Members in Attendance:
1. Ken Merz  Chairman, MN
2. Milt Gilliam  Vice-Chair, OK
3. Kevin Kempf  Treasurer, ID
4. Chris Norman  AL
5. Linda Janes  OH
6. Kathie Winckler  TX
7. Charlie Lauterbach  IA
8. Ed Gonzales  NM
9. William Rankin  WI
10. Pat Tuthill  Ex-Officio, FL

Members not in Attendance
1. Mike McAlister  NH
2. Dori Ege  AZ
3. Wayne Theriault  ME
4. Warren Emmer  Ex-Officio, ND

Guests
1. Regina Grimes  TX

Staff:
1. Harry Hageman
2. Rick Masters  Legal Counsel
3. Sam Razor
4. Barno Saturday
5. Kevin Terry
6. Mindy Spring
7. Xavier Donnelly

Call to Order
Commissioner K. Merz (MN) called the meeting to order at 2:02 pm EST. Nine voting members were present, establishing the quorum.

**Agenda**

**Commissioner K. Merz (MN)** suggested moving the *Victims’ Advocate Report* to the *Committee Reports* by P. Tuthill’s request. The agenda was approved by acclamation.

**Committee Reports**


*Technology Committee Report*: Commissioner K. Winckler (TX) presented her report to the Committee:

- The Release 8.0 was launched on January 13, 2010. It included performance tuning, load testing, monitoring tools and software upgrades.
- The Release 9.0 is scheduled for March 1, 2010 and will consist of Rule Amendments changes and the *submission NOA after NOD* fixes. The Committee reviewed the Statement of Work for the Release 9.0.
- Commissioner K. Winckler (TX) informed the Committee that the ICOTS Public Portal production version launched at [https://pwp.interstatecompact.org](https://pwp.interstatecompact.org). The Public Portal is scheduled to be launched on March 1, 2010. The National Office will contact compact offices to verify their contact information for the Public Portal.
- Two ICOTS technical assistance trainings conducted for New Mexico.
- Six ICOTS technical assistance trainings hosted for Texas, Georgia and Pennsylvania.
- At January 12th meeting with Appriss, the following items were requested to be added to the new contract:
  - Language documenting Statement of Work process
  - Language outlining project/program goals and timelines
  - ICAOS enhancement wish list
- Appriss will be drafting the language of the new contract and a subsequent meeting is planned for March 2010 to discuss the proposed language.
- The Committee reviewed External ICOTS Reports usage for November and December 2009.
- The Committee reviewed the support contact calls for December 2009.

**Minutes**

Commissioner C. Norman (NM) made a motion to approve the minutes from December 9, 2009. Commissioner K. Winckler (TX) seconded. The minutes were approved as drafted.

Commissioner C. Norman (AL) made a motion to approve the minutes from December 16, 2009. Commissioner K. Winckler (TX) seconded. The minutes were approved as drafted.

**Committee Reports**

*DCA Liaison Committee*: Commissioner C. Lauterbach (IA) is working on DCA region chair appointments. The DCA Liaison Committee will be working with the Training Committee in preparation to the DCA Training Institute.
**Finance Committee Report:** The Finance Committee will be meeting in the next few months. Commissioner K. Kempf (ID) expressed his appreciation towards P. Tuthill’s work.

Chairman K. Merz (MN) suggested the Ad Hoc Dues Committee consisted of the present Finance Committee members and other commissioners. Interested commissioners need to contact their region chairs.

**Victims’ Advocate Report:** P. Tuthill is working on an article for APPA on victims’ issues and ICAOS. She will be training at the APPA conference in August 2010.

The Committee discussed Clemmons’ case (WA). Commissioner K. Merz (MN) suggested referring all media requests to the National Office.

**Region Reports:**

*Midwest Region:* Commissioner L. Janes (OH) informed the Committee that the Midwest Region is meeting on January 27, 2010.

*West Region:* The West Region has not met since the last Executive Committee meeting. Commissioner E. Gonzales (NM) informed the Committee that the West Region is meeting in February 2010.

*South Region:* Commissioner C. Norman (AL) informed the Committee that the South Region has a meeting on January 21, 2010.

**Executive Director Report:** Executive Director H. Hageman presented his report to the Committee.
- Received annual dues payment from PR and IL
- 2010 Annual Business Meeting
  - ICJ Joint meeting option is no longer available.
- Distributed a summary of the incident reports for 2009. The National Office will distribute incident reports quarterly.
- BJA expressed an interest in partnering on a data exchange project.
- As of the end of November, operating expense are 2% under budget
- Established procedures for invoicing ICJ for work done under the MOU
- The Committee decided to explore the following cities for the ABM 2011
  - Montgomery, AL
  - Indianapolis, IN
  - Baltimore, MD
  - Norfolk, VA
  - Milwaukee, WI
  - Madison, WI
- Audit Program and Standards
  - All received comments have been addressed
  - Reviewed and approved by the Technology and Compliance Committees.
Commissioner K. Winckler (TX) made a motion to adopt the Audit Standards and Policy. Commissioner L. Janes (OH) seconded. The motion passed.

- K. Terry updated the Committee on the website redesign project. The project is two weeks behind the schedule.

**Legal Counsel Report:** Legal Counsel R. Masters informed the Committee about the recently posted Advisory Opinion 1-2009 that was issued by the East Region’s request.

Legal Counsel R. Masters informed the Committee about the Washington moratorium towards Arkansas transfers caused by the Clemmons case. The Committee discussed the case and the media attention associated with it.

**Old Business**
Executive Director H. Hageman informed the Committee that Puerto Rico has not appointed its commissioner yet, despite all the letters that were sent by the Executive Director to the Compact and the Governor offices. The matter was referred to the Compliance Committee for review.

Chairman K. Merz (MN) will be contacting Commissioner C. Lauterbach (IA) in regards to DCA voting rights in a standing committee. The issue is on the agenda for the next Executive Committee meeting.

**Adjourn**
Commissioner W. Rankin (WI) made a motion to adjourn. Commissioner C. Norman (AL) seconded. The motion passed.

The meeting adjourned at 3:43 pm EST.