INTERSTATE COMMISSION FOR ADULT OFFENDER SUPERVISION
EXECUTIVE COMMITTEE

Meeting Minutes
via Conference Call
January 6, 2004

Committee Members in Attendance:

1. Ben Martinez, PA
2. David Guntharp, AR
3. Ed Ligtenberg, SD
4. Genie Powers, LA
5. Harry Hageman, OH
6. Joe Kuebler, GA
7. Kathie Winckler, TX
8. Leo Lucey, UT
9. Pat Tuthill, FL
10. Warren Emmer, ND

Staff:

1. Don Blackburn
2. Rick Masters

- David Guntharp, Chair of the Committee, called the Executive Committee to order at 11:05am (EST). Following introductory remarks, Guntharp called for a roll call of members. 10 of 12 members were present.

- Guntharp began the meeting by announcing two vacant positions. The Technology Committee Chair and Executive Committee Secretary. After committee discussion, Guntharp settled on sending an email announcing the open Secretary position and soliciting interest for election. Those interested would have 10 days to respond to the email, submit a bio for voting, and serve the unexpired term until November 2004.

- Kathy Winckler raised the motion for voting on minutes. Guntharp opened the floor for comments or corrections to minutes. Warren Emmer accepted minutes and Genie Powers second.

- Warren Emmer proposed the FY ’04 budget for the Compliance Committee as $2,312.00. This includes conference calls and possible face to face meetings, as well as, possible mediation conference.

- Genie Powers announced the trainings in March to be in Orlando and Phoenix. Trainers for these sessions are Milt Gilliam, Don Blackburn and Ann Hyde who
are working to update and develop curriculum. A subcommittee is being formed to determine National Trainers. Discussion was raised as to how a state will make the decision on who to send to the training. Powers indicated that the state would make the decision to determine who would be a good trainer.

- Joe Kuebler is in discussion with the PPCAA with regard to some type of funding and that no decision has been made. Don Blackburn reminded committee of the January 20\textsuperscript{th} deadline to receive discounted rate.

- The issue of split states was raised and how the Commission would fund those. Kathie Winckler moved that the Commission would authorize only one from compact state, two where probation and parole are separate offices. Ben Martinez seconded the motion and motion carried. Warren Emmer proposed a condition that split states work cooperatively together and Guntharp agreed stating that would be addressed in training.

- Powers proposed the FY '04 budget for the Education and Training Committee as $121,659.00. This includes trainings and materials.

- Guntharp asserted a Technology update for next month. Don Blackburn proposed the FY '04 budget for the Technology Committee as $11,164.00. This includes four conference calls and one meeting. Guntharp indicated the work the Technology Committee has been doing and possibility of bringing in vendors to make presentations to get started this year with a nationwide tracking system.

- Kathie Winckler discussed the agenda and activity in the Rules Committee. Another Rules Meeting will be held January 9. Winckler proposed FY '04 budget as $1,980.00. This includes teleconference meetings and no in person meetings.

- Don Blackburn proposed the FY '04 budget for the Finance Committee in Hazel Combs’ absence as $100.00. This would cover conference calls.

- Guntharp explained the 27% direct charge from the Council of State Governments and the total budget for Committees as $199,224.90. Guntharp motioned for approval. Winckler motioned, Joe Kuebler second the motion and it was carried.

- Annual Report target date is set for the end of January. Blackburn announced that the Report would go to Legislators, Governors, and Judiciary. Blackburn asked for the number of copies to be given to each state. Winckler recommended 4 for each state, as well as, website posting. Report will remain brief.

- Blackburn announced states that have not paid dues to the Commission. Arizona, Nebraska has paid half waiting on parole side, New Mexico and New York is in process. Guntharp has sent letters to Governors for non-member states, only response was from Virginia who will be presenting legislation this coming session.
• Region representatives made updates. Kuebler announced nothing new to report for the South, asked for a conference call. Martinez had nothing new to add for the East. Ed Ligtenberg had nothing to report for the Midwest. Leo Lucey asked for a conference call for the West.

• Guntharp announced the April meeting for the Executive Committee. Agenda items to include Annual Report, Annual Meeting, Regional reports, Committee Chair reports, and Election in the fall.

• Blackburn presented the potential hotel sites for the Executive meeting and Annual meeting. Still in the process of dealing with the Westin in Denver and Swiss Hotel in Atlanta.

• Guntharp asked for any new business. Harry Hageman motioned to adjourn. Ed Ligtenberg seconded and Executive Committee adjourned at 12:30 pm EST.