

INTERSTATE COMMISSION FOR JUVENILES

Training, Education, and Public Relations Committee Meeting Minutes

December 9, 2024

2:00 p.m. EDT

Via Zoom



Preliminary Business

Call to Order

Chair R. Heide (AK) called the meeting to order at 2:02 p.m. EDT.

Roll Call

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

Voting Commissioners/Designees in Attendance:

1. Robert Heide (AK), Commissioner, Chair
2. Jean Hall (FL), Commissioner
3. Becki Moore (MA), Commissioner
4. Jessica Wald (ND), Designee

Non-Voting Members in Attendance:

1. Antonio DeJesus (CA)
2. Cecily Rexach (CT)
3. Nataly Sevilla (IN)
4. James Maloney (NY)
5. Bridget Webb (SC)
6. Raymundo Gallardo (UT)

Members Not in Attendance:

1. Chanda Leshoure (AL), Designee, Vice Chair
2. Tracy Cassell (GA)
3. Shirleen Cadiz (HI)
4. Lisa Bjergaard (ND), Commissioner

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. Kirsten Wade, Logistics and Administrative Specialist

Agenda

J. Hall (FL) made a motion to approve the agenda as presented. J. Wald (ND) seconded the motion. The motion passed.

Minutes

J. Wald (ND) made a motion to approve the July 11, 2024, meeting minutes. J. Hall (FL) seconded the motion. The motion passed.

Check-In

- Chair R. Heide (AK) asked members to share why they joined the Training, Education, and Public Relations Committee. Many of the members indicated they thought it would be a good learning experience, while others indicated they enjoyed sharing their experience.

Unfinished Business

There was no unfinished business to discuss.

New Business

Explore Goals, Objectives, and Ideas for FY2025

- Chair R. Heide (AK) shared the ongoing operations and projects for the Training Committee:
 - Annual Business Meeting (ABM) (trainings, elections, annual reports)
 - Chair R. Heide (AK) shared that the 2024 ABM survey results will be reviewed to decide which portions of ABM to keep and what to change.
 - Chair R. Heide (AK) reminded members that the Commission will vote on rule amendments at the 2025 Annual Business Meeting, therefore there will be a training session on the proposed rule amendments added to the ABM agenda.
 - TalentLMS/ On-Demand Trainings (updates and new courses on rules, UNITY, best practices, allied agencies)
 - Wednesday Workshops (live trainings for ICJOs and other stakeholders)
 - Chair R. Heide (AK) shared that the Training Committee is actively involved with Wednesday Workshops and charged with forming the schedule and choosing the topics.
 - The Technology Committee will present a Wednesday Workshop in January.
 - The Compliance Committee will present a Wednesday Workshop in May.
 - National Conference Presentations (2-4 per year for judges, attorneys, others)
 - Chair R. Heide (AK) stated that the National Office and select members from the Commission have attended national conferences recently, including Office of Juvenile Justice and Delinquency Prevention (OJJDP), National Council of Juvenile and Family Court Judges (NCJFCJ), National Partnership for Juvenile Services (NPJS), and American Probation and Parole Association (APPA).
 - Director Underwood shared that she and R. Gallardo (UT) presented at the National Partnership for Juvenile Services (NPJS) conference this year.
 - Amanee Cabbagestalk, National Office, shared that A. Connor (ID) emailed her about a potential opportunity to present at the 2025 Institute for New Juvenile and Family Court Judges. The conference is April 14-18, 2025. Director Underwood asked whether there is an open call for proposals. The information was not available.
- Chair R. Heide (AK) reminded the committee that since the Commission will vote on rule amendments at the 2025 ABM and objectives could change depending on which rule proposals are approved.

Brainstorm Topics for Upcoming *Wednesday Workshops*

- J. Wald (ND) proposed a *Wednesday Workshop* on the issue of drug use, specifically fentanyl, among teenagers in the United States.
- Chair R. Heide (AK) asked J. Wald (ND) if the target audience was ICJ staff.
- J. Wald (ND) shared that it would be geared towards field officers (probation and parole officers) that work directly with youth.
- Chair R. Heide (AK) asked if the National Office collects data on drug use violations and its implications for the Committee.
- Director Underwood confirmed that the Commission does not currently collect such data.
- Chair R. Heide (AK) agreed the topic is important. He stated that youth often cross state lines in order to use drugs.

