Kathie Winckler, chair of the committee, called the Rules Committee to order at 12:01 p.m. (EDT). Following introductory remarks, Winckler called for a roll call of members. Five of 8 voting members were present, establishing a quorum.
• Winckler called for a staff update. Nothing new to report.

• Winckler led the group in a discussion of Unfinished Business, specifically draft rule 3-110 that was tabled on August 7, 2003. A motion to remove the rule from the table was made by Wall, seconded by Cosby and approved by a unanimous vote. Following lengthy discussion, a motion to adopt Rule 3-110 as amended (see draft rule from August 22, 2003) was brought by Wall, seconded by Hayes and approved by a unanimous vote.

• The quorum was lost at 1:25pm (EDT) with the departure of Hayes and no more official business could be conducted.

• Next meetings – the scheduled August 29 meeting has been cancelled; the next meeting will take place on Sept. 5, 2003 at 12:00pm (EDT) @ 888-387-8686, 7389593. Meetings are scheduled for each Friday at this time until the November Annual Meeting.

• The Committee adjourned by unanimous consent at 2:00pm (EDT).
I. Call to order and roll call  

II. Staff update  

III. Unfinished business  
   (a) Discussion and vote on victim notification rule.  

IV. New business  
   (a) Review and discussion of comments and suggestions received from several individuals regarding the draft rules. Votes on a number of these suggestions are possible.  
   (b) Discussion of procedure for handling future comments and suggestions received.  
   (c) Discussion of additional work to be done and establishment of target dates of completion. Please note that all work product of the Rules Committee is subject to vote by the Committee in the same manner as our previous work.  
      i. Definitions  
      ii. By-law on succession of Commission officers  
      iii. Forms: to be drafted by lawyers  
      iv. Forms: to be drafted by subcommittee  

V. Next meeting(s)  

Teleconference meetings will be held at 12:00 p.m. EDT on August 29, 2003, and each successive Friday at the same time through the end of October.  

VI. Adjournment