Members in Attendance:
1. Milt Gilliam Chairman, OK
2. Charlie Lauterbach Treasurer, IA
3. Sara Andrews OH
4. Dori Ege AZ
5. Gary Tullock TN
6. Kathie Winckler TX
7. Mark Cadotte OR
8. Kim Madris NV

Members not in Attendance:
1. Kevin Kempf Vice-Chair, ID
2. Chris Norman AL
3. Scott McCaffery ME
4. Mike McAlister NH
5. Pat Tuthill Ex-Officio, FL

Guest:
1. Ethel White TX
2. Regina Grimes TX

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

Call to Order
Chairman M. Gilliam (OK) called the meeting to order at 2:04 pm EDT. Eight voting members were present, establishing the quorum.

**Agenda**
Commissioner D. Ege (AZ) made a motion to adopt the agenda as written. Commissioner M. Cadotte (OR) seconded. Motion passed.

**Minutes**
Commissioner K. Winckler (TX) made a motion to approve the minutes from October 11, 2011. Commissioner S. Andrews (OH) seconded. Minutes approved.

Chairman M. Gilliam (OK) welcomed new member Commissioner Kim Madris (NV). Commissioner Madris was appointed as the DCA Liaison Chair.

Executive Director H. Hageman will send out the announcement about Commissioner Madris’ appointment to the Commission.

**Discussion**
*Training Committee Report:* Commissioner D. Ege (AZ) presented her report to the Committee.

- **Trainings**
  - October 18
    - Mini Training-Significant Violations Rule 5.103
    - 81 Participants
  - October 19
    - Mini Training-PC Hearings Rule 5.108
    - 83 Participants
  - October 20
    - General Rules Training
    - 88 Participants

- **Upcoming trainings**
  - Nov 15: Mini Session-Retaking for Significant Violations Rule 5.103
  - Nov 16: Mini Session-Probable Cause Hearings Rule 5.108
  - Nov 17: ICAOS Rules Training
  - Dec 6: Mini Session- Retaking for Significant Violations Rule 5.103
  - Dec 7: Mini Session- Probable Cause Hearings Rule 5.108
  - Dec 8: ICAOS Rules Training
  - Jan 11: DCA Amendment Training
  - Jan 18: DCA Amendment Training

The Committee reviewed monthly on demand usage chart for 2010-2011.

The Committee reviewed the Compact Issues’ survey results. The top six issues were the following:
1. Promote training to deal with failure to issue mandatory warrants 
2. Promote training to consider possible retaking prior to transfer 
3. Form ad hoc committee to study possibility and liability implications for hiring a contract agency to retake offenders. 
4. Approve ICOTS enhancement to include “violent offender” designation on Transfer Request 
5. Approve ICOTS enhancement to remove “remain under supervision” from recommendations on OVR 
6. Approve ICOTS enhancement for automatic victim notification

The National Office will email the results of the survey to the Executive Committee for review. The Committee will discuss it at its next meeting.

Commissioner D. Ege (AZ) plans to have a joint Training and DCA Liaison Committees meetings in the upcoming months.

Rules Committee Report: Commissioner G. Tullock (TN) reached out to the commissioners who expressed their interest in serving on the Rules Committee. He plans to send his recommended new members of committee to Milt in the upcoming weeks for final approval.

Technology Committee: Commissioner K. Winckler (TX) presented the Technology Committee report to the Committee:
- ICOTS Releases
  - Release 16.0: Bug fix release scheduled for the end of November, to include approximately 20 outstanding items.
- ICOTS Help Desk
  - 273 tickets were created in October, a 5.5% increase from September.
  - 14 pending tickets are currently awaiting resolution or documentation as a known bug by Appriss.
- Rule Amendments – Reminder: Appriss has scheduled a fixed date of 2/29/2012 to release the ICOTS rule amendment changes approved at the ABM. Amendments become effective 3/1/2012.
- Public Web Portal had 1,267 clicks in October (less than 0.1% decrease from September)
- ICAOS Website
  - All website pageviews:
    - October: Over 94,000 (almost no change from September)
  - Mobile pageviews:
    - October: Over 4,500 (+25% from September), which accounts for 3.2% of all website visits.
  - Mobile website project
• Nineteen users tested the mobile website and adjustments based on the feedback received were made.
• The testing group consisted of:
  • 10 (53%) Google Android devices
  • 8 (42%) Apple iPhones
  • 1 (5%) RIM BlackBerry.
• These percentages fall in line with current mobile use on the ICAOS website where 55% are Android, 42% Apple, and 1% BlackBerry.

