INTERSTATE COMMISSION FOR ADULT OFFENDER SUPERVISION

COMPLIANCE COMMITTEE MEETING
MINUTES

December 10, 2008
10:00 am EST
WebEx

Members in Attendance:
1. Mike McAlister  Chair, NH
2. Chris Norman  AL
3. Jane Seigel  IN
4. Tracy Johnson  Ex-Officio
5. Victoria Jakes  Ex-Officio

Guests:
1. Kevin Dunphy  RI
2. Jenny Bauer  IN

Members not in Attendance:
1. John Rubitschun  MI
2. Ellen Brokofsky  NE
3. Jane Seigel  IN
4. Genie Powers  LA
5. A.T. Wall  RI
6. Pat Tuthill  Ex-Officio

Staff:
1. Harry Hageman
2. Ashley Hassan
3. Barno Saturday
4. Xavier Donnelly
5. Kevin Terry
6. Sam Razor
7. Mindy Spring

Approved on 03.25.2009. B.S.
Call to Order
Chair M. McAlister (NH) called the meeting to order at 10:03 a.m. EST. Two out of seven members were present. Quorum was not established.

Agenda
The agenda was approved by acclamation.

Minutes
The minutes from April 9-10, 2008 were adopted.

Incident Report Process
Executive Director H. Hageman informed the Committee that the incident report process was developed to serve as a tool to collect violation reports. It is a way to report incidents and the number of occurrences in a particular state.

The form will need to be signed by the commissioner, so the commissioner is aware of the violation in his/her state.

Commissioner M. McAlister (NH) suggested clarifying the language used to describe the purpose of the form.

Old Business
There was no Old Business.

New Business
The Committee agreed to meet three times a year. The time and date are to be determined.

Before every meeting, Chair M. McAlister (NH) will send an email to the Committee requesting agenda items for the upcoming meeting.

The Committee discussed its goals for 2009:

- State Council
- ICOTS management issues
- Implementation of new Rules
- Probable Cause Hearing

Adjourn
The meeting adjourned at 10:28 a.m. EST.