

## INTERSTATE COMMISSION FOR JUVENILES

*Training, Education, and Public Relations Committee Meeting Minutes*

July 11, 2024

2:00 p.m. EDT

Via Zoom



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### Preliminary Business

#### Call to Order

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

#### 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
7. Felicia Dauway (SC), Designee

#### Non-Voting Members in Attendance:

1. Latosha Mallory (AL)
2. Tracy Cassell (GA)
3. Shirleen Cadiz (HI)
4. Latoya Oliver (MD)

#### Members Not in Attendance:

1. Chanda Leshoure (AL)
2. Cecily Rexach (CT)
3. Holly Kassube (IL)
4. Nataly Sevilla (IN)
5. Lisa Bjergaard (ND), Commissioner
6. William Dolan (RI)
7. Daryl Liedecke (TX)
8. Susan Frankel, Ex Officio, National Runaway Safeline (NRS)

#### National Office Staff in Attendance:

1. MaryLee Underwood, Executive Director
2. Amanee Cabbagestalk, Training and Administrative Specialist
3. Jenny Adkins, Operations and Policy Specialist
4. Joe Johnson, Systems Project Manager
5. Kirsten Wade, Logistics and Administrative Specialist

#### Agenda

N. Dalton (VA) made a motion to approve the agenda as presented. F. Dauway (SC) seconded the motion. The motion passed.

## Minutes

F. Dauway (SC) made a motion to approve the June 6, 2024, meeting minutes. J. Wald (ND) seconded the motion. The motion passed.

## Unfinished Business

### Review Edits to Bench Cards

- Chair C. Copeland (TN) opened the floor for discussion on the proposed edits to the [Returns](#) and [Transfer of Supervision](#) bench cards developed by J. Wald (ND) and H. Kassube (IL).
- Vice Chair R. Heide (AK) asked if the finished product would be as presented in a Word document or formatted in a more visually appealing style.
- Director Underwood explained that the final product would be reformatted to be visually appealing. She also said there were some unanswered questions regarding the new content.
- Chair Copeland (TN) asked J. Wald (ND) to provide feedback on the new content.
- J. Wald (ND) said that the content was envisioned to be more concise for judges, but that a more in-depth document could be prepared for attorneys.
- Chair C. Copeland (TN) suggested keeping the current format for attorneys and creating a shorter resource for judges.
- N. Dalton (VA) expressed her support for the current layout and style of the bench cards but said that some inconsistencies need to be addressed, especially on the *Bench Card on Returns*.
- Chair C. Copeland (TN) said that most judges she talks to have not read the bench cards and may appreciate a shorter resource. She said that the committee could address minor changes now and next year's Training Committee could consider developing a new resource for judges.
- Vice Chair R. Heide (AK), N. Dalton (VA), and J. Wald (ND) agreed with the plan presented by Chair C. Copeland to make minor corrections now and address new content for judges in the future.
- L. Oliver (MD) asked if the judge's resource would consist of the existing resource with sections removed, or an entirely different resource.
- J. Wald (ND) explained that she would need to review the content with that plan in mind, and that the committee would need input from many states to create the best possible resource to be used nationwide.
- Director Underwood added that attorneys are accustomed to using bench cards and bench books. She suggested retaining the current titles.
- Chair C. Copeland (TN) agreed that a separate, more concise resource for judges would require input from multiple states.
- N. Dalton (VA) asked if the current *Bench Card on Returns* could be edited where Rule 6-103 is quoted regarding accompanying juveniles who are being transported. She added that the reference should be to Rule "6-103A," rather than "6-103."
- Director Underwood also said that a subsection title in the *Bench Card on Transfers of Supervision* required editing.
- N. Dalton (VA) said that she has more comments to be considered and will email those to Chair C. Copeland after the meeting.
- Chair C. Copeland (TN) also mentioned that the bullet points on page one of the *Bench Card on Returns* could be clarified.

### Discuss 2024 Annual Business Meeting (ABM) Training Sessions

#### Update from Director Underwood on ICJ/ICPC Session

- Director Underwood reported that she met with C. Fults of the Association of Administrators of the Interstate Compact on the Placement of Children (AAICPC) and A. Cabbagestalk, National Office, and brought back a question to the committee: "What is the goal of this session?"
- Chair C. Copeland (TN) said that there is confusion regarding who takes the lead on returns in dual jurisdiction cases.

