



Interstate Commission for Adult Offender Supervision

Executive Committee Meeting MINUTES

**March 14, 2023 @ 8:30 AM ET
The Brown Hotel, Louisville, KY**

Members in Attendance:

1. Mary Kay Hudson (IN), Chair
2. Mac Pevey (WA), Vice-Chair,
3. Gary Roberge (CT), Treasurer
4. Taryn Link (AK), West Region Chair
5. Chris Moore (GA), Information Technology Chair
6. Sally Kreamer (IA), Compliance Committee Chair
7. Susan Gagnon (ME), Rules Committee Chair
8. Julie Kempker (MO), South Region Chair
9. Amy Vorachek (ND), Midwest Region Chair
10. Dale Crook (VT), East Region Chair
11. Joselyn López (WI), Training, Education, and Public Relations Committee Chair
12. Suzanne Brooks (OH), DCA Liaison Chair, Ex-Officio

Members not in Attendance:

13. John Gillis (NOVA), Victim Representative, Ex-Officio
14. Jeremiah Stromberg (OR), Past-Chair, Ex-Officio

Guests:

1. Thomas Travis, ICAOS General Counsel

Staff:

1. Ashley Lippert, Executive Director
2. Barno Saturday, Logistics and Administrator Coordinator
3. Xavier Donnelly, ICOTS Project Manager
4. Mindy Spring, Administrative and Training Coordinator
5. Drake Grecott, Web Development Manager

Call to Order

Chair M. Hudson (IN) called the meeting to order at 8:30 a.m. ET; All voting members were present; a quorum was established.

Agenda and Minutes

Commissioner D. Crook (VT) moved to approve the agenda as presented. Commissioner M. Pevey (WA) seconded. Agenda approved as presented.

Commissioner G. Roberge (CT) moved to approve the minutes from the February 15, 2023, meeting as drafted. Commissioner A. Vorachek (ND) seconded. Minutes approved as drafted.

Discussion

Compliance Committee report: Commissioner S. Kreamer (IA) presented the recommended FY 2024 compliance audit for the committee's consideration and approval.

The Privacy Policy holds all ICOTS users accountable for the integrity of their data, mandates that users report errors within five business days, and requires compact offices to verify users' compliance with the policy. Following a review of the national FY 2023 audit results, the Compliance Committee recommended that DCAs continue to focus on data integrity and the use of related reports to promote compliance with the ICOTS Privacy Policy.

In FY 2024, the Compliance Committee recommends re-auditing seventeen states (AR, CA, CO, FL, GA, IL, IN, KY, LA, MS, NM, NV, SC, TN, UT, WI, & WV) with more than one case resulting in unsatisfactory outcomes in all three FY 2023 evaluation metrics: junk records, rejected cases, and offenders awaiting retaking. In addition, states with unsatisfactory results in junk records and offenders awaiting retaking that have not engaged in any clean-up following the FY 2023 audit (ID & WY) will also be re-audited. State may also request to be re-audited.

The Executive Committee reviewed the audit's strategies for improvement: the DCA Liaison Committee and DCA regions should discuss national results covering available reports and identifying best practices; identify needs for targeted training assistance; improve Privacy Policy training by identifying national training objectives and best practices; enhance ICOTS profile and activity review ensuring compact office follow-up with users creating data errors to decrease future data errors; as well as other strategies outlined in the FY 2023 data integrity audit results.

ICOTS Project Manager X. Donnelly noted that in 2010 and 2022, the national office deleted over 10K junk offenders whose profile was not active for more than two years. States must review the rest of the profiles. He noted that the Commission members could use reports that identify users who create majority of junk offenders in their state.

Commissioner J. Kempker (MO) moved to approve the Compliance Committee's recommendation for the FY 2024 compliance audit as presented. Commissioner D. Crook (VT) seconded. Motion passed.

