Members in Attendance:
1. Ken Merz    Chairman, MN
2. Milt Gilliam Vice-Chair, OK
3. Chris Norman AL
4. Sara Andrews OH
5. Dori Ege    AZ
6. William Rankin WI
7. Charlie Lauterbach IA
8. Wayne Theriault ME
9. Ed Gonzales  NM
10. Pat Tuthill Ex-Officio, FL

Members not in Attendance:
1. Kevin Kempf Treasurer, ID
2. Kathie Winckler TX
3. Mike McAlister NH

Guests:
None

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

Call to Order
Commissioner K. Merz (MN) called the meeting to order at 2:04 p.m. EDT. Nine out of twelve voting members were present, establishing the quorum.

Agenda
Commissioner K. Merz (MN) approved the agenda as presented by acclamation.
Minutes
Commissioner E. Gonzales (NM) made a motion to approve minutes from March 31, 2010. Commissioner W. Theriault (ME) seconded. The motion passed.

Opening Remarks
Commissioner K. Merz (MN) welcomed Commissioner S. Andrews (OH) to the Executive Committee and complimented her appointment.

Committee Reports

Rules Committee Report: Commissioner W. Rankin (WI) reported the Rules Committee met on April 15, 2010 to discuss normal business and the proposed Memorandum of Understanding with The Federal Bureau of Probation. The Committee agreed due to the infrequency of issues and questionable legality of Memorandum of Understandings, the Rules Committee does not support pursuing at this time. The Committee will meet again on Thursday, May 20, 2010.

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

Rules Training
- April 5 & 6 (78 attendees)
- April 19 & 20 (48 attendees)
- April 28 & 29 (39 attendees)
  - Upcoming
    - May 25 & 26
    - June 9 & 10
- TTA for Michigan (3 sessions) Mindy will facilitate ICOTS users
- TTA for Florida (9 sessions) requested use and will facilitate ICOTS and Rules
  - ICAOS materials to be used for consistency

Monthly On-Demand Usage
- The Training Committee reviewed on-demand usage by month noting the norm of spikes during rules activity and decrease during summer months.

In the Works
- ICOTS Training Bulletin for re-submittals
- DCA Training Institute
  - August 9-11 in Kentucky
  - Preliminary Agenda Drafted
    - Information published on the website registration, await the Hilton hotel online registration
- ICOTS WebEx Training
  - One hour mini sessions
- Commissioner Training for ABM in October

Technology Committee Report: Xavier Donnelly (ICAOS) reported on behalf of Commissioner K. Winckler (TX). The Committee reviewed the following:

ICOTS Performance
- Slow ICOTS performance was reported by several states May 10-13.
Meetings
• The Committee met on April 7 and May 5, 2010.

ICOTS Releases
• Release 9.5 – 3/24/2010
  o Repaired email notifications for progress reports to both sending and receiving
    state users.
  o Timeout issues evolving around JavaScript resolved.
• Release 10.0 - 5/26/2010
  o Release pushed back one week to accommodate two additional application
    servers and will include:
    ▪ Edit offender demographics (name, DOB, state ID, SSN, photos).
    ▪ Edit/Change offender special statuses (sex offender, victim sensitive, and
      history of violence).
    ▪ Move compact case from one offender to another.
    ▪ Remove criminal cases for withdrawn RFRIs, TREQs, and OVRs (PDFs, criminal
      cases tab, etc).
    ▪ Fix sex offender status/history displaying incorrectly on PDFs.
• Release 11.0 – Aug/Sept 2010
  o Contract negotiations may push release back to Nov 2010 and increase the
    scope (all remaining outstanding items).
  o 11.0 will include the following:
    ▪ Offender Residences.
    ▪ Address more than one primary residence.
    ▪ Fix primary residence populating incorrectly on PDFs.
    ▪ Resolve residence information being over-written on old compact
      activities.
• Performance Monitoring
  o Signed agreement with third party vendor to perform load testing on ICOTS
    after release 10.0.

Public Web Portal Usage
• April average daily use of 4.9 is a slight increase over 4.1 in March and is expected to
  increase going forward.

Commission W. Rankin (WI) questioned the method of notification to the potential users.
Executive Director H. Hageman clarified Victim’s Representative, P. Tuthill, issued
notices to victim’s affiliate national organizations. Notification was also included in
newsletters and compact search links.

Victim’s Representative, P. Tuthill, agreed to issue a reminder and ask affiliates to reach
out to their states and suggested a public press release.

