



MILITARY INTERSTATE  
CHILDREN'S COMPACT  
COMMISSION

## COMPLIANCE COMMITTEE MINUTES

FISCAL YEAR 2017

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**MINUTES OF THE COMPLIANCE COMMITTEE CONFERENCE CALL HELD JANUARY 10, 2017**

PRESENT	Pete LuPiba	Ohio Commissioner	Chair
	Laura Anastasio	Connecticut Commissioner	Vice Chair
	Susan Haberstroh	Delaware Commissioner	
	Sarah Forster	Maine Commissioner Designee	
	Mary Gable	Maryland Commissioner	
	COL(R) Russ Gullett	Michigan Commissioner	
	Cindy Hunt	for Dr. Salam Noor, Oregon Commissioner	
	Ben Rasmussen	Utah Commissioner	
	Gary Hartman	Wyoming Commissioner	
	Bill Hampton	Deputy Director, Defense State Liaison Office	Guest
	Cherise Imai	Executive Director	Secretary
	John Matthews	Program Specialist	
	Rick Masters	General Counsel	
EXCUSED	Marcy Herman	Alaska Commissioner Designee	
	Cheryl Serrano	Colorado Commissioner	
	Laura Snyder	Indiana Commissioner	
	Daron Korte	Minnesota Commissioner Designee	
	Richard Pryor	Operations Coordinator	
ABSENT	James "Robin" Hines	Georgia Commissioner	
	Tom Beasley	Iowa Commissioner	
	Shelly Ramos	Texas Commissioner Designee	

**ITEM 1 – CALL TO ORDER**

1. The meeting was called to order at 2:02 PM ET on January 10, 2017, by Pete LuPiba, Ohio Commissioner and Compliance Committee Chair. The roll call was taken by Cherise Imai, Executive Director. Nine voting members and three staff members were present.

**ITEM 2 – AGENDA AND MINUTES**

2. The agenda for the meeting was approved. The minutes from the meeting held on September 21, 2016, were amended and approved.

**ITEM 3 – OLD BUSINESS**

3. *Military/DOD Representatives Update* – Bill Hampton, Deputy Director of the Defense State Liaison Office, briefed the Committee on the Department of Defense Instruction (DODI) regarding the appointment of DOD Representatives to the State Councils. He is updating records and soliciting appointment requests from Commissioners. His goal is to have 90 percent of the representatives appointed by the middle of February. He is continuing to work on the appointments and will keep the MIC3 staff updated. Hampton explained that once all the representatives have been appointed, the Department of Defense (DOD) intends to establish a support network for the representatives.

4. *District of Columbia Public Schools (DCPS) Update* – Rick Masters, General Counsel, briefed on the meeting that he and Cherise Imai had on November 22, 2016 with the DC Council and DCPS legal counsel. Masters stated that he felt confident with the new DC administration and personnel. Having the DC

Commissioner involved earlier in the process should help to minimize or eliminate the possibility of issues being elevated.

#### ITEM 4 – NEW BUSINESS

5. ***FY17 Dues Update*** – Imai reported that 94 percent of the FY17 dues have been paid with only three states outstanding. Staff is currently working with those states to get the dues in. Of the remaining states, one operates on a different budget cycle from the Commission.
6. ***Commissioner/Designee Appointments*** – John Matthews, Program Specialist, stated that COL(R) Blaine Hedges was appointed as the Commissioner from Kentucky. COL(R) Hedges attended the 2016 Annual Meeting for Kentucky prior to his appointment.
7. ***States without a Commissioner*** – Matthews stated that Alabama, Maine, New Jersey and North Carolina are without a Commissioner. LuPiba inquired whether the national office had a point of contact for each state. Matthews explained the national office has secondary contact information for three of the four states. Sarah Forster, Maine Commissioner Designee, offered to assist with any families in Alabama until their Commissioner is appointed.
8. ***Interstate Commission on Juveniles (ICJ) Administrative Policy on Vacancies*** – LuPiba stated that Cherise Imai sent him a copy of the ICJ Administrative Policy on Vacancies. He has asked four other commissioners to review the policy and participate in a conference call on February 8, 2017 at 2:00 PM ET. The purpose of the call is to determine whether the policy should be modified for use by the Commission. Imai explained that the policy will help to shorten the length of time for a vacancy and to encourage compliance. Masters stated the length of time that some states have been without a State Council could be considered a compliance issue. He recommended that the Commission adopt such a policy. LuPiba encouraged anyone on the Committee who is interested to be on the call. Matthews indicated that he would send the policy to the Committee members. (OPEN ITEM)
9. ***States without a State Council*** – Matthews briefed on the states that do not have State Councils: Idaho, Indiana, Mississippi, Missouri, and New Jersey. LuPiba said that states without a state council since 2009 need to be checked by the national staff and reported back to the Committee at the next meeting. (OPEN ITEM)
10. ***Second Contact Number for Each State on MIC3 Website*** – LuPiba indicated that it is important to have at least two points of contact for each state on the MIC3 website. If a state is unable to provide an alternative the national office info should be added. He asked that this be completed by the April meeting. (OPEN ITEM)
11. ***Strategic Plan – Goals and Action Plans review*** – Imai explained that there needed to be clarification of language for the Committee's goals due to confusion by members on the goal. Notes from the 2016 Annual Meeting were removed to avoid confusion about what needed to be accomplished. Adjustments to the language in RED below were recommended by the national staff and approved by the Committee. (Refer to *MIC3 Strategic Plan: Goals, Action Plans, and Timeline (by Committee)*)