DCA Liaison Committee report: DCA S. Brooks (OH) stated that the DCA Liaison Committee met three times this year. At its February meeting, the committee focus its discussion on revamping the DCA Mentoring program. The committee recognized the program had many limitations as it was established more than 10 years ago. The DCA Liaison Committee proposes that the DCA Mentoring Program be archived to create a new DCA Success Program that would include new procedures for welcoming DCAs. The new success program will employ a group mentoring strategy rather than one-on-one mentoring; develop and share strategies to improve case management and compact office operations; use coaching techniques as a training method; create New DCA Toolkit/training module; as well as improve compact management resources for DCAs.

She continued that the program would have two sessions per year hosted by the DCA Liaison Committee members. One of the sessions could possibly be an in-person session during the DCA

Training Institute year. The sessions will have about 10-15 participants and will utilize breakout sessions.

Finance Committee Report: Commissioner G. Roberge (CT) stated that the Finance Committee met in February to discuss the FY 2024 budget adjustments and make a FY 2025 budget recommendation. Total balance of the Vanguard account was \$2.240M. The Commission's savings account had about \$780K. The Commission was currently 2% under the budget in spending.

He presented the FY 2024 amended budget for committee's consideration and approval:

- Dues assessment increased to reflect 5.25% increase.
- Cash Reserves amended from \$73,500 to \$525k to balance the budget.
- Line 61040: Accounting increased by \$500 to reflect economic increases and spending.
- Lines 61089: Professional memberships increased by \$150 to reflect spending. Memberships include APPA and APAI.
- Lines 62130: Outside web support increased by \$1,700 in accordance with renewals and economic increases.
- Line 62280: Insurance costs increased by \$250 due to market rate renewal.
- Line 68230: Meeting Expense increased by \$2,500 for annual in person staff meetings.
- Line 02-Executive Committee: Increased by \$10,000 to reflect economic increases and spending.
- Line 09-ICOTS: Increased by \$435,000 due to migration.
- Total budgeted expenses increased by \$449,850.

Commissioner D. Crook (VT) moved to approve the FY 2024 amended budget as presented. Commissioner M. Pevey (WA) seconded. Motion passed.

Commissioner G. Roberge (CT) presented the FY 2025 proposed budget for committee's consideration and approval:

- Dues assessment increased to reflect 5.25% increase.
- To balance the budget, \$100k moved from cash reserves.
- Line 61000-Benefits: Estimated based on increase in benefit renewal.

- Annual Meeting: Reflects proposal for Scottsdale, AZ
- Line 04-Rules Committee: Adjusted for rule making year.
- Line 09-ICOTS: Reflects hosting and maintenance only.
- Line 12-ABM Workgroup: Increased to reflect anticipated economic increases.
- To Note: Total budgeted expenses are less than those in FY24 and FY23.

The committee discussed the cost and necessity of bringing the second DCA from a bifurcated state to the annual business meeting during the DCA training institute year.

Commissioner G. Roberge (CT) will discuss the matter with the Finance Committee at its May meeting and report the results back to the Executive Committee.

Commissioner M. Pevey (WA) moved to approve the FY 2025 proposed budget as presented. Commissioner J. Lopez (WI) seconded. Motion passed.

Technology Committee Report: Commissioner C. Moore (GA) presented his report to the committee:

ICOTS Migration - The work of migrating ICOTS began in December 2022. Optimum Technology will migrate ICOTS from its current hosting environment and redeploy ICOTS' existing functionality and data to a new environment. The process should see little to no downtime for users of the ICOTS system when the switch is made final.

In January and February 2023, significant progress was made in setting up the new hosting environment and launching development versions of the ICOTS application for testing and configuration. Appriss meets with the Optimum team and the national office every two weeks to discuss any technical details that were not resolved over email. The national office also conducts weekly update meetings with Optimum to review project progress, timelines, and action items.

The hosting environment is scheduled to be completed by March 31st. The Technology Committee will meet in April to assess where the project stands and devise a strategy for communicating with the Commission about the final cutover to the new hosting environment.

The Technology Committee will rely on the DCA Liaison Committee to recommend users for user acceptance testing.

