INTERSTATE COMMISSION FOR ADULT OFFENDER SUPERVISION

EXECUTIVE COMMITTEE
TELECONFERENCE MEETING

Tuesday August 9, 2005
11:00 a.m. (EST)

1-888-387-8686 Room # 7389593

Committee Member in Attendance

1. David Guntharp
2. Milt Gilliam
3. Harry Hageman
4. Joe Kuebler
5. Ed Ligtenberg
6. Ann Hyde
7. Dori Ege
8. Ben Martinez
9. Genie Powers

Committee Members not in Attendance

1. Warren Emmer
2. Pat Tuthill (ex-officio)

Staff

1. Don Blackburn
2. Ashley Kenoyer
3. Mindy Spring
4. Xavier Donnelly
5. Kelli Price
6. Sheila Perry
7. Rick Masters
Call to Order

- D. Guntharp called the meeting to order at 11:05 am EST. 9 members were present, establishing a quorum.

Approval of Agenda

- Motion to approve the agenda made by E. Ligtenberg, second by D. Ege. Motion carried.

Approval of Minutes

- Motion to approve the July 12th and July 21st minutes made by B. Martinez, seconded by G. Powers. Motion carried.

Rules Committee  Milt Gilliam

- Rules committee met in Lexington in June to finalize the amendments for the Annual business meeting.
- Draft rules were sent out in the docket book and posted on the website for review.
- Goal at Annual Meeting is to approve Rule 2.109 first to allow comments but have no floor amendments.
- Rule 2.102-Data Collection and Reporting expires Dec 31st. The Committee anticipated that NACIS would be implemented prior to Dec 31, 2005. Rules Committee will recommend that the rule not expire until NACIS is implemented and functional.

Training  Ann Hyde

- New Commissioner training next month in Phoenix.
- Bench books. M. Spring sent out information this morning to the Executive Committee: 2 documents: Budget sheet and estimates for unfilled orders and future. $31,000 was never voted on for postage in April, 2283 were delivered leaving a balance of $2,146.06. Additional bench books to cost $21,800 for unfilled and future orders. D. Blackburn noted there is a little over $20,000 left over from last year’s budget that may be moved over to cover this cost. A. Hyde noted that very few judges want to use the electronic version on the website.
- Motion made to move left over money in the Training budget to cover unfilled and future bench book costs made by A. Hyde, seconded by E. Ligtenberg. Motion carried.
- Discussion of charging judges and prosecutors. The committee discussed providing one copy to a DA and let them make copies for the rest of the prosecutors.
- Great turn out for the APPA training in New York. At least 130 individuals attended, which included probation officers and attorneys. D. Blackburn had a meeting the next day with the Director of county probation in NY who realized
the need for more training in New York counties and may ask the Commission for assistance.

- Larry Hermance from Texas attended only one day of the June train-the-trainer session in Lexington. A. Hyde is sending a letter stating he will not be recognized as a certified trainer. D. Ege expressed support.

**IT  Joe Kuebler**

- NACIS
  - SoftScape meeting was held in Lexington with CEO on August 2nd to discuss concerns of the system. Anticipates SoftScape will respond to the needs for the system.
  - System was released August 1st to H. Hageman and S. Perry. System worked but was slow.
  - H. Hageman noted there is concern with the relationship between ICAOS and SoftScape.
  - Last week was spent reviewing the system with programmers who felt the system will work, but was released pre-maturely
  - David noted the time schedules for system needs to be worked on. The Committee should look at January and February to set up training.
  - Don stated ICAOS will not be making anymore payments for the system until phases are complete.
  - David noted that the Technology Committee should be able to present live demo in September at Annual meeting. H. Hageman and S. Perry will present demo and SoftScape will send someone at their expense for support.

**Finance  Genie Powers**

- Numbers for final budget will be presented at next meeting in September.
- All dues have been paid for FY’ 05.

**Executive Committee  David Guntharp**

- David stated that the Arkansas board accepted his retirement and will be hired back full-time September 1st. This will allow him to stay in his current position.
- Reservations for Annual meeting need to be made ASAP.
- Massachusetts-There have been disagreements between the house and senate to pass the Compact legislation. D. Blackburn stated they have met twice so far and hope to resolve issue and pass the legislation before the Annual meeting

**East  Ben Martinez**

- Nothing to report
South  Joe Kuebler

• Region meeting was held in July

Midwest  Ed Ligtenberg

• Nothing to report

West  Dori Ege

• West region meeting schedule for August 23rd to go over proposed rule changes prior to annual meeting. D. Guntharp suggests sharing comments with M. Gilliam.

Legal  Rick Masters

• ICAOS is waiting on the ruling from the US District Court (Tennessee case) for reimbursement of attorney fees. Award is expected to between $30,000 and $40,000.

Compliance

• D. Guntharp noted that the Committee has not been that involved in resolving issues. Most violations are occurring within states. The Committee is looking at setting up an audit process to see if the states are able to comply with the Interstate Compact and have sufficient compact staff. ICAOS may need to look at hiring a couple of people for assisting with audits.
• D. Guntharp noted that the ICAOS should work with states to keep judges in compliance.
• D. Blackburn stated that the national office has received a compliance survey from Idaho to be used to create an assessment tool for states to use. W. Emmer will present the survey to the Commission at the Annual meeting.

Executive Director’s Report  Don Blackburn

• 103 people are registered for the Annual Meeting
• 22 people are registered for the New Commissioner training
• Awaiting appointment letters for the Virgin Islands, Illinois, and California. North Carolina has not appointed a Commissioner yet. Anticipate Massachusetts getting a Commissioner appointment prior to the Annual meeting.
• Rule amendments and the Public Notice are posted on the website
• Nominations are in for the awards:
  • Chuck Placek from North Dakota (Executive Director’s Award) keep confidential
  • Anita Richards from Montana (Peyton Tuthill Award)
• CSG contract is ready to be signed. ICAOS will pay CSG 13.5% for indirect costs.
• Recommendations for next year’s annual meeting will be presented at the next Executive Committee meeting.
• Working on an easier way to implement data collection. Survey may be a better way to gather the data and make reports.

• Currently working on the self-assessment tool for the Compliance Committee to send out to states.

• All dues have been collected to FY’ 05. Financial status will be reported at the Annual meeting.

• The national office has filed for its own tax identification number and is in the process of working with Arizona for tax exemption. CSG is non-profit and ICAOS is pursuing a government status to be exempt in all states.

• Attended the New York APPA conference with A. Hyde in July.

• Judicial training was held in Illinois: 86-90 in attendance.

• Traveling to Oklahoma for a State Council meeting on Thursday.

• Will hold a train the trainer session in New Jersey later this month: Over 100 people are registered from New Jersey and surrounding states.

New Business
• Next Executive Committee meeting will be September 12th at 2:00 pm PST in Phoenix. Additional information will be emailed to committee members.

Adjourn
• Motion to adjourn made by D. Ege, seconded by G. Powers. Meeting adjourned at 11:51am EST.