INTERSTATE COMMISSION FOR ADULT OFFENDER SUPERVISION
MIDWEST REGION MEETING MINUTES
Wednesday, June 10, 2009
2:00 p.m. (EDT) / 1:00 p.m. (CDT)
WebEx Conference

**Members in Attendance:**
1. Linda Janes  Chair, OH
2. Keven Pellant  KS
3. Ken Merz    MN
4. Ed Ligtenberg  SD
5. Charles Lauterbach  IA
6. William Rankin  WI
7. Jane Seigel  IN

**Members not in Attendance**
1. Michelle Buscher  IL
2. John Rubitschun  MI
3. Warren Emmer  ND
4. Ellen Brokofsky  NE

**Guests**
1. Don Matson
2. Rich Ludolph
3. Rose Ann Bisch
4. Debra Hearn
5. Mary Keyes
6. Chuck Placek
7. Sally Reinhardt-Stewart
8. Catherine Corbet
9. Cathy Bibson-Beltz

**Staff**
1. Harry Hageman
2. Sam Razor

Approved on 08/12/2009. B.S.
3. Mindy Spring
4. Kevin Terry

**Call to Order**
L. Janes called the meeting to order at 2:00 p.m. EDT. Seven out of 10 members were present. Quorum established.

L. Janes recognized C. Lauterbach as the new Commissioner of Iowa.

**Agenda**
Motion to approve the agenda made by C. Lauterbach, seconded by E. Ligtenburg. Agenda approved.

**Minutes**
Motion to approve the April 8, 2009 minutes made by C. Lauterbach, seconded by E. Ligtenburg. R. Ludolph requested a change be made under *New Business* where IN was listed next to his name instead of IL. Minutes were approved with change.

**Executive Committee Update  L. Janes**
- Rule amendment proposals were posted on the ICAOS website on May 15. The Rules Committee is requesting comments by August 15.
  - Any proposals a member wishes to discuss should be forwarded to L. Janes to be added to the upcoming agenda.
- Two Rule training sessions on WebEx and six ICOTS training sessions are scheduled for June and July.
- 2009 Annual Business Meeting trainings opportunities
  - In service trainings on ICOTS reporting and probable cause hearings.
  - DCA Liaison Committee is working on content for the DCA Meeting.
- Requests for special ICOTS reports can be sent to the National Office
  - K. Pellant indicated the three reports currently circulating have been quite helpful.
  - H. Hageman noted the National Office is developing a solution for states to run their own case management and information reports.
- A new State Council policy approved.
  - K. Merz suggested each state amend their statute language to allow their DOC to appoint members to assist in establishing quorums at meetings.
- Section D of the Dues enforcement policy was revised to clarify the enforcement process for delinquency.
- ICOTS Privacy Policy revised and a checklist provided to be used as a tool to view the requirements of the policy at-a-glance.
- Technology Committee is working on an enhancement request procedure which outlines steps for screening and approving enhancements.
- ICOTS User Survey was conducted by Council of State Governments
  - National results on ICAOS website.
  - H. Hageman noted if a state is interested in their users’ responses to contact the national office.
  - Results illustrated a strong correlation between training and positive user experience.
• W. Rankin asked that states commenting on the rule proposals include reasons why they agree or disagree with the change.

State Updates

Illinois: No update.

Indiana: J. Seigel noted Indiana has an issue generating data collection numbers and generating accurate numbers from ICOTS.
• S. Razor stated ICOTS counts offenders based on “active” status as defined by ICOTS, not necessarily by the standards states previously used.
• National Office can assist in reconciling offender numbers.
• H. Hageman added that code release 5.0, implemented today may resolve some of those issues.
Indiana Parole is concerned about the Compact Rule requirements to issue warrants for violators when there is 30 days left of supervision.
• J. Seigel will request that Art Hegewald (Indiana Parole DCA) contact W. Rankin to discuss the issue.

Iowa: C. Lauterbach noted Iowa had a recent rewrite to sex offender residency restriction laws.
• The 2000 ft restriction was lifted.

Kansas: K. Pellant stated that several sex offenders are transferring into Kansas nursing homes.
• Additional staff was hired to investigate these cases.
• ICOTS has assisted them with this issue.
State council is working on an additional appointment.
Compact Office is determining what the ICOTS helpdesk issues are.

Michigan: No update.

Minnesota: K. Merz noted the next State Council meeting is June 29 to review proposed rule revisions
R. Bisch is providing ICOTS training.
• New code releases are problems for infrequent users.
• Focus on preventing multiple cases in the system.

Nebraska: S. Reinhardt-Stewart stated on May 5th a State Council orientation for new and existing member was held.
• Next meeting scheduled for fall to discuss rule proposals.
Starting to train field with web based software.
Experiencing issues with judges not recognizing the pre-signed Compact waiver.
• Recently spoke at a judicial meeting to address the issue.

North Dakota: C. Placek stated a State Council meeting is scheduled for July 9th.

Ohio: L. Janes noted a State Council meeting is scheduled for July to review rule proposals and the implementation of an application fee for Interstate transfers.
South Dakota: No update.

Wisconsin: W. Rankin noted a State Council meeting was held in May.

- Re-elected W. Rankin to chair the council.
- Discussed rule proposals.
- Worked on ways to get on the agenda for the Wisconsin Judicial annual conference and trainings.
- Talked about collection and sharing of social security numbers.
  - Wisconsin’s position is not to provide social security numbers into ICOTS.
  - If a state needs it, they will provide it by other means.

Recent reorganization of administrative functions and conducting trainings.
Several reports of performance issues from ICOTS users.
- S. Razor stated a form is available on the ICAOS website that provides direction to states to determine what the problem is.

New Business
L. Janes requested the region forward agenda items for the next meeting scheduled for August 12 which will focus on the rule proposals. L. Janes plans to comment on the proposals on behalf of the region after the meeting.

Adjourn
Motion to adjourn made by K. Merz, seconded by S. Reinhardt-Stewart. Meeting adjourned at 2:50 pm EDT.