

JCICS Board Meeting  
September 20, 2006  
In Person

**Attendees:** R. Gibson, J. Sciortino, K. Wallace, R. Pearlman, S. Pitkowsky, H. Stultz, L. Vollman, L. Wetterberg (by phone), J. Peterson, J. Rolsky, T. DiFilipo, J. Ruben

**Absent:** M. Hendy (e), D. Murphy-Scheumann (e)

**Call to Order & Agenda:** R. Gibson at 8:35 AM EST

**2007 Conference Report:** J. Peterson

Keynote

- Toby Dawson – not available
- Dr. Bryan Post – Post Institute for Family-Centered Therapy (requests \$7,000 for speaking engagements and poor recommendation from Board – disqualified)
- Marian Wright Edelman – Founder & President of the Children’s Defense Fund (has not yet responded)

Workshop Proposals

- As of 9/11/06 (deadline) JCICS has received 28 proposals for the conference and 20 for the Medical Institute.
- Topics of Interest (as noted in 2006 feedback form)
  - o Hague
  - o Admin topics (staff retention, hiring issues)
  - o Track topics by staff position in organization
  - o Legal
  - o Best practice issues between Home Study & Placement Agencies
  - o Post adoption/Post placement services
  - o Sensory Integration
  - o Humanitarian Aid

Budget

- Projected Total Expenses = \$114,137
- Projected Registration Income = \$117,396
  - o Registration costs same as 2006
  - o Attendance decrease of 10% from 2006
- Other Income
  - o Journal Sponsors = \$5,000
  - o Exhibits = \$6,000
  - o Conference Sponsorship = \$15,000
- Projected Profit = \$29,258

## ArtsGarden Reception

- Have a cocktail/heavy appetizer reception for members instead of formal banquet
- ArtsGarden venue – discount since JCICS is a non profit and further discount if an arts component is included in the event.
  - o Heifer International Photos (Jody's sister, Darcy Kiefel)
  - o "The Journey Home" – pictures from JCICS members of the child before adoption and then a picture with the child and his/her new forever family. This could be matted and arranged into an exhibit.
    - Adam (PT Assist) could start on it this fall
    - Could entertain the idea of opening the exhibit up to the Indy public during the day – it could meet our Global Awareness Campaign goal but may cost more money to rent the space longer.
- Have Indy mayor attend and speak? (Keith has offered assistance with this)

## Program

- Medical Institute on Wednesday
- Conference – Thursday-Saturday (1:00 pm)
- Very similar format to last year
  - o Workshops during Federal Panel
  - o DOS and CIS have both confirmed that they will attend
  - o Congressional panel may need to be modified (could just provide a handout about legislation) Discussed looking into IN offices
  - o Shorter business meeting (1.5 hours)
  - o More time for caucus meetings

## Timeframe

- November – promo flyer to go out with newsletter and membership renewal forms
- December – Conference Program Brochure & Registration form available on-line
- Dec-March – registrations and hotel open
- Early March – registration deadline and hotel block deadline
- March 28-31 – Annual Conference

## Board Actions

- Assist/Decide Keynote
- Spread the word about the conference as the date draws closer
- Director's Breakfast
  - o Broach the subject of changing Board composition

Discussion was held regarding adding a few seats to the board for large donors with a vested interest in international adoption. A task force will be formed to further investigate this idea.

**Nominating Committee Selection: BOD**

**MOTION: For Linda Vollman, outgoing board member to participate on the Nominating Committee as Chair outgoing member and Jody Sciortino to also serve on the committee as a current board member.**

**K. Wallace    MOVED/ R. Pearlman    SECONDED    PASSED Unanimously**

**2008 Conference: J. Peterson**

Location will be the Holiday Inn on Capitol Hill.

