INTERSTATE COMMISSION FOR ADULT OFFENDER SUPERVISION

EXECUTIVE COMMITTEE

Tuesday, October 3, 2006
1:00 p.m. MST

Pointe South Mountain Resort
Bisbee

Committee Members in Attendance
1. David Guntharp
2. Harry Hageman
3. Genie Powers
4. Warren Emmer
5. Ann Clarke
6. Dori Ege
7. Milt Gilliam
8. Ken Merz
9. Maureen Walsh
10. Robert Oakes
11. Joe Kuebler
12. Pat Tuthill

Staff
1. Don Blackburn
2. Ashley Hassan
3. Nicole Smith
4. Kelli Price
5. Rick Masters
6. Sam Razor
7. Mindy Spring
8. Xavier Donnelly
9. Kevin Terry

Guest
1. Gary Tullock
Call to Order
- D. Guntharp called the meeting to order at 1:00 p.m. MST. All members were present establishing a quorum.
- D. Guntharp recognized Maureen Walsh and Gary Tullock as new regional representatives.
- A. Clarke moved and G. Powers seconded the approval of the agenda for this meeting. Motion passed.
- K. Merz moved and A. Clarke seconded to approve the minutes from September 12, 2006. J. Kuebler and D. Ege requested revisions to the minutes. The minutes were approved with these revisions.

Rules Committee
- M. Gilliam discussed the amended rules and how they were created. He then explained why a public hearing is held to discuss the amendments and R. Masters added to the discussion citing the Administrative Procedures Act.
- M. Gilliam indicated that Chapter 5 was the main chapter addressed by the Rules Committee and stated that there were four to five amendments pulled off the table because of comments that were received.
- M. Gilliam went over the procedures for rule amendment presentation and voting.
- D. Blackburn noted that there were no dates set out for the rules to become effective and therefore the effective dates would have to be proposed during voting.
- R. Masters suggested that M. Gilliam propose that Rule 2.109 amendments become effective immediately.

Training Committee
- A. Clarke stated that there is additional WebEx training scheduled and expressed her excitement at the thirty-three (33) new Commissioners that attended training on October 1, 2006.

Technology Committee
- J. Kuebler advised the Executive Committee that the Technology Committee had voted to terminate the contract with Softscape and explained the meeting to take place on October 4, 2006.
- D. Blackburn indicated that the meeting would take place at Noon that day and also listed P. Ohrenberger, P. Dodd and J. Frawley as the representative that would be attending for Softscape.

Compliance Committee
- W. Emmer indicated that the Committee was continuing to develop self-assessment and a formal audit.
- In addition W. Emmer explained that the Committee is working to resolve both the Ohio v. Pennsylvania and Ohio v. Texas disputes. He indicated that the Committee had achieved agreements favorable to both the plaintiffs and respondents in both cases.
**Finance Committee**
- G. Powers met with the Council for State Governments (“CSG”) in July (along with D. Blackburn, A. Hassan and W. Littrell) to discuss the budget. She explained that CSG is the 3rd party budget overseer. In that meeting, the participants talked about the importance of cash reserves.
- W. Emmer asked how much cash reserves the Commission would have after NACIS was up and running. D. Blackburn indicated that NACIS would cost $135,000 per year for maintenance and hosting.
- D. Guntharp advised that it will be necessary that the Commissioners start a gradual increase of the states assessment, around 3 or 4% per year, in order for the Compact budget to keep up with inflation. If this is not done it will be necessary in the near future for an increase of around 10-15% and this will be very difficult to pass. He indicated that a Commissioner might want to propose a dues increase this year.
- G. Powers shared the 2008 budget and asked that the Committee approve it to be sent for full Commissioner approval at the 2006 Annual Business Meeting.

**Executive Committee**
- D. Guntharp commended the technology committee for not paying the full amount of the contract up front.

**East Region**
- M. Walsh indicated that the East Region wanted to prioritize the need for the national office to monitor staffing levels in the state offices and also to provide information regarding adequate levels. She also encouraged that all members be proactive and help with suggestions and solutions for the Rules Committee.
- She also indicated that the members of the East Region had made a commitment to meeting more often via WebEx and face-to-face.
- She then discussed the Region’s priorities regarding the DCA Issues from the DCA Conference.
- There was discussion regarding the staffing assistance request and its implications.

**South Region**
- R. Oakes indicated that the South Region had not met since the last Executive Committee meeting on September 12, 2006.
- He indicated the South Region’s top issues raised by the DCA Conference. He also encouraged the Executive Committee to continue to push the phrase “Spirit of the Compact” and to increase communication.

**Midwest Region**
- K. Merz indicated that the Midwest Region had not met since the last Executive Committee meeting on September 12, 2006.
- He indicated the East Region’s top issues raised by the DCA Conference.
West Region

- D. Ege discussed ideas about how to get state councils up and running, noting that legislative representatives are particularly important members to recruit.
- She indicated that the most important issue identified in her region DCA meeting was staffing.
- She updated the Executive Committee on reservation issues facing her states and also the Four Corners meeting held the previous month.
- The West Region meets once every sixty (60) days.

Victims Representative Report

- P. Tuthill reported that the Victims Representatives had conducted three telephone calls since the last Executive Committee meeting. There were also meetings scheduled in February, May, August and November.
- P. Tuthill described the NOVA Conference and the 2007 APPA national meeting which will have a judges’ roundtable on the Compact.

Legal Counsel

- R. Masters addressed the number of advisory opinions addressed thus far and stressed that they could not be used to override the rules.
- He promised to take appropriate action against Softscape and notified the Executive Committee of a $5000 refund from a Washington, D.C. firm as a result of an accounting error.

New Business

- The next item on the agenda concerns personnel matters, namely the report and performance evaluation of the Executive Director. Pursuant to Article VII of the Compact, Rick Masters as legal counsel certified that in his opinion the meeting to consider this matter could be closed to the public because it relates solely to the Interstate Commission's personnel practices and procedures.
- Dori Ege made a motion that the Executive Committee go into executive session to do the Executive Director’s evaluation. The motion was seconded by Warren Emmer. The Report of the Executive Director was made and approved by unanimous consent. The details of the report and the feedback from the Executive Committee are to be maintained in a file which is sealed from public access. The Committee then entered private deliberations concerning the performance evaluation of the Executive Director.
- The meeting broke at 2:32 p.m. for a break to be reconvened in closed session.