

# Michigan State Council for Interstate Juvenile Supervision (MSCIJS)

Wednesday February 10, 2016 1:30 p.m.

Teleconference

Physical Meeting Location:

Grand Tower Building, Lake Huron Room 13<sup>th</sup> Floor

235 S. Grand Avenue, Lansing, MI 48933

## Minutes

### MSCIJS Members in Attendance:

Honorable John D. Tomlinson, Probate & Family Court, St. Clair County

Cheri Arwood, the Office of the Governor, State of Michigan

Dale Murray, Commissioner, State of Michigan, Michigan Interstate Compact for Juveniles (ICJ), DHHS

### MSCIJS Members not in Attendance:

Carla Blinkhorn, YWCA, West Central Michigan Region; unable to attend.

### Ad Hoc MSCIJS Members in Attendance:

Roy Yaple

Matt Doolittle

- I. Welcome, introduction and meeting agenda presentation by Dale Murray.
- II. Approval of Minutes from August 05, 2015 council meeting.
  - Motion to approve was made and seconded with approval.
- III. Adherence to Open Meetings Act (OMA).
  - MSCIJS meeting notice was publically posted within specified time frame in compliance with the OMA.
  - Meeting minutes will be publically posted within specified time frame on MDHHS web page in compliance with OMA.
- IV. Compliance Committee update by Dale Murray.
  - Michigan has been represented on three teleconferences since joining the committee at the last annual meeting.
  - A general overview of these conferences was discussed by Dale Murray that included no major changes or updates.
  - Follow-up discussion will be held in future meetings as more Compliance Committee meetings are held.

- V. OAG Audit update by Dale Murray.
- The council was informed that the Michigan ICJ office is currently participating in a preliminary audit survey by the Office of Auditor General (OAG).
  - Preliminary audit survey began in August 2015 and is currently ongoing.
  - Michigan ICJ has been informally cited and questioned on the council's lack of an appointment of a legislative member.
  - Discussion was held resulting in the consensus that Dale will inform OAG that the Governor's office has continually requested a legislative appointment from legislative leadership and requests have gone unfulfilled. In addition, the Governor's office will make another request, specifically mentioning the OAG preliminary survey.
- VI. An update on the 2016 Annual Meeting was provided by Dale Murray.
- The meeting will be held in Boston, MA on August 22 - 25, 2016, with Dale Murray in attendance.
  - Dale will provide an update to the council after his attendance.
- VII. Presentation of the new ICJ rules, effective February 1, 2016, by Roy Yaple.
- A copy of the new ICJ rules was introduced to council.
  - Commission approved 47 out of the 50 proposed rule changes from the annual meeting in 2015.
  - Most changes were administrative changes for language uniformity throughout rules.
- VIII. Presentation of approved ICJ Survey Questionnaire by Roy Yaple.
- 10 question survey was approved by the council in August 2015 meeting and submitted to State Court Administrator's Office (SCAO).
  - The "Survey Monkey" electronic version of the survey is available now.
  - A notice by the State Court Administrator's Office (SCAO) will be sent out February 28, 2016, with results expected in March 2016.
  - Results will be discussed at the next council meeting.
- IX. Presentation of OAG – ICJ Operations Preliminary Survey update by Roy Yaple.
- The ICJ preliminary audit survey is covering the fiscal years of 2013, 2014, and 2015.
  - To date, 41 requests have been made by the OAG for ICJ-related matters.
  - The council will discuss further direction after preliminary survey results and decision are submitted by the OAG.
  - Questions at the end of the presentation included:
    - i. What percentage of ICJ case files has the OAG requested thus far?

- ii. What specific types of requests have been made?
- iii. When was the last audit of ICJ?

Follow-up discussion revealed that the percentage of ICJ cases that the OAG has requested thus far is around 18 – 20%. The OAG initially indicated that the preliminary survey would cover around 2%. OAG has requested specific information regarding cases, physical case files, and has also requested contact information for other agencies that specifically conduct business with the Michigan ICJ office. The OAG has indicated that they will be contacting them regarding their experiences in doing business with Michigan ICJ. The last audit of the Michigan ICJ office was in 2005.

- X. Presentation of ICJ Policy revisions by Roy Yaple.
  - ICJ policy changes were made to ICM 150, 160, and 170.
  - ICM 150 (Interstate Parole/Probation Procedures) policy changes were made to better facilitate worker contact with families and juveniles when they enter the state.
    - i. The policy was updated to give the worker more clarity on steps to take when they are unable to contact the family.
    - ii. Specifically, positive contact should occur within 10 days or Michigan ICJ will contact the sending state ICJ office.
    - iii. Other updates were made to further explain policy specific to parental placements.
  - ICM 160 (Interstate Runaway, Escapee, and Absconder Procedures) policy changes were made to better clarify the process of voluntary returns.
    - i. Policy was updated regarding procedures on how to handle a youth who has voluntarily turned him or herself in leading up to their actual return.
  - ICM 170 (Interstate Compact for Juveniles Travel Permits) policy changes were made to stress adherence to the ICJ travel permit rules and to further encourage the use of travel permits.
- XI. Presentation of ICJ 2016 Performance Measurement Plan by Roy Yaple.
  - The performance measurement plan includes emphasis on progress report timeliness.
  - It also includes emphasis on a user audit within the JIDS system to ensure users who are inactive are removed when appropriate.
- XII. Old Business/New Business.
  - Council Appointments
    - i. Carla Blinkhorn has provided email notice of her resignation upon completion of her current term, expiring in 2018.

- ii. Dale Murray and Cheri Arwood's appointments expire 02-12-16, and no renewal information has been received.

Follow-up discussion revealed that appointment renewals are automatic. Under gubernatorial appointments, appointees are to remain until replaced or reappointed. Cheri will follow-up with the appointments office to check the status of their renewals and to inform them of Carla's resignation after her current term.

- Next meeting
  - i. The next meeting date and time will be determined, it will consist of an in person meeting on a Wednesday afternoon in July or August.

Meeting adjourned at 1:58 p.m.