



ASSOCIATION OF JUVENILE COMPACT ADMINISTRATORS
2002 Annual Meeting
August 8, 2002
Savannah, Georgia

Meeting Minutes

Officers Present:

Michael C. Reddish, President
Ronald J. Leffler, Vice President
Donna Bonner, Secretary
Cindy Pittman, Treasurer

Secretariat:

Kristine C. Prince

States Represented:

Judy Miller, Arkansas
Patricia Burt, Connecticut
Rose Holmquist, Delaware
Jean Hall, Florida
Robert Champion, Indiana Probation
Karen King-Jones, Kentucky
Sarah LeBlanc, Louisiana (a.m. only)
Cynthia Yim, Maryland
Brent Buerck, Missouri
Lori Schweinfurt, Nevada
John Gusz, New Jersey Probation
Judy Stephens, North Carolina
Robyn Peterson, Ohio
Warren Lewis, Pennsylvania
Ryan Pinto, Washington

Summer Foxworth, Colorado
Sandra Matlack, Connecticut
JoAnn Phillips Rohan, D. C.
M. Jody Taylor, Idaho
Christine Reece, Kansas
Paul Gibson, Kentucky
Beth Meng, Louisiana (a.m. only)
Maxine Baggett, Mississippi
Danise Sipple, Nevada
E. Wayne Carmack, New Hampshire
Dianne Miller, New York Parole
Pamela Helbling, North Dakota
Amanda Behe, Pennsylvania
Dawne Gannon, South Carolina
Michael Lacy, West Virginia

1. **WELCOME/ROLL CALL**

Mike Reddish welcomed everyone back for the second day of the 2002 Annual Meeting. Roll call was taken by the Secretariat.

2. **REGIONAL MEETING REPORTS:**

Pam Helbling, Chair, Professional Development Committee, asked each region to report back on their discussions regarding the three questions posed at the end of yesterday's meeting. Those questions were:

- I. Are there any additions or omissions that need to be made to the current Rules and Regulations?
- II. Are there any special issues that were addressed during the training held yesterday that need to be addressed as a region?
- III. Are there any specific regional issues that should be addressed?

The following reports were presented:

- a. Midwest Central Region (Summer Foxworth): This region identified the following issue that they felt needed to be addressed and/or researched:
 - Is it legitimate for the airlines to charge extra fees for juveniles who are being returned under the ICJ?

- b. Southeast Region (Karen King-Jones): This region identified the following issues for the Rules and Regulations Committee to address:
 - Form III and adult waivers
 - Emancipation Rule should say “court-granted emancipation.”
 - The rule regarding communication between locals needs to be clarified to allow locals to communicate directly regarding violations.
 - A form needs to be created for reporting violations.
 - The issue of supervision fees and the fact that the receiving state is not responsible to collect restitution for the sending state.
 - A rule is needed dealing with DNA testing and training needs to be provided on how to do those tests.
 - Travel permits and who should grant a travel permit when a youth in a receiving state asks for permission to travel outside the receiving state (does the home state or the receiving state grant the permission?).
 - The question of whether the Form IA/VI can be considered to have met the requirements for “due process” when it has not been signed in front of a judge?
 - The issue of temporary guardianship being given to the adults named as supervisors in the placement, thus enabling juveniles to register for school in the receiving state.

- c. West and West Coast (Jody Taylor): This group identified two issues which need clarification:
 - There continues to be some confusion around the issue of emancipation. The rule should clarify that emancipated juveniles “not under juvenile court jurisdiction” are not eligible for ICJ services.
 - The need for more clarification on the responsibility of the sending state to pay costs associated with medical treatment, psychological services, etc., in the receiving state.

- d. Northeast Region (Pat Burt):
 - Rule 3-103 needs clarification. They suggest the rule contain a definition of “emancipation.”
 - Rule 1-107 needs clarification. This rule states that ICJ offices must be accessible by phone. Does this mean accessible by voice mail will suffice?
 - The rules need to be clarified and strengthened regarding funding issues.
 - Some states are not using the new approved AJCA forms. Is there anything that

can be done about this?

