Call to Order
Chair R. Guy (NC) called the meeting to order at 8:06 a.m. EDT. Six out of seven members were present. Quorum was established.

The Committee discussed Kozak (FL) and Mauk (WA) homicide cases. Due to the lack of details, the Committee decided to postpone the discussion until further information was received. The Committee agreed that Executive Director H. Hageman would send a letter to Commissioner M. Walsh asking for further details on both cases.
Self-Assessment Manual: Executive Director H. Hageman explained to the Committee the purpose of the Self-Assessment Manual that was prepared by the National Office. It can be used voluntarily as a self-improvement tool and mandatorily as a tool for non-compliant states.

After discussion, the Committee agreed that the program should focus only on the most critical rules and procedures: many states lack necessary resources and manpower to execute a lengthy voluntary self-assessment.

The Committee decided that the Self-Assessment Manual was part of a training process should be reviewed by the Training Committee and distributed as a resource through the National Office.

Approval of Minutes
Commissioner J. Rubitschun (MI) made a motion to approve the minutes from February 19, 2008. Commissioner B. Martinez (PA) seconded. Minutes were approved.

Compliant Process: Vice-Chair M. Walsh (MA) presented to the Committee a policy and procedure draft for non-compliant states.

The Committee discussed possible problems of initiating and filing a complaint.

The Committee decided that a notice should be given to non-compliant states before any corrective action was taken. Corrective actions should be implemented towards states with repeated systemic issues, loss of life, rule specific allegations and when a state has been made aware of a compliance issue and failed to rectify the issue.

After discussion, the Committee agreed that the compliance process should start with the Executive Director, who will regulate the work flow, ensure legitimate compliance, perform screening, make determination if sanctions from compliance committee are necessary, make recommendations and write a quarterly report to the Compliance Committee.

Investigations should be conducted by an independent party and reported to the Compliance Committee.

Based on the investigation results, the Compliance Committee makes recommendations to the Executive Committee.

The following assessments of fines were suggested: recoup costs, multiples of annual fee, suspending fines/costs, alternatives to fines.

The Compliance Committee will follow up with a non-compliant state within one year.
The Committee identified the following compliance goals for the upcoming year: 1. State Councils; 2. Using ICOTS; 3. Data Collection; 4. Implementation of new rules; and 5. Retaking NCIC national warrant.

The Committee decided to draft a letter that would be sent to commissioners on behalf of Chair R. Guy to raise visibility of Compliance Committee. The letter will include the Compliance Committee’s prioritized goals for the upcoming year.

**Recess**
The meeting recessed at 3:12 p.m. EDT.

April 10, 2008, Hyatt Regency Hotel, Lexington, KY

**Call to Order**
Commissioner M. Walsh called the meeting to order at 8:25 a.m. EDT. Six out of eight members were present, quorum was established.

Vice-Chair M. Walsh (MA) summarized the Compliance Committee meeting results and priorities for the upcoming year.

**Adjourn**
The meeting adjourned at 8:30 a.m. EDT.