



Preliminary Business

Call to Order

Commission Chair H. Wykes (AZ) called the meeting to order at 12:02 p.m. ET.

Roll Call

Director Underwood called the roll, and quorum was established.

Committee Members in Attendance

1. Howard Wykes (AZ), Commission Chair
2. Caitlyn Bickford (NH), Commission Vice Chair
3. Sherry Jones (MD), Commission Treasurer
4. Nina Belli (OR), Commission Immediate Past Chair and West Regional Representative
5. Jacey Rader (NE), Compliance Committee Chair and Midwest Regional Representative
6. Dale Dodd (NM), Finance Committee Chair
7. Kellianne Torres (IA), Information Technology Committee Chair
8. Robert Heide (AK), Training, Education, and Public Relations Committee Chair
9. Julie Hawkins (MO), Rules Committee Chair
10. Francis "Mike" Casey (DE), Racial Diversity, Equity, and Inclusion Committee Chair
11. Trissie Casanova (VT), East Regional Representative
12. Felicia Dauway (SC), South Regional Representative

Members Not in Attendance

1. Jacey Rader (NE), Compliance Committee Chair and Midwest Regional Representative
2. Nataki Brown, Victims Representative

National Office Staff and Legal Counsel in Attendance:

1. MaryLee Underwood, Executive Director
2. Jenny Adkins, Operations and Policy Specialist
3. Amanee Cabbagestalk, Training and Administrative Specialist
4. Joseph Johnson, Systems Project Manager
5. Kirsten Wade, Logistics and Administrative Specialist
6. Rick Masters, Legal Counsel
7. Thomas Travis, Legal Counsel

Check In

Chair H. Wykes (AZ) led the Executive Committee members in a brief check-in activity to encourage discussion.

Agenda

N. Belli (OR) made a motion to approve the revised agenda. T. Casanova (VT) seconded the motion. Chair H. Wykes (AZ) indicated the agenda was approved by unanimous consent without objection.

Minutes

C. Bickford (NH) made a motion to approve the minutes of the meeting on December 12, 2024, as presented. S. Jones (MD) seconded the motion. Chair H. Wykes (AZ) indicated the minutes were approved.

Reports

Commission Chair Report by *Howard Wykes (AZ)*

- Chair H. Wykes (AZ) discussed revising the Strategic Plan as the committee prepares for the Spring Planning Meeting. He reiterated the importance of staying focused on the enduring priorities and the annual action plan.
- He shared that the 2025 Action Plan is packed with activities and cautioned against adding more. He reminded members of Sugai's Law: for every new initiative added, two should be discontinued.
- Chair H. Wykes (AZ) reported the *Implementation Leadership Academy 102* course begins on February 5, 2025. H. Wykes (AZ), M. Casey (DE), J. Rader (NE), and R. Heide (AK) will be the first Executive Committee members to participate. Others will take part in the summer session.
- Chair H. Wykes (AZ) said that the Spring Planning Meeting will be a joint meeting between the Executive Committee and Rules Committee.
 - The Spring Planning Meeting will be April 7-11, 2025, in Lexington, Kentucky.
 - The deadline to reserve hotel rooms and purchase airline tickets will be March 3, 2025.
- The Work Group on Returning Non-Delinquent Youths will meet on January 30, 2025. In February, Glenn Tapia will join the work group as a facilitator and provide training on addressing adaptive challenges.

National Office Report by *MaryLee Underwood, Executive Director*

- Director Underwood reported that the Council of Juvenile Justice Administrators (CJJA) contacted the National office about new Medicaid opportunities to support youth transitioning from incarceration. CJJA asked Director Underwood to take part in a roundtable discussion with their members to discuss how new federal policies could apply to ICJ cases. They agreed to connect her with Joe Ribsam (Anne E. Casey Foundation), who previously presented information to the group.
 - Director Underwood explained the new policy expanded states' abilities to use federal Medicaid funding to ensure incarcerated individuals receive health care services, particularly 30 days before and 30 days after release. States were required to submit amendments to their state Medicaid plans detailing how they would implement the new policy by January 1, 2025. This policy will primarily impact young people who relocate to other states through ICJ transfer of supervision cases, as juveniles are sometimes detained prior to the transfer.
 - Director Underwood participated in a "Roundtable Discussion" on December 19, 2024. She used the opportunity to educate juvenile justice administrators about ICJ and gather their questions for further research. She also learned that R. Heide (AK) and N. Napier (CT) were very involved in developing their states' implementation plans.
 - Director Underwood recommended that R. Heide (AK) and N. Napier (CT) present a workshop for ICJ personnel. This *Wednesday Workshop* could educate them about the basics of the new policy and what to expect.
 - Director Underwood shared that she attended an additional CJJA Roundtable on January 15, 2025. Hanna Maniates, Senior Policy Analyst for the National Association of Medicaid Directors, shared information about eligibility and interstate scenarios that has been provided to Medicaid directors.
 - F. Dauway (SC) shared that South Carolina has received an extension and will begin implementing their new state plan in 2026.

