

INTERSTATE COMMISSION FOR JUVENILES

Training, Education, and Public Relations Committee Meeting Minutes

April 4, 2024

2:00 p.m. ET

Via Zoom



Preliminary Business

Call to Order

Training Committee Chair C. Copeland (TN) called the meeting to order at 2:00 p.m. ET.

Roll Call

Director Underwood called the roll, and a quorum was established.

Voting Commissioners/Designees in Attendance:

1. Corrie Copeland (TN), Commissioner, Chair
2. Robert Heide (AK), Commissioner, Vice Chair
3. Brooke Montelongo (CO), Commissioner
4. Jean Hall (FL), Commissioner
5. Jessica Wald (ND), Designee
6. Natalie Dalton (VA), Commissioner

Non-Voting Members in Attendance:

1. Chanda Leshoure (AL)
2. Latosha Mallory (AL)
3. Tracy Cassell (GA)
4. Shirleen Cadiz (HI)
5. Holly Kassube (IL)
6. Nataly Sevilla (IN)
7. Latoya Oliver (MD)
8. William Dolan (RI)
9. Daryl Liedecke (TX)
10. Susan Frankel, Ex Officio, National Runaway Safeline (NRS)

Members Not in Attendance:

1. Lisa Bjergaard (ND), Commissioner
2. Cecily Rexach (CT)
3. Felicia Dauway (SC), Designee

Guests in Attendance:

1. Pat Pendergast (AL)

National Office Staff in Attendance:

1. MaryLee Underwood, Executive Director
2. Amanee Cabbagestalk, Training and Administrative Specialist
3. Jenny Adkins, Operations and Policy Specialist

Agenda

B. Montelongo (CO) made a motion to approve the agenda as presented. J. Wald (ND) seconded. The motion passed.

Minutes

N. Dalton (VA) made a motion to approve the March 7, 2024, meeting minutes with one correction to the minutes. J. Hall (FL) seconded. The motion passed.

Check-ins

Training Committee Vice Chair R. Heide (AK) led a check-in activity in which members shared something that recently made them smile.

Unfinished Business

Update 2024 Annual Business Meeting (ABM) Agenda

- Training Committee Vice Chair R. Heide (AK) led a discussion on the draft ABM agenda and training session titles. Mike O'Key will be a guest speaker for the opening session on Tuesday, followed by scenario-based training on returning non-delinquent runaways. He opened the floor for discussion regarding options for the third session.
- A. Cabbagestalk (National Office) noted she contacted Susan Frankel (NRS) to discuss the proposed youth panel. Susan Frankel said that there are a few options for working with other organizations to incorporate a youth panel.
- C. Copeland (TN) indicated that the committee should have a Plan B for the third training session.
- R. Heide (AK) reminded the group that the committee worked from a list of training topics from the 2023 ABM survey results.
- Director Underwood (National Office) noted the committee previously focused on offering a workshop comparing ICJ and the Interstate Compact on Placement of Children (ICPC).
- J. Wald (ND) said there has recently been an uptick in cases where it was unclear whether ICJ or ICPC should be applied.
- J. Hall (FL) echoed support for this topic.
- N. Dalton (VA) suggested the existing memorandum of understanding (MOU) could be highlighted during the session.
- R. Heide (AK) asked for suggestions for presenters or individuals who should be involved in an ICJ/ICPC training.
- C. Copeland (TN) said that Caitlyn Bickford (NH) works with both compacts and would be an asset to the training session, along with Carla Fults from the Association of Administrators of the ICPC (AAICPC).
- R. Heide (AK) asked the National Office to poll the group regarding whether to pursue the youth panel or ICJ/ICPC training. The results of the poll were 24% votes for the Youth Panel and 76% of votes ICJ vs. ICPC.
- R. Heide (AK) noted the committee previously discussed offering a separate training session at the Annual Business Meeting (ABM) for first-time attendees wherein committee vice chairs would introduce committees and their functions. The original idea was to host this session on Monday, during the Executive Committee meeting. However, funding for this training was not included in the budget and no meeting space has been reserved for the purpose. He suggested similar training could be accomplished during a luncheon that will be held on Tuesday. Previously, new commissioners and executive committee members have been invited, with the programing limited to introductions. He suggested a more robust curriculum could be developed and presented by Training Committee members. He asked for volunteers for a subcommittee to prepare an agenda for the luncheon, to include a history of the ICJ, a committee breakdown, and an overview of the Commission in general. N. Sevilla (IN) offered to assist.
- In response to questions regarding budget, Director Underwood noted that funds have been earmarked for a luncheon. Changing the focus to new attendees should be manageable without significant impacts on the budget since the budget was based on inclusion of all Executive Committee members.
- The draft agenda was amended to reflect the committee's discussion.

