INTERSTATE COMMISSION FOR ADULT OFFENDER SUPERVISION
Rules Committee

Teleconference
1-888-387-8686 Room: 7389593

Meeting Minutes
12:00 PM EST
February 25, 2005

Committee Members in Attendance
1. Milt Gilliam
2. Dori Ege
3. Amy Wright
4. Mike DePetrio
5. Henry Lowery
6. Doreen Geiger
7. Pat Tuthill (ex officio)
8. Greg Smith (ex officio)
9. Kevin Dunphy (ex officio)
10. Karen Tucker (ex officio)

Committee Members not in Attendance
1. Judge John D’Amico
2. Gerald VandeWalle (ex-officio)
3. Sherry Pilkington

Staff
1. Don Blackburn
2. Kelli Price
3. Tad Bowman
4. Rick Masters
I. Call to order and roll call
  • The meeting was called to order at 12:01 p.m. EST by M. Gilliam. the roll was called by D. Blackburn and a quorum was established.

II. Roll Call
  • The roll was called by D. Blackburn and a quorum was established.

III. Chair update – Introduction of All Members
  • M. Gilliam introduced and welcomed the 9 members and 5 Ex-Officio’s of the committee.

III. Staff update
  • There was no staff update.
  • M. Gilliam commended the National Office Staff for their hard work in getting meeting minutes out to the Committee Chairs promptly. He also said that the National Office was an excellent resource for us to use.

IV. Old business
  • New method of voting on rules at annual meeting
    o M. Gilliam shared with the committee that a new method of voting on the rules at the annual meeting needed to be addressed. The recommendation from the Executive Committee is as follows:
      ▪ The rules are to be brought forward to the committee before the meeting.
      ▪ The rules committee will draft and vote on the rule.
      ▪ The rules will then be forwarded to the entire commission to review and they can then forward their comments (within so many days) back to the committee.
      ▪ The rules committee can make necessary changes before the annual meeting.
      ▪ No amendments will be allowed at the Annual Meeting
    The goal is to have the rules set in stone before going to the annual meeting. It has been problematic in the past and has unintentionally affected the rules.
  • M. Gilliam reminded the committee that the 2005 Annual Business Meeting is one month earlier this year; therefore the committee has shorter time frames to complete their work. Conference calls will be on an “as needed basis”, the majority of the business will be done via email.
  • March 8-9, 2005 Meeting – Richard Stroker (NIC)
    o M. Gilliam shared with the committee the goals of the next meeting which will be held in Lexington, KY at the National Office. R. Stroker from NIC will be working with the committee to assist us on a Needs Assessment on March 8th and 9th. On the 9th and 10th of March the Drafting Committee will start putting together an agenda for upcoming rules’ changes.

V. New business
  • Follow up meeting to March 8-9 meeting will need to take place in Lexington, KY some time in late May early June.
  • Information Technology recommendation for rules (New Database)
    o This will be the top priority with the Rules Committee. The projected online date for the new database is August 1, 2005. The Committee will need to clean up the rules for the database then the Commission will need to hold a National Teleconference to vote on the changes before the implementation of the database.
  • Agenda for the remainder of the year
    o D. Geiger will be drafting and forming a process for the Commissioners to share with the committee rule issues that need to be addressed. A process needs to be put into place to allow the Commissioners to share information to the Rules Committee. D. Geiger will draft a process and share with the committee in March.
• Other business
  o D. Blackburn shared with the committee that the next face to face meeting that R. Stroker will lead in an exercise to try to find alternatives. Please know that a matrix is just one concept to the needs assessment.

VI. Next meeting(s)
  • March 8-9, 2005 in Lexington KY

VI. Adjourn
  • M. Gilliam thanked the entire committee for agreeing to be on the Rules Committee and looks forward to working with each and every one.
  • Motion to adjourn brought by M. DePetrio, seconded by H. Lowery. All in agreement and the meeting was adjourned at 12:42 p.m. EST.