

INTERSTATE COMMISSION FOR JUVENILES

Midwest Region Meeting



April 24, 2023
Meeting Minutes
12:00 p.m. ET
Via Zoom

Commissioners/Designees in Attendance:

1. Charles Frieberg (SD), Commissioner, Region Representative
2. Sasaun Lane (OH), Commissioner, Alternate Representative
3. Tomiko Frierson (IL), Commissioner
4. Mary Kay Hudson (IN), Commissioner
5. Kellianne Torres (IA), Designee
6. Michael Tymkew (MI), Commissioner
7. Tracy Hudrlik (MN), Commissioner
8. Jessica Wald (ND), Designee
9. Casey Gerber (WI), Commissioner

Commissioners/Designees not in Attendance:

1. Marie McNeal (KS), Acting Commissioner
2. Jacey Rader (NE), Commissioner

Compact Staff in Attendance:

1. Holly Kassube (IL)
2. Angel Jones (IL)
3. Molly Dearing (IL)
4. Liz Wilson (KS)
5. Fareeda Washington (KS)
6. Rebecca Hillestead (MN)
7. Abbie Christian (NE)
8. Kathy Christianson (SD)
9. Cheryl Frost (SD)
10. Jennifer McFadden (WI)

Guest in Attendance:

None

National Office Staff in Attendance:

1. MaryLee Underwood, Executive Director
2. Emma Goode, Logistics and Administration Specialist
3. Jenny Adkins, Operations and Policy Specialist
4. Joe Johnson, System Project Manager
5. Amanee Cabbagestalk, Training and Administrative Specialist

Call to Order

Representative Frieberg called the meeting to order at 12:00 p.m. ET.

Roll Call

Director Underwood called the roll and a quorum was established.

Agenda

Representative Frieberg (SD) approved the agenda as presented by acclamation without objection.

Minutes

Representative Frieberg (SD) approved the January 24, 2023, meeting minutes by acclamation without objection.

Discussion

2023 Rule Proposals Comments

- Representative Frieberg (SD) encouraged all members to review the proposals and post comments.

Midwest Region Proposal to Rule 4-102: Sending and Receiving Referrals

- Representative Frieberg updated that the Midwest Region proposed amendment to Rule 4-102 was not recommended for adoption by the Rules Committee.
- T. Hudrlik (MN) updated that she was not in attendance for the Rules Committee Meeting to hear the discussion; however, believes their concerns were providing reporting instructions and the term “supervision.” M. Tymkew (MI) attended the Rules Committee meeting and added that the lack of authority local staff would have to set up services prior to an approved referral was also a concern.
- J. Wald (ND) suggested adding language that the receiving state will make contact in 10 days. This would not necessarily be the home evaluation, rather local authorities reaching out to set up a time to conduct the home evaluation.
- A. Christian (NE) suggested addressing concerns about “supervision” by removing the last sentence proposed in section 2, which reads:
“The receiving state shall have the authority to supervise juveniles pursuant to reporting instructions issued in a manner and degree deemed necessary and appropriate.”
- T. Hudrlik (MN) agreed with the suggestion. The Midwest Region discussed amending and reached a consensus to stay with the current proposal and review the comments. T. Hudrlik (MN) agreed to post a comment on behalf of the Midwest Region and expound on the intent of the proposal.
- Representative Frieberg (SD) agreed that the Midwest Region will conduct a special meeting on May 23 @ 11:00 a.m. ET to revisit the proposal and determine whether any modifications should be made based on the comments.

Proactive Monitoring

- Representative Frieberg (SD) provided an update on the [proactive monitoring](#) program. The auto-generated reports are being emailed to all Tableau users. He shared his support for the auto-generated reports. The slide below was shared showing the 2023 Objectives for each UNITY maintenance cycle.

2023 OBJECTIVES

FOR EACH UNITY MAINTENANCE CYCLE:

90% OF STATE UNITY COORDINATORS WILL REVIEW AND/OR CORRECT CASES IDENTIFIED

BY AUGUST 31, 2023:

1. NO MORE THAN 10% OF HE REPORTS WILL BE OVERDUE NATIONALLY; &
2. EACH STATE WILL HAVE NO MORE THAN 10% OF QPR REPORTS WILL BE OVERDUE.

BY DECEMBER 31, 2023:

1. NO MORE THAN 5% OF HE REPORTS WILL BE OVERDUE NATIONALLY; &
2. EACH STATE WILL HAVE NO MORE THAN 5% OF QPR REPORTS WILL BE OVERDUE.