***Strategy 1: Develop a ~~data~~ info and archive collection system to fulfill Commission requirements and to improve operation effectiveness and efficiency.***

*Goal #1: Design ~~data~~ information and archive collection system for historical continuity and transparency for the national office.*

Goal #2: Develop a compliance ~~database~~ checklist.

**Strategy 2: Assess and focus the education and outreach programs to develop Commissioners and implement 50 + 1 State Councils.**

Goal #2: Assess each State Council for regulatory compliance. (refer to strategy 1.2)

- a. Conduct joint assessment of councils
- b. Identify roles of SLOs and interaction on State Councils, and
- c. Conduct council reassessment when key changes occur.

In review, this goal was identified as similar in scope with Strategy 1.2.

Goal #3: Develop key measures of effectiveness for Commissioners and councils. (refer to strategy 1.3)

- a. Develop a checklist for Commissioners and councils.


In review, this goal was identified as similar in scope with Strategy 1.3.

Goal #4: Create a task force of regional representatives for individual Commissioner mentoring and compliance. (Referred to the Executive Committee)

#### ITEM 5 – ADJOURNMENT

12. The Committee meeting was adjourned at 2:56 PM ET.

Respectfully submitted by,



Cherise Imai  
Executive Director

**MINUTES OF THE COMPLIANCE COMMITTEE CONFERENCE CALL HELD FEBRUARY 8, 2017**

PRESENT	Pete LuPiba	Ohio Commissioner	Chair
	Laura Anastasio	Connecticut Commissioner	Vice Chair
	Marcy Herman	Alaska Commissioner Designee	
	Cheryl Serrano	Colorado Commissioner	
	Susan Haberstroh	Delaware Commissioner	
	James "Robin" Hines	Georgia Commissioner	
	Mary Gable	Maryland Commissioner	Assisting and Supporting
	COL(R) Russ Gullett	Michigan Commissioner	
	Daron Korte	Minnesota Commissioner Designee	
	Shelly Ramos	Texas Commissioner Designee	
	Cherise Imai	Executive Director	Secretary
	John Matthews	Program Specialist	
	Richard Pryor	Operations Coordinator	
EXCUSED	Laura Snyder	Indiana Commissioner	
	Brian Henry	Missouri Commissioner	
	Rosemarie Kraeger	Rhode Island Commissioner	Assisting and Supporting
	Ben Rasmussen	Utah Commissioner	
	Gary Hartman	Wyoming Commissioner	
	Rick Masters	General Counsel	
ABSENT	Tom Beasley	Iowa Commissioner	
	Dr. Salam Noor	Oregon Commissioner	

**ITEM 1 – CALL TO ORDER**

1. The meeting was called to order at 2:04 PM ET on February 8, 2017, by Pete LuPiba, Ohio Commissioner and Compliance Committee Chair. The roll call was taken by Cherise Imai, Executive Director. Ten voting members and three staff members were present.

**ITEM 2 – PURPOSE**

2. The purpose of this meeting was to discuss the possibility of modifying an administrative policy belonging to the Interstate Commission on Juveniles (ICJ) for use by MIC3.

**ITEM 3 – NEW BUSINESS**

3. LuPiba opened the discussion by introducing a policy, which ICJ drafted in consultation with Rick Masters, General Counsel. Laura Anastasio, Connecticut Commissioner, asked that the reference to Article VIII, Section A of the Interstate Compact be confirmed since it did not match the version in Connecticut Statute. The Committee suggested that the first section needed to be broadened and a reference be included to check the version in state statute or code. Mary Gable, Maryland Commissioner and Commission Vice Chair, concurred and suggested that the document needs to be consistent with capitalization (e.g. State Council, National Office).