Dashboards Migration - The national office began the process of migrating the ICAOS Dashboards from a self-hosted server on Amazon Web Services to a cloud-hosted environment maintained by Sisense, the company that maintains the software that runs the reports. The plan is to have little to no down-time for the dashboards. Migrating to the cloud environment means a better overall user experience:

1. Less downtime due to issues running on an aging server environment.

2. More consistent daily data updates.
3. Less security concerns with a regularly updated hosting environment.

Helpdesk Tickets - The helpdesk received a total of 1,704 tickets for all of 2022. This represents an increase of 86.6% from 2021, which saw the helpdesk get 913 tickets. The majority of the increase can be seen in the number of tickets involving duplicate or junk offenders in 2022. Only 347 tickets were sent in for 2021 in that category. That type of ticket increased to 957 in 2022, a jump of 610. Duplicate and junk offenders were the focus of many compact offices in 2022 in dealing with the data integrity audit.

Rules Committee Report: Commissioner S. Gagnon (ME) stated that Commissioner R. Maccarone (NY) submitted a proposal to amend Rule 3.103. He reported that in recent months, New York State identified a concerning practice relating to the application of Rule 3.103 - Reporting instructions; offender living in the receiving state at the time of sentencing or after disposition of a violation or revocation proceeding. This has occurred on two occasions between New York and neighboring states. Commissioner R. Maccarone (NY) expressed his concern that mandatory reporting instructions were being afforded to individuals who had absconded from supervision and relocated to another state outside of the compact. New York believes it was a misinterpretation of the language in the Rule 3.103 “...after disposition of a violation or revocation proceeding”.

The committee reviewed the proposal submitted by the State of New York.

Rule 3.103 - Reporting instructions; offender living in the receiving state at the time of sentencing or after disposition of a violation or revocation proceeding.

(a)

1. A request for reporting instructions for an offender who was living in the receiving state at the time of initial sentencing, or for an offender who was legally transferred to the receiving state, was subject to mandatory or discretionary retaking by the sending state and was continued on supervision as a after disposition of the violation or revocation proceeding, shall be submitted by the sending state within 7 business days of the initial sentencing date, disposition of violation, revocation proceeding or release from incarceration to probation supervision. The sending state may grant a 7 business day travel permit to an offender who was living in the receiving state at the time of initial sentencing or disposition of violation or revocation proceeding. Prior to granting a travel permit to an offender, the sending state shall verify that the offender is living in the receiving state.
2. The receiving state shall issue reporting instructions no later than 2 business days following receipt of such a request from the sending state.
3. The sending state shall ensure that the offender signs all forms requiring the offender’s signature under [Rule 3.107](#) prior to granting a travel permit to the offender. Upon request from the receiving state, the sending state shall transmit all signed forms within 5 business days.
4. The sending state shall transmit a departure notice to the receiving state per [Rule 4.105](#).
5. This section is applicable to offenders incarcerated for 6 months or less and released to probation supervision.

(b) The sending state retains supervisory responsibility until the offender's arrival in the receiving state.

(c) A receiving state shall assume responsibility for supervision of an offender who is granted reporting instructions upon the offender's arrival in the receiving state. The receiving state shall submit an arrival notice to the sending state per [Rule 4.105](#).

(d) A sending state shall transmit a completed transfer request for an offender granted reporting instructions no later than 15 business days following the granting to the offender of the reporting instructions.

(e) If the receiving state rejects the transfer request for an offender who has been granted reporting instructions and has arrived in the receiving state, the receiving state shall initiate the offender's return to the sending state under the requirements of [Rule 4.111](#).

(f) If the sending state fails to send a completed transfer request by the 15th business day for an offender who has been granted reporting instructions and has arrived in the receiving state, the receiving state may initiate the offender's return to the sending state under the requirements of [Rule 4.111](#).

