**INTERSTATE COMMISSION FOR ADULT OFFENDER SUPERVISION**  
**MIDWEST REGION MEETING MINUTES**  
**Wednesday, February 11, 2009**  
2:00 p.m. (EST) / 1:00 p.m. (SST)  
WebEx Conference

---

**Members in Attendance:**
1. Linda Janes  Chair, OH
2. Ken Merz  MN
3. Jeanette Bucklew  IA
4. Jane Seigel  IN
5. John Rubitschun  MI
6. Ellen Brokofsky  NE
7. Ed Ligtenberg  SD
8. William Rankin  WI

**Guests**
1. Charles Lauterbach
2. Chuck Placek
3. Kimberly Schwartz
4. Rich Ludolph
5. Cynthia Johnson
6. Turran Blazier
7. Art Hegewald
8. Sally Reinhardt-Stewart
9. Rebecca Walton
10. Amanda Taylor
11. Rose Ann Bisch
12. Dion Addison
13. Nita Wright

**Members not in Attendance**
1. Michelle Buscher  IL
2. Warren Emmer  ND
3. Keven Pellant  KS

---

Approved on 04.08.2009. B.S.
Call to Order
Commissioner L. Janes (OH) called the meeting to order at 2:18 p.m. EST. Eight out of eleven members were present. Quorum was established.

Agenda
Commissioner E. Ligtenberg (SD) made a motion to approved the agenda. Commissioner K. Merz (MN) seconded. The agenda was approved.

Minutes
Commissioner E. Brokofsky (NE) requested to correct the spelling of the following names under Guests - #10 Cathy Gibson-Beltz and #11 Sally Reinhardt-Stewart. Commissioner E. Ligtenberg (SD) moved to approve the minutes from December 9, 2008 as amended. Commissioner E. Brokofsky (NE) seconded. The minutes were approved as amended.

Discussion
Executive Committee Update: Commissioner K. Merz (MN) and Executive Director H. Hageman informed the Region about the past Executive Committee meeting:
- The deadline to submit rule proposals is March 31, 2009
- ICOTS Release 3.0 – end of February
- All but two states have submitted their dues
- The East Region will meet on February 13 to elect its interim chair
- The National Office is conducting site visits for the 2010 business meeting
- The National Office is working on duplicate offender files (due to Feb 27) and user audits (due to March 13)
- K. Terry is working on a Website usage survey
- Face-to-face Executive Committee meeting is scheduled for April 23, 2009 in Lexington, KY
- Face-to-face Rules Committee meeting is scheduled for April 22, 2009 in Lexington, KY
- The Voluntarily Incident Report is on its final stage of development

States ICOTS Updates:
- Illinois, R. Ludolph – IL is working on its final legacy load and the ICOTS audit.

- Indiana, Jane Siegel, R. Champion – IN completed some ICOTS trainings and is in the process of training their field officers. Two day training sessions was scheduled in March for Parole.
• Iowa, Jeanette Bucklew – IA is finalizing second legacy data load. Commissioner Bucklew retires in March 2009.

• Kansas, Keven Pellant – KS is working on its second legacy data load.

• Michigan, John Rubitschun – MI is providing ICOTS training for support staff and supervisors. Two stories about MI compact offenders were circulated in the news.

• Minnesota, Ken Merz – MN submitted its second legacy load. In December 2008, MN and WI had a state board meeting, where ICOTS was addressed and Commissioner W. Rankin (WI) provided some ICOTS training.

• Nebraska, Ellen Brokofsky - DCA K. Rumbaugh and C. Corbet facilitated a lot of trainings on ICOTS and the Rules. NE focuses on adding more members to its State Council and amending its Bylaws.

• North Dakota, Chuck Placek – ND submitted two legacy data loads. ND is busy with its legislative session.

• Ohio, Linda Janes – OH is working on cleaning its forth legacy data load. OH is dealing with some budget issues.

• South Dakota, Ed Ligtenberg – SD is working on its legacy data and the ICOTS audit. The Victims’ Representative position was filled on SD State Council.

• Wisconsin, William Rankin – WI is working on its final upload. WI ICOTS system has 1700 users – about 50-60 of them have not completed their training yet.

**New Business**
Commissioner K. Merz (MN) and DCA R. Bisch (MN) are working on two rule proposals that to be review at the next Region meeting.

The Region decided to schedule a tentative meeting on March 16, 2009 at 2:00 on EST. All the proposals must be sent to Chair L. Janes (OH) by Friday, March 6, 2009.

**Old Business**
There was no Old Business.

**Adjourned**
Commissioner W. Rankin (WI) made a motion to adjourn. Commissioner K. Merz (MN) seconded. The motion was approved.

The meeting adjourned at 2:57 pm EST.

Approved on 04.08.2009. B.S.