

JCICS Board Meeting
October 15, 2008
Conference Call

Attendees: A. Hayo, P.Singer, R. Pearlman, H. Stultz, S. Cox, T. DiFilipo, J. Rolsky, R. Gibson, K. Sacco, K. Wallace, T. Fleeson, L. Brownlee, N. Fox, K. Altweis Nicholson, D. Johnson, R. Harris

Call to Order & Agenda: R. Gibson at 3:05 PM EST

Secretary's Report: H. Stultz

Open action items will be emailed to the board for review.

**MOTION: To approve the minutes from September 15 & 16, 2008.
P. Singer MOVED/ R. Pearlman PASSED Unanimously**

Financial Report: J. Rolsky & T. DiFilipo

JCICS is on pace to finish the year with a \$34,000 deficit as anticipated. There is a slim possibility it may be under \$30,000.

Management Letter

The audit is now complete and the final management letter has been received. Under "Significant Deficiencies" the following things were noted.

Conference Registration & Membership Dues

The auditor noted that the number of registrants did not match the total number of conference registration fees (and is using the wrong terminology when referring to these fees as membership dues). This was because some registrants counted were compensated. Going forward JCICS will count the total number of registrants as well as the exact fee paid by each, even if the amount was zero.

Check Signing Authority

Though there are check signing protocols already in place, to satisfy the auditor's request going forward check requests and actual checks over \$1,000 for non-budgeted expenses will require two signatures.

Uncleared Checks

JCICS has contacted all payees for uncleared checks. If unresolved the state of Virginia can claim that income.

Personal Use of Organization's Credit Card

Staff inadvertently used the JCICS credit card for personal use. This was caught within the month and reimbursement was made immediately to the organization. The auditor has requested this become policy. Going forward if this should happen again it must be reported within 30 days along with documentation and reimbursement.

All concerns that were noted in last year's audit were declared resolved in this audit. JCICS was provided with information regarding new auditing standards that will become effective as of December 31, 2008. JCICS will be requesting a new auditor for next year.

Financial Policies

Two new policies have been proposed, one regarding employee debit card use and the other regarding check signing. The board should review these and initiate an electronic vote ASAP.

Committee Updates: BOD

Development

No update as Susan has just returned from Korea.

Grievance

Edits were made and the policy is now complete.

Merger

Tom met with Nicole and Diana of Firefly. The door is still open to the possibility of a merger. JCICS has communicated sincere interest in furthering talks when Firefly is ready. Some of their representatives may accompany Tom on the next trip to Haiti.

Nominating Committee

The timeline of events has been established and a call will go out to the membership for committee volunteers tomorrow.

CEO Report: T. DiFilipo

Permanency & Child Welfare

I-600 A Update

JCICS was able to reach out to over 20,000 adoptive parents who may be affected by this. USCIS has agreed for families who have a valid I-600A approval, they will be given one free extension. If their adoption has not yet been completed when that approval expires, they can refile a new I-600A and receive another free extension. This allows families until 2014 to complete adoptions under the I-600A process. If their adoptions are not completed by then they will have to file under the new I-800A process.

Vietnam

Negotiations for a new MOA between Vietnam and the US regarding adoptions continue to proceed.

DOS and JCICS have cautioned families not to accept any referrals of special needs children though the Vietnamese law allows for these cases to proceed in the absence of an MOA.

Haiti

Tom will be traveling to Haiti again soon. It is hoped that current efforts will reduce the time it takes to complete an adoption there from 24 months to around 12.

Research & Education

Conference

Conference plans are making progress. Susan & Kathy have identified presenters for the adult adoptee institute.

NBC Webinar Series

JCICS is working with the NBC to offer a webinar series for members. This should be finalized shortly and will be announced ASAP.

Open World Program

JCICS is applying for a grant through this program.

Membership

Membership Drive

The drive will soon be underway.

Hague Denied Agencies

After discussion during the September 16th board meeting, the board further discussed the issue of ASPs denied Hague accreditation with regard to alignment with the mission, values and goals of Joint Council. Discussion also was held on the impact to Joint Council's effective advocacy, reputation and integrity. The board allocated an additional 7 days for further discussion and a planned electronic vote.

After the board's planned electronic vote in September to not allow agencies who are denied Hague Accreditation to be members until they obtain Hague Accreditation, Tom will personally contact all affected members and then make a public statement to the full organization regarding the reasoning for this decision.

The electronic vote took place September 22-29, 2008.

MOTION: To pass the following Membership Policy regarding Hague Accreditation.

K. Wallace MOVED / K. Sacco SECONDED

PASSED by Majority: 12 Yes 1 Abstention

Whereas, Joint Council on International Children's Services (Joint Council) is the recognized leader in advocating for permanency for children; and,

Whereas, Joint Council Member Organizations are expected to adhere to the highest ethical standards and best practice standards in pursuing permanency for children; and,

Whereas, with the implementation of the Hague Convention on Protection of Children and Co-operation in Respect of Intercountry Adoption (Hague Convention) many member organizations chose to apply to become accredited by the U.S. Department of State as an Adoption Service Provider under the Hague Convention; and,

Whereas, Adoption Service Providers that applied for and were denied Hague Accreditation have been determined by their Accrediting Entity not to meet the requirements of Hague Accreditation by the U.S. Department of State; and,

Whereas, membership in Joint Council by Adoption Service Providers that were denied Hague Accreditation would not be consistent with the Joint Council's Standards of Practice and Joint Council's commitment to the highest ethical standards;

Now therefore, it is hereby resolved that: 1) any organization that qualifies for "Member Organization" status, 2) that applied for Hague Accreditation, and 3) was denied Hague Accreditation, cannot apply or reapply for status as a Joint Council Member Organization until the organization has obtained Hague Accreditation.

NCFA

Discussion was held on how to improve collaboration between JCICS & NCFA.

COA/Hague Update: J. Rolsky

COA has still not responded to JCICS' requests regarding transparency and a formal appeal process.

Next Board Meeting: A conference call will be held on November 19th, 2008 at 3PM EST.

MOTION: To adjourn the meeting at 4:14 PM EST.

L. Brownlee MOVED/ N. Fox SECONDED PASSED by Majority

Respectfully Submitted,

Heather Stultz, Secry

Action Items:

1. H. Stultz – email open action items to the board for review.
2. BOD – review and vote electronically on the proposed debit card and check signing policies.
3. Staff – email membership when NBC webinar series plan is finalized.

Open Action Items from September 16, 2008:

1. S. Cox, K. Altweis-Nicholson, N. Fox & J. Rolsky – work on plan for new affiliate acquisition.
2. Finance Committee – make 2009 budget recommendation at the next board call.

Open Action Items from September 15, 2008:

1. H. Stultz & N. Fox – email board with nomination timeline.
2. R. Harris – email BOD with updated flow charts for government structure & contact information.
3. Staff – release Guatemala & Vietnam survey results.

Open Action Items from June 24, 2008:

1. R. Gibson & J. Rolsky – examine the expansion of employee healthcare benefits.
2. T. DiFilipo – send statement regarding members advertisement of pending Hague status to Executive Committee for review.
3. Staff – post finalized Hague status statement on JCICS website.

Open Action Items from April 23, 2008:

1. Staff – notify BOD 24-48 hours before new website goes live.

Open Action Items from January 9, 2008:

1. Ethics Committee – review current SOP to revise sub par standards to Hague language.

