



**INTERSTATE COMMISSION FOR JUVENILES
EXECUTIVE COMMITTEE**

Minutes
**February 22, 2018
11:30 a.m. EST**

Committee Members in Attendance:

1. Anne Connor (ID) Chair
2. Natalie Dalton (VA) Vice-Chair
3. Shelley Hagan (WI) Treasurer
4. Traci Marchand (NC) Immediate Past Chair
5. Tony DeJesus (CA) Information Technology Committee Chair
6. Jacey Rader (NE) Compliance Committee Chair
7. David Barrett (ME) Finance Committee Chair
8. Cathlyn Smith (TN) Training Education and Public Relations Committee Chair
9. Gary Hartman (WY) Rules Committee Chair
10. Maria Genca (CT) East Region Representative
11. Charles Frieberg (SD) Midwest Region Representative
12. Mia Pressley (SC) South Region Representative
13. Rick Masters, Legal Counsel
14. Trudy Gregorie, Ex Officio Victims' Representative

Committee Member Not in Attendance:

1. Dale Dodd (NM) West Region Representative

Guests in Attendance:

None

ICJ National Office Staff in Attendance:

1. MaryLee Underwood, Executive Director
 2. Jenny Adkins, MIS Project Manager
 3. Emma Goode, Training and Administrative Specialist
 4. Monica Gary, Logistics and Administrative Coordinator
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Call to Order

Chair Connor called the meeting to order at 11:30 a.m. EST.

Roll Call

Director Underwood called roll and a quorum was established.

Agenda

**J. Rader (NE) made the motion to approve the agenda. M. Pressley (SC) seconded.
Motion approved**

Minutes

**S. Hagan (WI) made the motion to approve the January 25, 2018 meeting minutes.
M. Pressley (SC) seconded. The motion passed unanimously.**

Executive Director Report

- Director Underwood reported the following activities and updates:
 - Two new Commissioners were appointed:
 - Arizona – Jeff Hood was appointed, effective January 28, 2018, with John Crabtree remaining as full-time Designee.
 - Nevada - David Laity was appointed, effective February 8, 2018.
 - Nate Lawson will become the new Commissioner in Ohio effective March 5, 2018. Andrew Jennings will handle the day-to-day operations during the transition. N. Belli (OH) last day was 2/16.
 - New Hampshire is the only state with a remaining Commissioner vacancy. Due to the resignation of Thom O'Connor on January 22, 2018, they no longer have a full-time designee either. The National Office sent a registered letter on February 13, 2018 to the Governor with no response received to date. The next step is to send a letter on March 29, 2018 from Legal Counsel.
 - Code of Conduct Forms have been received from all but four states.

State Support

- Director Underwood reported that the state of Connecticut is transitioning its ICJ Office from the Department of Children and Family Services to the Judicial branch and asked if the Committee had any experience with this type of transition. There was no response and Director Underwood shared that the National Office would meet with the Connecticut ICJ Office on March 1st to coordinate and discuss the efforts.

JJDPA Update

Director Underwood reported that the National Office has received notification that House Bill version of the Juvenile Justice Delinquent Prevention Act (JJDPA) has been taken up by the Senate. The proposed JJDPA Amendment would permit a juvenile status offender who is held in accordance with the Interstate Compact for Juveniles exempted from this provision and may be held for up to fifteen (15) days from the time they are taken into custody.

“Big Review” Project

- Director Underwood noted that significant updates have been made in preparation for the Rules Amendments becoming effective March 1, 2018.
- Director Underwood acknowledged and thanked Chair Connor, J. Cowger (KS), and C. Frieberg (SD) for providing Rules Amendment Training.
- The National Office has made the following amendments:
 - Rules – histories revised to include renumbering; modifications to ensure all rescinded rules treated the same.
 - JIDS Enhancements, and Helpdesk will go live March 1, 2018
 - Compact Operations Quick Reference Guide Brochure has been updated and printed
 - Bench Card updated
 - Amendment Training PowerPoint will be uploaded to the website for use by states
 - Bench Book
 - Revisions started by Jeff Litwak

- Advisory Opinions are in final review by Legal Counsel Rick Masters and Director Underwood.
 - Director Underwood requested funding for the printing the revised and updated Bench Book. Estimates for hard copies and electronic copies were presented.
 - Chair Connor suggested approving the cost of one hundred hard copies and five hundred electronic copies.
 - The Committee posed the question of how has the Bench Book historically been distributed? Director Underwood stated that the National Office has not done a broad distribution.
 - C. Smith (TN) shared that the Tennessee ICJ Office downloads the Bench Book from the ICJ website and distributes the link with others. She asked if that would be a more cost-effective way of distributing the Bench Book? Chair Connor responded that with so many revisions and updates we need to provide all Commissioners and support agencies with the latest version of the ICJ Bench Book.
- N. Dalton (VA) made a motion to allocate funds for one hundred printed copies of the Bench Book and five hundred electronic copies of the Bench Book on flash drives. T. DeJesus (CA) seconded the motion. The Motion was approved.**

Committee Reports

Executive Committee (Anne Conner)

Chair Connor reported the following activities and updates:

Meeting Planning

- Chair Connor reported that the logistics email was sent out for the Executive Face-to-Face Meeting scheduled in Louisville, KY at The Brown Hotel. She advised that members should submit their registration by March 12, 2018.

