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

Members in Attendance:

1. Warren Emmer  Chair, ND
2. Scott Taylor  Treasurer, OR
3. Gary Tullock  TN
4. Rich Bitel  NY
5. Dori Ege  AZ
6. Ann Clarke  SC
7. William Rankin  WI
8. Milt Gilliam  OK
9. Robert Guy  NC

Guests

1. Anne Precythe  NC

Members not in Attendance

1. David Guntharp  AR
2. Ken Merz  MN
3. Genie Powers  Vice-Chair, LA
4. Rick Masters  Legal Counsel
5. Pat Tuthill  Ex-Officio

Staff:

1. Harry Hageman
2. Ashley Hassan
3. Sam Razor
4. Xavier Donnelly
5. Barno Saturday
6. Kevin Terry
7. Mindy Spring

Call to Order

Chairman W. Emmer (ND) called the meeting to order at 11:00 am EDT. Nine out of twelve members were present. Quorum was established.

Approval of Agenda

Commissioner R. Bitel (NY) made a motion to approve the agenda, Commissioner S. Taylor (OR) seconded. The agenda was approved.

The Committee discussed the change in the process of making hotel arrangements for attendees at the Annual Business Meeting; attendees will now make their own reservations.

The Committee discussed the 2009 annual business meeting locations: Reno (NV), St. Louis (MO), Tampa (FL) and Nashville (TN).

Commissioner S. Taylor made a motion to pursue the order of preference for the ABM 2009 sites as it was discussed at the previous meeting. Commissioner W. Rankin (WI) seconded. The motion was approved.

Approval of Minutes

Commissioner A. Clarke (SC) made a motion to approve the minutes from January 8, 2008. Commissioner D. Ege (AZ) seconded. The minutes were approved.

Committee Reports

Rules Committee: Commissioner W. Rankin (WI) informed the Committee that the Rules Committee met on January 22, 2008 to approve its 2008-2009 business calendar.

The Committee drafted a memo for commissioners regarding submission of rule proposals deadline, which is January 31, 2009.

Rule 3.101-3 and Rule 3.103 revisions were posted under Rule 2.109 (k) and took effect on February 17th, 2008.

The Rules Committee has participated in the Ad Hoc Committee on Treatment in Other Jurisdictions meetings. The Ad Hoc Committee met on January 22 and March 10, 2008.

Chair W. Rankin (WI), Commissioner W. Pulliam (VA) and Commissioner P. Quander (DC) drafted two threads on neighboring states expediting transfer procedures without
complete relocation that were posted for a discussion on the Commission’s website. Three responses from outside committee members were received.

Commissioner W. Rankin (WI) mentioned about the neighboring states expediting transfer procedures without complete relocation survey’s results that had received 38 responses. The Ad Hoc Committee will meet on March 27, 2008 to discuss its final report.

Commissioner W. Rankin (WI) sent out invitations to fill out Rules Committee vacancies. The Rules Committee will meet again in April 2008.

Training & Education Committee: Commissioner A. Clarke (SC) informed the Committee about the on-site trainings in Chicago, District of Columbia, Anchorage and San Antonio.

Commissioner A. Clarke (SC) gave an overview of the on–demand usage statistics by quarter. She mentioned that the next Training Committee meeting is scheduled for March 13, 2008.

Technology Committee: MIS Project Manager S. Razor informed the Committee about the ICOTS project progress:

- ICOTS Workgroup met to discuss the ICOTS screen shots on March 6, 2008 in Lexington, KY.
- The following states were chosen to be pilot states: Kentucky, Ohio, Indiana, North Dakota, North Carolina and Arkansas.
- Third milestone was discussed on the status meeting with Appriss on February 25, 2008.
- Appriss will deliver a Training Package which includes training materials, user manual and online flash-based training.
- The toolkit was released on February 15, 2008.
- Subsequent releases: 1.1 Release and 2.0 Release

Compliance Committee: Commissioner R. Guy (NC) informed the Committee about the upcoming face-to-face meeting scheduled for April 8-10, 2008 in Lexington, KY.

Commissioner M. Walsh (MA) was appointed as a vice-chair of the Committee.

DCA Liaison Committee: Commissioner M. Gilliam (OK) informed the Committee that the DCA Liaison members were working on sorting and arranging the data collected at the ABM 2007. The Committee plans to meet in the upcoming months.

Finance Committee: Commissioner S. Taylor (OR) gave an overview of the Ad Hoc Finance Committee meeting on January 18, 2008.

Currently the Commission is operating at 6% under budget.
Executive Committee: Chairman W. Emmer (ND) informed the Committee members about the positive results on the Executive Director H. Hageman’s performance review.

Region Reports

East Region: Commissioner R. Bitel (NY) mentioned that Maine, New Hampshire and Vermont face some budgetary issues. The East Region will meet again in April/May 2008.

South Region: Commissioner G. Tullock (TN) reported on South Region’s non-compliant states. South Region will work on the state council issue.

West Region: Commissioner D. Ege (AZ) informed the Committee about the upcoming region’s meeting on March 11, 2008. Commissioner D. Ege (AZ) spoke about the non-compliant letter.

The Committee discussed the Four Corners meeting initiatives.

Executive Director Report

Executive Director H. Hageman presented the Executive Director’s report:

- State Council and data collection follow up notice improved data collection effort without resorting to enforcement.
- The Massachusetts Advisory Opinion 1-2008 is completed.
- The National Office continues working on the agenda for ABM: in-service and commissioners’ trainings.
- The National Office received no response from BJA on the financial assistance request.
- Best Practices publication launched
- Executive Director H. Hageman and Assistant Director A. Hassan attended Juvenile Compact Meeting in Savannah, Georgia to give presentations on ICOTS and the adult compact trainings.
- Site visit to Reno (April 3) and St. Louis (March 19)
- H. Hageman and S. Razor are invited to participate in IEPD sponsored by APPA.
- On-demand legal modules are scheduled to launched on March 17, 2008
- The National Office is developing state council and board orientation manuals.

Adjourn

The Committee adjourned at 12:23 pm EDT.