Interstate Commission for Adult Offender Supervision
Executive Committee Meeting Minutes
June 10, 2014

2:00 pm ET
WebEx

Members in Attendance:
1. Milt Gilliam   Chairman, OK
2. Sara Andrews  Vice-Chair, OH
3. Charlie Lauterbach  Treasurer, IA
4. Chris Norman   AL
5. Dori Ege       AZ
6. Mike McAlister NH
7. Jane Seigel    IN
8. Chris Moore    GA

Members not in Attendance:
1. Michael Potteiger PA
2. Anne Precythe  NC
3. Cathy Gibson-Beltz NE
4. Anmarie Aylward WA
5. Pat Tuthill    Ex-Officio
6. Rick Masters   Legal Counsel

Guests:
1. R. Grimes      TX

Staff:
1. Harry Hageman
2. Sam Razor
3. Barno Saturday
4. Mindy Spring
5. Kevin Terry
6. Xavier Donnelly

Call to Order

Approved on 07/08/2014. B.S.
Chairman M. Gilliam (OK) called the meeting to order at 2:01 pm ET. Eight voting members were present, establishing the quorum.

**Agenda**
Commissioner S. Andrews (OH) moved to approve the agenda. Commissioner J. Seigel (IN) seconded. Agenda approved as presented.

**Minutes**
Commissioner S. Andrews (OH) moved to approve the minutes from April 8, 2014. Commissioner M. McAlister (NH) seconded. Minutes approved as written.

**Discussion**
*Rules Committee Report:* Commissioner J. Seigel (IN) stated that the Rules Committee met on April 16th to discuss proposals that did not pass at the last ABM meeting, retaking rules issues, and Rule 3.107(a)(12). The Committee will meet again on July 9.

*Training Committee Report:* Commissioner D. Ege (AZ) stated that the Training Committee met on April 3rd. The Training and DCA Liaison Committees had a joint meeting on May 8.

**Training Committee News**
- Finalizing training curriculum/agenda for ABM
- Working on curriculum for violation report review for compact staff
- Publishing Training Bulletin on Rule 3.107(a)(12)

**Training Stats**
- On-demand-Last 30 days
  - Over 155 unique attendees
- WebEx Trainings-May
  - Approximately 280 participants
- Iowa Trainings-Statewide Onsite
  - Six locations-Approximately 200 participants

**Upcoming Trainings**
- General Rules (3 hrs) July 23
- Eligibility (90 min) July 24
- Mandatory Retaking for Sign Violations July 29
- Mandatory Retaking for Felony or Violent Crimes & Absconders July 30
- Probable Cause Hearing July 31

*DCA Liaison Committee Report:* Commissioner C. Moore (GA) stated that the DCA Liaison Committee and the Training Committee met to discuss the ABM curriculum and agenda.

*Compliance Committee:* Commissioner M. McAlister (NH) stated that the Compliance Committee has not met since the last Executive Committee meeting.

Approved on 07/08/2014. B.S.
Finance Committee Report: Commissioner C. Lauterbach (IA) stated that the Commission is 1.5% over the budget for FY2014 due to additional projects: unbudgeted ad hoc meetings, ICOTS modifications, legal fees, etc. The national office expenses are 9.2% under the budget.

The CSG long term portfolio has $13.6% return.

Region Reports:
East Region: The East Region has not met since the last Executive Committee meeting.

South Region: The South Region will meet on July 16, 2014.

West Region: New West Region chair is Commissioner Anmarie Aylward (WA).

Midwest Region: The Midwest Region will meet on June 18, 2014.

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

Commissioners:
NM has a new commissioner – Roberta Cohen.

Complaints, Conflict Resolution and Misc:
The national office receives calls indicating states are misinterpreting Rule 3.107 (a) (12). The Training Committee is working on the training bulletin that will provide the necessary clarification.

Dues:
Thirteen states have paid their dues.

Compliance Audits:
H. Hageman and M. Spring visited MD to review their compliance audit. MD is due to submit a corrective action plan within 30 days.

LA and DC are requested to submit a correction action plan.

The national office is preparing for the FY 2015 compliance audits.

Technology:
The national office along with the workgroup and Appriss worked on the design for the ICOTS enhancements. The cost proposal will be available for the July meeting.