- Chair R. Heide (AK) shared that it would be beneficial to see a list of what *Wednesday Workshop* trainings were presented in 2024.
- Amanee Cabbagestalk, National Office, shared a list of all *Wednesday Workshop* trainings for 2024. She stated that the training for Working with Tribal Nations 101 was cancelled due to a scheduling conflict and will be rescheduled for 2025.
- Amanee Cabbagestalk, National Office, shared that a presentation created last year on Case Closures can be scheduled for a *Wednesday Workshop* in 2025. Last year, N. Sevilla (IN) and B. Montelongo (CO) volunteered to present the training were. N. Sevilla (IN) is still willing to present the training so long as it is scheduled in a month that works with her schedule.
- Director Underwood proposed a *Wednesday Workshop* on returns, using the training prepared for NPJS and the [ICJ Returns and Non-Delinquent Runaways](#) fact sheet that was published by the Executive Committee in September.
- Chair R. Heide (AK) asked if members from the Work Group on Returning Non-Delinquent Runaways should present the *Wednesday Workshop*.
- Director Underwood answered that the presentation would focus on current issues. She suggested that the *Wednesday Workshop* could focus on communication between ICJ Offices. One of the top three issues listed in the survey results on Returning Non-Delinquent Runaways was the lack of communication between state ICJ Offices about the circumstances in which youths are located.
- R. Gallardo (UT) agreed and highlighted the importance of understanding the dynamics of returning youths.
- Chair R. Heide (AK) agreed that the suggested *Wednesday Workshop* would help field officers.
- Director Underwood recommended that the Rules Committee present a *Wednesday Workshop* on the Rule Commenting Period and review of the process in February. She emphasized the importance of gathering feedback early in the process to allow for its incorporation into rule amendment proposals.
- Director Underwood also encouraged members to schedule their state council meetings during the commenting period to help them provide comments during the relevant period.
- Jenny Adkins, National Office, shared that the Rules Commenting Period is February 24 to March 26, 2025.
- Chair R. Heide (AK) stated if members should send other ideas to him, Amanee Cabbagestalk, or Vice Chair C. Leshoure (AL).

Select Regional Ambassadors

- Chair R. Heide (AK) stated that the purpose of regional ambassadors is to report what is happening in the Training Committee to their regions during regional meetings.
 - R. Gallardo (UT) volunteered to be the West Regional Ambassador.
 - J. Wald (ND) volunteered to be the Midwest Regional Ambassador.
 - J. Hall (FL) volunteered to be the South Regional Ambassador.
 - B. Moore (MA) volunteered to be the East Regional Ambassador.

Review TTA Policy and Maryland TTA Request

- Director Underwood shared the Training and Technical Assistance (TTA) policy, which explains the formal process for states to request training and technical assistance.
- She shared that there is a [Request for Assistance](#) form on the Commission's website.
 - The online form includes parameters for what kind of assistance can be requested.
 - The types of requests include general questions, training assistance, technical assistance, mentoring program, rule interpretations, and dispute resolutions.

- After the request is received by the National Office, the Executive Director and/or their designee will forward any recommendations to the Chair of the Training, Education, and Public Relations Committee for Recommendation. The Training Committee chair will review the request and any recommendations from the National Office. The Training Committee Chair will approve or deny the request.
- Director Underwood shared that Maryland has requested Training and Technical assistance for judges and have requested to involve the Commission’s Legal Counsel in the training process.
- Director Underwood asked for approval to provide the training and technical assistance to Maryland.
- Chair R. Heide (AK) shared he believed it would be a good use of the Training Committees resources.
- **R. Heide (AK) made a motion to approve Maryland's request for Training and Technical assistance, to potentially include onsite training if needed. B. Moore (MA) seconded. The motion passed.**

Next Steps

- The next meeting was scheduled for Thursday, January 16, 2025 at 3:00 pm ET.

Adjourn

Training Committee Chair Heide (AK) adjourned the meeting by acclamation without objection at 3:04 p.m. ET.