- R. Heide (AK) indicated there is a need for further clarification of the states' responsibilities to assist one another by providing information and other resources.
 - H. Wykes (AZ) added that the varying stages of implementation across states will present big challenges.
 - R. Heide (AK) shared concern that each state will be implementing the new policy differently.
 - Director Underwood recommended discussing the next steps for the Commission at the next meeting.
- Director Underwood shared National Office updates:
 - Amanee Cabbagestalk, National Office, celebrated her 4-year anniversary with the Commission in January.
 - The lease for the National Office was automatically renewed, with a 5% increase in rent.
 - In future meetings, national office staff will type motions into the Zoom "chat box" to ensure members are clear on the motion.

Finance Committee

- Finance Committee Chair D. Dodd (NM) reported that the committee met on January 16, 2025, and discussed an introduction to the Commission's finance accounts. The committee also provided feedback about the 2024 Annual Business Meeting reimbursement practices and determined not to recommend changes to practices.
- The committee members selected regional ambassadors.
- The next Finance Committee meeting will be on April 17, 2025.

Information Technology Committee

- Information Technology Chair K. Torres (IA) reported the committee met on January 14, 2025. The committee discussed technical update videos, the UNITY Privacy Policy update release, Multi-Factor Authentication (MFA) release, and the accompanying *Wednesday Workshop*.
- The committee established a plan to purge old cases from UNITY Training site each December.
- The Technology Committee assessed a Rules Committee recommendation regarding the Form III: Consent for Voluntary Return of Out-of-State Juvenile.
- The Business Analysis/Enhancement Subcommittee is testing the MFA release in the UNITY Testing site and reviewing the UNITY impact of current rule amendment proposals.
- The Tableau/UNITY Subcommittee will meet soon to work on reports and the compliance dashboard.

Training, Education, and Public Relations Committee

- Training, Education, and Public Relations Committee Chair R. Heide (AK) reported the committee met on January 16, 2025. They reviewed the 2024 Annual Business Meeting Survey results and discussed draft agendas for the 2025 ABM.
 - The committee discussed time slots for the Welcome Reception and potentially including a meeting slot for the Work Group on Returning Non-Delinquent Youths.
- The Training Committee also discussed training opportunities, strategies to use during home evaluations, and ICJ & Medicaid changes for justice-involved youth.
- Training Committee Chair R. Heide (AK) also discussed a request for participation in the Bakkan Human Trafficking Summit.

Racial Diversity, Equity, and Inclusion (RDEI) Committee

- Racial Diversity Committee Chair M. Casey (DE) reported that the committee met on January 21, 2025. He reported a subcommittee was formed to review the Commission’s data related human trafficking. The committee discussed issuing a survey to help identify technical and adaptive issues that prevent members from entering human trafficking data into the respective field in UNITY.
- Chair M. Casey (DE) reported the committee discussed forming a movie club to review educational documentaries.
- Chair M. Casey (DE) stated there will be a subcommittee to develop a resource guide on tribal nations. He said there will be a Tribal Nations 101 presentation for the *Wednesday Workshop* on April 30, 2025. The RDEI Committee will also compose a land acknowledgement to be presented at 2025 ABM.

South Region

- South Region Representative F. Dauway (SC) reported the region met on November 6, 2024 and . discussed challenges of working with “unhoused youths,” specifically during home evaluations.

Legal Counsel

- Legal Counsel R. Masters stated that he and Legal Counsel T. Travis will provide information regarding pending litigation under New Business.

New Business

Closed Session to discuss pending litigation

- Legal Counsel R. Masters explained the committee should hold a closed session for the discussion of pending litigation. He shared that a two-thirds majority vote was required to close the meeting.
- **D. Dodd (NM) made a motion to move to a closed session. N. Belli (OR) seconded. The motion passed unanimously.**
- R. Masters reported that he and T. Travis were preparing an *amicus curiae* brief to be submitted to the Court of Appeals for the District of Columbia (DC). The case involves detention pursuant to ICJ Rule 7-103 due to charges pending in another state in a manner consistent with Advisory Opinion 01-2024. The holding state determined the youth should be released while awaiting adjudication in the holding state. However, the holding state continued to detain the youth pursuant to the Compact because there of a warrant from another state.
- R. Masters recommended further analysis of due process concerns related to Rule 7-103 and withdrawal of the Advisory Opinion 01-2024, pending further legal analysis.
- Members discussed issues with warrants from neighboring states and noted the importance of Rule 7-105, Detention and Hearing on Failure to Return. They also discussed the potential for increased use of virtual hearings to resolve pending charges in neighboring states. Members acknowledged the complexity of the issue and the need for further analysis.
- **N. Belli (OR) made a motion to return to the open session. R. Heide (AK) seconded the motion. The motion passed.**
- **C. Bickford (NH) made a motion to withdraw Advisory Opinion 01-2024. T. Casanova (VT) seconded. There was a roll call vote. The motion passed with 11 votes in favor. New Mexico voted “no” and there were no abstentions.**
- **R. Heide (AK) made a motion to commit to analyzing Rule 7-103 and its application in the next rule making cycle. T. Casanova (VT) seconded. There was a roll call vote. The motion passed unanimously.**

Unfinished Business

Determine next steps related to Juvenile Justice and Delinquency Act Reauthorization

- K. Torres (IA) made a motion to table this discussion until the Spring Planning Meeting. F. Dauway (SC) seconded. The motion passed.

Next Steps

- The next Executive Committee meeting was scheduled for Thursday, February 27, 2025.

Adjourn

Chair Wykes adjourned the meeting by unanimous consent without objection at 1:55 p.m. ET.