

INTERSTATE COMMISSION FOR JUVENILES

Technology Committee Meeting Minutes

December 12, 2023

2:00 p.m. ET

Via Zoom



Preliminary Business

Call to Order

Technology Committee Chair K. Torres (IA) 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. Kellianne Torres (IA), Designee, Chair
2. Roy Curtis (ME), Commissioner, Vice Chair
3. Judy Miller (AR), Designee
4. Nordia Napier (CT), Designee
5. Nita Wright (IN), Designee
6. Bob Lemieux (MA) Designee
7. Maureen Clifton (WY), Commissioner

Non-Voting Members in Attendance:

1. Shyra Bland (NJ)
2. Rachel Johnson (NC)
3. Bridget Webb (SC)
4. Jenny McFadden (WI)

Members Not in Attendance:

1. Tasha Hunt (CT)
2. Mary Kay Hudson (IN)
3. Amy Welch (KY)
4. Melina Hampton (KY)
5. Benjamin Turner (KY)
6. Terrance Clayton (FL)
7. Becki Moore (MA)
8. Maxine Baggett (MS)
9. Abbie Christian (NE)

National Office Staff in Attendance:

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

Agenda

M. Clifton (WY) made a motion to approve the agenda as presented. N. Wright (IN) seconded. The motion passed.

Minutes

M. Clifton (WY) made a motion to approve the November 14, 2023, meeting minutes. J. Miller (AR) seconded. The motion passed.

Check-ins

- Technology Committee Vice Chair R. Curtis (ME) initiated a check-in icebreaker activity.
- All attendees introduced themselves and shared one of their favorite holiday traditions.

Unfinished Business

Report from the Executive Committee

- Technology Committee Chair Torres (IA) updated that she reported to the Executive Committee the Technology Committee's decision not to recommend renumbering ICJ Form IX.
- The Executive Committee has asked the Technology Committee to review concerns related to the consistency of data published in ICJ annual reports. The new task has been added to the Technology Committee's 2024 action items to begin after the rule enhancements and Tableau reports work has been completed.

Report from the Rules Enhancement Subcommittee

- Technology Committee Chair Torres (IA) reported that the Rules Enhancement Subcommittee has met and anticipates several additional meetings related to the UNITY modifications due to the rule amendments which take effect April 1, 2024.

Report from the Tableau/UNITY Maintenance Subcommittee

- Technology Committee Vice Chair Curtis (ME) reported that the UNITY Tableau/UNITY Maintenance Subcommittee will conduct its first meeting on January 18, 2024.

New Business

ICJ Form VIII: Home Evaluation revision based on amended Rule 4-104

- Technology Committee Chair Torres (IA) presented a draft of the updated *ICJ Form VIII, Home Evaluation*, and highlighted the areas of change. The changes align to the amended Rule 4-104 that now requires a justification to be provided if supervision is not recommended. The information would be completed for all cases, regardless of whether acceptance is mandatory.
- Director Underwood noted that the term "relocated" was deleted from the ICJ Rule 1-101: Definitions. The Technology Committee discussed the correct usage of the term "relocated" as it currently appears on the form.
- R. Johnson (NC) suggested replacing "relocated" with "required if juvenile is not already residing in the receiving state."
- J. Miller (AR) noted that during a Rules Enhancement Subcommittee meeting when the form was revised, she suggested the form should also include an explanation when supervision is not recommended by the field staff, but supervision is recommended by

the ICJ Compact office. Technology Committee Chair Torres (IA) replied that others in the meeting agreed that it would be nice to include it. However, the suggested change would not be predicated on the rule amendment and therefore not included in this update.

- **M. Clifton (WY) made a motion to approve updates to the ICJ Form VIII, Home Evaluation, based on updated ICJ Rule 4-104 as amended. R. Curtis (ME) second. The motion passed.**

Form IX: Failed Supervision based on updated Rule 5-103A

- Technology Committee Chair Torres (IA) presented the new *ICJ Form IX, Failed Supervision Report*. The new form was developed because of the new Rule 5-103A.
- M. Clifton (WY) inquired if “secured alternative residence” refers to a residence in the receiving state. Technology Committee Chair Torres (IA) replied it is not specific in the rule.
- Director Underwood questioned whether “secure alternative residence” implies it has been secured or that it will be secured. The Technology Committee reviewed Rule 5-103A and modified the language to by replacing “secure” with “secured” for clarity.
- **N. Wright (IN) made a motion to approve the new ICJ Form IX, Failed Supervision, as amended. J. Miller (AR) seconded. The motion passed.**

Next Steps

- J. Adkins will email the revised forms to the Rules and Executive Committees for the 30-day comment period.
- Bob Lemieux (MA) agreed to serve on the Tableau/UNITY Maintenance Subcommittee. J. Johnson will add him to the subcommittee roster and distributions.
- The next Technology Committee meeting is scheduled for January 9, 2024.

Adjourn

R. Curtis (ME) made a motion to adjourn. N. Wright (IN) seconded. Technology Committee Chair Torres (IA) adjourned the meeting by acclamation without objection at 2:56 p.m. ET.