**2009 Conference Contract: J. Peterson**

Hilton Alexandria

Jeanmarie with Helms Brisco (the hotel finding firm JCICS is using) met staff at the Hilton Alexandria Mark Center

<http://www.hilton.com/en/hi/hotels/index.jhtml?ctyhocn=DCAAHHF>

The hotel is located about 15 minutes from the JCICS office. Staff were pleasantly surprised with the hotel and found it to be open and airy with plenty of networking space. The sleeping rooms are nice and there is sufficient meeting space to accommodate our needs. We would be able to have the majority of our sessions all on the same level with exhibit and food set up in an open foyer area which will be great for networking. The downside is the location – it is on the outskirts of Alexandria with not much in the immediate area. However, the hotel has a free shuttle service to Regan National airport (~20 minutes away) and to Pentagon City Mall and metro stop (~10 minutes away) and its probably a \$10 taxi ride to Old Town and maybe \$15 + to downtown DC. Jeanmarie had some good ideas about how restaurant reservations could be made for groups so people would not always be stuck at the hotel in ways that would not be difficult to accommodate. Legislative/government sessions could be held on the Hill. Buses could be rented for one afternoon so attendees feel that they still have contact with DC (while still offering educational workshops at the hotel for people who don't want to go to the CIS/DOS/ Congress panels).

Dates: Tuesday, April 21, 2006

Room Rate: \$229

Room Rental Fee: \$2,500/day

F/B Minimum: \$50,000

Pros

- dates don't conflict with religious holidays
- nice airy feel to hotel
- lots of couches/tables for networking
- comp. shuttle service, fitness center and

Cons

- location is farther away from DC
- not many restaurants/shops in walking distance

- small indoor pool
- space will work well with meeting room needs
- only option in metro DC area right now
- April dates are available with Wed-Sat format

After reviewing the site, the board recommends that the contract be put on hold as a last resort.

Discussion was held about not returning to the DC area and to investigate other conference friendly cities such as San Antonio.

**2010 Conference:** J. Peterson

#### Location

Discussion was held about returning to the East Coast and investigating Baltimore, Boston and Nashville.

**Transition Plan/E.D. Search:** R. Gibson

Executive session of the whole.

**MOTION: To approve the hiring of Tom DiFilipo as CEO and direct the Board President to negotiate conditions of employment and compensation within the parameters given by the Board.**

**K. Wallace    MOVED/ J. Sciortino**

**Passed 8-1**

- **Whereas**, the board has received the resignation of Meghan Hendy; and
- **Whereas**, the board is responsible for the organizational structure of JCICS; and
- **Whereas**, the board has developed and implemented a strategic plan reviewed by the membership to further the vision and mission of JCICS; and
- **Whereas**, now is time of significant change for all working towards the best interest of children in international adoption; and
- **Whereas**, in 2006 JCICS took steps to begin the implementation of a portion of the strategic plan by contracting with Tom DiFilipo to advocate with foreign counterparts on behalf of the JCICS membership; and
- **Whereas**, the board believes that to continue implementing the strategic plan that an additional full time staff member is required; and
- **Whereas**, Tom DiFilipo has the skills necessary to lead JCICS based on his past experience, passion for the JCICS mission and participation in the development of

the strategic plan and based on his performance leading the International Relations Initiative;

- **Now therefore**, be it resolved that the Board Of Directors approves the appointment of Tom DiFilipo as CEO; and
- **Be it further resolved**, that pursuant to bylaws and past practice, the Board directs the Executive Committee to negotiate a one year contract defining starting date, salary and benefits, conditions of employment, accountabilities and expectations and performance appraisal.

**MOTION: To approve the hiring of Jennifer Peterson as Executive Director and direct the Board President to negotiate conditions of employment and compensation within the parameters given by the Board.**

**K. Wallace MOVED/ J. Sciortino**

**Passed Unanimously**

- **Whereas**, the board has received the resignation of Meghan Hendy; and
- **Whereas**, Jennifer Peterson has demonstrated significant leadership during her employment with JCICS; and
- **Whereas**, based on Jennifer Peterson’s prior work history, understanding of JCICS’ mission and values;
- **Now therefore**, be it resolved that the Board Of Directors approves the appointment of Jennifer Peterson as Executive Director; and
- **Be it further resolved**, that pursuant to bylaws and past practice, the Board directs the Executive Committee to negotiate a one year contract defining starting date, salary and benefits, conditions of employment, accountabilities and expectations and performance appraisal.

Discussion was held that the bylaws require that the board hire an Executive Director and that the board is also responsible to create appropriate procedures and organizational structure for JCICS to function effectively.

The new position of CEO will be defined by board approved procedures and the job description for the Executive Director will be edited accordingly.

**Hague Update: BOD & Staff**

Conference Call with COA

The questions posed by the Board with answers from Jane at COA were:

**Q: How will site visits for agencies with multiple offices be handled?**

A: COA may visit all, a small sampling or just one site. This will be determined by the size and scope of the organization and will thus vary from one provider to another.