Justification

It was clear in 2015, when the Commission voted and approved the addition of the following language, "or after disposition of a violation or revocation proceeding" in Rule 3.103, that the intent was to allow individuals who had lawfully transferred their supervision to a receiving state under the ICAOS rules, to be eligible for MANDATORY reporting instructions after being retaken by the sending state to face revocation proceedings and who were then continued on supervision as the disposition of the violation/revocation proceeding in the sending state. The addition of this language was NOT intended to apply to compact eligible individuals who absconded to other states.

The addition of the proposed language, "[or for an offender who was legally transferred to the receiving state, was subject to mandatory or discretionary retaking by the sending state and was continued on supervision as a](#) disposition of [the](#) violation or revocation proceeding" will clarify and limit the population eligible for the issuance of MANDATORY reporting instructions. This will reinforce the original intent of the language approved by the Commission in 2015, consistent with goals of the Interstate Compact.

Allowing individuals who have relocated to another state outside of the ICAOS rules to qualify for MANDATORY reporting instructions is contradictory to the purposes of the compact – the lawful and orderly transfer of individuals between states. Such a practice places victims at risk and diminishes offender accountability. The proposed language promotes the purposes of the compact and the lawful transfer of individuals from one state to another while enhancing victim and public safety. Importantly, this proposal would not preclude the sending state from submitting a request for expedited reporting instructions for individuals who relocated to the receiving state outside of the ICAOS Rules. However, expedited reporting instructions would provide the receiving state with the DISCRETION to issue reporting instructions based on the justification provided by the sending state for the individual's immediate relocation to the receiving state.

Lastly, language concerning the travel permit is proposed to read, "7 [business](#) days", consistent with other provisions in ICAOS rules with timeframes fewer than 30 days.

After discussion, the committee agreed with the intent to revise the rule but did not support the proposed language. The committee recommended giving the proposal the attention it deserved and postponing any vote on the proposal until the Rules Committee had enough time to review and vet it.

The committee advised the Rules Committee to carefully manage states expectations and consider rule proposals only during the rule years unless the issue was urgent.

Commissioner S. Gagnon (ME) noted that the proposal was submitted after this year's deadline for new rule amendments.

Commissioner S. Gagnon (ME) continued that the Rules Committee met on February 9. The committee reviewed two rule amendments forwarded by the South region. The committee recommended not to adopt one of the proposals and to send the second back the South Region for more editing.

Training Committee Report: Commissioner J. López (WI) stated that the Training Committee met in February to discuss its 2023 goals and the training curriculum for the upcoming Annual Business Meeting.

The Training Committee established its 2023 goals as following:

1. Improve ICOTS resources (Support Site, develop quicker reference guides).
2. Collaborate with the Compliance Committee should states need support to improve transfer acceptance rates.
3. Identify what performance dashboards best provide reporting tools for commissioners.

The committee along with the national office is working on an initiative to improve the ICAOS support site including changing the site's navigation, organization, and appearance. The support site maintains a collection of compact related training materials and ICOTS support articles, which are also integrated into CORE on the main website. DCA A. Miller (ND) will lead the project.

As part of this project, the committee will focus on drafting a DCA Training toolkit. The toolkit will contain information on commissioner and DCA roles and communication; skills to enforce the Compact in your state; and available Commission's resources.

The committee will meet again on April 10 to continue its discussion on the support site improvement, new DCA training, and the curriculum for the Annual Business Meeting's session on collaborative problem solving.

ABM Planning Workgroup Report: Commissioner M. Pevey (WA) stated that the ABM planning workgroup had a face-to-face meeting on February 7 in Norfolk, VA. Commissioner M. Pevey (WA) thanked the workgroup members for their time and contribution. He continued, at the meeting, the

workgroup drafted the Annual Business Meeting agenda, discussed bringing outside speakers, and toured the hotel and the reception venue.

He presented the ABM agenda to the committee for consideration and approval.