2018 ABM Planning

- Chair Connor reported that a Planning Meeting was held with the Host State, Officers, and the National Office. She reported that more information will be provided at the face-to-face meeting regarding the agenda, training topics, and speakers.
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2019 ABM Planning

- Chair Connor shared that the 2019 Annual Business Meeting location will be in the Midwest. Several locations have been recommended.
- Chair Connor brought to the attention of the Committee whether the vote on the Annual Business Meeting destination should be decided by the Executive Meeting or the larger body.
- Rick Masters, Legal Counsel clarified that the Compact allows in Article III (F) The Interstate Commission upon establishing the Executive Committee vest the Executive Committee with the power to act on behalf of the Commission during periods when the Interstate Commission is not in session with the exception of rulemaking and or amendment to the Compact.
- The Committee was in agreement with the decision of the location of the 2019 Annual Business Meeting being decided by the Executive Committee. A general census was established among the Committee.
- The Committee exercised its authority under the statute to proceed with making the decision regarding the location of the Annual Business Meeting.

State Council Reports

- Chair Connor discussed distributing a survey to Commissioners and State Council members on what challenges, barriers, creative ideas were used in the states for formation of State Council.
- D. Barrett (ME) provide insight on the challenges of forming State Councils. He cited that there is a lack of motivation and or interest due to declining numbers or need for services.
- C. Smith (TN) recommended inviting State Council members to the Annual Business Meeting to help reinforce the purpose of State Council. A. Connor wants to pull information going forward and have the topic added to the agenda of the face-to-face Executive Committee Meeting.
- T. DeJesus (CA) shared that the state of California is awaiting the appointment of three State Council members.
- D. Barrett (ME) suggested a survey to State Council Members regarding the challenges that they face.
- M. Pressley (SC) expressed how State law and ICJ bylaws often conflict and that currently there is not a South Carolina Juvenile Justice Director, who under SC statute is responsible for making State Council appointments.
- Director Underwood offered the assistance from the National Office to conduct a survey of State Council Members. She also acknowledged the challenge in determining the mission of the State Council and recommended that guidance be provided regarding purpose, roles and responsibilities of State Council members.
- Chair Connor suggested using the Panel questions from previous panel discussions for survey questions for State Council members.
- The Committee suggested a WebEx meeting with State Council members. The Committee investigate several options to assist with ramping up interest in the State Council membership.

Subcommittee on Rule 7-104

- Chair A. Connor provided a summary of the Subcommittee on Rule 7-104 meeting held on 2/20/18. States reporting barriers were asked to provide additional information and Chair Connor has agreed to follow up with those states.
- Only two states Hawaii and New Jersey responded both answers were considered satisfactory, because they are actively pursuing solutions.
- Chair Connor shared that additional letters were sent from the National Office and she will follow up with those states via phone
- Next meeting March 27, 2018 @ 12:30PM EST.

Region Reports

- **Compliance Committee** (Jacey Rader)
 - Did not meet but will meet March 1, 2018 @2PM EST
 - Strategic planning for the face-to-face meeting in May
- **Finance Committee** (David Barrett)
 - Committee Chair D. Barrett(ME) reported that the Finance Committee will meet April 24th
 - March 27 next meeting
- **Special Projects Ad Hoc Committee** (David Barrett)

- Finance Committee Chair D. Barrett gave an update on the Special Project Ad Hoc
- Special Projects Ad Hoc survey went out and 153 responses
- Updates to be given at the Face-to-Face Executive Committee Meeting in Louisville, KY
- **Information Technology Committee** (Tony DeJesus)
Committee Chair Tony DeJesus (CA) reported that
 - Technology met February 6, 2018
 - Reviewed language of Form IA/VI
 - Survey and feedback
 - Edit modified and the detail workflows count in due date calculation approved
 - JIDS trainers and interest
 - Next meeting April 3, 2018
- **Rules Committee** (Gary Hartman)
 - Committee Chair G. Hartman (WY) reported the following on behalf of the Committee:
 - Next meeting scheduled March 7, 2018 @ 2PM EST
 - Review Rule Proposal Guide
 - Review Rule 7-104
- **Training, Education & Public Relations Committee** (Cathlyn Smith)
Committee Chair C. Smith (TN) reported the following on behalf of the Committee:
 - Committee met on Feb 8, 2018
 - Rules Amendment Training 2/12 2/13
 - Final Session 2/26/18 @ 2PM Presenters are Jeff Cowger, Charles Frieberg, and Anne Connor
 - Full Rules Training 2 days presented by Chair Connor February 27-28
 - TTA request received and approved for Traci Marchand.
 - Anne Connor and MaryLee Underwood will present at NCJFCJ
 - Next meeting April 12,2018
- **Human Trafficking Ad Hoc Committee** (Mia Pressley)
 - Committee Chair M. Pressley (SC) reported that the Human Trafficking Committee will meet March 15, 2018

Region Reports

- **East Region** (Maria Genca)
No updates
- **Midwest Region** (Charles Frieberg)
Representative Frieberg reported the Region will have its next meeting March 13, 2018.
- **South Region** (Mia Pressley) –
 - Representative Pressley reported no updates. Next meeting in May.
- **West Region** (Dale Dodd)
Two new Commissioners. AZ and NV. Next Meeting

Legal Counsel Report (Rick Masters)

- R. Masters reported meeting in Guam. He shared that he was able to make contact regarding interest in joining the Compact. He spoke with Asst Attorney General and was able to meet with 4 members of legislature and they expressed interest. He will continue to pursue.

Victims Representative Report (Trudy Gregorie)

- T. Gregory no updates. Expressed interest in assisting with State Council Reports

Old Business

None

New Business

None

Adjourn

Chair Connor adjourned the meeting by unanimous consent at 1:08 p.m. EST.