- **B. Montelongo (CO) made a motion to recommend the 2024 Annual Business Meeting (ABM) Agenda as discussed to the Executive Committee. N. Dalton (VA) seconded. The motion carried.**

Discuss Wednesday Workshop Scheduling and Frequency

- Training Committee Vice Chair R. Heide (AK) asked the committee to discuss whether ICJ offices would benefit from having two Wednesday Workshops per month, indicating that other committees could also present relevant content.
- A. Cabbagestalk (National Office) explained that in May, the Commission is hosting two Wednesday Workshops. On May 1, the Racial Diversity, Equity, and Inclusion (RDEI) Committee will present a workshop on the *Best Practice on Home Evaluation Considerations for Unconventional Families*. On May 31, the Office of Refugee Resettlement will present an informational session regarding their work. She explained topics suggested for future workshops include working with tribal nations, UNITY events, and general question and answer (Q & A) sessions for field officers. She suggested the Commission could offer two sessions per month, one for ICJOs and one for field staff. Alternatively, one workshop could be presented by the Training Committee and another presented by a separate committee.
- J. Wald (ND) said that the Wednesday Workshops have been very helpful, but cautioned that offering them too frequently could result in people not taking notice. She shared her experience being on the Rule Amendment Training where she noticed that field officers had many general ICJ questions.
- H. Kassube (IL) said that she hesitates to offer general Q&A for all field officers, since many issues are best addressed by state ICJ Offices due to differing state policies and procedures.
- N. Dalton (VA) agreed and said that some of the questions raised during the Rule Amendment Trainings would have been best addressed by specific state ICJ offices.
- R. Heide (AK) asked if the group was supportive of offering two workshops per month.
- N. Dalton (VA) suggested moving forward with two workshops per month and watching to see if attendance goes down.
- **D. Liedecke (TX) made a motion to recommend to the Executive Committee that the Commission host two Wednesday Workshops per month, reviewing attendance and adjusting as needed. N. Dalton (VA) seconded. The motion carried.**

Discuss Recommendations about ICJ Presentations at National Conferences

- Training Committee Vice Chair R. Heide (AK) explained the importance of planning ahead for any anticipated affiliated national conferences and asked for members' thoughts on future involvement.
- H. Kassube (IL) supports increasing our participation in national conferences and training events.
- R. Heide (AK) said that it would increase the Training Committee's participation in the planning and preparation of the curriculum.
- Director Underwood asked for a specific number of conferences to plan for the budget. She suggested budgeting for up to four per year. Members suggested several options, including:
 - National Council of Juvenile and Family Court Judges (NCJFCJ) (usually in March or July),
 - Coalition for Juvenile Justice (CJJ) (usually in May),
 - National Partnership for Juvenile Services (NPJS) Symposium (ICJ presented last October),
 - America Probation and Parole Association (APPA) (several conferences per year),
 - Conference of State Court Administrators (COSCA),
 - law enforcement conferences (Sheriff's Association), and COSCA.
- C. Copeland (TN) suggested targeting a law enforcement conference. J. Hall (FL) agreed.
- N. Dalton (VA) asked for a potential list of options for the committee to consider. Director Underwood indicated that there was no singular list.
- R. Heide (AK) supports budgeting for four conferences in Fiscal Years (FYs) 2025 and 2026.
- **D. Liedecke (TX) Made a motion to recommend budgeting for four national conferences per year, for FYs 25 and 26. N. Dalton (VA) seconded. The motion carried.**

Update on Training Resources (Rule Amendments)

- A. Cabbagestalk (National Office) shared that suggested edits to training resources discussed at the last meeting were emailed to committee members. Chair Copeland suggested edits to the *Quick Reference Guide*. No other comments or objections were received.
- Chair C. Copeland (TN) commented that training resources will be sent for review prior to the meeting and asked members to review the resources and bring suggestions to the May meeting.

