Members in Attendance:
1. Sara Andrews, OH
2. Michelle Buscher, IL
3. Charles Lauterbach, IA
4. Kimberly Schwant, KS
5. Charles Placek, ND
6. John Rubitschun, MI
7. Jill Carlson, MN
8. Jule Cavanaugh, WI

Members not in Attendance:
1. Jane Seigel, IN
2. Ellen Brokofsky, NE
3. Ed Ligtenberg, SD

Guests:
1. Roger Wilson, OH
2. Nancy Allard, SD
3. Don Matson, MI
4. Kari Rumbaugh, NE
5. Sally Reinhardt-Stewart, NE
6. Cathy Corbet, NE
7. Cathy Christiansen, SD
8. Rose Ann Bisch, MN
9. Janice Young, ND
10. Bob Champion, IN
11. Jenny Bauer, IN
12. Mary Keyes, WI
13. Ronald Leffler, IN
**Staff**
1. Harry Hageman
2. Kevin Terry
3. Barno Saturday
4. Mindy Spring

**Call to Order**
Commissioner S. Andrews called the meeting to order at 2:00 pm EST. Eight out of eleven members were present, quorum was established.

**Agenda**
Commissioner C. Placek (ND) moved to approve agenda. Commissioner K. Schwant (KS) seconded. Agenda was approved as written.

**Minutes**
Commissioner J. Rubitschun (MI) moved to approve the minutes from November 29, 2011. Commissioner K. Schwant (KS) seconded. Minutes approved as drafted.

**Discussion**

*Executive Committee Update:* Executive Director H. Hageman provided an update on recent activity of the Executive Committee:

- The Training Committee is working on curriculum for the Jail Administrator Training
- ICOTS Releases
  - Release 17.0 – Rule amendment release, launched on February 29, 2012
    - Changes based on cases closure notices are functioning correctly
    - No new bugs reported so far
- JusticeXchange MOU was signed by the Commission and Appriss, Inc.
- ICAOS Website
  - All website pageviews:
    - January: Over 95,000 (+4% from January)
  - Mobile pageviews:
    - January: Over 2,200 (+5% from January), which accounts for 2.6% of all website traffic
- The Compliance Committee made a recommendation to the Executive Committee to find Ohio in default in regard to Rule 5.111 recognizing the effort they put forth in their action and recommended no further action.

- Commissioner M. McAlister (NH) raised issues with Rules 5.101, 5.105 and 5.111 and whether it was constitutional to hold interstate offenders in jail on a no-bail warrant without a reasonable time limit while waiting for their charges to resolve.

- The National Office plans to launch a survey on the retaking process with pending charges in different states.

- West Virginia is in the process of filling its commissioner’s vacancy.
Ten of 14 compliance audits are completed. Many states improved compared to last year’s audit.

The National Office is assisting the Bureau of Justice Statistics requested some ICOTS information to complete its annual Probation and Parole survey.

MOU - ICAOS billed ICJ $600 for February 2012.

The Executive Committee discussed revising the airfare limit in the ICAOS Travel Policy.

All but two states have reported their state council’s membership as it is required by the ICAOS State Council Policy.

Server Migration and On-Demand Training Modules completed successfully.

The National Office traveled to Pittsburgh, PA for an Annual Business Meeting site visit.

Retaking Rule 5.101: DCA R. Wilson (OH) asked for states’ feedback on the provision of Rule 5.101. The National Office is working on survey questions on retaking. After discussion, the Region decided to send its draft survey questions to Commissioner Andrews to forward to the National Office.

Member State Updates

Indiana had nothing to report.

Iowa is planning a state council meeting in conjunction with the Juvenile Compact.

Kansas: K. Schwant was appointed as KS Commissioner at its State Council meeting. The Council will discuss application fees implementation at its next meeting.

Michigan: J. Rubitschun indicated their State Council will meet in May to discuss funds to cover costs for retaking specifically for probationers. DCA D. Matson stated that their old email address is no longer valid.

Minnesota has nothing new to report.

Nebraska: The State Council plans to meet in April to vote on a new commissioner. K. Rumbaugh and S. Reinhardt-Stewart completed a joint training on new Rules and plan to do a joint presentation to jail staff in the upcoming month.

North Dakota: Commissioner C. Placek noted the increase in incoming offenders due to the oil jobs. He asked states to be very specific about addresses when sending offenders to North Dakota due to job obtainability and lack of proper housing. The State Council will meet in April 2012.
Ohio: The Compact Office conducted its first Jail Administrator training last month and received very good reviews and suggestions.

DCA R. Wilson indicated Ohio is working to secure a vendor to collect application fee. The State Council will meet next month.

South Dakota has nothing to report.

Wisconsin completed the new Rules training for its Compact Office and plan to train its field staff in the upcoming month. The State Council will be looking into establishing application fees. Wisconsin is looking forward to hosting ABM in August.

Illinois: Commissioner M. Buscher noted that her Compact Office appointed agents to deal with ICOTS.

Old Business
Rule Amendment 3.106: Commissioner M. Buscher asked to table the discussion until the next meeting. She will contact K. Rumbaugh to discuss and finalize the details of this rule proposal before presenting it to the Region.

New Business
Commissioner M. Buscher suggested adding a mandatory status to the gang affiliation field in ICOTS. She presented her recommendation to the Technology Committee and did not receive any support.

Commissioner M. Buscher (IL) moved to request an ICOTS change to make ICOTS field regarding gang affiliation mandatory to support the rule change to Rule 3.107 effective March 1, 2012 and to add a “no known gang affiliation” option to list. Commissioner C. Placek (ND) seconded. Motion passed.

DCA R. Wilson (OH) stated that jail administrators suggested adding absconders to the Public Portal.

Executive Director H. Hageman stated that the Interstate Compact Statute does not allow sharing information on anything, but active compact cases.

The jail administrators also suggested adding a note that it is an interstate offender in the miscellaneous section of the warrant. This will help to eliminate case confusion in the future.

The Region had discussion on state councils composition initiated by DCA R. Wilson (OH).

Adjourn
Commissioner C. Placek (ND) moved to adjourn. Commissioner J. Rubitschun (MI) seconded. Motion passed. Meeting adjourned at 3:02 pm EST.