



ASSOCIATION OF JUVENILE COMPACT ADMINISTRATORS
Executive Board Teleconference
February 16, 2005

Meeting Minutes

Officers Present:

Donna Bonner, Texas, President
Ryan Pinto, Washington, Vice President
Pam Helbling, North Dakota, Secretary
Cindy Pittman, Georgia, Treasurer

Secretariat:

Kristine C. Prince

Board Members Present:

Judy Miller, Arkansas
Summer Foxworth, Colorado
Rose Holmquist, Delaware
JoAnn P. Rohan, District of Columbia
Cynthia Yim, Maryland

Guests:

Jean Hall, Florida
Brent Buerck, Missouri

1. WELCOME/ROLL CALL/APPROVAL OF MINUTES

Donna Bonner welcomed Board members to the meeting. Roll call was taken by the Secretariat. Ms. Bonner asked for a motion on the minutes of the last Board meeting.

Motion: *Ryan Pinto made a motion to approve the minutes of the January 19, 2005 Executive Board teleconference with one minor correction. Cynthia Yim seconded the motion. The motion passed.*

2. VICE PRESIDENT'S REPORT

Ryan Pinto reported that he sent a letter on February 9, 2005 to Nancy Wikle (Montana ICJ) regarding the state of Montana's possible grievance against the state of California. Mr. Pinto emailed copies of that letter previously to Board members. In the letter, Mr. Pinto notified Ms. Wikle that the grievance she tentatively filed with the Vice President on behalf of the state of Montana was being closed due to a lack of response by her office to several phone calls, inquiries and emails sent by him.

3. TREASURER'S REPORT

Cindy Pittman reported that dues notices for 2005 will be sent out shortly. She has spent considerable time working with the Radisson Resort Parkway Hotel, the site of the Mid-Winter Workshop, regarding some problems with the rooming list for the Mid-Winter Workshop. She indicated that she has received several registration payments. She has also received invoices from the National Conference of Juvenile Court Judges (NCJFCJ), the AJCA webmaster, and from the treasury bonding company and will pay all of those bills in the next week.

4. MID-WINTER WORKSHOP UPDATE

Donna Bonner reminded the Board that on February 8, 2005 she sent out an emergency email to Board members asking them to vote on whether they would approve waiving the registration fee for the Florida local ICJ staff to attend the New Staff Training on Saturday, March

19th in exchange for Florida covering the costs of reproducing the AJCA Training Manual for all attendees at that training. Ms. Bonner received ten emails in response. However, because a concern was expressed about the process of requesting votes (it was felt that not enough time was given to Board members to respond to that request via email), Ms. Bonner asked for another vote on this matter at today's Board meeting.

Motion: *Summer Foxworth made a motion to approve waiving the registration fees of the local Florida ICJ staff to attend New Staff Training on March 19th in exchange for Florida paying the costs of reproducing the AJCA Manual for all attendees. Cindy Pittman seconded the motion. The motion passed.*

Cindy Pittman reported that thirty-one members have registered for the Mid-Winter Workshop, with a possible four more waiting for final approval. The Board was encouraged with the numbers of members participating in the Mid-Winter Workshop.

Jean Hall, Florida ICJ, joined the conference call to provide an update on the site coordination for the meeting. She indicated that there will be a Hospitality Suite on Sunday, Monday and Tuesday after the meetings.

Donna Bonner went over each day of the agenda with the Board. She thanked Summer Foxworth for agreeing to provide an invocation on Sunday morning and for her willingness to lead the group in the Pledge of Allegiance. Jean Hall confirmed that Bernie Warner is still planning to provide a "Florida Welcome" and John Mountjoy from The Council of State Governments will brief the membership on the status of the new Interstate Compact for Juveniles. The rest of the day on Sunday is set aside for committee work. The Board decided that from 11:00 am until 12:00 noon on Sunday, each Committee Chair will address the entire group and provide an update on the status of the work assigned to their committee and will report on their planned "next steps." After lunch, members will report to their various committees to work on assignments, and then will report back to the entire group from 3:30 pm until 5:00 pm.

Ryan Pinto reminded the Board that he sent out an email during the past week asking each Committee Chair to respond and provide him with an outline of what each committee will be working on and how much time each Chairperson anticipated that they will need. Ms. Prince will email Mr. Pinto a list of members who volunteered to work on various committees at the Annual Meeting in Olympia.

Jean Hall stated that if all committee work is completed on Sunday afternoon, perhaps the members would like to schedule a tour of a local juvenile detention facility on Monday afternoon. She will need to have a commitment on that by Tuesday, February 22nd, in order to schedule the tour. Ms. Bonner asked Committee Chairs to get their information to Ryan by Friday, February 18th, so that a decision could be made about scheduling a group tour on Monday afternoon.

