INTERSTATE COMMISSION FOR ADULT OFFENDER SUPERVISION  
Compliance Committee  

Meeting Minutes  
via Conference Call  
1:00 pm to 2:30 pm (EST)  
July 6, 2004  

Committee Members in Attendance:  
1. Warren Emmer (Chair)-ND  
2. Bill Rankin-WI  
3. Dave Nelsen-ID  
4. Denis Agniel-MO  
5. Leo Lucey-UT  
6. Robert Sanders-KS  
7. Wayne Theriault-ME  

Guests:  
1. Charles Cilibraise-MI  
2. Chuck Placek-ND  
3. Cynthia Johnson-MI  

Staff:  
1. Don Blackburn  

Introduction and request by Emmer to place phone line on mute if participants will not be speaking. Emmer asked for motion to dispense with Robert’s Rules of Order for this conference. Lucey made motion, seconded by Nelsen. No discussion and none opposed; the motion carried. 

Emmer drew committee’s attention to his email to all and to document prepared by Rankin entitled, “Compliance Committee Strategic Plan”. Brief review of Executive Committee meeting in Atlanta in April and its assignment to committees to draft short and long terms plans for committee work. Sanders asked for clarification as to what timeframe would be considered short and long term. The committee determined that short term would be from now until November 2005. 

Long term plan determined to be compliance by all states to new rules as an on-going process that can be adjusted to reflect rule changes and other conditions. Emmer asked Theriault to draft “over-all goal” statement for committee. 

Nelsen addressed need for assessment tool to gauge compliance. Emmer assigned Sachwald and Ferriter, with assistance from Nelsen, to draft this tool by October 1, 2004.
in order to present it to Commission at annual meeting at end of October as the Compliance Committee’s first strategic goal.

Theriault raised issue of capturing data and creating reports on compliance as part of the new database being developed. Blackburn noted that the system would capture timelines of transfers and suggested that Theriault join planning session with database developer and the IT Committee to present suggestions.

Emmer asked Blackburn to make a list of the top six issues he foresees as compliance problems when the new rules go into effect August 1, 2004. Survey will be sent out prior to annual meeting to all compact members to rank these six issues in importance for short range strategy of collecting this data. This list will also be used as a beginning point to form long range plan to collect information via new database on an on-going basis to establish trends in compliance. This work is the committee’s second strategic goal.

As a third strategic goal, the group discussed how disputes will be handled by the Commission. The committee decided that the beginning point will be the national office and executive director. The next step, if the first decision is not accepted, is to have the dispute assigned to the Compliance Committee by the Executive Committee and three members of Compliance to research the dispute and present its response to the entire Compliance Committee. This response will then be sent back to the Executive Committee. Theriault noted that, in his opinion, if the dispute goes further than this step, the complaining state should incur some costs for continuing the dispute.

Members of the committee asked if the ICAOS website could have a cataloging system to organize opinions on disputes. Emmer asked Blackburn to research this and present his findings to the committee. This was set as the fourth strategic goal.

“Compliance, education and enforceability” was set at the fifth strategic goal of the committee and to that end, Emmer and Blackburn noted that they had already begun a list of “mentors” to be used as training and education help to compact members. Emmer asked Lucey to work on this project as well.

Emmer asked that all pieces of work assigned to committee members be sent to him by Monday, July 12. The committee’s next teleconference is scheduled for August 16 at 12:00 pm ET. The meeting was adjourned at 2:30 pm.