Members in Attendance
1. Warren Emmer
2. Genie Powers
3. Scott Taylor
4. Dori Ege
5. Ken Merz
6. Ann Clarke
7. William Rankin
8. Milt Gilliam
9. Robert Guy (ex-officio)
10. Pat Tuthill (ex-officio)

Staff
1. Don Blackburn
2. Ashley Hassan
3. Mindy Spring
4. Xavier Donnelly
5. Kelli Price
6. Kevin Terry
7. Sam Razor
8. Nicole Smith
9. Rick Masters

- The meeting was called to order at 11:02 a.m. Eight of twelve members were present, establishing a quorum.
- W. Emmer asked the Committee to consider moving the Victim’s Representative Report to the top of the agenda. With that in mind, A. Clarke made a motion to approve the agenda. S. Taylor seconded. Agenda approved.
- K. Merz made a motion to approve the minutes from February 20, 2007. G. Powers seconded. Minutes approved.

Victims Representative Report
P. Tuthill discussed the Victim’s Representative meeting held February 22, 2007. She stated that there were nine members present, and detailed upcoming trainings that she has scheduled.

Committee Reports

Rules Committee
- W. Rankin discussed the face-to-face meeting held February 27, 2007 and stated that the committee reviewed and took action on about 35 proposals. He indicated that there was a great deal of discussion around Rules 3.103 and 4.111, which were referred to the Rules Committee by the Commission without direction. He also gave a brief overview of the method for compiling justifications and cross-checking proposals against other rules.
- W. Rankin stated that the Committee would hold a meeting on April 3, 2007 to take a final look at rule proposals and justification, and would post those proposals for comments within a day of the meeting.
- W. Rankin stated that he had received a report from D. Blackburn regarding rules referring to the electronic system which verified that the language for all rules referencing that system do not use the term “NACIS”.

Training Committee
- A. Clarke discussed the trainings that have taken place since the last Executive Committee meeting. She also detailed the new on-demand trainings that have been added to the website.
- She stated that the Training Committee would be holding a meeting on March 22, 2007.

Technology Committee
- D. Blackburn stated that the Committee has scheduled a meeting the following week with a potential vendor, and detailed what information was to be discussed at that meeting.

Compliance Committee
- W. Emmer stated that Vice-Chair W. Theriault had chaired the last Compliance Committee meeting.
- D. Blackburn stated that W. Theriault asked the Compliance Committee to review the responses from Texas and Pennsylvania, and that there was discussion around the letters received from Arizona and New Mexico regarding additional problems with Texas.
- D. Blackburn stated that Texas Commissioner K. Winckler had called W. Theriault regarding the letters from Arizona and New Mexico. R. Masters stated that it was his opinion that additional complaints and allegations could not be made a part of the original complaint which is being addressed by the Committee. He did indicate that the Committee can examine the content of those letters and use them as the basis for additional action.
• D. Blackburn stated that the Committee was to talk about action plans at the face to face meeting to be held in May. He also indicated that W. Theriault did a good job chairing the meeting in the absence of L. Lucey.

DCA Liaison Committee
• M. Gilliam discussed the Committee’s first meeting, held on March 9, 2007. He indicated that the Committee established goals and objectives, and discussed DCA involvement in the Commission and training.
• He indicated that the Committee had a goal of looking at the Rules Committee proposals and making comments, and stated that the Committee wanted to hold regional teleconferences.
• M. Gilliam stated that he was recommending strongly that the Executive Committee make a financial commitment to bring DCAs to the 2007 Annual Business meeting.
• D. Blackburn stated that the Executive Committee has not formally approved money for this purpose, and that the issue was on the agenda for the May face to face meeting.

Finance Committee
• S. Taylor stated that his committee had not met since the last Executive Committee meeting.
• S. Taylor stated that the Commission is ahead of its budget.
• D. Ege asked if Michigan had paid its dues. W. Emmer asked if the Commission’s dues were up to speed. A. Hassan stated that Michigan and California had not yet paid, and that New York has an odd fiscal year so the Commission has not received its dues although she expects payment in the next couple of months.

Sex Offender Ad Hoc Committee
• R. Guy discussed the face to face meeting scheduled for March 27 and 28, 2007.
• He discussed adding J. Seigel to the committee and indicated that she would be attending the meeting at her own expense. He also stated that all members would be attending.
• He discussed the possibility of using the issue to look into grant money for the automated system, and stated that the goal of the Committee is to get in front of the issue before state laws get ahead of the Commission.

Executive Committee
• W. Emmer stated that the new chair of CSG is also from North Dakota, and added that he, D. Blackburn, and R. Guy are trying to leverage access to money from the federal government.
• He described contact he has had with BJA and with the International Police Chiefs.
• He discussed the process for the Executive Director’s performance review, stating that he would like all members of the Committee to share what issues they would
like discussed. He stated that he would then develop a review based on the CSG template. He asked that any issues or kudos be sent to him via email.

**Regions**

**South Region**
- G. Tullock was not present to present.

**East Region**
- M. Walsh was not present to present.

**Midwest Region**
- K. Merz indicated that his region was meeting the following week.
- He stated that he had forwarded the email from Dori on behalf of the West Region regarding the definition of supervision. He stated that G. Tullock shared some of his concerns.
- W. Emmer stated that she had discussed the private prisons issue with G. Tullock.
- D. Ege stated that she was having similar issues in Arizona.
- K. Merz stated that Minnesota brings those prisoners back to Minnesota before their release so they are released in Minnesota.

**West Region**
- D. Ege stated that her region would meet April 10, 2007. She discussed the last meeting held in February, and stated that the region had asked her to email the other region chairs regarding unsupervised transfers and the definition of supervision.
- W. Emmer discussed the short timeline for region reports during the May face to face Executive Committee meeting. He asked that all region chairs submit their reports in writing.
- B. Rankin asked what the due date would be. D. Blackburn stated that it would be April 5, 2007, one month before the meeting. D. Ege stated that her region did not meet again until after that date. W. Emmer changed the due date to April 17, 2007.

**Executive Director Report**
- D. Blackburn gave an overview of the Legal Advisory Group’s activities. He stated that Advisory Opinion 16-2006 had been reissued, and that Advisory Opinion 17-2006 had been sent to the Executive Committee.
- He stated that the group was examining two outstanding issues: unsupervised cases (requested by Idaho) and federal subsidized housing (requested by New Jersey).
- He updated the Committee on training, upcoming meetings, and dues.
- S. Razor discussed the data collection and online reporting module.

**Legal Counsel Report**
- R. Masters discussed the arbitration with Softscape, Inc., including the timeline for proceedings.
• He also stated that the hearing is scheduled for August 8, 2007 at 9:00 a.m., and that it could last up to four days. He stated that he believed the issue would be resolved before the 2007 Annual Business Meeting.

**New Business**

• M. Gilliam stated that he was in the middle of an ACA audit. He discussed the new standards and stated that he would make a recommendation regarding them at the May meeting.

• W. Emmer asked that M. Gilliam work with D. Blackburn on this issue and give the Committee guidance in May.

• W. Rankin stated that his proposal regarding audit standards is being discussed by the Compliance Committee.

• **W. Rankin made a motion to adjourn. S. Taylor seconded. Meeting adjourned at 11:52 a.m.**