MONDAY, SEPTEMBER 18

1:30 pm – 3:30 pm Executive Committee Meeting

4:00 pm - 5:00 pm Public Hearing

Mary Kay Hudson (IN), Chair; Susan Gagnon (ME), Rules Committee Chair; and Tom Travis, General Counsel

4:30 pm – 5:30 pm New Commissioner & DCA Welcome

This event will replace the new commissioner and DCA luncheon that the Commission offered at the past business meetings.

TUESDAY, SEPTEMBER 19

8:30 am – 8:45 am Welcome

Mary Kay Hudson (IN), Chair & Mac Pevey (WA), Vice-Chair

8:45 am - 10 am 2023 Rule Proposal Presentation

Rules Committee members

Objective: Introduce the rule proposals that the Commission will consider during General Session. The information will include rules committee's support/opposition to the proposals and their practical impacts.

10:00 am – 10:15 am Break

10:15 am – Noon Collaborative Problem Solving

Objective: Attendees will discuss strategies for addressing compact issues that member states experience through small group discussions. The goal is to identify and share best practices while acknowledging that different approaches may be necessary due to varying state structures.

DCA S. Brooks (OH) noted that at the last DCA Liaison Committee meeting, the committee identified four areas to focus on during the small group discussions that will take place during this session. One of the topics was around Rule 3.103, its core purpose and application to ensure seamless supervision.

The Training Committee will discuss the commissioners' curriculum at its next meeting.

The session's topics will be sent to the participants in advance to ensure their preparation and involvement.

She added that the committee were determined to facilitate solution-based discussions.

Noon – 1:30 pm Lunch [On Your Own]

1:30 pm – 2:30 pm Leading in Your Pajamas
Speakers – TBD

Objective: Identify an outside speaker to present on the importance of personal wellness OR motivational leadership and teambuilding in a virtual or hybrid work environment.

Commissioner M. Pevey (WA) stated that the workgroup considered bringing Jaime Brower, Psy.D, Brower Physiological Police & Public Safety Services, who presented at 2018 Annual Business Meeting in Orlando, FL and received good feedback from the Commission members.

2:30 pm – 2:45 pm Break

2:45 pm – 5:00 pm Region meetings
Agenda Items

- Region Chair Election
- Rule proposal discussion
- Language change feedback
- Other items as determined by Executive Committee

6:00 pm – 7:30 pm Reception
U.S.S. Wisconsin Battleship

WEDNESDAY, SEPTEMBER 20 General Session

8:30 am – 8:45 am Call to Order
Flag Presentation
Roll Call
Welcome
Approval of Agenda and Minutes

TBD (8:45-9:15) Welcome Address
Jim Parks (VA), Commissioner & Virginia Representative(s)

Objective: Identify Virginia Representative to speak on Virginia's current Criminal justice initiatives or special topic.

9:15 am – 10:30 am Committee Reports (Rules to end committee reports)

10:45 am – 11:00 am Break

11:00 am - Noon Committee Meetings

Noon – 1:30 pm Lunch [on your own]

1:30 pm – 3:00 pm Don't Just Be a Rule Follower: The Human Side of Compact

Mary Kay Hudson (IN), Commission Chair, Mac Pevey (WA), Commission Vice Chair & Jeremiah Stromberg (OR), Commission Past Chair

Objective: This session follows up on the individuals featured in the documentary “The Road Home,” which highlights the humanization of compact business. Attendees will share and learn evolving practical applications of ICAOS rules given the advancements in sentencing and supervision practices. Special emphasis will be placed on behavior change and supervision success.

3:00 pm – 3:15 pm Break

3:15 pm – 4:00 pm Implementation Science: Making Successful Change
TBD

Objective: Identify an outside presenter to speak on implementation science, or research-based approaches to implementing change or new programs. These approaches focus on leadership, culture, and methods for assessing quality and outcomes to ensure success and sustainability of evidence-based practices.

The workgroup recommends extending an invitation to present at this session to the Alliance For Community and Justice Innovation (ACJA) who has presented at APPA meetings in the past.

