



## Interstate Commission for Adult Offender Supervision

### Compliance Committee Meeting MINUTES

January 5, 2023 · 11:00 am ET  
Video Conference

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#### **Members in Attendance:**

1. Sally Kreamer (IA), Chair
2. Joe Winkler (FL)
3. Allen Godfrey (MN)
4. Cathy Gordan (MT)
5. Samuel Plumeri (NJ)
6. Amy Vorachek (ND)
7. Dale Crook (VT)
8. Matthew Poyzer (AZ), Ex-officio
9. Sarah Ball (SD), Ex-officio

#### **Not in Attendance:**

1. Martha Danner (MD)

#### **Staff:**

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

#### **Call to Order**

Chair S. Kreamer (IA) called the meeting to order at 11:01 a.m. ET. Executive Director A. Lippert called the roll. Seven out of eight voting members were present; a quorum existed.

#### **Approval of Agenda and Minutes**

**Commissioner D. Crook (VT) moved to approve the agenda as presented. Commissioner S. Plumeri (NJ) seconded. Agenda approved.**

**Commissioner A. Godfrey (MN) moved to approve the minutes from November 2, 2022, as drafted. Commissioner C. Gordon (MT) seconded. Minutes approved.**

#### **Discussion**

*Compliance Dashboards - Second quarter follow-up:* Executive Director A. Lippert reminded the Committee that the prior meeting established that four states fell below the 80% threshold in FY2022 and the first quarter of FY2023, including Georgia, Illinois, Tennessee, and the U.S.

Virgin Islands. At the prior meeting Georgia submitted and the Committee accepted its Corrective Action Plan (CAP). For the remaining states, the Committee recommended the National Office send a letter requesting states to supply a CAP within 30 days of receiving the letter.

The Committee reviewed the second quarter compliance numbers and submitted CAPs for Illinois, Tennessee, and the U.S. Virgin Islands.

State	Compliance Standard	FY2022 Compliance %	FY2022 + Q1 FY2023	Q1 FY2023	Q2 FY2023
Georgia	Req PR	73.1%	71.2%	69.1%	84.1%
Illinois	RVR	77.7%	77.8%	74.3%	72.6%
Tennessee	RVR	67.0%	67.4%	68.1%	66.3%
Virgin Islands	TREP	44.4%	45.5%	50.0%	100.0%
	RVR	0.0%	0.0%	0.0%	N/A

Commissioner D. Crook (VT) noted the importance of staying in compliance with the ICOTS dashboards by completing the basic functions of the Compact operations.

The Committee discussed finding the states in default, recommending action by the Executive Committee, or denying submitted corrective action plans and giving another 30 days to provide a new plan.

The Committee discussed Illinois’ corrective action plan and its decreased RVR numbers in the second quarter. Commissioner J. Winkler (FL) noted that the CAP might not have enough time to correct Illinois’ compliance numbers, submitted only last month.

**Commissioner C. Gordon (MT) moved to deny Illinois’ corrective action plan and request the state submit a new plan within 30 days in accordance with AP 02-2015, Corrective Action Policy. The state must meet compliance (80%) by the end of the third quarter or face referral to the Executive Committee for penalties. Commissioner S. Plumeri (NJ) seconded. The motion carried unanimously.**

The Committee discussed Tennessee’s corrective action plan.

**Commissioner D. Crook (VT) moved to deny Tennessee’s corrective action plan and request the state submit a new plan within 30 days in accordance with AP 02-2015, Corrective Action Policy. The state must meet compliance (80%) by the end of the third**

**quarter or face referral to the Executive Committee for penalties. Commissioner C. Gordon (MT) seconded. The motion carried unanimously.**

The Committee discussed the U.S. Virgin Islands' corrective action plan.

Executive Director A. Lippert noted the U.S. Virgin Islands did not have sufficient case volume to affect their RVR rate. Overall, the territory has a low volume of cases which can have a disproportionate effect on their compliance. However, compliance has been an ongoing issue for the Virgin Islands.

**Commissioner A. Godfrey (MN) moved to deny the U.S. Virgin Islands' corrective action plan and request the state submit a new plan within 30 days in accordance with AP 02-2015, Corrective Action Policy. The state must meet compliance (80%) and will be subject to quarterly monitoring through and by the end of the fiscal year or face referral to the Executive Committee for penalties. Commissioner S. Plumeri (NJ) seconded. The motion carried unanimously.**

*Update on FY2023 ICOTS Data Integrity Audit:* Executive Director A. Lippert presented the FY2023 Data Integrity audit report. Per ICOTS Privacy Policy 4 (c) and at the direction of the Compliance and Executive Committees, the FY2023 audit focused on offender demographics; offender photos; junk/duplicate record maintenance; rejected case clean-up; and offenders awaiting retaking maintenance.

The audit is a follow-up to the FY2017 demographic/identifying data review and FY2018 ICOTS photo audit. It provides a comparative perspective, to improve the accuracy, dependability, and credibility of ICOTS data used by states and external partners.

Policy and Operations Director A. Eskridge and Training Coordinator M. Spring presented the details of the report, noting that the National Office used data from dashboard and ICOTS-generated reports to conduct the audit. State reports included recommendations to correct data inaccuracies or deficiencies, a rating, and links to each report used in the audit process. Overall, the audit identified critical areas for improvement in ICOTS data quality with the potential to significantly affect reliability and efficiency for Compact offices and users.

The Committee discussed the importance of keeping ICOTS data clean and accurate.

Commissioner A. Godfrey (MN) suggested referring the audit results to the DCA Liaison Committee to provide states support to improve their data integrity.

**Commissioner D. Crook (VT) moved to recommend that the DCA Liaison Committee continue to focus on data integrity to improve in the areas addressed in the FY2023 data integrity audit. Commissioner A. Godfrey (MN) seconded. The motion carried unanimously.**

*Recommendations for FY24 Audit:* Executive Director A. Lippert stated that the 2022 Compact Study's findings and discussions among Commission members revealed several areas for

potential analysis, including communication among members as well as individuals under Compact supervision. Members also emphasized the importance of using evidence-based practices and assessing needs and risks when transferring or returning individuals through the Compact. She presented four FY2024 audit recommendations aimed at accomplishing these goals:

1. Re-audit “Awaiting Retaking” report: use audit data to identify errors/require corrections, create training materials, and/or determine the need for rule or process changes.
2. Audit Cases Retaken & Retransferred: use audit data to determine if the number of individuals retransferred immediately after retaking has decreased.
3. Mandatory Retaking - Absconders: use audit data to determine if absconder rules should be revised.
4. Ensure Rules Align with EBPs: conduct a rules study to determine if the ICAOS rules meet evidence-based practices and principles.

Commissioner D. Crook (VT) noted that audit recommendation #4 had an educational function rather than a compliance function and should be referred to the Executive Committee instead.

DCA M. Poyzer (AZ) noted that progress reports were the main ICOTS activity to communicate to a sending state during supervision. Based on his experience, many states have issues submitting proper progress reports and suggested this as a focus for the FY2024 audit.

Commissioner C. Gordon (MT) confirmed that states have issues with requesting progress reports, including incomplete reports. She supported DCA Poyzer’s (AZ) audit idea.

**Commissioner D. Crook (VT) moved to recommend auditing requested progress reports. Commissioner C. Gordon (MT) seconded. The motion carried unanimously.**

The National Office will put together a proposal for the requested progress report audit to present to the Executive Committee for approval.

#### **Old/New Business**

There was no old/new business.

#### **Adjourn**

The meeting adjourned at 12:27 p.m. ET.