

INTERSTATE COMMISSION FOR JUVENILES

Midwest Region Meeting Minutes

July 6, 2022

11:00 a.m. ET

Via WebEx



Commissioners/Designees in Attendance:

1. Charles Frieberg (SD), Commissioner, Region Representative
2. Mary Kay Hudson (IN), Commissioner, Alternate Representative
3. Tomiko Frierson (IL), Commissioner
4. Michael Tymkew (MI), Designee
5. Jacey Rader (NE), Commissioner
6. Jessica Wald (ND), Designee
7. Casey Gerber (WI), Commissioner

Commissioners/Designees not in Attendance:

1. Kellianne Torres (IA), Designee
2. Hope Cooper (KS), Commissioner
3. Tracy Hudrlik (MN), Commissioner
4. Lisa Bjergaard (ND), Commissioner
5. Nate Lawson (OH), Commissioner

Compact Staff in Attendance:

1. Holly Kassube (IL)
2. Angel Jones (IL)
3. Molly Dearing (IL)
4. April Simmons (IN)
5. Nita Wright (IN)
6. Matt Billinger (KS)
7. Liz Wilson (KS)
8. Rebecca Hillestead (MN)
9. Cheryl Frost (SD)
10. Joy Swantz (WI)

Guest in Attendance:

None

National Office Staff in Attendance:

1. MaryLee Underwood, Executive Director
2. Emma Goode, Logistics and Administrative Specialist
3. Joe Johnson, Project Manager

Call to Order

Representative Frieberg called the meeting to order at 11:00 a.m. ET.

Roll Call

Director Underwood called the roll and a quorum was not established. Director Underwood advised that updates could be provided informally while awaiting additional voting members to join the meeting.

Committee Updates

Executive Committee

- Executive Director Underwood briefed on the following topics and actions by the Executive Committee.
- Commissioner Updates
 - MI – The Michigan Commissioner position remains vacant.
 - OH – Ohio Commissioner Nate Lawson has taken another position in Ohio. However, he will continue to serve as the ICJ Commissioner until another person is appointed and assist with the transition.
FL – Agnes Denson retired and the former Florida Commissioner Jean Hall has been named to fill the position. Her appointment is pending.
 - CA – The California ICJ Office is being moved to a different division and a new ICJ Commissioner has been appointed, Guillermo Viero Rosa. For now, Michael Farmer will continue as the California ICJ Designee.
- ICJ Strategic Plan
 - The Executive Committee is aware and has discussed ways to assist Commission members with the nationwide state staff shortages. One area discussed is the time Commission members volunteer on committees.
 - The Executive Committee is sensitive to the pressures of doing more with less by state staff. Should committee members find themselves unable to attend meetings, they could step down from the committee. This also allows committees a better chance to achieve quorum to conduct business. The next 3-year strategic plan update has also considered the staff shortage issue and removed some of the initial action items proposed.
- 2022 Annual Business Meeting (ABM) Meeting – Burlington VT
 - Today, ABM registration opened for everyone, as well as the ICJ 2022 Leadership Award nominations. Director Underwood provided travel tips and registration information, which is included on the website.
 - She shared highlights of the 2022 Annual Business Meeting (ABM) Agenda. This year will be a 2-day meeting with a social hour on Tuesday to reduce exposure for COVID. Any COVID precautions, such as masks, will be announced closer to the meeting date. Additionally, a live-stream option will be offered for the Training and General Sessions.
 - This year, the Docket Book will be provided in electronic format only. Attendees should travel with a device to view the electronic docket book during the meeting. Should attendees prefer a hard copy version, they are encouraged to print and bring to the meeting.
- Observance of Juneteenth
 - Juneteenth was adopted by the Executive Committee as an ICJ National Office official holiday to honor the emancipation of African Americans enslaved until after the civil war.

Compliance Committee

- Compliance Committee Chair J. Rader (NE) updated that the UNITY National Data Assessment has commenced. She reminded members that states will not receive a state-specific assessment report. Rather, the assessment will be used to collect information to guide the Commission with regards to national issues and trends.

