Members in Attendance:
1. Milt Gilliam  Chair, OK
2. Charles Lauterbach  Treasurer, IA
3. William Rankin  WI
4. Chris Norman  AL
5. Mike McAlister  NH
6. Ed Gonzales  NM
7. Ben Martinez  PA
8. Dori Ege  AZ
9. Pat Tuthill  Ex-Officio
10. Ken Merz  Ex-Officio

Guests:
1. Ethel White  TX
2. Regina Grimes  TX

Members not in Attendance
1. Wayne Theriault  Vice-Chair, ME
2. Sara Andrews  OH
3. Kathie Winckler  TX

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

Call to Order
Chair M. Gilliam called the meeting to order at 2:03 p.m. EST. Eight voting members were present, a quorum was established.
Chair M. Gilliam informed the Committee that W. Theriault will not attend the meeting.

**Approval of Agenda**
Commissioner E. Gonzales (NM) moved to approve the agenda. Commissioner W. Rankin (WI) seconded. Agenda approved.

**Approval of Minutes**
Commissioner C. Norman (AL) moved to approve the minutes from February 8, 2011. Commissioner E. Gonzales (NM) seconded. Minutes approved as drafted.

**Discussion**
*Rules Committee Report:* Commissioner W. Rankin gave an overview of the face-to-face Rules Committee meeting that took place in Phoenix, AZ on February 17, 2011.

At the meeting, the Committee approved 9 proposals for posting on the Commission Forum for comments. The proposals will be available until July 1st. Commissioner W. Rankin asked region chairs to encourage their states to comment on the proposals.

The Rules Committee also reviewed violation report, reply format and probable cause hearing waiver.

*Technology Committee Report:* Executive Director H. Hageman presented the Technology Committee report to the Committee.

- H. Hageman and S. Razor attended the APPA information sharing work group on Orlando, FL.
- Data sharing survey:
  - 30 states responded (52%)
  - 4 out of 30 states share offender information with a private vendor
  - 60% were against and 40% were for sharing offender information with a private vendor
- Appriss contract update:
  - We have reached an agreement on the new language

Commissioner E. Gonzales (NM) made a motion to extend Appriss contract for 1 year. Commissioner W. Rankin (WI) seconded. Motion passed.

- In the next 12 months, SEARCH along with the National Office will put together an RFP to find a new vendor.

X. Donnelly informed the Committee that Release 12.0 was launched on February 23, 2011 and included the following issues:
  - Issues introduced in releases 11A, 11B, & 11C
  - Issues pushed out of 11 releases based on our priorities

Approved on 4/12/2011.B.S.
The Committee reviewed external ICOTS reports usage chart and Support Contacts for the last month.

The Committee reviewed ICAOS website statistics.

*Training Committee Report:* D. Ege presented the Training Committee report:

- Revamp Rules Training (WebEx)
- Rules Trainings scheduled
  - February 14 & 15 (165 attendees)
  - March 9 & 10
  - March 29 & 30
  - April 13 & 14
- Mini Sessions April (Rules & ICOTS)
  - Rose Ann Bisch (MN) & Kari Rumbaugh (NE)
- Materials Posted March 1, 2011
  - Bench book
  - Power Points
  - Updated Rules PPT
  - On Demand Modules
  - Training Bulletin on Supervision Definition
- Monthly On-Demand Usage 2010-2011

*Compliance Committee Report:* The Compliance Committee will be meeting in the upcoming months.

*Finance Committee and Ad Hoc on Dues Formula Report:* Commissioner C. Lauterbach informed the Committee that all states paid their dues. The Commission is 8% under the budget for the year.

The Ad Hoc Committee on Dues Formula met on February 24, 2011 to discuss the Executive Committee decision on its motion. The Ad Hoc Committee made another motion to write the final report and include the Committee ideas that were generated throughout the year.

*Executive Committee Report:* Chairman M. Gilliam (OK) continues to work on finding a chair for the DCA Liaison Committee. Vice-Chair W. Theriault volunteered to chair this Committee.

The Committee reviewed the charter of the Ad Hoc Committee on Risk Assessment. The Ad Hoc Committee will have the following members: Chair Sara Andrews, OH; Keven Pellant, KS; Jane Seigel, IN; Leann Bertsch, ND; Patrick McGee, MD and Genie Powers, LA.

*East Region:* The East Region did not meet since the last Executive Committee meeting. Massachusetts is in the process of appointing the commissioner. Virgin Islands have not appointed its commissioner yet.

*South Region:* The South Region will meet on March 17, 2011.
West Region: The West Region will meet in the upcoming months.

Executive Director Report: Executive Director H. Hageman presented his report to the Committee.

- Signed the lease for the Chevy Chase Plaza Offices and established the moving date - March 19, 2011.
- Testing helpdesk software
  o X. Donnelly will take over the help desk duties by June 1st.
- ASCA requested to become an Ex-officio for the Compact. The request received no support from the Committee.
- Spring face-to-face meeting will take place on Wednesday, May 25, 2011 in Lexington, KY.
- New Commissioners
  o J. Wall, MA
  o K. Thomas, SC
- Commissioner vacancies
  o VA
  o UT
  o HI
  o VI
- The Committee reviewed the CSG Research project on number of transferred offenders requested by the TN State Council. Executive Director H. Hageman will present the results at TN State Council’s next meeting.
- Completed 33 Compliance Audits
- Public Records Request:
  o Georgia requested voting results from the ABM 2010.
- The Committee reviewed Html Rules Project presented by K. Terry. The project will be launched by the end of March. The Committee had many positive comments regarding the project.
- Received two incident reports from AZ.
- Survey
  o Officer’s uniform survey requested by NJ
  o Ad Hoc on Victims’ Issues survey
  o Technology Committee – sharing offender records with a private vendor

Victims Representative Report: P. Tuthill presented her report to the Committee:

- Survey has been launched. The Ad Hoc on Victims Issues will review the results at its next meeting and determine the next survey group.
- P. Tuthill thanked the Commission for sending her to the APPA award ceremony.

Legal Counselor Report: Legal Counselor R. Masters presented his report to the Committee.

Commissioner W. Rankin (WI) moved to go into Executive Session. Commissioner D. Ege (AZ) seconded. Motion passed.
Commissioner C. Norman (AL) moved to exit the Executive Session. Commissioner M. McAlister (NH) seconded. Motion passed.

Commissioner W. Rankin (WI) made a motion for the General Counselor to take actions if needed toward the Stanton’s case, seconded by Commissioner E. Gonzales (NM). Motion passed.

The Rules Committee attached a legal memorandum to the Complete Transfer proposal from the East Region. The Commission does not have the authority to adopt this rule. Commissioner W. Rankin spoke with R. Maccarone about the situation, and R. Maccarone was still interested in moving forward with his proposal.

Chairman M. Gilliam, B. Martinez and W. Rankin will meet to discuss and add this issue to the next East Region meeting’s agenda.

Adjourn
Commissioner W. Rankin (WI) made a motion to adjourn. Commissioner M. McAlister (NH) seconded. The motion passed.

The Committee adjourned at 3:22 pm EST.