Wednesday Workshop Series – Live Trainings

- Representative Frieberg (SD) reminded the Midwest Region that the monthly Wednesday Workshop Series live trainings have started and will be offered the last Wednesday of each month.
- The monthly topics and access links are posted on the Commission’s website. The next session is April 26 and the topic is Quarterly Progress Reports (QPR).

ICJ Bench Book for Judges and Court Personnel

- Representative Frieberg (SD) reminded the Midwest Region that Version 10.0 of the [ICJ Bench Book for Judges and Court Personnel](#) is now available for download on the Commission’s website making it readily available to view and easy to distribute.

New Website Resources Overview

- Director Underwood provided an overview of the new [ICJ Website Resources](#) online page. She shared the website page that houses all ICJ resources by category, topic, name, and includes a quick link.

UNITY Enhancement Rollout Plan

- Technology Committee Chair K. Torres (IA) updated that the UNITY enhancements will commence in June. The enhancements will be rolled out in three phases. The complex enhancements will be rolled out in the last phase.

2023 Annual Business Meeting (ABM)

- Representative Frieberg (SD) reported that registration will open for voting Commissioners and Designees in June for the 2023 Annual Business Meeting in Salt Lake City, Utah.
- Director Underwood announced that Commissioners and Designees will receive an email soon. The email will include the agenda and estimated costs to attend to assist members to start early to acquire their travel approval. The registration will be staggered with the voting Commissioners and Designees registration in June and all others in July.

Regional Discussion Topics

- Representative Frieberg (SD) updated that the West Region is developing a Best Practice on “Engaging Child Welfare Agencies.” He commented that the Midwest Region looks forward to receiving the resource.

Committee and State Updates

- Representative Frieberg (SD) opened the floor for any additional committee and/or state updates.

Training Committee Update

- J. Wald (ND) updated that the first monthly Wednesday Workshop on Home Evaluations was well received. The attendee limit for training sessions has been increased to 500 per session. She encouraged members to share the live training session information. The next session is April 26 and the topic is Quarterly Progress Reports. The May, June, and July sessions are dedicated to UNITY enhancements training.
- The 2023 ABM training sessions and presenters have been determined and work teams are developing the content for the 2023 ABM Training sessions.
- The ICJ.TalentLMS courses are online and a good idea to review prior to attending a live training.

Racial Diversity Equity and Inclusion (DEI) Committee Update

- J. Wald (ND) updated that the Racial Diversity Equity and Inclusion Committee supports a rule amendment to Rule 4-104. The committee discussed the proposal; however, due to the proposal submission deadline, the proposal was submitted by Commissioners S. Jones (MD) and M. Casey (DE).
- The intent of the proposal is to address higher rates of denial in transfer of supervision cases involving youth of color. She shared a new term, “physical family,” to describe who raises the youth and is not necessarily the biological family.

Technology Committee Update

- K. Torres (IA) updated that the Technology Committee proposed an amendment to Rule 5-103 and a new Rule 5-103A.
- The Enhancement Team reviewed all rule proposals for UNITY impact and shared the information with the Rules Committee. The team will review the final proposals for any applicable UNITY concepts and vendor costs. The Enhancement Team is busy testing and preparing for rollout of the UNITY Enhancements beginning in June.
- The Tableau Team is reviewing the metric reports for the Quarterly Progress Report and the Home Evaluation Report.
- The UNITY Maintenance Team has been busy with the maximum probation and parole reports and email.
- The Workflow Diagram Team continues to develop an outline and parameters for the UNITY workflows.
- K. Torres (IA) encouraged everyone to sign up for the “UNITY Spotlight” if they are not currently receiving as a lot of vital UNITY information is communicated through the resource.

Wisconsin

- Commissioner Gerber (WI) introduced the new Wisconsin Deputy Compact Administrator (DCA), Jennifer McFadden. She has been onboard for two weeks.

Old Business

There was no old business.

New Business

UNITY

- M. Tymkew (MI) questioned how to update the UNITY home screen. Joe Johnson, System Project Manager, will email the information on how to modify his home screen.
- Representative Frieberg (SD) also wished to receive the information.
- Joe Johnson will share the information individually and note the topic as a future “UNITY Spotlight” article.
- J. Wald (ND) cautioned that the UNITY training site looks identical to the real UNITY site. Users should be alerted not to enter real case information in the training site. She shared the steps she has taken on North Dakota’s UNITY Training Site.

Adjourn

J. Wald (ND) made a motion to adjourn. T. Frierson (IL) seconded. Representative Frieberg adjourned the meeting by acclamation without objection at 12:57 p.m. ET.