Members in Attendance:
1. Milt Gilliam  Chairman, OK
2. Kevin Kempf  Vice-Chair, ID
3. Charlie Lauterbach  Treasurer, IA
4. Chris Norman  AL
5. Dori Ege  AZ
6. Gary Tullock  TN
7. Kathie Winckler  TX
8. Mark Cadotte  OR
9. Kim Madris  NV
10. Pat Tuthill  Ex-Officio, FL

Members not in Attendance:
1. Scott McCaffery  ME
2. Mike McAlister  NH
3. Sara Andrews  OH

Guest:
1. Edward Gonzales  NM
2. Ethel White  TX
3. Regina Grimes  TX

Staff:
1. Harry Hageman
2. Sam Razor
3. Rick Masters  Legal Counsel
4. Barno Saturday
5. Kevin Terry
6. Mindy Spring
7. Xavier Donnelly
Call to Order
Chairman M. Gilliam (OK) called the meeting to order at 2:03 pm EST. Nine voting members
were present, establishing a quorum.

Agenda
Commissioner D. Ege (AZ) moved to approve the agenda as drafted. Commissioner M.
Cadotte (OR) seconded. Agenda approved.

Minutes
Commissioner K. Winckler (TX) requested removing “agreed with S. Andrews and” from the
first sentence of the fourth paragraph on p 4.

R. Masters requested to change the word “recuse” to “recused” in first sentence of the second
paragraph on p 4.

Commissioner K. Winckler (TX) suggested changing McAlister’s motion on p.5 to “moved to
have Legal Counselor draft a policy for Executive Committee members recusal themselves when
involved in an incident.”

Commissioner G. Tullock (TN) moved to approve the minutes from January 10, 2012 as

Discussion
Rules Committee: Commissioner G. Tullock (TN) informed the Committee that the Rules
Committee will be meeting this week to discuss an amendment to Rule 3.101 regarding veterans’
mandatory transfer for medical treatment.

Commissioner G. Tullock (TN) was appointed as the Assistant Commissioner of the Tennessee
Department of Corrections. He will request to serve as the commissioner for ICAOS at least until
the ABM 2012.

Training Committee Report: Commissioner D. Ege (AZ) presented her report to the Committee.

Training Stats
• 2012 Amendment Training – 42 states attended
  o Jan 11th
  o Jan 18th

• Mini-Trainings – Significant Violations, Violent Offenders/Absconders (*Debuted
  December 20th with good feedback*) & PC Hearings
  o January 24th (71 attendees), 25th (74 attendees) & 26th (67 attendees)
  o February 7th (82 attendees), 8th (76 attendees) & 9th (80 attendees)

Upcoming Trainings
• General Rules
  o March 7th
March 22nd
- Mini-Trainings – Significant Violations & Violent Offenders/Absconders
  - March 20th & 21st
- Training and Technical Assistance Trainings
  - Texas
  - Florida

Work in Progress
- New ICOTS demos
- New learning management software
- Curriculum & On demand updates for Amendments effective March 1, 2012
- 2012 ABM training preparations
- Jail Administrator Training – H. Hageman and M. Spring are working on curriculum.

DCA Liaison Committee Report: Commissioner K. Madris (NV) will contact M. Gilliam in regard to reaching out to commissioners to join the DCA Liaison Committee.

Technology Committee Report: Commissioner K. Winckler (TX) presented her report to the Committee.
- ICOTS Releases
  - Release 17.0 – Rule amendment release, scheduled for February 29, 2012
- ICOTS RFP
  - Went out for bid on Monday February 13, 2012 to 10 vendors and 9 different sites. The responses are due on March 16, 2012. The RFP is available to view on the Commission’s website.
- JusticeXchange MOU
  - Waiting for Appriss to return a signed copy
- APPA Grant – Fusion Center Data Exchange
  - SEARCH is working on a hosting plan with the APPA.
- ICOTS Help Desk
  - 212 tickets were created in January, a 5% increase from December
  - 16 pending tickets are currently awaiting resolution or documentation as a known bug by Appriss.
- Public Web Portal had 1,021 clicks in January (a 23% increase from December)
- ICAOS Website
  - All website pageviews:
    - January: Over 91,000 (+17% from December)
  - Mobile pageviews:
    - January: Over 2,100 (+10% from December), which accounts for 3% of all website traffic

Compliance Committee Report: The Compliance Committee will be meeting in March 2012.
Finance Committee Report: Commissioner C. Lauterbach (IA) stated that the Commission is operating 4.7% under budget for this year. The Commission invested another $20K in the Council of State Government’s long term investment portfolio.

Executive Committee Report: Chairman M. Gilliam (OK) asked the Committee members to email him any agenda items they would like to discuss at the face-to-face meeting in April 2012.

Region Reports:
East Region: The East Region meeting was rescheduled for Tuesday, Feb 28, 2012.

South Region: Commissioner C. Norman (AL) stated the South Region met on January 19, 2012. The Region did not constitute a quorum and had discussion on various items that were happening at their states.

Midwest Region: There is nothing to report.

West Region: Commissioner M. Cadotte (OR) stated the West Region has not met since the last Executive Committee meeting. The next meeting is scheduled for February 21, 2012.