4. The Committee discussed consequential procedure, steps, and timelines. LuPiba stated the need for enforcement. The language should also provide guidance to the staff, member states, and the Committee, but remain flexible for special circumstances and unique situations.

5. COL(R) Russ Gullett, Michigan Commissioner, asked if the Commission knew of situations where kids were falling through the cracks because of such vacancies. LuPiba did not know, though Gable commented that she hoped schools would be addressing situations appropriately as they would for any other child in the system. The national office must ensure every state has a second point of contact on the website. (OPEN ITEM)
6. Regarding Commissioner vacancies, John Matthews, Program Specialist, said the appointing authority is contacted by phone, letter, and/or email. Anastasio suggested guidelines be added regarding the reporting of vacancy. The resigning Commissioner should be responsible for notifying both the appointing authority and the Commission.
7. James "Robin" Hines, Georgia Commissioner, suggested guidelines be added to whom notices and letters should be sent.
8. The Committee questioned whether the policy section of the document needed to be broken into categories dealing with Information, Dues, State Commissioner and State Council appointments. They questioned whether the dates used were appropriate for changing situations and consistency with other policies.
9. The Committee will review the New Jersey Commissioner vacancy case at their next meeting for formal action and next steps. (OPEN ITEM)
10. LuPiba requested that the notes and suggestions for today's discussion be incorporated into a second draft. He will meet with the staff to review. Members of the Committee volunteered to review a new draft before the next meeting.

#### ITEM 4 – ADJOURNMENT

11. The Committee meeting was adjourned at 3:01 PM ET.

Respectfully submitted by,



Cherise Imai  
Executive Director

**COMPLIANCE COMMITTEE MINUTES  
MARCH 7, 2017**

PRESENT	Pete LuPiba	Ohio Commissioner	Chair
	Laura Anastasio	Connecticut Commissioner	Vice Chair
	Sarah Forster	Maine Commissioner Designee	
	Mary Gable	Maryland Commissioner	
	COL(R) Russ Gullett	Michigan Commissioner	
	Susan Haberstroh	Delaware Commissioner	
	Cindy Hunt	for Dr. Salam Noor, Oregon Commissioner	
	Ben Rasmussen	Utah Commissioner	
	Gary Hartman	Wyoming Commissioner	
	Brian Henry	Missouri Commissioner	
	James "Robin" Hines	Georgia Commissioner	
	Daron Korte	Minnesota Commissioner Designee	
	Cheryl Serrano	Colorado Commissioner	
	Cherise Imai	Executive Director	Secretary
	Richard Pryor	Operations Coordinator	
	Rick Masters	General Counsel	
EXCUSED	Marcy Herman	Alaska Commissioner Designee	
	Shelly Ramos	Texas Commissioner Designee	
	Laura Snyder	Indiana Commissioner	
ABSENT	Tom Beasley	Iowa Commissioner	

**ITEM 1 – CALL TO ORDER**

1. The meeting was called to order at 2:11 PM ET on March 7, 2017, by Pete LuPiba, Ohio Commissioner and Compliance Committee Chair. The roll call was taken by Cherise Imai, Executive Director. Thirteen voting members and three staff members were present.

**ITEM 2 – AGENDA AND MINUTES**

2. The agenda for the meeting was approved. The minutes from the meeting held on January 10 and February 8, 2017 were approved.

**ITEM 3 – OLD BUSINESS**

3. *Commissioner second contact number* – The project is ongoing. The national office is currently updating the MIC3 website as well as State Commissioner contact information – including a second point of contact person and number. (OPEN ITEM)

**ITEM 4 – NEW BUSINESS**

4. *FY17 Dues Update* – Imai reported that 94% of the FY17 dues have been paid with only NY state outstanding. Commissioner Debra Jackson is working with her State Council on obtaining the funding.