X. Donnelly is working on the data exchange with the FBI’s N-DEx program.

VA and CT are working with Appriss on developing a data exchange with their state systems.

Approved on 07/08/2014. B.S.
Other:

The national office is in the initial stages of drafting the annual report.

S. Razor attended a Vine Advisory Board meeting to discuss the Commission’s victim notification project.

The ABM registration email will go out as soon as the agenda is approved.

The committee chairs need to submit their Docket book report by June 30.

H. Hageman will take personal time off next week.

Legal Counsel Report: Executive Director H. Hageman informed the Committee that the national office received the dues checks from Puerto Rico.

Commissioner S. Andrews (OH) moved to go into executive session to discuss pending litigation with California. Commissioner C. Moore (GA) seconded. Motion passed.

Commissioner S. Andrews (OH) moved to exit the executive session. Commissioner J. Seigel (IN) seconded. Motion passed.

The national office will email the CA response to the Executive Committee for review.

Old Business

AD Hoc on Border Issues: Commissioner S. Andrews (OH) stated that the ad hoc Committee met on April 22 to discuss the results of the survey and to formulate recommendations for the Commissions consideration.

Recommendation

1. The Committee recommends against amending the rules to provide a waiver to the transfer process.

2. Rule 3.102(c) provides an accommodation for offenders employed in the receiving state, however because of the language in Rule 3.101-3(c) it is not clear whether or not the employment accommodation applies to sex offenders. The Committee recommends that the Rules Committee further clarify the language.

3. Rule 3.102(c): The Committee recommends considering expanding the employment exception to include medical appointments, job interviews, housing search, and other necessities.

4. Dual supervision cases: in some cases, one of the requests for reporting instructions is approved and the other one is denied. The Committee recommends that the Commission
consider a change to the rules that would eliminate the potential for conflicting results, when requesting reporting instructions for dual supervision cases.

5. Although there are a few exceptions, generally the rules do not permit an offender to be in the receiving state until reporting instructions are issued. The Committee recommends that the Commission consider changes to the rules that would allow the sending state to issue travel permits to offenders to allow them to be in the receiving state for limited time, i.e. a job or housing search, medical appointments and treatment, schooling, family emergencies, etc.

6. The Committee recommends that all compact offices establish the practice of paying closer attention to rejected request for reporting instructions involving offenders in border jurisdictions. Survey respondents expressed a concern that requests for reporting instructions are often refused for flimsy reasons that are not in the spirit of the compact.

7. Respondents to the survey believe that many of the issues involving border jurisdictions are the result of lack of training and communication. The Committee recommends that the Commission use a portion of its technical assistance fund to seed the development of model or best practice programs that promotes multi-jurisdictional training and communication programs.

8. The Committee recommends publicizing existing programs that promote multi-jurisdictional training and communication programs.

9. The Committee recommends that the Commission develop training programs specific to the needs of border jurisdictions.

The national office will email a copy of the final report to the Executive Committee for review.

ABM Workgroup: Commissioner S. Andrews (OH), Commissioner D. Ege (AZ), and Commissioner C. Moore (GA) met via WebEx and discussed the ABM agenda. The Committee reviewed the presented agenda.

Commissioner D. Ege (AZ) suggested inviting an offender from OK to speak during the 1-3pm session on Wednesday.

The Committee discussed deciding on the Dashboard sharing options during the Technology Committee report at the General Session.

Commissioner S. Andrews (OH) insisted the Committee chairs providing the “forward thinking verbal report” during the Committee Reports.

Commissioner M. Gilliam (OK) suggested including the ABM Workgroup report under the Committee Reports.

Approved on 07/08/2014. B.S.
Commissioner S. Andrews (OH) moved to accept the proposed ABM agenda. Commissioner C. Moore (GA) seconded. Motion passed.

KS Correction Action Plan: The Committee reviewed the Correction Action Plan (CAP) submitted on March 31, 2014 by Kansas. The state offers statewide trainings and is on its way to complete its CAP.

ICAOS Survey Policy: The Committee reviewed the ICAOS Survey Policy written by the national office.

Commissioner S. Andrews (OH) moved to approve the ICAOS Survey Policy. Commissioner D. Ege (AZ) seconded. Motion passed.

Adjourn
Commissioner S. Andrews (OH) moved to adjourn. Commissioner C. Moore (GA) seconded.

The meeting adjourned at 3:07 pm ET.