**Q: Will the upcoming National COA Trainings include information on the new standards?**

A: COA will have a beta training version of standards along with evidence charts.

**Q: Will additional peer reviewers be recruited?**

A: COA will initiate a peer recruitment campaign this fall. They anticipate that a training will be held at the end of 2006 or in early 2007. COA is estimating approximately 100 site visits/month between February and August 2007, with multiple visits each week. This will require an initial increase in the number of visits for current peer reviewers, though this has not yet been communicated to them.

**Q: When will applications for accreditation become available?**

A: The date has yet to be determined, but should be very soon. It is still possible for the month of September. The initial application period will last 6 weeks. COA will accept all eligible providers and eligibility criteria will be listed in the regulations. COA will look to see that a provider will offer at least 1 of 6 services listed that COA accredits.

**Q: Will applicants be able to add or subtract supervised providers?**

A: Yes, applicants can add and subtract over time. Providers should identify the supervised providers that they plan to work with during the application/intake process. COA recognizes that relationships change over time and that not all agreements will be formalized by the initial application period. The main reason COA is asking the primary providers for the information up front is to make sure that all providers have the opportunity to apply and to encourage relationships to be discussed. COA will give instructions for reporting those changes over time. They do expect that agreements will be formalized before the site visit(s) take place because the standards require written agreements/documentation. The exempt status was created so that a home study could be reviewed/approved by the accredited agency. COA will be somewhat flexible around documentation, but some sort of tool should be used to review and approve/deny a home study.

**Q: What happens to those who are not a part of the initial application period?**

A: If you are not in the first group COA will still accept applications on a rolling basis. However, they cannot guarantee that you will finish the process to be included in the first list of accredited providers. If you are in the first group but do not meet the standards, you must reapply. A limited number of deferrals will be accepted.

**Q: Are the application fees available yet?**

A: The COA accreditation fees have not yet been finalized. They are currently being reviewed for approval by the DOS. JCICS recommended that given the potential disparity of fees, COA publish their costs in a transparent way.

**Q: Will the number of supervised providers impact the fees?**

A: The costs are not strictly related to the number of supervised providers. The decision will be based on whether there is post-placement work to be done, how much material COA will have to review, how long the site visit will be and how many peer reviewers will need to be sent.

**Q: Can an organization be both a supervised provider and Hague Accredited?**

A: Yes. The supervised provider language is used in two ways. The first is case specific and the second refers to the category for accredited vs. non-accredited.

**Q: How long will accreditation terms last?**

A: In the initial round they will be issued for 3 or 4 or 5 years. After that will they will only be 4 years. COA has not yet determined criteria as to who will get what. It was suggested that COA examine that costs should be less for a shorter cycle.

**Q: For those who currently have full COA now, how will this impact obtaining Hague Accreditation?**

A: It will impact each one differently. The goal is to include Hague in full COA accreditation in the future.

**Q: Like the current COA 8<sup>th</sup> Edition, will future accreditations be available online?**

A: Online COA accounts will not be available for the first round of Hague accreditation. COA hopes to have this feature up and running for the second round.

Webinar Feedback

Feedback indicates that the webinars were a success. JCICS issued surveys during all twenty sessions. Feedback showed continual improvement and by the end most glitches were resolved. The cost to hold them was not budgeted for, but donations were received to put towards this tool.

**Update on House Hearing:** K. Wallace

Request for board member to attend and comment on practice standards. Commentary requested on best practice. On September 27. Jennifer & Keith attending. Second hearing out of NJ case. Jared may go.

**Legislative Update:** J. Peterson

Overview of 109<sup>th</sup> Congressional Legislation

JCICS offers the membership periodic updates on important adoption and child welfare legislation. Below is pertinent international adoption legislation introduced in the 109<sup>th</sup> Congress.

**H.R. 5888** – Introduced by Rep. Heather Wilson (NM) – is a bill to direct the Secretary of Homeland Security to ensure that an individual may file an orphan petition for at least

2 years after approval of an advanced processing application. It was introduced in the House on July 25<sup>th</sup> and was referred to the House Committee on the Judiciary. There are seven cosponsors of the bill – (Rep. Bob Beauprez (CO), Rep. Jeb Bradley (NH), Rep. Ken Calvert (CA), Rep. Barney Frank (MA), Rep. Ron Paul (TX), Rep. C.A. Dutch Ruppersberger (MD), Rep. Bernie Sanders (VT). This bill was referred to the House Judiciary Committee on July 25, 2006.