- A. Cabbagestalk (National Office) shared a comment from B. Montelongo (CO) who communicated with her previously that her biggest question on these cases concerns the timing of transfers and communications that start before ICJ becomes involved. She explained that she frequently has probation officers come to her first without consulting with the caseworker to determine where they are at in their ICPC process. She wonders if there is an effective way to coach to a standard practice, or if there is even an ideal practice for communication on transfers for these ICJ/ICPC youth.
- N. Dalton (VA) added that distinguishing between terms used by both Compacts would be helpful, such as “disruption of placement.”
- Chair C. Copeland (TN) said that there may also be differences in each Compact’s home evaluation timelines.
- T. Cassell (GA) shared concerns about returns where abuse/neglect is involved.
- Chair C. Copeland (TN) explained B. Montelongo’s (CO) concern about developing standard language and practice for how the Compacts work together, such as a best practice guide.
- J. Wald (ND) said that the training session should also suggest that ICPC Offices be invited to be a part of state councils, as some states have different people administering the compacts and there may be a disconnect. She expressed how this practice has greatly helped in North Dakota.
- Chair C. Copeland (TN) said that another issue is when the parents refuse to interact with either Compact Office on the case due to a misunderstanding of dual jurisdiction.
- Director Underwood summarized the training goals based upon the committee’s discussion:
  - Clarify which Compact takes the lead on returns, when both Compacts are involved.
  - Distinguish terms, including dependency court, delinquency court, and disruption of placement.
  - Clarify home evaluation timelines of each Compact.
  - Determine when both Compact offices must agree.
- Director Underwood suggested building scenarios based on the goals identified. She also asked for feedback from the committee by Thursday, July 18, 2024 on the [Memorandum of Understanding](#) and/or the [Best Practice Guide for ICJ and ICPC Dual Jurisdiction Cases](#).
- N. Dalton (VA) also said that it would be helpful to address who is the correct ICPC contact for case-specific questions.

#### Update on First-Time Attendee Orientation

- R. Heide (AK) reported that A. Cabbagestalk, National Office, prepared an ICJ Introduction resource to be used as an on-boarding packet for anyone who is new to the ICJ. In addition to providing the history of the ICJ at the luncheon, representatives from each committee will provide a brief overview of the committee’s purpose and work.
- The subcommittee is finalizing the outline and finished product.
- Chair C. Copeland (TN) thanked Vice Chair R. Heide (AK) for taking the lead on the orientation.

#### Review Non-delinquent Runaway Scenarios

- Training Committee Chair Copeland (TN) asked if anyone had submitted additional information related to the non-delinquent runaway scenarios. A. Cabbagestalk said that Vice Chair R. Heide (AK) and N. Dalton (VA) submitted additional scenarios which the subcommittee will use to prepare the training session. She also asked for members interested in presenting to inform A. Cabbagestalk.
- Vice Chair R. Heide (AK) said that the scenarios were emailed to the committee and asked for feedback to be sent directly to A. Cabbagestalk.

## Review Quarterly Training Statistics

- A. Cabbagestalk, National Office presented the Commission’s quarterly training report for April-June 2024:
  - TalentLMS
    - 1,107 logins from 381 users
    - 2,190 course completions
  - Wednesday Workshops and Trainings
    - April
      - Attended National Partnership for Juvenile Services Juvenile Justice Technology Forum in Maryland
    - May:
      - Racial Diversity, Equity, and Inclusion Best Practice Wednesday Workshop
      - Office of Refugee Resettlement Info Session Wednesday Workshop
    - June:
      - Presented Hawaii Judicial Training (Virtually)
      - Tableau Return Reports Wednesday Workshop
      - Presented at American Parole and Probation Association Conference in Indiana
  - Online Training Reports
    - 30 reports submitted
    - 15 states
    - 38 trainings conducted
    - 735 people trained
    - To ensure that each state submits training reports, A. Cabbagestalk, National Office, emailed each commissioner/designee directly and asked them to submit forms for any ICJ-related trainings conducted from July 1, 2023 – June 30, 2024 by July 31, 2024.
- Chair C. Copeland (TN) encouraged members to submit their annual training statistics to the National Office.
- Director Underwood reported on the Commission’s presentation at the American Probation and Parole Association (APPA), which was led by herself along with N. Savilla (IN) and H. Kassube (IL) and had 20 attendees. She encouraged the committee to review the *ICJ in Action* courses to address frequently asked questions.
- She also shared that attending conferences allows for important networking opportunities that can address intrastate issues.
- Additionally, she shared that she was recently contacted by representatives from Guam, who attended ICJ’s session at the National Council of Juvenile and Family Court Judges conference, who expressed interest in joining the Compact.

