INTERSTATE COMMISSION FOR ADULT OFFENDER SUPERVISION

EXECUTIVE COMMITTEE
Pointe South Mountain Resort
Phoenix, Arizona

Wednesday, September 14, 2005
11:35 a.m. (PST)

Committee Members in Attendance

1. David Guntharp
2. Milt Gilliam
3. Harry Hageman
4. Joe Kuebler
5. Ken Merz
6. Ann Hyde
7. Dori Ege
8. Mike DePeitro
9. Warren Emmer
10. Robert Oakes
11. Pat Tuthill (ex-officio)

Committee Members not in Attendance

1. Genie Powers

Staff

1. Don Blackburn
2. Ashley Kenoyer
3. Mindy Spring
4. Xavier Donnelly
5. Rick Masters
Call to Order

- D. Guntharp called the meeting to order at 11:35 am EST. 10 of the 11 members were present, establishing a quorum.
- It was noted the purpose of the meeting is to critique the Annual Business Meeting and welcome the new members, Robert Oakes, Mike DePietro, and Ken Merz.

- It was noted the Executive Committee holds a monthly teleconference the 2nd Tuesday of the month at 11:00 am EST. Agenda is usually standard.
- Motion to purchase the ARS system made by M. Gilliam, seconded by A. Hyde. Motion carried.
  - Discussion of the ARS use as a learning tool.

Critique of Annual Business Meeting

- **M. DePietro:** Recommends holding region meetings prior to the Executive Committee meeting and before the business meeting.
  - D. Blackburn noted there may be concern of attendees leaving early being that an extra day will be added to the meeting.
  - M. Gilliam suggested having agenda go until 5:00 p.m.
- **P. Tuthill:** Complimented the staff and Rule 2.109.
- **K. Merz:** Suggested the Public Hearing was too long.
  - D. Blackburn noted no public notice was received.
  - D. Guntharp suggested holding region meetings for 1 ½ hours, then holding the Executive Committee Meeting, and cutting Public Hearing to 1 hour.
  - D. Ege noted the language allowing the Commission to cancel the public hearing was deleted from Rule 2.109.
  - M. DePietro suggested limiting the amount of time to speak if we reduce the time and there are several speakers.
- **W. Emmer:** Robert Guy would like to be on the Audit Committee
  - D. Guntharp noted that any Commissioner interested in a committee should send the request in to the National Office.
  - Jackie Kotkin has requested to be on the Compliance Committee.
  - Colleen Fickle has requested to be on the Audit Committee and Gregg Smith has expressed interest. D. Guntharp noted the chair can add ex-officios at their discretion.
  - Joan Yukins was suggested as chair for the Audit Committee.
  - Non-Commissioners were out-of-order at the meeting (talking in the back of the room)
  - Discussion of ex-officios coming to committee meetings at their own expense.
- A. Hyde suggested reaching out to George Kiser for assistance for the Sex Offender ad hoc committee and will follow up.
- **H. Hageman:** Suggested limiting ex-officios to 2 or 3 or each committee.
  - The Executive Committee should be updated on the Compliance Committee’s strategic plan.
- W. Emmer stated G. Powers and himself are interested in running for Chair and Vice-Chair next year. H. Hageman suggested the Committee produce a manual for the Chair and Vice-Chair. R. Masters noted it is important for the Commission to do so and to synopsize issues. D. Guntharp suggested the transition book evaluate critical issues of Robert Rules of Order.
- R. Masters noted the attorney fee provision is good for the Commission.
- D. Blackburn stated he has been in contact with West Virginia’s IT reps and they will be ready for NACIS.
- The National Office will put together the costs for holding region meetings at the next annual meeting and present them at the October Executive Committee Meeting. D. Guntharp noted it will be placed on the agenda.
- D. Ege recommended not using the ARS for roll call.
- **M. Gilliam:** stated the ex-officios on the Rule Committee are important to its business.
  - 4 Rules will be brought for a vote in 120 days
  - Discussion of Rule 3.107, “signed form” All requests SHALL be sent.
  - The Rules Committee plans to hold 2-3 teleconferences and will have new proposed amendments ready by December.
  - D. Blackburn suggested setting up a web conference to pass the rules.
  - The Rules Committee is preparing for next year. Major issues will be retaking, Chapter 5, will be rewritten and noted the Hearing Officers Guide will be written off of the changes.
- D. Guntharp noted the committee chairs will stay the same.
- Scott Taylor has requested to be on the Finance Committee. D. Blackburn will reach out to him.
- R. Masters updated the Committee on the stolen equipment.
- D. Blackburn noted the National Office will continue to research facilities to hold next year’s meeting at and will report at the October meeting.
- Discussion of meeting costs. M. DePietro suggested limiting to $1,000/per person.
- D. Guntharp noted it is important to have as many Commissioners as possible when presenting awards, rules should be done on the first day, and debate should be limited (not allowing the same person to speak a lot)
- Discussion of dues increase. M. DePietro noted Puerto Rico has concerns and in addition has decreased salaries and is going to a 4 day work weeks.
- D. Blackburn noted it will take a couple of years after the implementation of NACIS to get accurate figures.
- W. Emmer suggested sending letters to outgoing region reps.
- The meeting adjourned at 12:40 p.m. PST.