In continuing to review the agenda, Ms. Hall reported that on Tuesday, vans will be

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provided to provide transportation from the Radisson Resort Parkway to and from the Omni Hotel, the site of the National Juvenile Justice Conference. Members will be on their own for lunch on Tuesday. Elaine Bryant will provide two training modules on Tuesday afternoon.

More training is scheduled for Wednesday morning from 8:15 am until 10:15 am, followed by planning for the Annual Meeting in North Dakota. A short Board meeting will take place after the Mid-Winter Workshop is adjourned.

Cindy Pittman asked for feedback on her suggestion to modify the AJCA logo during 2005 by adding that AJCA is celebrating its 50th anniversary this year.

Motion: *Judy Miller made a motion to approve the modified AJCA logo for the year 2005. Cynthia Yim seconded the motion. The motion passed.*

Jean Hall and Cindy Pittman will get together to make menu selections for the Mid-Winter Workshop. Ms. Bonner also asked Cindy to check with the hotel to see if there is space available for the breakout sessions for committee work.

Donna Bonner reported that she spoke with Jim Toner about speaking to the group at some time during the Mid-Winter Workshop. Mr. Toner agreed to speak to the group, but he was not able to make a commitment on exactly when he would be able to come over to the Radisson to speak to AJCA members because of his commitments to the National Juvenile Justice Conference going on at the same time. He told Donna that he will stop over when he can break away, probably during the morning on Monday or shortly after lunch on Monday.

Cindy Pittman stated that Amanda Behe is updating the statistics for the AJCA display booth. The revised AJCA handbooks have not been printed yet. Cindy suggested using the brochures she developed for her Georgia staff instead. Cindy has still not received a check from UPS to reimburse AJCA for losing the display booth container lid. She will go ahead and order a new case and have it delivered to the Pennsylvania ICJ office. Cynthia Yim will set up the booth at the National Juvenile Justice Conference and will man it. Cindy Pittman asked Jean Hall to check with Amanda Beagles to see if Pennsylvania should send the display booth to the Tallahassee ICJ office, or send it directly to the hotel.

5. OTHER BUSINESS

Brent Buerck (Missouri ICJ) joined the conference call to discuss the HIPAA issue. He reported that he has been working with AJCA to get a legal opinion from Rick Masters (CSG) regarding whether ICJ offices are exempt from HIPAA and exempted from having to track releases of health information on juveniles who are on Interstate Compact. However, Mr. Masters has responded to this request stating that CSG would not fund the additional legal work necessary and that the cost would have to be borne by AJCA. Mr. Masters estimated that the cost would be approximately \$1,000 for this legal opinion. Mr. Buerck asked the Board to consider contracting with Mr. Masters to provide this legal opinion.

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The Board discussed the issue, but in the end decided that they needed more information before they would consider authorizing the expenditure of \$1,000 for Mr. Masters' legal opinion on this issue. Since some ICJ offices are covered entities and some are not (depending upon who the umbrella agency is that houses the ICJ office in each state), it must first be determined how many states are affected by HIPAA before deciding whether to use AJCA money for the legal opinion. There was some discussion as well about who would be the best person/agency to provide this legal opinion, The Council of State Governments, the Department of Health and Human Services or the US Attorney General's Office. Mr. Buerck stated that the Department of Health and Human Services has been inundated with requests, and will not be able to respond for quite some time. Since Mr. Masters is considered a national expert on interstate compacts, it was his opinion that a legal opinion from Mr. Masters would be valuable and credible.

Motion: *JoAnn Rohan made a motion that a survey be done to determine how many ICJ offices are considered a covered entity under the new HIPAA law. When the results of that survey are determined, then the Board will made a decision on contracting with Mr. Masters for a legal opinion.*

On another topic, Ms. Bonner reported that she has become aware that when the state of Rhode Island became signatory to the new Interstate Compact for Juveniles, they immediately repealed the 1955 compact. This has created a problem for those states who do business with Rhode Island because the new compact is not yet in effect and the old compact is repealed. She has spoken with John Mountjoy of CSG who has a call in to the Rhode Island Senator who sponsored the bill asking him to put up an emergency bill to deal with this situation. Ms. Miller pointed out that the old compact has language in Article XIV which states that if a state withdraws from the compact, they must give six month's notice in writing to the other. Ms. Bonner will keep the Board updated on this situation.

6. ADJOURN

The meeting was then adjourned until 10:00 am on Saturday, March 19, 2005 in Kissimmee, Florida.