- Locals need better training in how to do home evaluations. Home evaluations need to contain more specific information, not just check lists. Home studies also need to contain information about what services will be available if the youth is placed in this placement.

e. Midwest Region - Cynthia Yim:

- What should the ICJ office do with travel permits when they receive them from another state? This needs to be addressed more clearly by the Rules and Regulations.
- Is it possible for the new National Commission to create a "slush fund" that can be accessed by states who don't have money to return their juveniles? Is it possible to contract with one travel agency for the entire compact, thereby accessing lower airfare group rates?
- The lack of airport surveillance in Pennsylvania is a problem.
- Timely progress reports should be encouraged.
- A suggestion was made that more training be offered at the Mid-Winter Meeting, and that training should be offered on a regional level as well.

f. Midwest North - Pam Helbling:

Ms. Helbling stated that all of the issues discussed by this group were already discussed in the previous reports.

Pam Helbling thanked each region for their suggestions. The rule issues will be referred to the Rules and Regulations Committee for their consideration.

3. TRANSITION ISSUES

John Gusz, Co-chair of the Transition Committee, reported on the progress of the adoption of the Adult Compact and stated that the 39th state has now become signatory to the Adult Compact, and the Compact has now met the minimum required number of signatory states (35) in order to become law. The first meeting of the National Commission is scheduled for November 18-20, 2002 in Scottsdale, Arizona and those states who are signatory to the Compact will be invited to send representatives with voting rights to the meeting. States who have not become signatory to the compact can send representatives, but they will have no voting privileges and cannot participate in the discussions.

Mr. Gusz suggested that AJCA begin to consider some important issues which need to be addressed when the juvenile compact becomes law. He identified some considerations and asked for input from the group:

- What function or role, if any, should AJCA fill upon the adoption of the new juvenile compact by the 35th state? Should AJCA continue to represent the interests of all the non-compacting states until there remains only one single state/territory that chooses

not to or fails to enact the new compact? This is a decision that should be made by AJCA, not the National Commission. Should AJCA continue to exist for those who do the day-to-day work of the compact (since this "line staff" probably won't have membership in the new National Commission)?

- Should AJCA continue to function in the capacity of a professional organization, availing its expertise and services to the new National Commission? If so, should those services be rendered in the form of a paid contract?
- If AJCA continues to represent non-compacting states, should the Association fully fund a representative to attend all National Commission meetings?
- How should transactions between new and old compacting members be governed?
- What happens to any and all funds in the AJCA treasury if AJCA is dissolved?
- Should AJCA membership support and endorse a position that new enabling compact legislation in each state not contain language that would repeal the old compact at this time?

Mr. Gusz strongly encouraged ICJ administrators to take a pro-active approach in providing information to their supervisors about the impact of the new compact. He further suggested that each ICJ administrator develop a fiscal note or a "fiscal impact statement" for their supervisors to use when they speak with legislators about the new compact. He suggested that, at a minimum, the fiscal impact statement contain the following information:

- The potential financial impact on your state in terms of dues and potential financial sanctions for non-compliance with compact rules.
- The potential financial impact on your office because of the probable requirement for increased staffing and new/upgraded equipment, keeping in mind that the need for training and updated equipment will filter down to locals as well.
- The potential impact upon you, personally, with regard to the first two issues stated above.

In considering the new compact, President Reddish encouraged ICJ administrators to look beyond the needs of the states they represent, and to consider whether the new proposed compact will enable them to provide better services to juveniles. That should be the number one consideration. He thanked Mr. Gusz for his presentation and asked each in attendance to give serious thought to the issues Mr. Gusz mentioned.

4. COMMITTEE REPORT: STRATEGIC PLANNING COMMITTEE

Ron Leffler reported on the progress of the AJCA in meeting the goals of the strategic plan. (Appendix B) He encouraged the membership to actively participate in assisting AJCA to meet its goals over the next year highlighting the fact that this is not only the responsibility of the Board, but of everyone. Mr. Leffler reported on the following AJCA goals:

- *Goal: Develop a web-based standard training package for ICJ staff to use in their*

home state to provide training to staff on a local level including judges. Currently the AJCA website is published by Jim Chaffee of the Arizona ICJ office. This is a very time-consuming responsibility to expect any one person to contribute. The Board recommends AJCA hire a host outside of the Association. The web-based training should be published on the AJCA website.

