



Interstate Commission for Adult Offender Supervision

Deputy Compact Administrator Liaison Committee MINUTES

September 20, 2023 @ 1:30 PM ET
Norfolk, Virginia

Members in attendance:

1. Suzanne Brooks (OH), Chair
2. Lorna Colver (AK)
3. Denis Clark (ME)
4. Simona Hammond (IA)
5. Mark Patterson (OR)
6. Timothy Strickland (FL)
7. Rickey Plank (VT)

Members not in attendance:

1. LaShonda Lee-Campbell (MD)
2. Alyssa Miller (ND)

Staff:

1. Mindy Spring, Administrative and Training Coordinator

Call to Order

Chair S. Brooks (OH) called the meeting to order at 1:40 pm ET. Six voting members were present, establishing a quorum.

Approval of Agenda and Minutes

DCA S. Hammond (IA) moved to approve the agenda. DCA D. Clark (ME) seconded. Agenda approved as presented.

DCA M. Patterson (OR) moved to approve the minutes from July 11, 2023, meeting. DCA D. Clark (ME) seconded. Minutes approved as drafted.

Discussion

Collaborative Problem Solving Outcomes: DCA S. Brooks expressed that the session went well and want to dive into how discussion went at the various tables.

DCA D. Clark provided a summary of the warrants discussions. Most states appear to be doing well with explaining compact requirements to their stakeholders. He also indicated most states are evolving working towards doing better. Conversations stressed the importance of staying the course, continuing to educate with emphasis on the goals of the

Approved on 10/23/2023. B.S.

compact. DCA S. Brooks noted the committee will continue working with the Training Committee this year on revamping resources for stakeholders.

DCA R. Plank provide a summary of the compliance discussions. He noted there was a theme of state council challenges expressed. DCA Matt Reed in PA provided how his office works with state attorneys to help message the compact requirements. DCA S. Hammond noted more states than she thought have an active state council and suggested the committee include state council resources with the upcoming stakeholder initiatives. It was also noted that the commission rarely sees formal complaints.

DCA relationship L. Colver expressed her surprise on how many DCAs do not have access to commissioner to discuss compact matters. DCA L. Colver meets with her commissioner weekly and shared how DCAs could be more proactive limiting having to go through multiple chains of commands. It was suggested DCAs discuss what goals they want to pursue, how they can improve compliance, improve communication and avenues states have taken to obtain more support/staff.

DCA M. Patterson noted Rule 3.103 sparked good conversation. Some DCAs appear to be confused that the 1-2021i Training Bulletin is about ICOTS versus the rule and does not require states to approve reporting instructions if beyond the 7 business days. Discussions centered on improving justifications, reasons a transferee should be able to remain/be at their residence during a transfer investigation. There was consensus states could communicate and be more proactive for these transfers and there did not appear to be an appetite for the Commission to extend the 7 day timeframe in the rule or that the rule should allow violators/absconders who have not previously transferred to qualify for returning/remaining at their residence in a receiving state during the investigation. However, the rule does need clearer language and training. Questions regarding this interpretation centered on whether this ‘rewards’ violators or creates an unnecessary hurdle. Chair S. Brooks asked the regions to have more discussion on this topic for potential rule changes.

The moderators agreed that everyone seemed to like the format and discussion/solution cards. Chair S. Brooks noted the committee should prepare summaries for these discussions to ensure DCAs know where the work is going from here.

Goals: The committee agreed to keep its goals for the upcoming year. The committee is still working through revamp of the mentoring program and developing best practices. To meet goals, the DCA Liaison committee will leverage the assistance of the Training Committee to meet goals.

New Business

Debriefing of August Warrant Execution Training centers on the fact that there is still work to do in assisting states with warrant tracking. Chair S. Brooks asked that the regions keep conversations going in this area. DCA M. Patterson noted just seeing warrant data in ICOTS is better than it was and that it will take time for states to fine tune

Approved on 10/23/2023. B.S.

their processes. The warrant tracking tool has already shown states new ways to use the data and share practices, but there are still concerns many are not fully utilizing the tool. M. Spring will provide the Committee with report on the training attendance.

FY24 dashboard program will focus on offenders awaiting retaking, violation management, maintaining integrity of data; assess cases retaken and retransferred. Chair S. Brooks announced the Executive Committee recently approved a new workgroup to look at applying risk and needs for retaking and that she plans to participate. Although this is not the first time the Commission has looked a risk needs responsivity, it was previously looked at from an eligibility lens, not retaking. Plus since COVID, states are seeing increases in virtual hearings which may be relevant to the discussion.

First DCA Success Program – Fall 2023: Chair S. Brooks noted there is still preparation needed in regards to application and assessment for this new program to ensure those participating have a clear goal to improve. As the committee prepares to launch the program mid-November, the committee should expect to meet to finalize the plan at its next meeting tentatively scheduled for October.

Chair S. Brooks also indicated the committee should plan more open dialogue discussion opportunities for DCAs without the National Office.

DCA T. Strickland recognized Lorna for her work in the collaborative session.

Adjourn

Motion to adjourn made by DCA T. Strickland, seconded by M. Patterson. Meeting adjourned at 2:15 pm ET.

Approved on 10/23/2023. B.S.