**H.R. 5726 – ICARE Act** – Introduced by Rep. JoAnn Davis (VA) – is a bill to reform Federal procedures relating to intercountry adoption. The ICARE Act was referred to the House Judiciary and International Relations Committees on June 29, 2006. Rep. Ron Paul (TX), Rep. Joe Pitts (PA) and Rep. Robert Wexler (FL) co-sponsored the legislation.

**H.R. – 1373** – Introduced by Dennis Cardoz (CA) – is a bill to provide leave for members of the Armed Forces in connection with adoptions of children, and for other purposes. It was referred to the House Subcommittee on Military Personnel on April 6, 2005. There are 43 co-sponsors to the bill.

**H.R. 347** – Introduced by Rep. Todd Russell Platts (PA) – is a bill to amend the Internal Revenue Code of 1986 to provide that the credit for adoption expenses shall be permanent and to repeal the 5-year limitation to carry forwards of unused credit. This bill was referred to the House Committee on Ways and means on January 25, 2005. Rep. Bob Inglis (SC) co-sponsored the bill.

**H.R. 305** – Introduced by Rep. Joe Wilson (SC) – is a bill to repeal the sunset of the Economic Growth and Tax Relief Reconciliation Act of 2001 with respect to the expansion of the adoption credit and adoption assistance programs. It was referred to the House Committee on Ways and Means on January 25, 2005. There are 73 co-sponsors to the bill.

**H.R. 268** – Introduced by Rep. Dave Camp (MI) – is a bill to repeal the sunset of the Economic Growth and Tax Relief Reconciliation Act of 2001 with respect to the expansion of the adoption credit and adoption assistance programs. It was referred to the House Committee on Ways and Means on January 1, 2005. There are 3 co-sponsors to the bill.

**S. 487** – Introduced by Senator Ben Nelson (NE) – is a bill to provide leave for members of the Armed Forces in connection with adoptions of children, and for other purposes. It was referred to the Senate Committee on Armed Forces on March 1, 2005. There are 6 co-sponsors to this legislation.

**S. 246** – Introduced by Senator Jim Bunning (KY) – A bill to repeal the sunset of the Economic Growth and Tax Relief Reconciliation Act of 2001 with respect to the expansion of the adoption credit and adoption assistance programs. The bill was referred to the Senate Finance Committee on February 1, 2005. There are 20 co-sponsors on this bill.



The full text of this legislation can be read on the Library of Congress website at <http://thomas.loc.gov/>. These Congressional bills will also be posted on the JCICS website. Please contact staff with any questions.

### ICARE

Last month four congressional offices were notified of JCICS concerns with ICARE.

### **IAC Conference @ Hague & Romania: R. Gibson**

The initial plan was for Deb Murphy-Scheumann to attend the IAC Conference in the Hague on behalf of JCICS. She is no longer able to attend. Since Keith and Snow are already attending, they will both represent JCICS, with half of their registration costs covered. Lynn is also interested in attending given the potential presence of Baroness Nicholson on one of the discussion panels. Staff will check with Lynn and IAC to obtain additional information.

### **Country Updates/DOS/USCIS Updates: BOD**

Staff will request that DOS provide a list of names/titles of those present at future meetings with JCICS.

### **Membership Vote: J. Peterson**

The last day to vote on the membership initiative is October 9. To date 11 yes and 3 no votes have been received for the first question, 12 yes and 3 no votes for question number two. The main office will continue to send out weekly reminders.

### **Board Meetings: J. Peterson**

The next board call will be held October 11, 2006 at 3pm. The next in-person board meeting will be held January 22-24, 2007 with CIS and DOS meetings held on the 22<sup>nd</sup>.

### **MOTION: To adjourn the meeting at 3:00 PM EST.**

**L. Vollman MOVED/ J. Sciortino SECONDED PASSED Unanimously**

Respectfully Submitted,

Heather Stultz, Secy

### **Action Items:**

1. Staff & Board – form task force to investigate future board composition.
2. BOD – send new suggestions for keynote to staff.
3. Staff – send weekly reminders regarding membership vote.
4. Staff – investigate with Lynn & IAC regarding presence of Baroness Nicholson at upcoming IAC Conference.