive Committee and Training Committee have partnered to create an ICJ State Council Toolkit to consist of organization guidelines, templates, and online training to assist with the formation and maintenance of successful State Councils.
- Chair Rader encouraged the ICJ Compliance Committee members to submit any examples or suggestions on creating and maintaining effective State Councils.

Old Business

- There was no old business.

New Business

- Rule Committee recommendation
A. Connor (ID) made a motion to forward a request to the Rules Committee to review Rule 4-104(5) pertaining to the five-day timeframe. D.M. Rubio (UT) seconded. The motion was approved.

Adjourn

Chair Rader adjourned the meeting by unanimous consent at 2:40 p.m. EDT.