- *Goal: Examine the extent to which AJCA Rules and Regulations address public safety and victims' rights.* The current compact does not address this issue. Because there is no uniformity on where the compact is housed in each state, its importance and priority status are at different levels in each state. Therefore, it is difficult to address these issues within the current compact. This issue should be referred to the new National Commission.
- *Goal: Increase active participation and attendance at AJCA functions.* The Professional Development Committee has been working with the regional representatives to contact each state within their region and encourage attendance and participation at both the Mid-Winter Workshop and the Annual Meetings.
- *Goal: Establish an electronic community to address the key areas of communication and training.* AJCA needs to continue to work on this issue. AJCA needs to clarify its needs before we can begin to work with technology vendors .
- *Goal: To develop an association work plan that guides the development and implementation of partnership opportunities within juvenile justice, child welfare and other identified public and private agencies.* AJCA cannot continue to exist in a vacuum. There are a lot of "stake holders" in other agencies that AJCA impacts and who impact AJCA. It is in the best interests of AJCA to persist in networking with these agencies. AJCA needs to consider how best to proceed with this initiative. Should AJCA send representatives to national conferences of other agencies? Recently Howard Jordan (CA) represented AJCA at the National Extradition Officials meeting in Lake Tahoe, and Amanda Beagles (FL) represented AJCA at the International Chiefs of Police conference in Florida.

Donna Bonner suggested that each goal stated above be assigned to an AJCA committee.

5. **COMMITTEE REPORT: PARTNERSHIP COMMITTEE**

Donna Bonner, Chair of the Partnership Committee presented the committee report (Appendix C). Committee members include Jim Chaffee (AZ), Howard Jordan (CA), Amanda Beagles (FL), Cindy Pittman (GA), Pamela Helbling (ND) and Dawne Gannon (SC).

Ms. Bonner reported that during the past year, AJCA entered into unofficial partnerships with the Office of Juvenile Justice and Delinquency Prevention (OJJDP) and the National Institute of Corrections of the U.S. Department of Justice (NIC), and the Council of State Governments (CSG). AJCA continued its partnership with the National Council of Juvenile and Family Court Judges (NCJFCJ) who provided meeting space and lunch speakers at the 2002 Mid-Winter Workshop.

The Committee also contacted two other associations in 2001 to investigate the possibility of providing training at their conferences, the International Association of Chiefs of Police and the National Association of Extradition Officials. This year AJCA was able to send representatives to provide training at conferences for both groups.

AJCA also invited Don Cotton of the Federal Aviation Administration to present at the Mid-Winter Workshop in Houston. Although he personally was unable to attend, he sent Paul Johnson of the Transportation Security Administration to speak at the workshop.

Additionally, Maureen Blaha, Executive Director of the National Runaway Switchboard (NRS) was contacted by Jim Chaffee to discuss using airline frequent flyer miles in the return of runaways. While Ms. Blaha had concerns in using the miles to return runaways, she was quite interested in forming a partnership with AJCA and indicated that her organization might be able to co-sponsor one of AJCA's meetings.

Because of the number of organizations which impact AJCA, Ms. Bonner suggested that the membership prioritize the agencies with which they would like to enter into partnerships. It was suggested that speakers from those organizations be invited to come to the AJCA Annual Meeting rather than the Mid-Winter Meeting because more AJCA members are usually present at the Annual Meetings to hear the presentations.

6. COMMITTEE REPORTS: PROFESSIONAL DEVELOPMENT COMMITTEE

Pam Helbling, Chair, reported for the Professional Development Committee which consisted of Donna Bonner (TX), Beth Meng (LA), Sarah LeBlanc (LA), Cindy Pittman (GA), Sarah Jane Stark (IA), Jody Taylor (ID), and Cynthia Yim (MD). (The report is attached as Appendix D.) Ms. Helbling asked for a motion to approve the slate of regional representatives.

Motion: *Robyn Peterson made a motion to approve Jody Taylor as regional representative for the Northwest and West Coast region, Pam Helbling as the regional representative for the Midwest and North region, Summer Foxworth as the regional representative for the Midwest/Central region, Cynthia Yim as the regional representative for the Mideast Coast region, Margo Bryce as the regional representative for the Northeast region, and Karen King-Jones as the regional representative for the Southeastern region. Cindy Pittman seconded the motion. The motion carried.*

7. AJCA OFFICER REPORTS

Donna Bonner presented the AJCA Secretary Report which is included as Appendix E.

Cindy Pittman presented the AJCA Treasurer Report stating that there is currently \$13,260.43 in the AJCA checking account and \$23,278.43 in the AJCA savings account. She reported that currently, 38 states have paid their dues.