4:00 pm – 4:45 pm New Business/Old Business
Awards Presentation – Ex. Chair, Ex. Director, & Victims Advocate
Oath of Office - Region Chairs
Call to the Public
Adjourn

4:45 pm – 5:45 pm Executive Committee Meeting

Commissioner S. Kreamer (IA) moved to approve the 2023 Annual Business Meeting agenda as presented. Commissioner G. Roberge (CT) seconded. Motion passed.

East Region Report: Commissioner D. Crook (VT) stated that the East Region was scheduled to meet on March 28, 2023, to discuss action items from the face-to-face Executive Committee meeting and a rule proposal from the State of New York.

Midwest Region Report: Commissioner A. Vorachek (ND) stated that the Midwest Region was meeting in April to discuss the Rules Committee’s recommendations on its rule proposals submitted for consideration at the 2023 Annual Business Meeting.

South Region Report: Commissioner J. Kempker (MO) stated that the South Region met on March 7, 2023, and discussed its rule proposals to amend Rule 4.101-1 and Rule 5.101-2 as they were not supported by the Rules Committee. Consequently, the region decided to continue working on the proposal to amend Rule 4.101-1 and vet it through the DCA region.

Due to a lack of quorum, the region conducted an email vote to withdraw both rule proposals from consideration at 2023 Annual Business Meeting. At its next meeting, the region will affirm the email vote.

West Region Report: Commissioner T. Link (AK) informed the committee that the West Region was scheduled to meet on May 7, 2023.

Personnel: General Counsel T. Travis asserted the committee could enter closed session to discuss personnel matters pursuant to Compact Statue, Article VII.

Commissioner G. Roberge (CT) moved to enter executive session to discuss personnel matters. Commissioner C. Moore (GA) seconded. Motion passed.

Commissioner A. Vorachek (ND) moved to exit executive session. Commissioner M. Pevey (WA) seconded. Motion passed.

Commissioner J. Kempker (MO) moved to approve a 5% COLA salary adjustment for all national office staff. Commissioner S. Gagnon (ME) seconded. Motion passed unanimously.

Executive Director Report: Executive Director A. Lippert presented her report to the committee:

- The national office is waiting for official appointment letters for Jerry Bradshaw, commissioner from Arkansas and Maggie Brewer, commissioner from North Carolina.
- Executive Director A. Lippert stated that each year the Commission spends about \$2,500 to print Annual Business Meeting's docket book. She presented a mobile interactive docket book prepared by Web Development Manager D. Greeott. She added that a printed agenda would be provided to all attendees at the meeting.

The committee was in favor of the interactive docket book and decided to provide only a digital copy of the book at future business meetings.

- The national office utilized a new online expense report form that is easy to use and mobile friendly. The Executive Committee will be the first group to use it. Executive Director A. Lippert asked for feedback from the committee as they submit reimbursement for this meeting.
- Executive Director A. Lippert noted that the DCA Training Institute takes place every other year in the East and West Regions. She noted that these regions had higher per diems and proved more difficult to find the locations with the needed space requirements. She proposed to adjust the rotation of the business meeting location so the DCA Training Institute is held in the Midwest and South regions.

The committee agreed with the revised rotation for the DCA Training Institute's location.

- Executive Director A. Lippert updated the committee on the status of the Justice Reinvestment Grant - Warrant Notification Service. In 2020, ICAOS and the Interstate Commission for Juveniles (ICJ) partnered with SEARCH on a Justice Reinvestment Grant from the Bureau of Justice Assistance (BJA). The project's goal was to develop an automated subscription/notification service (SNS) that would send immediate, automated notifications to

supervision officials when arrest warrants were issued for offenders whose supervision had been transferred to another state.

The CJIS (Criminal Justice Information Services) rejected the intended method of connecting national warrant status updates directly through ICOTS due to a lack of an Originating Agency Identifier (ORI). CJIS cited a lack of federal authority as the reason for not including ICAOS and its ICOTS system in the definition of a "criminal justice agency." This decision forced SEARCH, ICAOS, and subsequent states to work through a state's ORI individually, adding time, administrative and technical challenges.