External ICOTS Reports
• Seven new external reports now available on the ICAOS reporting:
  o Notice of arrivals submitted
Incoming activities on outgoing cases
- Active offenders by receiving state
- Active offenders by sending state
- Transmitted activities summary
- Supervision end dates by receiving state
- Supervision end dates by sending state

- New reports were either requested often or previously run for some states on a regular basis.
- Usage of reports has substantially increased and is expected to continue increase.

*Report Support Calls for National Office and Appriss*
- In summary the calls have remain steady and relatively unchanged for the last three months.

Commissioner D. Ege (AZ) questioned the status of the Technology Sub-Committee “wish list” features upon completion of the releases.

Executive Director H. Hageman clarified the list was updated prior to Appriss new contract negotiations. The enhancements are to be included in the new contract and implemented over a three year period.

Chair Merz questioned the inclusion of items listed related to Washington legislators and federal funding. Executive Director H. Hageman clarified expansion to the web service would require a separate contract.

**Compliance Committee Report:** Executive Director H. Hageman reported on behalf of Commissioner M. McAlister (NH) that Puerto Rico has not replied to the request to appoint a Commissioner. The Committee agreed to have the Compliance Committee present a formal recommendation to the Executive Committee.

**DCA Liaison Committee Report:** Commissioner C. Lauterbach (IA) reported that the DCA Liaison Committee and the Training Committee will conduct a joint meeting on May 26 in preparation for the 2010 DCA Training Institute in August. Commissioner C. Lauterbach (IA) informed the Committee that Sid, HI requested that either Shawn (DCA in NV) or Rudy be appointed to represent the West Region when he cannot attend meetings due to physical therapy appointments.

**Finance Committee Report:** Executive Director H. Hageman reported that the National Office Staff retirement system contributions are positioned to increase by six percent impacting the approved budget. The total budget appears to be unaffected, however a revised budget may need to be presented to the Executive Committee for a second approval prior to the Annual Business Meeting to reflect the category revisions.

**Executive Committee Report:** Chairman K. Merz (MN) reported the Ad Hoc Committee on Dues has been appointed comprising members from all regions and a large state. Commissioner K. Kempf, Treasurer (ID) and Commissioner M. Gilliam, Vice-Chair (OK) will co-chair the Committee.
Region Reports:

East Region Commissioner W. Theriault (ME) informed the Committee that the East Region convened a meeting on April 22 with a full agenda; however, a quorum was not established. The May 12 was cancelled due to an emergency and re-scheduled for May 27.

Midwest Region Commissioner S. Andrews (OH) reported the Midwest Region has a meeting scheduled the first week of June.

South Region Commissioner C. Norman (AL) reported the South Region met April 22. The Region discussed the proposed rule amendments submitted by Florida; however, no action was taken as a quorum was not present. All states reported good information working towards the upcoming audit. Commissioner C. Norman (AL) reported Alabama passed an application fee bill for $75.

West Region: Commissioner E. Gonzales (NM) reported that the West Region met May 4 with a quorum. The Region forwarded two recommendations to Chairman K. Merz (MN) to serve on the Ad Hoc Committee on Dues. The Region discussed three violations and will follow up with Commissioner D. Ege (AZ) Training Committee Chair. The Region also discussed Commissioner Training and Probation Compliant. The next meeting is scheduled for July 14.

Commissioner E. Gonzales (NM) requested the National Office to research the impact of the Washington Bill 5288 on the Interstate Compact.

R. Masters, Legal Counsel, responded he is researching and will submit an opinion to the Committee.

Executive Director Report: Presented by Executive Director H. Hageman

State Council Policy

- Responses to the letter from the Executive Chair to the State regarding state council policy continue to be received. Executive Director H. Hageman reported the responses from: NM, IL, LA, ME, VT, NJ DC, WV and no response from DE or PR.
- R. Masters, Legal Counsel, contacted Puerto Rico regarding the appointment of a Commissioner. Should there be no response by May 20, the issue will go before the Compliance Committee for a recommendation.
- Maine State Council: Commissioner W. Theriault (ME) clarified the intent of Maine to separate the Adult and Juvenile Councils.

Audit Program Pilots

- WI and NM audits are complete. FL and UT have indicated an interest in the Pilot Program.
ICJ JAD Sessions

- ICJ continues with the development of a national system similar to ICOTS and requests the continued assistance of Assistant Executive Director, S. Razor.
- ICAOS invoiced ICJ in the amounts of: $2,302.50 in February and $1,672.50 in March.