Finance Committee

- Director Underwood briefed on the following topics and actions by the Finance Committee recently.
 - FY 2022 ended on June 30, 2022. The Commission was under budget due to several administrative cost savings measures, which included downsizing the ICJ National Office.
 - The Finance Committee recommended and the Executive Committee approved an increased cap of \$800 for airfare for one year to travel to the 2022 Annual Business Meeting. Despite The increase is due to the inflation and escalating travel costs. Nonetheless, members should purchase the most economical fair. Exceptions to the cap can be made on a case-by-case basis, with upon advance request to the National Office.
 - The ICJ Budget has also been significantly impacted by inflation. The Finance Committee has reviewed data regarding inflation and projections for the next five years. The current dues were established in 2008 and have not increased; however, the cumulative inflation rate since 2008 is 36 percent. Therefore, it is necessary to increase dues to keep up with inflation. The Finance Committee will continue their discussion of options for increasing dues and present recommendations to the Commission for vote during the Annual Business Meeting.

Technology Committee

- Director Underwood briefed on the following topics and actions by the Technology Committee.
 - May 17, 2022 marked the one-year anniversary of UNITY. In the first year:
 - 6,000 users were trained;
 - 15,000 cases were processed; and
 - 75,000 courses were completed in ICJ.TalentLMS.
 - The one-year mark also ends direct access to JIDS. However, some information is still available upon request to the National Office via the online form available on the Commission's website.
 - Two important ICJ Administrative Policies were updated:
 - [02-2020 Information System Modifications](#)
 - [01-2014 Commission Forms](#)
 - The policy updates are intended to ensure all proposed changes that could result in changes to UNITY are fully vetted, including proposed changes to ICJ Forms, ICJ Rules, and independent enhancement requests.
 - Most recently, the first group of UNITY Enhancements were recommended by the Technology Committee and approved by the Executive Committee. The process now begins to develop and implement the enhancements. The Commission will hear more about them during the Annual Business Meeting.

- All the initial development bug fixes have been completed. Users who incur an issue should report via the online portal.

Training Committee

- Director Underwood briefed on the following topics and actions by the Training Committee.
 - The monthly UNITY workshops have paused until after the ABM.
 - A new Best Practice was recommended by the South Region and Training Committee, and approved by the Executive Committee entitled: "[Best Practice: Transfer of Supervision Communications Guidelines for Local Authorities with Juveniles/Family Members.](#)" Another Best Practice regarding the direct entry of data into UNITY was recommended by the Training and Technology Committees, and will be discussed further at the next Executive Committee meeting.
 - All trainings and presenters have been established for the ICJ 2022 ABM Training sessions.

Racial Justice Ad Hoc Committee

- Director Underwood updated that the Racial Justice Ad Hoc Committee has shared several racial justice and equity resources monthly via the ICJ Updates.
- They were instrumental in contracting a keynote speaker and developing a human trafficking panel for the 2022 ABM.

{At 11:30 a.m. ET, a quorum was established to conduct business.}

Agenda

T. Frierson (IL) made a motion to approve the agenda. J. Wald (ND) seconded. The motion carried.

Minutes

M. K. Hudson (IN) made a motion to approve the April 6, 2022, meeting minutes as presented. T. Frierson (IL) seconded. The motion carried.

Discussion

Candidates for Upcoming Election

- Representative Frieberg reminded the members that elections are coming up in October for the 2023 ICJ Officers and the Regional Representatives positions.
- The nominations will open via the Commissions website in August. [Click here to view details.](#)

State Updates / Concerns

There were no new state-specific updates.

Old Business

There was no old business.

New Business

2023 Proposed Rule Amendments

- Director Underwood reminded the Midwest Region that the deadline for 2023 rule proposal submissions will be in February 2023. She encouraged members to share their ideas soon if they intend for the Midwest Region to submit a proposal.
- Representative Frieberg (SD) suggested to contact him and/or the National Office with any proposals they wish to discuss for the October meeting agenda.

Adjourn

**J. Rader (NE) made a motion to adjourn. J. Wald (ND) seconded.
Representative Frieberg adjourned the meeting by acclamation at 11:37 a.m.
ET.**