As implemented, states subscribe to the NLETS (National Law Enforcement Telecommunication System) hosted notification service so that CJIS queries can be executed in the state-level environment. Following a query of the supervised release and warrant files, subscriber states are notified via email when a warrant status is returned. Notifications can be sent to compact offices, parole and probation officers assigned in ICOTS, and authorized users enrolled in a state's service.

Pilot states currently participating include:

- Kansas - deployment is in final testing;
- Arizona - conducted tests of their deployment but are changing statewide data system environments, delaying progress; and,
- Ohio - SEARCH is waiting on additional CJIS security information before significant programming may begin.

Executive Director A. Lippert noted that because the scope of this project had changed so much, it had become cumbersome and difficult to onboard states. She also had concerns about the project's sustainability. Executive Director A. Lippert plans to meet with the Commissioners in the pilot states to gauge whether the service is of benefit and report back to the committee.

DCA S. Brooks (OH) noted that the project was challenging in Ohio as it involved three different agencies and was difficult to control. In addition, the project created duplicate information that had the potential to create confusion.

- Executive Director A. Lippert presented the 2022 State Council report to the Executive Committee. According to Article IV of the Interstate Compact for Adult Offender Supervision "Each member state shall create a State Council for Interstate Adult Offender Supervision... While each member state may determine the membership of its own state council, its membership must include at least one representative from the legislative, judicial, and executive branches of government, victims' groups and compact administrators..." In addition, ICAOS enacted Administrative Policy 03-2009 to ensure "compliance with the statutory requirement that each member state or territory maintains a state council." Per the policy, "by December 31 of each year, member states shall submit the following information regarding their State Council to the National Office via the online reporting tool..."

This year, all fifty-three states utilized the online reporting tool or requested assistance to submit their council reports. The overwhelming majority of reports reflected that states met the policy requirement of having a council with named members.

Based on the results, in 2022, sixteen states did not file a 2022 meeting date. In addition, several states indicate a lack of sufficient representation or maintenance of a roster containing members of the executive, judicial, and legislative branches as well as victims' representatives as required.

Commissioner D. Crook (VT) noted that it was not the Commission's responsibility to tell states to follow their internal statutes.

The committee discussed whether the Commission's authority to enforce state council compliance.

General Council T. Travis noted that failure to comply could result in the default of Compact.

Commissioner G. Roberge (CT) moved to notify states of non-compliance of its state council membership with the expectation to remedy its non-compliance before the end of the 2023 calendar year. Commissioner S. Gagnon (ME) seconded. Motion passed.

- Executive Director A. Lippert presented the outcomes from the Compact Study and the New 20 years discussion at the 2022 Annual Business Meeting:

Communication:

- ICAOS should continue to improve the quality and quantity of communication channels between sending and receiving states to work towards a greater level of interagency collaboration. *(Study recommendation)*
DCA Liaison Committee Goal 2023: Develop collaboration and communication strategies, Revamp the DCA mentoring program and develop best practices to improve communication for effective case management.
- Member states should continue to improve the quality and quantity of communication with its stakeholders, including interstate clients and sponsors involved in compact transfers. *(Study recommendation)*
Training Committee Goal 2023: Scenario based considerations/impacts for clients, practical impact of rules, improve resources for ICOTS and training support site, as well as develop more quick reference guides.
- ICAOS should consider follow-up studies utilizing additional surveys, interviews, or focus groups with officers who supervise Compact clients to identify the best ways to improve communication channels overall and through ICOTS. *(Study recommendation)*

Risk Factors:

- ICAOS may want to offer a set of factors for consideration when transferring a case (such as length of time on supervision, risk level, family/social support, crime type etc.) *(study recommendation)* *(This could be a shift in thinking: reason for transfer vs. having support, employment, etc. in the other state)*
- Incorporate risk factors in compact decisions:

- Base retaking/absconding on risk level.
- Base eligibility on risk or needs factors.
- Apply rules in accordance with evidence-based practice.
- Change how the compact treats absconders.
Assign to Rules Committee as a 2024/2025 Goal