## Discuss ORR Training Follow-up

- Chair C. Copeland (TN) asked for feedback from members that attended the *Wednesday Workshop* training in May presented by the Office of Refugee Resettlement (ORR). She said that Tennessee is seeing more of these cases and shared that issues often revolve around the sponsor not wanting the youth to return to their home. Determining jurisdiction in these cases is challenging.
- N. Dalton (VA) said that determining jurisdiction is the starting point of a case and must be established before determining if or how to apply the Compact. She said that if there is no clear home state, it is impossible to proceed.

- Chair C. Copeland (TN) said that establishing who the sponsor is can also be challenging. She explained that courts are looking to ICJ Offices to be the experts in the cases, but there is a huge grey area. She said that social services agencies may need to be involved, though some states express issues getting those agencies to assist.
- J. Wald (ND) suggested presenting a session at the 2025 Annual Business Meeting to include social services agency personnel who can address where they step in with which cases. She said there are instances where juveniles are not technically eligible for the Compact, but the ICJ Office is still relied upon to provide guidance. However, it is often the social services agency that should handle the case due to abandonment.
- Chair C. Copeland (TN) said that this issue may be something that the Commission needs to address as a larger concern.
- J. Wald (ND) said that the safety of the youth is paramount in these cases.
- Director Underwood said that the ICJ may not apply in many of these cases, and if not, then it is a child welfare issue. If the ORR no longer has jurisdiction, and there is no parent/guardian who is willing to petition the court or allow the youth to return, then it is a case of abandonment, which is outside of the Compact's purview.
- Chair C. Copeland (TN) asked what to do in cases where a youth refuses to sign the Form III, and the legal guardian won't petition the court for the youth's return, nor will the child welfare agency get involved. She asked whether the holding state has to absorb that child into their child welfare system.
- N. Dalton (VA) said that Commissioners need to know when the Compact applies verses when it does not.
- Director Underwood said the Commission's Rules define "home state" as "the state where the legal guardian or custodial agency is located." If neither of those apply to a state, jurisdiction cannot be established and the Compact does not apply.
- N. Dalton (VA) asked if the sponsor is officially appointed as the guardian.
- Director Underwood replied that ORR said that being a sponsor is not the same as being a legal guardian. She added that emergency guardianship could be established for requisitions when the sponsor does want the youth returned.
- N. Dalton (VA) added that the Commission needs a resource to assist ICJ Offices, such as a Frequently Asked Questions sheet.
- Director Underwood suggested such a project would need to start with a request for a legal advisory opinion. She asked if Tennessee's legal counsel was able to provide guidance in a specific case.
- Chair C. Copeland (TN) said that the case exposed a lot of grey areas.
- Director Underwood shared that the Executive Committee will soon be reviewing the survey results from the non-delinquent runaways survey; however, this particular issue was not identified as one of the top issues at this point.

### **Discuss Goals and Objectives for FY25**

- Chair C. Copeland (TN) shared a document containing the FY25 Goals and Priorities:
  - Edit bench cards to be more concise for judges
  - Continue *Wednesday Workshop* series
  - Train social services agencies
  - Live training for judges
    - Chair C. Copeland (TN) asked if the Commission could offer continuing education credits to judges.
    - Director Underwood said that partnering with a sponsor that judges already turn to, such as NCFCJ, would be the best strategy for offering live training where continuing education credits could be offered.
    - Chair C. Copeland (TN) said the Commission could potentially create and offer an LMS course that allows judges to gain credit.

- Director Underwood asked if the committee would consider how to effectively market the *Wednesday Workshop* series within states.
- Chair C. Copeland (TN) explained that commissioners could be encouraged to invite their locals to attend.
- Director Underwood suggested that the Training Committee’s regional ambassadors should remind commissioners and ICJ office staff in their regional meetings.

#### Next Steps

- Chair C. Copeland (TN) said that this is the last meeting until the Annual Business Meeting in Mobile, Alabama in September, and expressed her thanks to the committee members for their service and feedback.
- J. Wald (ND) reminded the committee to sign up for the dinner cruise in Mobile.
- L. Mallory (AL) said that retaining the reservation requires at least 25 attendees, but that the minimum number has not yet been reached.
- Chair C. Copeland (TN) thanked L. Mallory (AL) for her work to coordinate the dinner cruise option.

#### Adjourn

**B. Montelongo (CO) made a motion to adjourn. Training Committee Chair Copeland (TN) adjourned the meeting by acclamation without objection at 3:24 p.m. ET.**