Interstate Commission for Adult Offender Supervision  
Deputy Compact Administrator Liaison Committee Minutes  

May 13, 2008  
2:00 pm EDT  

WebEx

Members in Attendance:  
1. Milton Gilliam Chair, OK  
2. Henry Lowery, WV  
3. Gregg Smith, LA  
4. Wanda LaCour, MO  
5. Michelle Buscher, IL  
6. Rich Bitel, NY  
7. Patricia Malone, MA  
8. Wayne Theriault, ME  

Guests:  
1. Art Hegewald

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

Call to Order  
Chair M. Gilliam (OK) called the meeting to order at 2:06 pm EDT. Nine out of nine members were present. Quorum was established.

Approved on 03/10/2009. B.S.
Commissioner H. Lowery (WV) made a motion to approve minutes from August 9, 2007. Commissioner M. Gilliam (OK) seconded. The motion was approved.

Commissioner R. Bitel (NY) made a motion to approve minutes from May 17, 2007. Commissioner H. Lowery (WV) seconded. The motion was approved.

*New Members:* The Committee welcomed its new members Commissioner W. Theriault (ME) and DCA K. Tucker (FL).

*Breakout sessions, Orlando, FL:* The Committee discussed the notes from DCA breakout sessions in Orlando, FL.

The following issues were determined: communication among states and DCAs and Commissioners, and training issues.

The Committee discussed possible compact office assessments to be initiated by the Compliance Committee.

The Committee discussed the issuance of advisory opinions and their interpretations by judges.

The Committee discussed the new language proposal of *calendar v business day* for the Rules Committee.

The Committee discussed the request from Texas on Interstate Compact offenders’ warrant.

The Committee discussed organizing face-to-face meetings in every region.

Commissioner R. Bitel (NY) proposed the idea of having different rules for Probation and Parole.

*Regional Teleconference:* The Committee discussed different topics for the upcoming regional DCA teleconferences.

Possible topics for the regional teleconference were training ideas, Rule 3.101-3, and timeline for responses.

DCA P. Malone (MA) volunteered to draft a survey asking DCAs the current status of the issues mentioned at the breakout sessions and requesting the new discussion topics. The survey will be reviewed by the Committee before its launch.

*2008 Annual Meeting/Training:* Chair M. Gilliam (OK) informed the Committee that the upcoming annual meeting mostly consisted of different trainings. The DCA training will be one hour and a half long.

The Committee had discussion on this issue.

Approved on 03/10/2009. B.S.
**DCA Mentoring:** Due to the big number of newly appointed DCAs, Chair M. Gilliam (OK) suggested to come up with a DCA mentoring program, similar to the Commissioner mentoring program that was recently posted on the Commission website.

**Old Business**
There was no Old Business.

**New Business**
The Committee discussed new candidates for DCA Liaison Committee.

**Adjourn**
The meeting was adjourned at 3:36 p.m. EDT.