4. **COMMITTEE REPORT: CONFERENCE DEVELOPMENT/SITE SELECTION**

Cindy Pittman presented the Conference Development/Site Selection Committee Report. She reported that the Mid-Winter Meeting in March 2003 will be held in the same city as the NCFCJ Annual Conference which is Philadelphia, Pennsylvania. She recommended holding the 2003 Annual Meeting in Phoenix, Arizona as she has received good bids from three very good hotels there. NCJFCJ will hold its 2004 Annual Conference in either Reno or San Diego, therefore AJCA will hold its Mid-Winter meeting in the same site as well. She reported that there are offers from four states to host the 2004 Annual Meeting.

JoAnn Rohan asked that in the future all committee reports and officer reports be written and distributed before the Annual Meeting.

9. **COMMITTEE REPORTS: RULES AND REGULATIONS COMMITTEE**

Judy Miller and Karen King-Jones, co-chairs of the Rules and Regulations Committee, reported on the issues the Committee has been focusing on during the past year. Ms. King-Jones said that the Rules and Regulations Committee has received many assignments during the past year, and the length of the list is becoming overwhelming. The Co-chairs of the Committee are in need of volunteers to serve on the committee and provide assistance. The following ICJ administrators volunteered to research issues and report back to the Committee at the Mid-Winter Meeting:

1. Public safety (Is the current rule adequate?): Mike Reddish (NE Parole) and Robyn Peterson (OH)
2. Victims' rights
3. Sex offender registration/DNA testing requirements: Paul Gibson (KY). Because sex offender issues seem to frequently involve Washington, Ryan Pinto (WA) volunteered the Washington ICJ office;
4. Travel Permits (Does AJCA need a legal opinion? From whom?) : Donna Bonner (TX) and JoAnn Rohan (D.C.)
5. Airport surveillance (Who makes the determination of risk in returning juveniles? Who determines whether an escort is needed?) Christine Reece (KS)
6. Aliens: Wayne Carmack (NH)
7. Border agreements: Cynthia Yim (MD), JoAnn Rohan (D.C.); and Michelle Latter (VA).
8. Emancipated juveniles: Lori Schweinfurt (NV)
9. Confidentiality rule: Karen King-Jones (KY)

The following proposed amendments to the AJCA Rules and Regulations were considered (Appendix F):

Section 4-103: It is proposed that written notification of a juvenile's departure to the receiving state be done *by use of the ICJ Form V*. There was a discussion concerning this addition to the Rule, with many members stating that the rule, as it currently reads, is sufficient and adding the new language is redundant.

Motion: *Donna Bonner made a motion to approve the amendment to Section 4-103 as stated above. Ryan Pinto seconded the motion. This motion failed.*

Section 4-108: It is proposed that the language *with respect to the confidentiality rules of the receiving state unless otherwise requested by the sending state* be added at the end of the sentence. Since the issue of confidentiality is one of the issues that has been put on the list of issues needing further research, Ms. Miller withdrew this proposal.

Section 4-108: It is proposed that number 2 be deleted (*Communication may occur between jurisdictions with the approval of the ICJ offices in both states*). Members discussed the problems encountered when locals communicate with each other and leave the ICJ office out of the communication loop. However, many members felt that this issue should be left up to each state to decide upon.

Motion: *Cindy Pittman made a motion to approve of the proposed revision to Section 4-108 as stated above. Donna Bonner seconded the motion. The motion failed.*

Section 700: It is proposed that numbers be added to the paragraphs in Section 700 and in paragraph #2, the word *will* be changed to *shall*.

Motion: *Jody Taylor made a motion to approve the numbering of the paragraphs in Section 700, and to change “will” to “shall” in paragraph #2. Cindy Pittman seconded the motion. The motion passed.*

Rule 4-109: it is proposed that another paragraph be added after #3 (which is to be a part of #3) stating that *An exception to the above rule is when the juvenile has completed all other terms and conditions of probation/parole except the payment of restitution and no other services are available in the receiving state. Supervision for the sole purpose of collecting restitution is not a justifiable reason to continue to maintain an open ICJ case.*

Motion: *Donna Bonner made a motion to accept the revision to Rule 4-109 as stated above. Robyn Peterson seconded the motion.*

Motion: *Mike Reddish made a motion to amend Ms. Bonner’s motion and suggested the wording be changed to “Supervision for the sole purpose of collecting restitution is not a justifiable reason to continue to maintain an open ICJ case when all other terms and conditions of probation/parole have been completed.” Cindy Pittman seconded the amendment to the motion. Ms. Bonner accepted the amendment to her motion. The amended motion passed.*

Rule 1-108: It is proposed that a new rule be added to Section 100 regarding the requirement

of each ICJ office to compile and report statistics.