New Business

Review Quarterly Training Report

- A. Cabbagestalk (National Office) reported the first quarter's training tallies:
 - TalentLMS
 - 1,154 logins from 379 users
 - 2,128 course completions
 - Wednesday Workshops and Live Trainings
 - Total Attendees: 888 people
 - January: National Runaway Safeline
 - February: Absconder Reports
 - March: NCJFCJ Conference Workshop
 - 4 Rule Amendment Training Sessions (Every Wednesday in March)
 - In-State Trainings Reports
 - 33 reports submitted
 - 14 states
 - 34 trainings conducted
 - 516 people trained
- Chair C. Copeland (TN) thanked everyone for reporting their in-state trainings online.
- P. Pendergast (AL) requested a copy of the quarterly training report.

Discuss Next Steps for Judicial Training

- Director Underwood reported on the success of the recent ICJ training at the National Council of Juvenile and Family Court Judges' (NCJFCJ) Juvenile Justice Conference in Cleveland, Ohio, March 18-20. Executive Director Underwood, Commission Vice Chair Julie Hawkins (MO), and Judge Robert Hoffman (NCJFCJ Ex Officio) presented a workshop regarding returns for judges on March 19. The session had approximately 60 attendees, most of whom were judges. Director Underwood and the NCJFCJ Executive Director discussed potential future endeavors and resource sharing. Ohio Commissioner Sasaun Lane hosted an ICJ information booth.
- Director Underwood indicated the National Office would like to collaborate with the Training Committee to update the presentation to maximize its use for states. She indicated that a detailed script had been developed to make it easier for the presentation to be used for in-state judicial training.
- H. Kassube (IL) said that having the training curriculum and script ready is the key to success when partnering with the judiciary for ICJ training.
- C. Copeland (TN) agreed and said that she supports a train-the-trainer model, as well as Commission-led, national training. She suggested presenting a Commission-led training, and encouraging states to host separate follow-up trainings with their judiciary.
- D. Liedecke (TX) suggested offering a national-level training hosted by the Commission first might be a good idea, then the training could be taken down to the local level.
- J. Wald (ND) said that she is more likely to reach out to states' attorneys rather than judges, for judicial training, and perhaps targeting both audiences would be helpful.
- Director Underwood said that the next step would be to find a partner, such as NCJFCJ or the District Attorney's Association. More judges and attorneys will be interested in the training if

they can earn continuing legal education credits. The Commission does not currently offer those credits, as they are administered by the states. Partnerships with national organizations would help facilitate the awarding such credits.

Next Steps

- C. Copeland (TN) asked for suggestions for topics for the next meeting.
- She recognized the guest, P. Pendergast (AL).
- P. Pendergast (AL) discussed the 2024 ABM to be held in Mobile, Alabama in September 2024. He asked whether people are interested in an optional dinner cruise activity near the hotel. He suggested the Commission survey potential attendees to determine interest in the event, so they could better coordinate with the dinner cruise representatives.
- L. Mallory (AL) said that dinner costs \$69 per person, which is due in advance at the time of booking. Reservations and payment are due 30 days in advance of the cruise date. The cost includes live music, a cruise around Mobile Bay, and dining options from two entrees, two sides, and two desserts.
- J. Wald (ND) is supportive of the idea and wondered about a la carte options.
- L. Mallory (AL) will determine how attendees would pay and select the date of the cruise.
- P. Pendergast (AL) said that people would register themselves.
- J. Adkins (National Office) said that the ABM registration email could include details about how attendees could sign-up for the optional dinner cruise and asked whether Alabama would want to know the interest level prior to sending out ABM registration in June.
- P. Pendergast (AL) said that they would need the interest level prior to announcing the dinner cruise.
- J. Adkins (National Office) suggested that the National Office could do a quick poll during the April region meetings and provide the committee with the results in May.
- The next Training Committee meeting is Thursday, May 2 at 2:00 p.m. ET.

Adjourn

N. Dalton (VA) made a motion to adjourn. Training Committee Chair Copeland (TN) adjourned the meeting by acclamation without objection at 3:23 p.m. ET.