



## INTERSTATE COMMISSION FOR JUVENILES

### Information Technology Committee Meeting *Minutes*

February 6, 2018  
2:00 p.m. EDT

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#### **Voting Members in Attendance:**

1. Tony DeJesus (CA) Chair
2. Judy Miller (AR) Designee
3. Julie Hawkins (MO) Commissioner
4. Natalie Dalton (VA) Commissioner

#### **Voting Members Not In Attendance**

5. Dale Dodd (NM) Commissioner
6. Daryl Liedecke (TX) Commissioner

#### **Non-Voting Members In Attendance:**

1. Jen Baer (ID)
2. Maxine Baggett (MS)
3. Abbie Christian (NE)
4. Pam Leonard (NH)
5. Raymundo Gallardo (UT)
6. Joy Swantz (WI)

#### **Guests in Attendance:**

1. A. Connor (ID) Designee

#### **Staff in Attendance:**

1. MaryLee Underwood, Executive Director
2. Emma Good, Training and Administrative Specialist
3. Jennifer Adkins, Project Manager
4. Monica Gary, Administrative and Logistics Coordinator

#### **Call to Order**

Chair DeJesus called the meeting to order at 2:00 p.m. EST.

#### **Roll Call**

Director Underwood called the roll and a quorum was established.

#### **Agenda**

**J. Hawkins (MO) made a motion to approve the agenda. N. Dalton (VA) seconded. The motion passed.**

## Minutes

**J. Miller (AR) made a motion to approve the December 5, 2017 meeting minutes as presented. J. Hawkins (MO) seconded. The motion passed.**

## Discussion

### March 1, 2018 Enhancement Review

- Chair DeJesus reported that the National Office has been diligently working on Enhancements that will be effective March 1, 2018.
- Chair DeJesus shared that the enhancements will include: JIDS Helpdesk, workflows, and forms. J. Adkins from the National Office confirmed that the enhancements will be ready and that if anyone experiences any issues to please call the National Office.

### Form IA/VI

- Chair DeJesus opened the discussion for any revisions that may be needed to Form IA/VI. He shared that many judges are reluctant to provide a signature to the form without a Home Evaluation and may want to sign only after the Home Evaluation has been made.
- J. Miller (AR) asked for clarification of the reason to revise the form. She wanted to know who it would benefit.
- Chair DeJesus stated that this is simply a proposed edit to the language and it may assist judges in understanding the benefit of signing the form in a timely manner.
- Chair DeJesus asked for feedback and thoughts on the experience with the form.
- A. Connor (ID) referred to a scenario in Texas having issues getting signatures on the form.
- The Committee shared scenarios where judges refused to sign the Form IA/VI before the Home Evaluation report because they are concerned that it gives permission for transfer without all of the information.
- A. Connor (ID) suggested asking the judges for recommendations regarding the language. She suggested taking the form to the Rules Committee for review. Committee discussed whether the waiver component may need to be stricken from the form.
- A. Christian (NE) suggested Rick Masters, Legal Counsel, should review the issue further and the Committee was in agreement.
- The Committee suggested a nationwide survey asking for input from states that have been impacted by the reluctance of judges signing Form IA/VI. **N. Dalton (VA) made a motion to recommend that National Office staff consult with Legal Counsel and conduct a survey regarding impact and solution of Form IA/VI. J. Miller (AR) seconded. The motion passed.**

### **JIDS Enhancement Request**

- Chair DeJesus shared that there was an enhancement request by J. Hawkins (MO) regarding the enhancement to edit quarterly progress reports, and workflows. The quote for the enhancements would be One thousand dollars (\$1000) for twelve (12) service hours. J. Adkins from the National Office confirmed that the enhancements would not be ready by March 1, 2018, when other enhancements are to be effective.
- **J. Hawkins (MO) made a motion to accept the quote for enhancements to the Quarterly Progress Reports. J. Miller (AR) seconded the motion. The motion passed.**

### **JIDS Trainings**

- Chair DeJesus reported that Jenny Adkins presented ICJ's first "Train-the-Trainer" for JIDS Trainings on January 5. He announced that there are opportunities for participants to lead future JIDS training sessions.

### **Old Business**

There was no old business.

### **New Business**

Chair DeJesus reported that the Special Projects Ad Hoc Committee is working to develop recommendations and reviewing current technology systems and options. At their direction, the National Office will conduct a survey on the issue soon.

### **Adjourn**

- **Chair DeJesus adjourned the meeting by unanimous consent at 2:46 p.m. EDT.**