Call to Order
Chair M. McAlister (NH) called the meeting to order at 10:00 a.m. EDT. Five out of seven voting members were present. Quorum was established.

**Agenda**
The agenda was approved by acclamation.

**Minutes**
Commissioner J. Rubitschun (MI) made a motion to approve the minutes from April 21, 2009. Commissioner C. Norman (AL) seconded. The motion passed.

**Discussion**
Executive Director H. Hageman informed the Committee about the Missouri-Kansas Incident report. The national office sent a letter to Commissioner Jamison (MO) requesting an investigation into the complaint, the removal of the exposed information from public domains and notification to all offenders whose personal information was exposed.

Commissioner M. McAlister (NH) suggested sending a warning to all compact offices that the use of similar methods of processing information could be a violation of the privacy policy and they should actively work to avoid the possibility of this information being exposed to public domains.

The national office agreed to distribute the warning to all state offices.

The Committee reviewed the Audit Policy and Standards drafted by the national office. The audit will be based on ICOTS records and will be done remotely to minimize the cost of operation.

Victims’ Representative P. Tuthill (FL) suggested adding requirements on the compliance with the rule on victims’ notifications. P. Tuthill will email her suggestions to the Committee for review.

V. Jakes (SC) informed the Committee that sometimes the ICOTS reports do not reflect the adequate information on denied reporting instructions.

K. Dunphy (RI) pointed out that the policy does not reflect Rule 4.109.

The Committee decided to email their suggestions to the national office.

Commissioner J. Rubitschun (MI) moved to postpone the committee decision for further review of the Audit Policy and Standards. Commissioner J. Seigel (IN) seconded. The motion passed.

Commissioner J. Siegel (IN) suggested adding to the policy the non-compliance definition as well as a state’s opportunity to respond on its non-compliance activities. The National Office will implement these changes and distribute the policy for the Committee review.

Approved on 12/15/2009. B.S.
Adjourn
Commissioner J. Seigel (IN) made a motion to adjourn. Commissioner C. Norman (AL) seconded. The motion passed.

Meeting adjourned at 10:36 am EDT.