Interstate Commission for Adult Offender Supervision
Executive Committee Meeting Minutes
July 9, 2013
WebEx

Members in Attendance:
1. Milt Gilliam   Chairman, OK
2. Sara Andrews   Vice-Chair, OH
3. Charlie Lauterbach   Treasurer, IA
4. Dori Ege   AZ
5. Cathy Gibson-Beltz   NE
6. Jane Seigel   IN
7. Chris Norman   AL
8. Mike McAlister   NH
9. Kim Madris   NV
10. Kathie Winckler   TX
11. Rick Masters   Legal Counsel

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

Members not in Attendance:
1. Cheryl Marlow   HI
2. Scott McCaffery   ME
3. Pat Tuthill   Ex-Officio, FL

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

Approved on 8/26/2013.B.S.
Call to Order
Chairman M. Gilliam (OK) called the meeting to order at 2:01 pm ET. Nine voting members were present establishing the quorum.

Agenda
Commissioner C. Norman (AL) moved to approve the agenda. Commissioner S. Andrews (OH) seconded. Agenda approved as written.

Minutes
Commissioner C. Norman (AL) moved to approve the minutes from June 11, 2013 as written. Commissioner J. Seigel (IN) seconded. Minutes approved.

Discussion
Rules Committee Report: Commissioner J. Seigel (IN) stated that the Rules Committee comment period ended on Friday, June 7. The Rules Committee reviewed the comments and finalized justifications at its face-to-face meeting on June 12, 2013 in Indianapolis, IN.

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

ABM Training will focus on the proposed rule amendments.

Training Stats
- Ondemand-Last 30 days
  - Over 150 unique attendees
- General Rule
  - June 18th (21 attendees)
- Mini-Trainings
  - Eligibility for Transfer & Reporting Instructions June 19th (23 attendees)
  - Significant Violations June 25th (41 attendees)
  - Violent Offenders/Absconders June 26th (21 attendees)
  - Probable Cause Hearing June 27th (37 attendees)

Upcoming Trainings
- Resume in September

DCA Liaison Committee: Commissioner K. Madris (NV) will present the DCA Region meeting concept and the mentoring program at the upcoming Annual Business Meeting. The Committee is working on developing criteria for region DCA chairs. These chairs will be nominated by their region.

Commissioner K. Madris (NV) inquired if the DCA Liaison Committee needs to assign a mentor for the new DCA from California, since the Commission is in litigation with this state.

The DCA Liaison Committee will meet again on July 25, 2013.

Technology Committee Report: Commissioner K. Winckler (TX) presented her report to the Committee:

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ICOTS Help Desk
- 176 tickets were created in June 2013, a 17% decrease from May 2013
- 17 known ICOTS issues are documented in the Knowledge Base

Public Web Portal had 977 clicks in June 2013, a 3.3% increase from May 2013.

ICAOS Website
- All website visits:
  - June 2013: Over 34,000
  - Down 15% from May 2013
- Mobile visits:
  - June 2013: Over 5,600
  - About the same as May 2013
  - Accounted for 16.4% of all website traffic

Violation Report Enhancement ICOTS Release
- Only one or two minor issues are being investigated as possible bugs
- Some recent statistics compared to the same period a year ago:

Compliance Committee Report: The Compliance Committee has not met since the last Executive Committee meeting.

Finance Committee Report: Commissioner C. Lauterbach (IA) stated that the Commission is in good financial health with expenses running 8% under budget for this fiscal year. The long-term investment portfolio is performing well.

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

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

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

Commissioners Changes/Vacancies
- KS – new commissioner - Kathleen Graves, Deputy Secretary of Community Corrections and Field Services
- KY - Tim Carmen resigned on May 1, 2013
- CO – vacant since June 30, 2013
- AR – commissioner’s vacancy
- CA – Mario Fox is the new commissioner from CA

Media
- A Denver TV station contracted with an Indianapolis station to conduct an announced interview with Commissioner Hand at the rules committee meeting.
Oregon’s local news agency requested the number of sex offenders on compact supervision.
- The Oregonian Newspaper requested a special report regarding the number of sex offenders transferred in and out of Oregon and the number of violations committed by sex offenders. The office billed them $75.00 for the time it took to prepare the report.

Other
- H. Hageman attended the NSA conference and had the opportunity to network with quite a few Sheriffs and jail administrators, but the workshop was poorly attended.
- The invitations to register for the Boston ABM went out in the first week of June and there are 62 people registered as of last week
- S. Razor is working on the second draft of the annual report
- H. Hageman and S. Razor are still working with the FBI on their request for a data exchange with N-Dex
- The Fusion Center Project is still in the test phase while they work out glitches and finalize the governance document.
- The victim notification project is still on schedule for August release.
- Twenty states paid the FY 2014 Dues.
- In June the national office completed compliance audits for CO, LA, MT, NJ, and RI.
- Billed ICJ $2,084.00 for services for June
- H. Hageman contacted Donna Lyons at the National Conference of State Legislators about the Senator Darrington’s vacancy.

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

Legal Counsel R. Masters attempted to contact Mr. Tamara, Legal Counsel to Governor of the US Virgin Islands with no results.

Commissioner C. Gibson-Beltz (NE) moved to send a 30 day notice to the U.S. Virgin Islands indicating that if they do not take action to appoint a state council within the 30 days the Commission will file a law suit with the court. Commissioner D. Ege (AZ) seconded.
Commissioner J. Seigel (IN) made an amendment to include the timeline of communication between the U.S. VI and the Commission and that to have a state council was a requirement since the U.S. VI has joined the Compact.

Motion passed unanimously.

Legal Counsel R. Masters mailed a letter to AK Commissioner regarding their state council. The deadline to response is August 1, 2013.

Legal Counsel R. Masters will get in touch with Commissioner Madris regarding the training for new DCA of CA.

Legal Counsel R. Masters contacted Thomas Wine, chief felony prosecutor in Jefferson County, KY who agreed to participate in the panel at the Annual Business Meeting in Boston, Massachusetts.

Legal Counsel R. Masters is working with MA DCA E. McDermott on the third panelist’s name for the ABM panel.

Legal Counsel R. Masters advised the Committee to go into the executive session to discuss California’s default.

Commissioner C. Norman (AL) moved to enter an executive session. Commissioner C. Gibson-Beltz (NE) seconded. Motion passed.

Commissioner C. Norman (AL) moved to exit the executive session. Commissioner K. Madris (NV) seconded. Motion passed.

Old Business

Commissioner D. Ege (AZ) reported an ICOTS report issue to the Executive Committee. The current notice of departure report does not include notices of departure when the offender is returning to the sending state.

Commissioner D. Ege (AZ) moved to request a price estimate for including the notice of departure for a returning offender in the ICOTS report. Commissioner J. Seigel (IN) seconded.

The National Office will research the possibility of adding this functionality to the external reports at no cost to the Commission.

Motion withdrawn.

Adjourn
Commissioner C. Gibson-Beltz (NE) moved to adjourn. S. Andrews (OH) seconded.
The meeting adjourned at 2:56 pm ET.