Executive Director Report
Executive Director H. Hageman presented his report to the Committee.
- Recent commissioners’ appointments:
  - Received appointment letters for
    - Kim Schwant (KS)
    - Nancy Ware (DC) and
    - Jule Cavanaugh (WI)

Commissioner Vacancies
- West Virginia – In the process of filling the position

Compliance Audits
- Nine of 14 audits will be complete as of the end of February. Improvements are seen in many states when compared to the last year’s audit.

Advisory Opinion Request
- Two requests for legal opinion –
  - Posted 1-2012
  - Commissioner Ege (AZ) requested clarification with regard to the language in the amended version of Rule 3.105 that states “Offender’s planned release from a correctional facility.”

Complaints and Investigations
- OH and TX
Beasley’s case review is ongoing. The National Office received reports from both TX and OH.

- MN vs. GA
  - MN complained an offender was in MN without transferred supervision. The GA judge dismissed the offender’s supervision and as a result resolved the compliant.
- AZ vs. GA
  - Complaint involved lack of a warrant being issued. The states were able to resolve the issue.
- WA vs. ID
  - Complaint involved lack of a warrant being issued. The states were able to resolve the issue.
- WA vs. GA
  - We are still waiting for investigative reports regarding the Wiggin’s case from WA.
- GA Corrective Action Plan
  - Sent to the Executive Committee for review; discussed during old business.

Legislation and Media Attention
- The sponsor of the TN legislation to withdraw TN from the Compact is withdrawing her bill thanks to Commissioner G. Tullock.

Other
- Bureau of Justice Statistics requested some ICOTS information to complete its annual Probation and Parole survey.
- All but five states have reported their state council’s membership as it is required by the ICAOS State Council Policy.
- 2013 ABM Site Selection – based on the attendees’ feedback from the last couple of years, the National Office searched for a venue in a large city in the East Region. The tops five proposals are – Pittsburgh (PA), Philadelphia (PA), Baltimore (MD), and two hotels in Boston (MA).

Commissioner K. Kempf (ID) moved to choose Pittsburgh (PA) as the first option and Cambridge Boston (MA) as the second option for possible ABM 2013 locations. Commissioner G. Tullock (TN) seconded. Motion passed unanimously.

Victims’ Representative Report: Victims’ Representative P. Tuthill sent a letter to Victims’ Representatives to let them know about the upcoming rule changes and to provide with ABM 2011 feedback.

Legal Counselor Report: Legal Counselor R. Masters presented his report to the Committee:
- The Advisory Opinion 1-2012 was posted on the website.
- Commissioner D. Ege (AZ) requested an Advisory Opinion with regard to a new Rule 3.105 (a) - submitting a completed transfer request for transfer of a paroling offender to a receiving state.
• ID and WA dispute – a local ID judge did not want to issue an NCIC Compact warrant being concerned that the county needs to bear all the retaking cost for this offender. The issue was resolved.

Commissioner G. Tullock (TN) plans to discuss D. Ege’s request for an advisory opinion at the upcoming Rules Committee meeting.

**Old Business**

**GA Corrective Action Plan:** Commissioner D. Ege (AZ) noted she had problems with getting a hold of GA commissioner.

Executive Director H. Hageman stated that Georgia is going through some structural changes intended to fix the communication problem.

**Commissioner G. Tullock (TN) moved to accept the Corrective Action Plan from Georgia dated Jan 27, 2012. Commissioner C. Lauterbach (IA) seconded.**

**Commissioner M. Cadotte (OR) proposed an amendment “Georgia is required to submit periodic updates to the Compliance Committee.”**

**Motion passed unanimously.**

**Training Pilot – Texas:** The Committee reviewed revisions to the Technical and Training Assistance Policy by D. Ege. The revision was proposed as a result of the successful Texas Training Pilot.

**Commissioner D. Ege (AZ) moved to amend the ICAOS Technical and Training Assistance Policy as proposed. Commissioner M. Cadotte (OR) seconded. Motion passed unanimously.**

**Excluding SSN from Transfer Request:** Commissioner K. Winckler (TX) suggested removing the optional SSN filed in ICOTS to prevent possible identity theft issues.

**Commissioner K. Winckler (TX) moved to remove SSNs from the records for newly enroller offenders in ICOTS and not require the SSN for any purpose in the future. Commissioner G. Tullock (TN) seconded.**

Legal Counselor R. Masters stated that this motion requires no Rules changes.

Commissioner D. Ege (AZ) stated that the motion requires changes in ICOTS. She pointed out that the motion is unclear.

Commissioner C. Norman (AL) believes that the SSN is the main identifier for offenders.

**Commissioner K. Winckler (TX) withdrew the motion.**
Commissioner K. Winckler (TX) moved that the National Office along with the Legal Counsel and the Executive Committee members research the use of SSN numbers for ICAOS purposes and report back at the April meeting. Commissioner G. Tullock (TN) seconded. Motion passed unanimously.

Adjourn
Commissioner G. Tullock (TN) moved to adjourn. Commissioner M. Cadotte (OR) seconded. The meeting adjourned at 3:30 pm EST.