INTERSTATE COMMISSION FOR ADULT OFFENDER SUPERVISION

COMPLIANCE COMMITTEE
TELECONFERENCE MEETING

Monday, January 29, 2007
2:00 p.m. EST

Committee Members in Attendance (Compliance):

1. Leo Lucey (UT)
2. Genie Powers (LA)
3. Jane Seigel (IN)
4. Wayne Theriault (ME)
5. Victoria Jakes (Ex-Officio)

Guests:

1. Cynthia Johnson (MI)
2. William Rankin (WI)
3. Margaret Thompson (PA)

Staff:

1. Don Blackburn
2. Ashley Hassan
3. Mindy Spring
4. Nicole Smith
5. Kevin Terry
6. Xavier Donnelly
7. Sam Razor

L. Lucey called the meeting to order at 2:04 p.m. EST. Four members were present, establishing a quorum.
W. Theriault moved to approve the minutes from July 26, 2006 and August 29 and 30, 2006. G. Powers seconded. Motion passed.

L. Lucey stated that W. Theriault would be the Vice-Chair of the Committee.

D. Blackburn gave an overview of the status of Ohio’s Complaint against Texas and Pennsylvania. He indicated that Texas has provided a preliminary plan of action within the sixty (60) day time frame.

There was discussion of the change and clarification requests made by Pennsylvania.

L. Lucey stated that the Committee needed to have some discussion of the term “reasonable” and how to define it.

D. Blackburn advised L. Lucey to make a recommendation to the Executive Committee that it agree with the corrective action plan provided by Texas.

L. Lucey asked that a new meeting date be set for the Committee to discuss the final plans once they had been reviewed, and asked the members to bring recommendations to that future meeting. He also stated that the Committee needed to address when to begin the audit process for these cases.

D. Blackburn asked if L. Lucey had identified anything in the corrective action plans that would benefit from assistance from the National Office. L. Lucey indicated that training in Texas would help that state reach the goals of its corrective action plan.

D. Blackburn stated that many county probationers from Texas have participated in recent WebEx trainings, but that it was not a concentrated effort. He asked if the Commissioner from Texas had plans for regional on-site trainings. He stated that the plan received by the National Office from Texas was still a preliminary plan.

L. Lucey stated that the Committee would vote on the plan and make recommendations after the final draft is received, and stressed the need to be aware of the timelines imposed by the Committee.

D. Blackburn stated that Texas should have provided a final plan by January.

L. Lucey stated that the Committee had received a preliminary plan from Texas, and Pennsylvania had been involved in disputing the wording of its plan. L. Lucey stressed that the Committee should define the term “reasonable”. L. Lucey asked the National Office to draft a letter on his behalf giving Texas and Pennsylvania thirty more days to submit final plans.

W. Theriault stated that the timeframes would set a precedent, and the Committee should be aware of this and develop a timeline.

L. Lucey asked, if a timeline should go before the Executive Committee or the Commission as a whole at the next business meeting.

D. Blackburn stated that L. Lucey should have the Executive Committee approve a timeline policy at its next meeting and then report that policy at the next business meeting. He stated that he believed thirty additional days was sufficient.

L. Lucey stated that the intent of the Committee was to get corrective action plans from both states within ninety days, and that he was not sure that the Committee should give Pennsylvania an additional month to produce the plan.

D. Blackburn noted that M. Thompson was on the call and L. Lucey asked her for an update on where Pennsylvania stands with their proposal.

M. Thompson stated that the Compact Office had set up an appointment with Allegheny County on February 13, 2007, but that she could outline what Pennsylvania has done toward creating a plan to this point.
L. Lucey asked her what she thought was a reasonable timeline for Pennsylvania to produce a plan. M. Thompson replied that Pennsylvania could provide a plan within one to two weeks. W. Theriault stated that he believed this was a reasonable amount of time. M. Thompson stated that she would be on vacation from February 15-21, 2007.

D. Blackburn asked her if she could provide a plan by February 28, 2007.

There was discussion of having Pennsylvania provide information on their actions to date and then providing the complete plan on February 28, 2007, but the majority of the Committee stated that they would prefer the completed plan right away.

W. Theriault made a motion that ICAOS give Pennsylvania until February 28, 2007 to submit a final corrective action plan. G. Powers seconded. Motion passed.

There was discussion of the next meeting date for the Committee. L. Lucey suggested setting it one week from the February 28, 2007 deadline.

J. Seigel noted that if the Committee was allowing Pennsylvania extra time to submit its corrective action plan, then the Committee should offer Texas the opportunity to submit additional items to their final plan. L. Lucey asked D. Blackburn to send a letter to Texas evidencing this.

**Strategy to move forward with Compliance Audits**

L. Lucey stated that this issue needed to be addressed with R. Masters, W. Emmer and the rest of the Executive Committee.

D. Blackburn stated that he had received feedback from D. Guntharp regarding the audit performed by W. Rankin. He then asked L. Lucey if he was planning on having a face-to-face meeting of the Committee.

There was discussion of dates for a face-to-face Committee meeting.

L. Lucey asked D. Blackburn to send an email to Committee members asking them about their availability around the time of the May Executive Committee meeting. He stated that the agenda for that meeting should include discussing a strategy to move forward with the audit process itself.

G. Powers asked if there was a subcommittee created to address the issue, and if that subcommittee had drafted a document regarding auditing strategies. D. Blackburn stated that there was a subcommittee formed but no document had been drafted.

W. Rankin stated that he had chaired the Ad Hoc Committee on Audits, and that it had adapted a quality self-assessment that was tested in Arkansas. He added that he and C. Fickle had made some revisions to the process and were going to discuss those at the last business meeting but ran out of time. He stated that the Ad Hoc Committee was not working on a plan or strategy, and that the exact form of compliance audit was still to be determined.

L. Lucey asked if the audit process had been discussed with R. Masters. D. Blackburn stated that it had not.

W. Rankin stated that he and C. Fickle could put something together as a proposal for the Committee to discuss at its face-to-face meeting, and that the Ad Hoc Committee needs to put together a final report.
W. Theriault stated that he wanted states to give feedback on a potential strategy. L. Lucey stated that he wasn’t sure if the Committee should survey states or develop an adaptable strategy.

V. Jakes asked if the ACA accreditation standards could be used to fit a compliance audit.

G. Powers added that these standards were viable and had standards applicable to the Compact.

W. Rankin stated that the Ad Hoc Committee did adapt those last year, but were unable to do a measurement of how often states were in compliance. He added that the Ad Hoc Committee looked at the written policies and procedures of state compact offices to see if they were consistent with ICAOS rules. He stated that this particular method of audit could be accomplished without having to travel to offices on-site. He stated that in its last meeting, the Committee discussed identifying key policies and procedures that the Committee feels should be followed.

L. Lucey stated that the Committee wanted to have some final written conclusions by its next meeting to be held on March 7, 2007. W. Rankin replied that he could propose key policies and procedures that the Ad Hoc Committee believed every state compact office should have. He added that voluntary certification is an option.

L. Lucey asked W. Rankin to send his written conclusions to the National Office and all members of the Committee.

W. Rankin asked L. Lucey to send a letter specifically stating what he wanted submitted by the March 7, 2007 meeting. L. Lucey asked D. Blackburn to draft that correspondence.

W. Theriault made a motion to adjourn. G. Powers seconded. Motion passed. Meeting adjourned at 2:52 p.m. EST.