The meeting was called to order by K. Winckler at 12:00 p.m. (EDT)

Minutes from the September 26th meeting were deferred for approval until the next meeting, October 17th, 2003.

Staff Update – D. Blackburn, Executive Director, introduced J. Adair, Executive Assistant for the National ICAOS office.
IV. Chair Update – K. Winckler shared receipt of the press release from Governor Ed Rendell of Pennsylvania appointing B. Martinez Chairman of the Board of Probation and Parole. The committee welcomed and congratulated Mr. Martinez on his appointment.

V. Discussion was held regarding the definition of “temporary travel permit.” The motion was made by B. Martinez to accept language from A. Wall and was seconded by T. Hayes. Further discussion occurred resulting in A. Wall’s moving to amend his previous language and was seconded by T. Hayes.

VI. B. Martinez moved to amend A. Wall’s language, but there was no second.

VII. Further discussion was held on A. Wall’s language. A. Wall accepted substituting “to travel outside the supervising state” to replace “to visit a state other than sending state.” B. Martinez specified that travel time must include a start and end date not to exceed 31 days. P. Tuthill agreed and A. Wall accepted the amendment. The motion was approved with seven in favor, one opposed.

VIII. M. McCabe proposed language definition for a temporary travel permit to include permission granted to an offender for authorizing travel between the states for a specific period of time not to exceed 30 days, at the end of which the offender is required to return to the state that issued the permit.

IX. The Committee reviewed their task list for tasks to be completed before the annual meeting. K. Winckler expressed the belief that the Committee has accomplished its outline to the best of their abilities at this time and are on track.

X. Discussion was held regarding rule 3.110. M. Gilliam moved approval on sec. 3.110 concerning responsibility for supervision of offender by the receiving state but that sec. 3.103 and sec. 3.106 be amended to provide that additional information be included at time of transfer. There was no second and the motion died.

XI. Discussion was held regarding rule 3.108. M. Gilliam made the motion to approve the rule changes submitted in 3.108b1b. The motion was seconded by J. Cosby. A. Wall moved to table the discussion for another time and it was seconded by J. Cosby. The motion carried unanimously.

XII. Members agreed to the cancellation of the October 10th meeting. The next scheduled meetings are October 17, 24, and 31, 2003.

XIII. A motion was made by B. Martinez and seconded by J. Cosby to adjourn the meeting. Meeting was adjourned at 1:52 p.m. (EDT).