



## Interstate Commission for Adult Offender Supervision

### Compliance Committee Meeting MINUTES

November 29, 2023 · 11:00 am ET  
Teleconference

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

1. Sally Kreamer (IA), Chair
2. Amy Vorachek (ND)
3. Martha Danner (MD)
4. Deon McDaniel (NV)
5. Matthew Poyzer (AZ), Ex-officio
6. Sarah Spader (SD), Ex-officio

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

1. Joe Winkler (FL)
2. Samuel Plumeri (NJ)
3. Dale Crook (VT)

#### **Staff:**

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

#### **Call to Order**

Chair S. Kreamer (IA) called the meeting to order at 11:06 am ET. Director A. Lippert called the roll, four voting members were present, a quorum was established.

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

**Commissioner A. Vorachek (ND) moved to approve the agenda as presented. Commissioner M. Danner (MD) seconded. Agenda approved.**

**Commissioner D. McDaniel (NV) moved to approve the minutes from September 20, 2023, as drafted. Commissioner M. Danner (MD) seconded. Minutes approved.**

#### **Discussion**

*Review FY24 Q1 compliance dashboard results. Update on states with standards below the 80% threshold in FY23. The committee reviewed the dashboard compliance for the previous fiscal year.*

In FY 2023, there were eight states with one or more compliance standards below the 80% threshold:

- Colorado (*Below in FY19, FY20*)
- Idaho (*Below in FY21 and FY22*)
- Illinois (*Below in FY21 and FY22*)
- Kansas
- Missouri
- New Mexico (*Below in FY19, FY20*)
- Utah (*Below in FY19, FY20, FY21 and FY22*)
- Virgin Islands (*Below in FY21 and FY22*)

On July 12, 2023, the eight states listed above were notified of their shortfall and given an additional quarter to improve their performance. Based on the first quarter results, one state, Idaho, was still below the 80% threshold and was instructed to submit a corrective action plan (CAP).

Because Idaho submitted an incomplete corrective action plan, A. Lippert, Executive Director, collaborated with Commissioner J. Mesick (ID) to ensure the plan included the required details. Idaho amended their CAP, which was examined by the committee.

Commissioner A. Vorachek (ND) suggested creating training materials or toolkit on non-compliance process for new commissioners and publishing it on the Commission's website.

Commissioner M. Danner (MD) inquired whether it was possible to have different individuals appointed for the commissioner and DCA roles in one state.

Executive Director A. Lippert noted that the Commission could recommend the two positions are not filled by the same individual, but it does not have the ability to enforce this recommendation without it being set in policy or statute.

**Commissioner M. Danner (MD) moved to accept Idaho's corrective action plan as presented. Commissioner D. McDaniel (NV) seconded. Motion passed.**

The committee will continue to monitor Idaho throughout the year.

*Illinois Compliance Update:* Chair S. Kremer (IA) had a few conversations with Commissioner M. Smith (IL) regarding their compliance status. Subsequently, Illinois is in compliance with all ICOTS dashboard requirements.

Executive Director A. Lippert praised new commissioner M. Smith (IL) and her proactive approach. Illinois has taken notable steps to improve their ICOTS data management and their dashboard standards.

### **Old/New Business**

The Compliance Committee reviewed the FY25 audit recommendations to focus on Requested Progress Report prepared by the national office.

Executive Director A. Lippert stated that the findings of the 2022 Compact Study identified key areas where the Commission should focus its efforts. The most notable area was improving communication and ICOTS documentation.

The Commission approved ICOTS enhancements in 2017 that made Progress Reports a ‘managed process’ and required compact offices to review to improve documentation. Significant screen changes were also made, prompting users to report behavior changes, new arrests, and the use of evidence-based practices.

The FY25 audit recommendation to review the Requested Progress Reports supports the Commission’s efforts to implement risk, needs, and responsibility principles in the retaking decision process. By reviewing the Requested Progress Reports, the Commission can explore what interventions are documented on ICOTS cases. This audit is designed to highlight what evidence-based approaches states use and effectively communicate to the sending state during supervision.

The FY25 audit review will look at the following data parameters:

- Whether states are responding to requests for progress reports within 30 days.
- Whether states are providing details regarding supervision status, specifically:
  - Documenting incentives and corrective actions, including responses to actions
  - Providing specific information on supervision progress or success
  - Updating on completion of programs and conditions

In addition to evaluating the above data parameters, the audit will also identify:

1. If states are using incentives/sanctions to promote change during supervision, specifically:
  - a. How often incentives and sanctions are communicated in ICOTS
  - b. If there are documentation trends with states or specific users
  - c. If there are review trends with specific compact staff
2. If RNR efforts are being utilized during supervision and whether sending states use this information to make retaking/revocation decisions.

The committee decided to call it an assessment rather than an audit.

**Commissioner A. Vorachek (ND) moved to recommend the Executive Committee adopt the FY25 compliance assessment for requested progress reports. Commissioner D. McDaniel (NV) seconded. Motion passed.**

Chair S. Kreamer (IA) will present this recommendation to the Executive Committee for a vote at its spring face-to-face meeting.

### **Adjourn**

**Commissioner D. McDaniel (NV) moved to adjourn the meeting. Commissioner A. Vorachek (ND) seconded.**

The meeting adjourned at 11:43 am ET.