Members in Attendance:
1. Ken Merz        Chairman, MN
2. Milt Gilliam    Vice-Chair, OK
3. Sara Andrews    OH
4. Chris Norman    AL
5. Ed Gonzales     NM
6. William Rankin  WI
7. Dori Ege        AZ
8. Kathie Winckler TX
9. Kevin Kempf     Treasurer, ID
10. Pat Tuthill    Ex-Officio, FL

Members not in Attendance:
1. Wayne Theriault ME
2. Mike McAlister  NH
3. Charlie Lauterbach IA

Guests:
1. Ethel White (TX)

Staff:
1. Harry Hageman
2. Rick Masters, Legal Counsel
3. Sam Razor
4. Barno Saturday
5. Xavier Donnelly

Call to Order
Commissioner K. Merz (MN) called the meeting to order at 2:01 p.m. EDT. Nine out of twelve voting members were present. A quorum was established.

Agenda
Commissioner K. Merz (MN) approved the agenda by acclamation.

Minutes
Commissioner D. Ege (AZ) made a motion to approve the minutes from June 8, 2010. Commissioner E. Gonzales (NM) seconded. The minutes were approved as written.

**Opening Remarks**
Chair K. Merz (MN) opened the floor to the Committee Chairs for reports.

**Committee Reports**

**Rules Committee Report:** The Rules Committee met in May and approved the rules proposals as submitted by the Ad hoc Committee on Violations and Retaking. The proposals were posted for comments on the ICAOS website; no comments were received so far. The Rules Committee will be meeting on August 19, 2010.

Commissioner D. Ege (AZ) suggested sending out a reminder to the Commission two weeks prior to the deadline (August 9th).

**Training Committee Report:** Commissioner D. Ege (AZ) reported the following:

- **Rules Training**
  - June 9 & 10 (77 attendees)
    - Upcoming
      - July 27 & 28
      - August 17 & 18
  - ICOTS Training for State Administrators
    - Offender Management
      - June 22 & 23
      - 11 Compact offices DID NOT attend
        - CA, GA (Probation), LA, MD, MT, NH, NJ, OR, RI, VI, PR
  - Training Bulletin for re-submittals published
  - DCA Training Institute
    - 3rd Joint meeting
      - Finalizing agenda and curriculum
  - ICOTS WebEx training
  - Commissioner Training for ABM
    - Working on curriculum

**Technology Committee Report:** Commissioner K. Winckler (TX) reported the following:

- Release 11.0 is scheduled for August/September 2010. The contract negotiations may push this release back and increase the scope (all remaining outstanding items)
- 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
  - Technical assistance
    - 3 ICOTS offender management trainings conducted via WebEx (state administrators)
• 1st Performance load test on 6/10
  – Sized for less than 300 concurrent users
  – Appriss is planning a software upgrade in July to fix a queuing problem

• Commissioner K. Winckler and the National Office staff will be meeting with Appriss on July 15th to discuss latest contract draft.

• Enhancement request ER2010-13 (AZ) was approved
  – Rename ‘created by’ user for specialized CAR-PR

• Approved motion for Appriss to add a link to PWP on VINE website
  – Contingent upon improved performance

Commissioner W. Rankin (WI) made a motion that the Executive Committee has no objection for Appriss to add a Public Portal link to the VINE website. Commissioner M. Gilliam (OK) seconded. The motion passed.

The Committee reviewed the Public Portal usage, external ICOTS reports usage for Nov, 2009 –June, 2010 and support contact data for last four months.

Finance Committee Report: Chairman K. Kempf (ID) reported:
  • Commission is 15.9% under the budget. The Ad Hoc Dues committee will be meeting on July 15, 2010.

Executive Committee Report: Chairman K. Merz informed the Committee that he would not run for the second term in the upcoming elections.

Region Reports:
East Region Chairman K. Merz reported:
  • The East Region has problems with constituting a quorum. The region meeting was rescheduled for August 5 at 10:00 am EDT.

South Region Commissioner C. Norman (AL) reported:
  • The South Region will be meeting on August 5, 2010 at 2:00 pm EDT.

Midwest Region Commissioner S. Andrews (OH) informed the Committee that the Midwest Region will be meeting on August 18, 2010.

West Region: Commissioner E. Gonzales (AZ) reported:
  • The West Region will be meeting on July 14, 2010.

Executive Director Report: Presented by Executive Director H. Hageman:
  • The Audit Standards were revised

Commissioner D. Ege (AZ) made a motion to approve the revisions for the Audit Standards. Commissioner C. Norman (AL) seconded. The motion passed.
• ABM 2010 Registration is now available on the Commission website. The National Office would like to limit the number of WebEx sessions during the World Equestrian Games (9/25-10/10) due to the office’s proximity to the location of the games.

**Victims Representative Report:** Presented by Victims Representative P. Tuthill (FL)

- Victim Issues Ad Hoc Committee
  - members:
    - Suzanne Elwell MN
    - Anne Seymour Justice Solutions
    - Denise Giles ME
    - Dan Levy AZ - waiting for confirmation
    - Pam Levine FL
    - Commissioner S. Blonien WA
  - Requested to cover members’ expenses to attend a face-to-face meeting during the annual business meeting.
  - 1 face-to-face meeting and 2 WebEx meetings

Assistant Director S. Razor on behalf of Chairman K. Merz will email commissioners asking them to serve on the Ad Hoc on Victims Issue Committee and requesting them to respond by August 1\textsuperscript{st}, 2010.

P. Tuthill was asked to provide testimony at public hearing on Aug 18 at APPA Victim Issues on victim notification and issues surrounding offenders released on parole and probation. This will serve as basis for ad hoc committee work. P. Tuthill informed the Committee that APPA will pick up some expenses, and requested to cover the remainder of the expenses.

**Commissioner D. Ege (AZ) made a motion to cover Victim’s Representative P. Tuthill’s expenses that are not covered by APPA at the APPA Training Institute. Commissioner M. Gilliam (OK) seconded. The motion passed.**

**Legal Counselor**
The Committee discussed the advisory opinions AO 2-2010, AO 3-2010 and AO 4-2010. Legal Counselor R. Masters will make suggested by Committee changes to AO 2-2010 and AO 4-2010. The National Office will email them to the Executive Committee members for review before sending them out to the rest of the Commission.

**Old Business**
The Committee discussed the agenda for the upcoming 2010 Annual Business Meeting.

**Adjourn**
Commissioner S. Andrews (OH) made a motion to adjourn. Commissioner C. Norman (AL) seconded. The meeting adjourned at 3:38 pm EDT.