National Office Update

- 2011 Annual Business Meeting in Montgomery Alabama
  - Administrative and Logistics Coordinator B. Saturday continues to negotiation the contract and the hotel has responded favorably.
- Appriss Contract Negotiations
  - The final draft is near completion for a one year contract with two years renewal.
  - The desired enhancements are incorporated in the contract to be implemented over the next three years.
  - ICAOS is requesting a performance monitor standard.
  - The substance issues are resolved what remains is to clean up the language and develop a final draft. K. Winckler (TX) is currently reviewing and suggested to propose no more than a 2% cost increase over the next three years.
- APPA’s BJA Grant
  - A grant application was submitted to BJA for funding to expand the ICOTS web services to include alerts to various agencies and/or exchange data.
- US Representative Jay Inslee
  - Representative J. Inslee introduced legislation relative to the Washington issues. ICAOS wrote Mr. Inslee a letter to consider ICAOS a part on the global advisory board. In addition, ICAOS requested monies in related future bills to be appropriated for funding and enhancing ICOTS.
- 2011 Annual Dues
  - Invoices were issued and payments are being received.
- Commissioner Appointments
  - Assistant Executive Director, S. Razor is reviewing appointment letters to clarify appointments prior to the Annual Business Meeting in October.
- Conferences
  - APAI Georgia - Executive Director, H. Hageman attending.
  - APPA Florida – Commissioner Ann Precysthe (FL) will attend this winter.

Victims Representative Report: Victims’ Representative P. Tuthill (FL) had nothing to report.

Legal Counsel Report: presented by R. Masters, Legal Counsel

Puerto Rico

- R. Masters, Legal Counsel, updated the Committee on Puerto Rico. The Compliance Committee Chair M. McAlister (NH) will report recommendations at the next meeting.

Appriss Contract

- Language for the new Appriss contract is near completion and will continue to work with the National Office and Technology Committee Chair K. Winckler (TX) to finalize a contract.
NY Proposal

- R. Masters, Legal Counsel, plans to assist the East Region in their next meeting as they consider New York’s rule proposal on complete transfer.

Ad Hoc Committee on Violations and Retaking

- R. Masters, Legal Counsel, attended the Ad Hoc Committee on Violations and Retaking meeting in Oklahoma and reported the meeting to be productive. Commissioner and Chair M. Gilliam will report specifics to the Executive Committee.

Washington Bill

- R. Masters, Legal Counsel, intends to evaluate with the new Washington Legislator, Scott Blonien, former assistant Attorney General, prior to issuing the Executive Committee a formal opinion.

- Chair K. Merz (MN) questioned the substance of the bill. R. Masters, Legal Counsel, summarized the bill outlines the classification of offenders similar to the California legislation. Executive Director H. Hageman awaits details of the CA statute from DCA Frank Torres (CA).

OLD Business

Ad Hoc Committee on Violations and Retaking

- Commissioner and Chair M. Gilliam (OK) expressed his sincere appreciation to the Committee for their service.
- The Committee met May 4-5, 2010, in Oklahoma City, OK, to address issues surrounding violations and retaking.
- The Committee agreed ICOAS rules should be amended and recommends the following:
  - Define violent crime, violent offenders, and warrant
  - Rule 3-107 Transfer Request
  - Rule 4-109 Violation Reports
  - Rule 4-109-2 Absconding Violation
  - Rule 5-101 Retaking by the Sending State
  - Rule 5-102 Mandatory Retaking for a New Felony Conviction
  - Rule 5-103 Mandatory Retaking for Violation of Conditions of Supervision
  - Rule 5-103-1 Mandatory Retaking for Offenders Who Abscond
  - Rule 5-103-2 Mandatory Retaking for Offenders and Violent Crimes

Commissioner M. Gillam (OK) made the motion to refer the recommendations on rule changes of the Ad Hoc Committee on Violations and Retaking onto the Rules Committee for consideration at the 2010 Annual Business Meeting. D. Ege (AZ) seconded. The motion passed.
ABM 2010 Agenda

Executive Director H. Hageman reported the agenda has been amended to accommodate the proposed rule changes to be presented to the Commission floor and to allow additional time to entertain Commissioner issues from the floor.

Commissioner K. Merz (MN) requested to the Executive Director to forward the proposed agenda to the Executive Committee and the Committee will final during the June meeting.

New Business
There was no new business.

Adjourn
Commissioner D. Ege (AZ) made a motion to adjourn. Commissioner S. Andrews (OH) seconded. The motion passed. The meeting adjourned at 3:23 p.m. EDT.