ICOTS:

- ICAOS should prioritize standardizing ICOTS procedures, ensure data within the system is easily accessible through search filters, and consider enhancements to ICOTS that may improve communication between stakeholders and reduce the need for transfer and receiving states to provide duplicate information. *(Study recommendation)*
- Improve how ICOTS looks and works.
Technology Committee Goal 2024: Post migration.
- Improve communication tools for both intra and interstate communication; Replace CARs & provide direct chat option.
Technology Committee Goal 2024: Post migration.
- Improve management of both client and sponsor contact information listed in ICOTS.
Technology Committee Goal 2024: Post migration.

Engagement:

- As changes are made to transfer policies, practices, and the ICOTS platform, ICAOS should continue to provide thorough training covering these changes. *(Study recommendation)*
Ongoing Training Committee Initiative
- ICAOS may consider partnering with community supervision stakeholders to explore how ICOTS training could be built into new officer training academy requirements. *(Study recommendation)*
- Engage Ex Officio partners more especially where transports and extraditions are a concern.
- Allow for more victim involvement.

Address Client Needs:

- ICAOS should explore more fully how the specific needs of Compact clients are identified by supervision officers, and how officers manage the provision of resources when supervising Compact clients. *(Study recommendation)*
- ICAOS should continue to foster its own legitimacy among its clients in order to increase the likelihood that Compact clients will develop prosocial behaviors and improve supervision success. *(Study recommendation)*
- Improve communication between officers and clients. Consider policies and standards for sending and receiving state communications with clients.

- Remove word “offender” from compact language. Decide on universal term to be used by the compact.
Executive Committee Initiative 2023

Training Needs:

- ICAOS may consider recommending services that formally train family members to support Compact clients in making prosocial decisions using skills and tools they may have learned during contact sessions or structured group interventions during their period of supervision.
(Study recommendation)
- ICAOS may consider offering or encouraging officers who supervise Compact clients to attend training on the core correctional practices, including effective reinforcement, effective disapproval, and effective use of authority. *(Study recommendation)*
- Give DCAs the opportunity to meet and grow ideas.
ABM Workgroup and DCA Liaison Committee Initiative 2023
- Give DCAs time to meet without Commissioners at ABM
Included in the 2023 ABM Agenda

Executive Director A. Lippert stated that in recent years, members of the Commission had expressed interest in removing the word "offender" from the Compact's terminology in favor of more person-centered language.

Chair M. Hudson asked the committee members to share what actions their states have taken regarding language. All but one Executive Committee member had made some changes to language in their state to be more inclusive. Most members made changes to internal policies and forms without changing statutes.

General Counsel T. Travis noted that changing the Compact Statue would be a very difficult and lengthy process. He advised the committee to carefully consider any language changes as it cross-referenced with other legal documents.

The Executive Committee decided to open the discussion to gain feedback from the regions. The committee decided to establish a workgroup to explore the topic further by appointing two representatives from each region to serve as members. The goal of the workgroup is to study this issue and provide a recommendation to the Executive Committee on whether a change is appropriate. If recommending a change, the workgroup will propose alternative language options and recommend the scope of this change.

The committee agreed that a recommended language change would not result in the Commission’s official name being changed.

The committee suggested past Chair Stromberg (OR) or Commissioner R. Maccarone (NY) to chair this workgroup.

The region chairs will ask for interested commissioners to volunteer on this workgroup.

Old/New Business

There was no old/new business.

Adjourn

Commissioner D. Crook (VT) moved to adjourn. Chair M. Hudson (IN) seconded.

The meeting adjourned at 4:15 p.m. ET.

Mary Kay Hudson
Mary Kay Hudson (Apr 24, 2023 11:13 EDT)







2023-03-14_ExecutiveCommitteeMinutes_APPROVED

Final Audit Report

2023-04-24

Created:	2023-04-19
By:	Barno Saturday (bsaturday@interstatecompact.org)
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