INTERSTATE COMMISSION FOR ADULT OFFENDER SUPERVISION
EXECUTIVE COMMITTEE

Tuesday, August 8, 2006
11:00 a.m. (EST)
Web Conference

Committee Members in Attendance
1. H. Hageman
2. David Guntharp
3. Mike DePietro
4. Ann Clarke
5. Ken Merz
6. Pat Tuthill (ex-officio)
7. Milt Gilliam
8. Warren Emmer
9. Dori Ege
10. Robert Oakes
11. Genie Powers

Committee Members Not in Attendance
1. Joe Kuebler

Staff
1. Don Blackburn
2. Ashley Kenoyer
3. Xavier Donnelly
4. Whitney Hall
5. Kelli Price
6. Kevin Terry
7. Sam Razor
8. Rick Masters
Call to Order

- H. Hageman called the meeting to order at 11:00 a.m. EST in D. Guntharp’s absence. Eight of the eleven committee members were present, establishing a quorum.
- D. Ege moved and A. Clarke seconded the approval of the July 11, 2006 Minutes for this meeting as amended.
Motion passed.

Executive Director’s Report

- D. Blackburn presented a PowerPoint presentation updating the Committee on the National Office.
- D. Blackburn discussed the Draft Agenda for the 2006 Annual Business Meeting.
- The Region Chairs discussed changing the meeting time for the Region Meetings on October 3, 2006. The chairs agreed that two hours should be sufficient time to meet.
- A. Clarke asked if there were specific agendas for the region meetings yet.
- D. Blackburn announced that he met with Senator Hatch in UT about Federal probation and future funding opportunities.
- D. Blackburn welcomed Sam Razor as the newest member of the National Office Staff.
- D. Blackburn stated that CSG has given the National Office an additional conference room, giving the office the ability to remodel the office space to accommodate new staff members.
- D. Blackburn went over the Advisory Opinions coming into the National Office.
- Discussion of DCAs requesting Advisory Opinions.
- D. Blackburn stated that when DCAs request Advisory Opinions, he replies to them and asks that the request come from the Commissioner.
- H. Hageman said that he feels the process is too informal.
- D. Ege concurred with the comment by H. Hageman. She stated that DCAs ask for Advisory Opinions when they are simply arguing with another DCA over a case and not over a question regarding a rule.
- D. Blackburn stated that the Advisory Opinions create consistency immediately throughout the US that can help interpretation of the Rules.
- R. Masters stated that he and D. Blackburn are careful to do only Advisory Opinions that are necessary.
- The Committee agreed that requests for Advisory Opinions be formally submitted and accepted only by written letter from a Commissioner.
Motion passed.

Rules Committee

- M. Gilliam stated that he is still working on Rule Amendment Justifications and they will be prepared by August 18, 2006.
- M. Gilliam added that the Committee is getting prepared for the Annual Business Meeting.

Training Committee
• A. Clarke stated that D. Blackburn presented at the APPA Summer Institute in Chicago. She added that D. Blackburn conducted training for the Utah State Council.
• A. Clark said that D. Blackburn will be training at the Florida State Council Meeting and he will be presenting with P. Tuthill at the NOVA Conference.
• A. Clarke added that Missouri has been doing trainings on WebEx.
• A. Clarke also stated that D. Blackburn will be doing trainings next week via WebEx.

Technology Committee
• In the absence of J. Kuebler, D. Blackburn presented on behalf of the Technology Committee.
• D. Blackburn announced that the Commission has received UAT test scripts.
• D. Blackburn added that we are working with a new Project Manager at SoftScape.
• D. Blackburn stated that we anticipate beginning UAT testing Aug. 28, 2006.
• D. Blackburn explained that in the second stage of UAT will include to the Master Trainers. Then it goes back to SoftScape with any changes that we want. He added that Softscape is shooting for a finished product by September 18, 2006.

Compliance Committee
• W. Emmer apologized for missing the July Executive Committee Meeting.
• W. Emmer stated that the Committee met in June and reviewed Complaint 1-2006 OH v. PA and 2-2006 OH v. TX. He stated that the Committee made recommendations that are stated in the Investigative Reports for these Complaints.
• W. Emmer said that both the Commissioners from Pennsylvania and Texas have sent him letters in response.
• W. Emmer stated that the response to the Investigative reports will be brought before the Compliance Committee.

Finance Committee
• G. Powers announced she and A. Kenoyer have been working on the final results from last year’s budget and the FY ‘07 budget for approval at the 2006 Annual Business Meeting.

East Region
• M. DePietro stated that the East Region is planning to have a meeting August 24, 2006 to discuss a new East Region Chair.
• M. DePietro said that he is going to put pressure on the East Region Commissioners to be present in order to find a replacement for him.
• M. DePietro thanked D. Blackburn, A. Kenoyer and the National Staff for their cooperation and help while he has been Commissioner. Also, he thanked D. Guntharp and the Executive Committee for their cooperation. M. DePietro wished M. Gilliam and W. Emmer luck in running for the Chair of the Executive Committee.
• M. DePietro stated his hopes for keeping experienced commissioners on the Executive Committee.
• H. Hageman thanked M. DePietro and wished him the best in retirement on behalf of the Executive Committee.

South Region
• R. Oakes said that his region has not had another meeting since the last Executive Committee.
• R. Oakes said that their Region will be discussing Border State Issues as they have recently been forming a committee on the subject.

**Midwest Region**
• K. Merz stated that he hopes to have another meeting before the Annual Business Meeting.

**West Region**
• D. Ege announced that the West Region met on July 18, 2006 and discussed Border State issues, Compliance issues, and nominations for new officers.
• D. Ege stated that they have one Commissioner from the West running for an office.
• D. Ege said that the West Region will not meet again until the Annual Business Meeting in October 2006.

**Victims’ Representatives**
• P. Tuthill said that D. Blackburn will be joining her on August 24, 2006 to present at the Annual NOVA Conference in Orlando, FL.
• P. Tuthill stated that she has been encouraging the state Victims’ Representatives to go to the Annual Business Meeting 2006.
• P. Tuthill added that she is working on setting up a quarterly Victims’ Representatives Meeting in September 2006.

**Legal Counsel**
• R. Masters said that the Advisory Opinions have been a good way to clarify Rules.
• R. Masters stated that the Commission will be spending more time on Compliance than on Rules at the 2006 Annual Business Meeting. He stated that this shows that the Commission is spending more time on interpreting the Rules than changing them.
• R. Masters said that he has been working with PPCAA on receiving funds relating to the MOU between the Commission and PPCAA.
• R. Masters added that he is going to the Juvenile Compact Meeting to address them concerning their ongoing development. He added that he hopes they can learn from the experience of the Adult Compact.
• R. Masters said that he will be in attendance at the Four Corners Meeting. He said that he planned to be at the meeting as a resource person.
• D. Guntharp asked for R. Masters to clarify the MOU.
• R. Masters stated that the MOU is an agreement on using the funds to pay for the transportation and attendance expenses of the Deputy Compact Administrators at the Annual Business Meeting 2006. He added that any excess funds will be given to the Interstate Commission.

**Adjourn**
• R. Oakes moved and W. Emmer seconded the motion to adjourn.
• Motion passed. Meeting adjourned at 11:43 a.m. EST.