Interstate Commission for Adult Offender Supervision
Executive Committee Meeting Minutes
January 8, 2008
11:00 a.m. EDT
WebEx

Members in Attendance:

1. Warren Emmer   Chair
2. Genie Powers   Vice-Chair
3. Scott Taylor   Treasurer
4. Rich Bitel     NY
5. Ann Clarke     SC
6. William Rankin WI
7. David Guntharp AR
8. Milt Gilliam   OK
9. Robert Guy     NC
10. Ken Merz      MN

11. Pat Tuthill   Ex-Officio

Guests

1. Sheryl Kinney

Members not in Attendance

1. Gary Tullock   TN
2. Dori Ege      AZ

Staff:

1. Harry Hageman
2. Ashley Hassan
3. Rick Masters   Legal Counsel
Call to Order

Chairman W. Emmer (ND) called the meeting to order at 11:01 am EDT. Ten out of twelve members were present. Quorum was established.

Approval of Agenda

Commissioner D. Guntharp (AR) made a motion to approve the agenda. Commissioner A. Clarke (SC) seconded. The agenda was approved.

Approval of Minutes

Commissioner D. Guntharp (AR) made a motion to approve the minutes from November 29, 2007. Commissioner G. Powers (LA) seconded. The minutes were approved.

Committee Reports

*Training & Education:* Commissioner A. Clarke (SC), Training Committee Chair, announced that the Training Committee had a meeting scheduled for January 22, 2008. At this meeting the following items would be discussed: PC hearing guidelines, reviewing/updating ICAOS forms, assisting Technology Committee in ICOTS training and reporting violations.

Commissioner A. Clarke informed the Committee about the upcoming WebEx and on-site trainings. The Training Committee completed the update of on-demand modules, training curriculums and Bench Book for judges.

*Technology Committee:* Commissioner D. Guntharp (AR), Technology Committee Chair, deferred discussion to Executive Director H. Hageman. H. Hageman informed the Committee about the new website usage statistics and changes of the ICOTS developing process.

*Compliance Committee:* Compliance Committee Chair, Commissioner R. Guy (NC) informed the Committee that the National Office would be sending out a draft of the Self-Assessment guide to the Compliance Committee members.

Commissioner R. Guy (NC) brought to the Committee’s attention the issue of states not having a state council or accurately reporting data collection statistics. It was agreed that
the Chair of Commission and the Chair of Compliance Committee would draft a letter addressing the mandate for states to have a state councils and accurately report numbers.

Commissioner R. Guy (NC) made a motion to draft letters signed by Chairman W. Emmer and himself to the states regarding state councils and data collection. Commissioner G. Powers (LA) seconded. The motion carried.

DCA Liaison: Commissioner M. Gilliam (OK), DCA Liaison Committee Chair, stated that the Committee was in process of collecting and evaluating DCAs issues.

Finance Committee: Commissioner S. Taylor (OR) informed the Committee about the upcoming Ad Hoc Finance Committee meeting on January 31, 2008, where the dues formula would be discussed.

Executive Committee Report: Chairman W. Emmer stated that the Ad Hoc Committee assigned to address the tribal reservations situation, was in the process of development.

Rules Committee: Commissioner W. Rankin (WI) informed the Committee about the Rules Committee meeting on December 20, 2007. They discussed the Ad Hoc Committee on Treatment Programs in other Jurisdictions and invited three commissioners who proposed the formation of this Ad Hoc Committee to join it.

The Rules Committee decided to make clarifications in Rule 3.101-3 as authorized by Rule 2.109 (k).

The Rules Committee’s and the Ad Hoc Committee’s meetings were scheduled to be held as one meeting on January 22, 2008.

Region Reports

East Region: Commissioner R. Bitel (NY), East Region Chair, informed the Committee about the East Region meeting that was held on December 10, 2007. The region discussed Rule 3.101-3 and its implementation. They had discussion on drafting a survey to learn how different probation offices handle the implementation of this rule.

Midwest Region: Commissioner K. Merz, Midwest Region Chair, informed the Committee about the Midwest region meeting on November 8, 2007. The primary discussions were 2007 annual meeting’s events, 2008 annual meeting’s agendas and a new proposed rule from Commissioner K. Pellant (KS).

Executive Director Report

Executive Director H. Hageman informed the Committee that the National Office was currently working on the funding opportunities for ICOTS implementation. He mentioned potential funding possibilities within the private sector.
Executive Director H. Hageman noted that as of the end of November 2007, ICAOS was operating at about 6.5% below its budget.

The Committee discussed the issue of the website’s forum administration. It was decided that the National Office would monitor all the postings and flag any items that require a chair’s attention.

Legal Counsel R. Masters noted the importance of disclaimer in all the forums to avoid future legal controversies. He was assigned to review the wording of the disclaimer.

**Victims Representative Report**

Victims’ Advocate P. Tuthill (FL) informed the Committee about the upcoming Victims’ Representative meeting on January 10, 2008.

**Legal Counsel Report**

Legal Counsel R. Masters informed the Committee about the training opportunities to the judiciaries in January and March, in Chicago, IL.

Legal Counsel R. Masters noted that he was encouraged by the number of Bench Book downloads.

**New Business**

The Committee discussed the Commissioner W. Theriault’s suggestions to develop risk based rules. The Committee agreed not to proceed with this issue at this time, as it had been previously addressed by the Commission.

Executive Director H. Hageman was assigned to inform Commissioner W. Theriault (ME) about the Committee’s decision.

**Old Business**

There was no Old Business.

**Adjourn**

Chairman W. Emmer (ND) made a motion to adjourn. Commissioner D. Guntharp (AK) seconded. Meeting was adjourned at 12:14 pm EDT.