Motion: *Cindy Pittman made a motion to approve the addition of Rule 1-108 to the Rules and Regulations. Summer Foxworth seconded the motion.*

Motion: *Jody Taylor asked to amend the motion and delete the semi-colon after the word "basis," add a period after the word "form," and start a new sentence with the following language "This form shall be submitted to the AJCA Secretary." Ms. Pittman accepted the amendment to her motion. The amended motion passed.*

Rule 2-101: It is proposed that the AJCA Annual Report Form be added to the list of approved forms.

Motion: *Mike Reddish made a motion to approve of the addition to Rule 2-101 as stated above. JoAnn Rohan seconded the motion. The motion passed.*

Renumber Section 800 (Glossary of Terms) to Section 900 and create new Section 800 (ICJ Transition Rules) and number it as Section 800).

Motion: *Jody Taylor made a motion that AJCA create a section in the Rules and Regulations on "Transition", number it as section 800, and renumber the current section 800 as section 900. Donna Bonner seconded the motion. The motion carried.*

Members began discussing various changes to the proposed language of the transition rule. After much discussion, it was decided that perhaps it is too early in the process for AJCA to make decisions about the transition to the new compact, since the compact won't be introduced into state legislatures until 2003. Therefore, the discussion on the proposed language for the new rule was tabled.

Motion: *Donna Bonner made a motion to rescind the previous motion approving the creation of a section on "Transition," and renumbering the current section 800 to section 900. Cindy Pittman seconded the motion. The motion passed.*

Next, the members considered proposed changes to the AJCA forms. Jody Taylor asked for a motion to adopt the proposed change to the Form II, which would simply add a signature line for the requisitioner because that line was inadvertently left off of the requisition form when it was revised in 2000 (Appendix G).

Motion: *Cindy Pittman made a motion to approve the addition of a line for the signature of the requisitioner on the Form II. Donna Bonner seconded the motion. The motion carried.*

Members made the following suggestions for the Forms Committee to consider during the upcoming year:

- A form for the judge to sign indicating whether a requisition has been honored or not.
- Add a check box on the Form V to indicate that supervision has begun.
- Revision of the home evaluation form so that information about the income and employment status of the proposed placement is added.
- Instructions be written on the back of all ICJ forms.
- The Form IA/VI should have language on the form indicating whether the form was signed in front of a judge.

10. AJCA ELECTIONS

Summer Foxworth facilitated the nominations and elections for AJCA officer and Board positions. She reported that Ron Leffler was nominated for AJCA President.

Motion: *Cindy Pittman made a motion to close nominations for AJCA President. Robyn Peterson seconded the motion. The motion passed.*

Ms. Foxworth reported that Donna Bonner was nominated for AJCA Vice President.

Motion: *Cindy Pittman made a motion to close nominations for AJCA Vice President. Judy Miller seconded the motion. The motion passed.*

Ms. Foxworth stated that there were two nominations for AJCA Secretary, M. Jody Taylor (ID) and Amanda Beagles (FL).

Motion: *Robyn Peterson made a motion to close the nominations for Secretary. Karen King-Jones seconded the motion. The motion passed.*

Ms. Foxworth reported that Cindy Pittman was nominated for AJCA Treasurer.

Motion: *Warren Allen (PA) made a motion to close the nominations for AJCA Treasurer. JoAnn Rohan (DC) seconded the motion. The motion passed.*

Ms. Foxworth reported that the following individuals had been nominated for the Executive Board:

Karen King-Jones (KY)
Pam Helbling (ND)
John Paradis (MT)

Jim Chaffee (AZ)
Brent Buerck (MO)
Judy Stephens (NC)

She asked for nominations from the floor, and Judy Miller (AR), Maxine Baggett (MS) and Christine Reece (KS) were nominated.

An election was held and the following individuals were elected as officers and board members:

Ron Leffler	AJCA President
Donna Bonner	AJCA Vice President
Jody Taylor	AJCA Secretary
Cindy Pittman	AJCA Treasurer
Karen King-Jones	Board Member (2 years)
Judy Miller	Board Member (2 years)
Brent Buerck	Board Member (2 years)
Judy Stephens	Board Member (2 years)
Pam Helbling	Board Member (2 years)
Maxine Baggett	Board Member (to fulfill the remaining 1 year of Jody Taylor's position on the Board)

11. ADJOURNMENT

President Reddish thanked everyone for their participation in the meeting today and adjourned the meeting.

Respectfully Submitted:

Kristine Prince, AJCA Secretariat
August 18, 2002