Members in Attendance:
1. Milt Gilliam    Chairman, OK
2. Sara Andrews   Vice-Chair, OH
3. Charlie Lauterbach  Treasurer, IA
4. Scott McCaffery ME
5. Mike McAlister NH
6. Dori Ege       AZ
7. Kathie Winckler TX
8. Chris Norman   AL
9. Cheryl Marlow   HI
10. Pat Tuthill   Ex-Officio, FL

Members not in Attendance:
1. Cathy Gibson-Beltz NE
2. Kim Madris       NV
3. Gary Tullock     TN

Guests:
1. Regina Grimes   TX

Staff:
1. Harry Hageman
2. Sam Razor
3. Rick Masters    Legal Counsel
4. Barno Saturday
5. Kevin Terry
6. Xavier Donnelly
7. Mindy Spring

Call to Order
Chairman M. Gilliam called the meeting to order at 2:02pm ET.
Agenda
Commissioner D. Ege (AZ) moved to approve the agenda. Commissioner S. Andrews (OH) seconded. Agenda approved.

Minutes
Commissioner M. McAlister (NH) moved to approve the minutes from August 27, 2012. Commissioner S. McCaffery (ME) seconded. Minutes approved.

Commissioner K. Winckler (TX) suggested making the following changes – page 3 paragraph 2- “a handful of states.” and “to test a function on a live system” adding “user acceptance test will be completed.”

Minutes approved as amended.

Commissioner M. McAlister (NH) moved to approve the minutes from August 29, 2012. Commissioner K. Winckler (TX) seconded. Minutes approved as drafted.

Discussion
Chairman M. Gilliam (OK) welcomed new committee members. He announced G. Tullock’s retirement and requested committee members to email him any recommendation regarding new Rules Committee Chair.

Training Committee Report: Commissioner D. Ege (AZ) presented her report to the Committee:
Training Committee News
- New members - Karen Tucker (FL) & Margaret Thompson (PA)
- Reviewing 2012 ABM Evaluation Comments

Training Stats
- On-demand September average
  - 20 unique attendees/day
- General Rule
  - September 18th (107 attendees)
- Mini-Trainings
  - Eligibility for Transfer & Reporting Instructions September 19th (50 attendees)
  - Significant Violations September 25th (53 attendees)
  - Violent Offenders/Absconders September 26th (59 attendees)
  - Probable Cause Hearing September 27th (47 attendees)

Upcoming Trainings
- General Rule
  - October 16th
- Mini-Trainings – Eligibility for Transfer & Reporting Instructions, Significant Violations, Violent Offenders/Absconders & PC Hearings
  - October 17th, 23rd, 24th & 25th

DCA Liaison Committee: The DCA Liaison Committee will be meeting on October 11, 2012.
**Technology Committee Report:** Commissioner K. Winckler (TX) presented her report to the Committee:

- **Committee Update**
  - Met on October 3, 2012
  - New member - DCA Don Matson (MI)
- **ICOTS Help Desk**
  - 223 tickets were created in August, a 23% increase from July
  - 17 pending tickets are currently awaiting resolution or documentation as a known bug by Appriss
- **Public Web Portal** had 1,093 clicks in July, a 10% increase from June. There were 1,220 clicks in August, an 11% increase from July.
- **ICAOS Website**
  - All website visits:
    - July: Over 32,000
      - Up 8% from June
    - August: Over 37,000
      - Up 15% from July
  - Mobile visits:
    - July: Over 1,200
      - Up 14% from June
      - Accounted for 3.9% of all website traffic
    - August: Over 1,500
      - Up 25% from July
      - Accounted for 4.0% of all website traffic

**Compliance Committee Report:** Commissioner M. McAlister (NH) stated that Commissioner Hines (DE) is a new Compliance Committee member. The U.S. Virgin Islands incompliance case is pending and will be discussed under Old Business.

**Finance Committee Report:** Commissioner C. Lauterbach (IA) stated that the Finance Committee will meet on October 24, 2012 to discuss long-term investment fund at Vanguard.

**Region Reports:**

**East Region:** Commissioner S. McCaffery (ME) stated that the East Region will meet in the upcoming months.

**South Region:** The South Region will be meeting in the upcoming months.

**Midwest Region:** The Midwest Region had met on October 1, 2012. The Region has a new standing agenda item – Midwest Spotlight – states identify and share best practices. At the last meeting, Ohio presented on the placement process and practices.

**West Region:** The West Region will be meeting in the upcoming month.

**Executive Director Report**
Executive Director H. Hageman presented his report to the Committee.
• Working with NSA on training resolution for ICAOS trainings at their Annual Meeting
• Increase in hospitalization starting from January 2013
• The national office completed 4 audits this month
• Working with ICJ to set up a help desk
• All states and territories paid their dues
• APPA engineers are ready for the implementation of the fusion center project and will reach out to other fusion centers for data exchange.
• Invoice for Getsinger case insurance deductible was paid ($10,000) Received a copy of the letter from Senator Darrington regarding his retirement
• New Jersey case involving multiple DUIs with no history of supervision

**Victims Advocate:** Victims Advocate P. Tuthill stated that she currently serves on the National Victims Notification Committee. Alabama is looking to incorporating ICOTS notifications into the victims’ notification system. P. Tuthill will be participating in a Victims Notification Workgroup by ICAOS.

**Legal Counsel Report:** Legal Counsel R. Masters presented Advisory Opinion 4-2012 requested by Minnesota - whether or not the definition of the term ‘Relocate’ in ICAOS Rule 1.101 and as applicable in ICAOS Rule 2.110, should be interpreted to mean that an offender may not proceed and remain in another state for a cumulative period exceeding 45 days in any twelve month period without being in violation of ICAOS Rule 2.110.

The Committee had a discussion and made amendments to the advisory opinion.

**Commissioner M. McAlister (NH) moved to issue the Advisory Opinion 4-2012 as amended. Commissioner C. Norman (AL) seconded. Motion approved.**

Legal Counsel R. Masters presented Advisory Opinion 5-2012 requested by Colorado - whether ICAOS Rule 5.108(d) permits the use of 2-way video closed circuit television during probable cause hearings where determined by the hearing officer to be necessary to protect a witness from harm which might result from testifying in person.

The Committee made amendments to the advisory opinion.

**Commissioner K. Winckler (TX) moved to issue the Advisory Opinion 5-2012 as amended. Commissioner S. Andrews (OH) seconded. Motion approved.**

Legal Counsel R. Masters informed the Committee about South Carolina’s request for proper interpretation of Rule 5.103-1 mandatory retaking of offender who absconds. Commissioner D. Ege (AZ) stated that it is a compliance issue. The Committee will discuss the issue at its next meeting.

**Old Business**
Executive Director H. Hageman stated that the National Office received information on Puerto Rico’s State Council. No State Council update was received from the U.S. Virgin Islands.
Legal Counsel R. Masters will send a letter to Governor of the U.S. Virgin Islands as it was instructed by the Executive Committee at its previous meeting.

Adjourn
Commissioner S. Andrews (OH) moved to adjourn. Commissioner D. Ege (AZ) seconded. The meeting adjourned at 3:14 pm ET.