The Committee reviewed and discussed JusticeXchange MOU. Commissioner K. Winckler (TX) proposed the following amendment to section D.

ICAOS will provide access to ICOTS data (Appendix A) from all member states and territories with the exception of those Compact member states that have made it known to the ICAOS Executive Director that they do not want their case and/or offender data included in JusticeXchange. Appriss agrees that it will not include in JusticeXchange any case or offender data from states that have made it known they do not wish to participate in JusticeXchange.

Commissioner K. Winckler (TX) moved to adopt the draft MOU between Appriss, Inc. and ICAOS as amended. Commissioner M. Cadotte (OR) seconded.

Commissioner D. Ege (AZ) moved to amend section E and F of the document with the following:

• Page 2, paragraph E, line 3: replace “withdraw is received” with “not participate”.
• Page 2, paragraph F, line 1: replace “Whenever one or more compact members states have an interest in a compact case” with “Whenever a compact member state has an interest as a sending state in a compact case”.
• Page 2, paragraph J, line 2: replace a semicolon at the end of the sentence with a period.

Commissioner K. Winckler and M. Cadotte accepted the proposed amendment. Motion passed unanimously.

The MOU will be posted on the Commission website for 30 days for comments.

Finance Committee Report: Commissioner C. Lauterbach (IA) informed the Committee that Vanguard account was set and first $20K was invested in the CSG long term investment portfolio. The Committee decided to review Vanguard’s financial reports quarterly.

As of September 2011, the Commission was operating 6.2% under the budget.

Executive Committee Report: Chairman M. Gilliam (OK) asked the Committee chairs to designate a vice-chair for their committee by the next Executive Committee meeting.

Region Reports:
**Midwest Region:** The Midwest Region will be meeting on November 29, 2011.

**West Region:** The West Region will be meeting on November 15, 2011.

**Executive Director Report**
Executive Director H. Hageman presented his report to the Committee.
  
  - As part of the GA corrective plan of action, GA compact office representatives will attend a meeting on November, 14, 2011 at the National Office in Lexington, KY.

**Commissioner C. Lauterbach (IA) made a motion to extend GA’s corrective plan of action report’s due date by 30 days following the meeting with the National Office in Lexington, KY. Commissioner M. Cadotte (OR) seconded. Motion passed unanimously.**
  
  - The Committee chose the third week of April 2012 as possible Spring Executive Committee meeting’s date. The alternative dates for the meeting will be second and fourth weeks of April 2012.
  
  - Kansas has not appointed its commissioner yet.
  
  - H. Hageman reached out to PA’s new commissioner – L. White
  
  - M. Spring presented Retaking Survey results to the Committee.
  
  - Last month the Commission billed ICJ for 55.5 hours of time.
  
  - Topic for the face-to-face meeting – recommendations for FY 2013 compliance audit.
  
  - Signed the contract with Madison Concourse Hotel and Governor’s Suites with new dates – August 28-29, 2011.

**Legal Counselor Report:** The Commission received a letter from two New York state legislators asking that the Commission “promulgate a rule to create a procedure to resolve conflicting issues of orders of relief from disabilities, forfeiture and other collateral consequences of conviction between states.”

**Commissioner D. Ege (AZ) moved to perform further research on the NY request and report to the Executive Committee. Commissioner K. Winckler (TX) seconded. Motion passed.**

**Adjourn**
Commissioner S. Andrews (OH) moved to adjourn. Commissioner G. Tullock (TN) seconded. The meeting adjourned at 3:29 pm EDT.