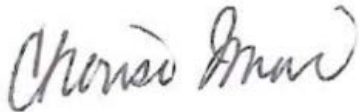


5. **Commissioner/Designee Appointments** – Imai reported that West Virginia recently appointed Chris Cmiel who previous served as the Commissioner Designee, and is familiar with the Compact. Commissioner Designee for Maine, Sarah Forster, reported they recently appointed their Commissioner as well. She will forward the info to the national office.
7. **States without a Commissioner** – Imai reviewed the Vacancy report and reported that only 2 states remain vacant - Alabama and New Jersey. The Committee approved sending a letter to New Jersey Governor, Chris Christie, requesting an update on the appointment. The national office has been in contact with the New Jersey Boards and Commissions office since several times, however no appointment has been confirmed to date. The nominee, Dr. Jim Sarruda (who has attended MIC3 meetings in the past) has also made several inquiries. Committee Chair LuPiba agreed to sign onto the letter. It was also requested that National Chair, Rosemarie Kraeger, also confirm and approve the letter prior to release. (OPEN ITEM)
8. **States without a State Council** – Imai reported there are 5 states (ID, IN, MS, MO, NJ) without a State Council. The national office will continue to work with the states. (OPEN ITEM)
9. **New State Coordination Policy** – Chair LuPiba reviewed the proposed policy based on the conference all on February 8, 2017. The Committee recommended revisions. General Counsel, Rick Masters stated that the national commission does not need to approve the draft as it is a policy vice a rule. Based on this, the Committee approved the final draft to be submitted to the Executive Committee for consideration and approval. (OPEN ITEM)

#### ITEM 5 – ADJOURNMENT

10. The Committee meeting was adjourned at 3:05 PM ET.

Respectfully submitted by,



Cherise Imai  
Executive Director

**COMPLIANCE COMMITTEE MINUTES**  
**Tuesday, May 23, 2017**

PRESENT	Pete LuPiba	Ohio Commissioner	Chair
	Laura Anastasio	Connecticut Commissioner	Vice Chair
	Sarah Forster	Maine Commissioner Designee	
	Mary Gable	Maryland Commissioner	
	COL(R) Russ Gullett	Michigan Commissioner	
	Dr. Brian Henry	Missouri Commissioner	
	Marcy Herman	Alaska Commissioner Designee	
	Daron Korte	Minnesota Commissioner Designee	
	Shelly Ramos	Texas Commissioner Designee	
	Cheryl Serrano	Colorado Commissioner	
	Cherise Imai	Executive Director	Secretary
	Richard Pryor	Operations Coordinator	
	Rick Masters	General Counsel	
EXCUSED	Susan Haberstroh	Delaware Commissioner	
	Ben Rasmussen	Utah Commissioner	
ABSENT	Tom Beasley	Iowa Commissioner	
	Gary Hartman	Wyoming Commissioner	
	James "Robin" Hines	Georgia Commissioner	
	Cindy Hunt	for Dr. Salam Noor, Oregon Commissioner	
	VACANT	Indiana Commissioner	

**ITEM 1 – CALL TO ORDER**

1. The meeting was called to order at 2:31 PM ET on May 23, 2017, by Pete LuPiba, Ohio Commissioner and Compliance Committee Chair. The roll call was taken by Cherise Imai, Executive Director. Ten voting members and three staff members were present.

**ITEM 2 – AGENDA AND MINUTES**

2. The agenda for the meeting was approved. The minutes from March 7, 2017 were approved as presented.

**ITEM 3 – OLD BUSINESS**

3. *Commissioner second contact number* – The project is ongoing. The national office is currently updating the MIC3 website as well as State Commissioner contact information – including a second point of contact person and number. (OPEN ITEM)

**ITEM 4 – NEW BUSINESS**

4. *FY17 Dues Update* – Imai reported that 94% of the FY17 dues have been paid with only NY state outstanding. Commissioner Debra Jackson is working with her State Council on obtaining the funding.

5. **Commissioner/Designee Appointments** – Imai reported that West Virginia recently appointed Chris Cmiel who previous served as the Commissioner Designee, and is familiar with the Compact. Commissioner Designee for Maine, Sarah Forster, reported they recently appointed their Commissioner as well. She will forward the info to the national office.
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8. **States without a State Council** – Imai reported there are 5 states (ID, IN, MS, MO, NJ) without a State Council. The national office will continue to work with the states. (OPEN ITEM)
9. **New State Coordination Policy** – Chair LuPiba reviewed the proposed policy based on the conference all on February 8, 2017. The Committee recommended revisions. General Counsel, Rick Masters stated that the national commission does not need to approve the draft as it is a policy vice a rule. Based on this, the Committee approved the final draft to be submitted to the Executive Committee for consideration and approval. If approved, a memo to the field and/or a webinar will be conducted to inform Commissioners that the policy is effective this year as of July 1, 2017. It was also suggested that the info could be presented at the Annual Business Meeting in October. (OPEN ITEM)

#### ITEM 5 – ADJOURNMENT

10. The Committee meeting was adjourned at 3:05 PM ET.

Respectfully submitted by,



Cherise Imai  
Executive Director