



Interstate Commission for Adult Offender Supervision

Finance Committee Meeting MINUTES

August 22, 2023 • 11:00 a.m. ET
Video Conference

Members in attendance:

1. Gary Roberge (CT), Chair
2. Tom Langer (AL)
3. Heidi Collier (DE)
4. Mary Kay Hudson (IN)
5. Jamie Lee (LA)
6. David Gutierrez (TX)
7. Jeremy Vukich (WY)

Members not in attendance:

1. Bradley Lewandowski (SD)

Staff

1. Ashley Lippert, Executive Director
2. Allen Eskridge, Policy and Operations Director
3. Barno Saturday, Logistics and Administrative Coordinator
4. Mindy Spring, Training Coordinator
5. Xavier Donnelly, ICOTS Project Manager
6. Drake Greeott, Web Development Manager

Call to Order

Chair G. Roberge (CT) was held at another meeting and joined the Finance Committee meeting late.

Executive Director A. Lippert called the meeting to order at 11:00 am ET. Six voting members were present, a quorum was established.

Discussion

Budget update: Executive Director A. Lippert informed the committee that the Commission finished FY23 5% under the budget. As a result, the Commission used only \$222K from reserves, instead of \$337K as originally planned. She noted that the cost savings came from administrative measures and annual business meeting concessions, such as refund for hotel equipment failure and last minutes cancellations.

Executive Director A. Lippert noted that the Vanguard account had \$2.4M and was up 2.5% from last month. The savings account has 1.1M as of July 1. The national office collected all but seven

state's FY24 annual dues. Only three states are delinquent – MS, NM, and PR. The other four states operate on a different fiscal year calendar.

Audit Update: Executive Director A. Lippert stated that the Commission completed its annual financial audit. The auditors reviewed Commission's policies, accounting measures, personnel practices, committee minutes, as well as verified risk measures at the national office. As a result, the Commission received a clean and unmodified report.

Old/New Business

There was no old/new business.

Adjourn

The meeting adjourned at 11:20 a.m. ET.

Gary Roberge
Gary Roberge (Oct 13, 2023 05:34 EDT)





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Final Audit Report

2023-10-13

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