



**Interstate Commission for Adult Offender Supervision
Training, Education, & Public Relations Committee MINUTES
November 6, 2023 · 1:00 pm ET
Teleconference**

Members in attendance:

1. Joselyn López (WI), Chair
2. Taryn Link (AK)
3. Katrina Ransom (OH)
4. Maggie Brewer (NC)
5. Sally Reinhardt-Stewart (NE)
6. Jeremiah Stromberg (OR)
7. Ingrid Siliezar (RI), Ex-officio
8. Alyssa Miller (ND), Ex-officio
9. Alison Woodruff (MO), Ex-officio
10. Cynthia Stout (TX), Ex-officio

Members not in attendance:

1. Tracy Hudrlik (MN)

Guests:

1. Susan Barnard (NE)

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 J. López (WI) called the meeting to order at 1:00 p.m. ET. Six voting members were present, a quorum was established.

Approval of Agenda and Minutes

Commissioner K. Ransom (OH) moved to approve the agenda. Commissioner T. Link (AK) seconded. Agenda approved as presented.

Commissioner S. Reinhardt-Stewart (NE) moved to approve the minutes from September 20, 2023. Commissioner J. Stromberg (OR) seconded. Minutes approved as drafted.

Discussion

Plans for 5.108 amendment training and training updates: Chair J. López (WI) stated that the latest Commission's newsletter provided information on upgrades to ICAOS's training site scheduled to be launched in February 2024. In addition, the newsletter had information on the support site's registration process, historical achievements section, approved rule amendment for Rule 5.108 implementation timeline, and information about new software for ICOTS training modules.

This year, the national office will only provide one training course for the approved rule amendment scheduled for February next year.

Training Coordinator M. Spring will continue to send communication about the new training software transition plan to the Commission. She asked the committee to provide additional training ideas to include in the upcoming amendment training.

Stakeholder training: Chair J. López (WI) stated that the Commission submitted proposals to present at American Probation and Parole Association's (APPA) Winter Training Institute in February 2024 and Association of Paroling Authorities International's (APAI) annual meeting in May 2024.

Chair J. López (WI) noted that the Commission had been working with Sheryl Dublin from the Association of Prosecuting Attorneys (APA) to provide mutual training. Ms. Dublin attended the Training Committee meeting in Norfolk, VA.

She continued that the national office updated the Extradition Officials Guide. She asked the committee members to provide their feedback by email. The guide had condensed information on the Commission, its extradition process, as well as FAQs divided on Communication and Process & Procedures.

Executive Director A. Lippert stated that the national office is working on improving collaboration with the Commission's ex-officio members to engage and find better ways to capitalize on each other's strength and expertise.

The committee discussed the Jail Administrator & Magistrates Guide as well as Parole Board Guide.

Commissioner K. Ransom (OH) suggested condensing the information and making it more user friendly. She volunteered to help with this project.

Commissioner S. Reinhardt-Stewart (NE) noted that Nebraska did not use these guides.

Chair J. López (WI) asked to provide additional feedback via email.

New game project: Chair J. López (WI) is working with Commissioner T. Hudrlik (MN) on the Game of Life training game. The idea of the game is that every movement you take and every box you check can affect someone's movement/life. The goal is to finalize the game by the 2024 Annual Business meeting. She will reach out to the committee members for feedback.

OLD BUSINESS

The committee reviewed the revised version of the Best Practice for Warrants from the State of New York. The changes include clarification on how New York distinguishes behavior requiring retaking violations that necessitate a warrant versus those ordered to return.

Commissioner S. Reinhardt-Stewart (NE) moved to approve and publish the *Best Practice for Warrants from the State of New York* as presented. Commissioner K. Ransom (OH) seconded. Motion passed.

Adjourn

Commissioner J. Stromberg (OR) moved to adjourn. Commissioner M. Brewer (NC) seconded.

The meeting adjourned at 1:27 p.m. ET.