INTERSTATE COMMISSION FOR ADULT OFFENDER SUPERVISION

SOUTH REGION
TELECONFERENCE MEETING

Tuesday, July 19, 2005
10:00 a.m. (EST)

1-888-387-8686 Room # 7389593

Members in Attendance:

1. Joe Kuebler (GA)
2. Cathy Terry-Crusor (DC)
3. Genie Powers (LA)
4. Lois Brooks (VA)
5. Ron Williams (FL)
6. Vernon Skuhr and Melanie Brock (MD)
7. Henry Lowery (WV)
8. Angela Tolley (KY)
9. Ann Hyde (SC)
10. Robert Oaks (AL)
11. Milt Gilliam (OK)
12. Gary Tullock (TN)
13. David Guntharp (AR)
14. Ivy Keys (MS)
15. Wanda LaCour (MO)

Members Not in Attendance:

1. Sherry Pilkington (NC)
2. Kathie Winckler (TX)

Staff

1. Don Blackburn
2. Kelli Price
J. Kuebler called the meeting to order at 10:04 a.m. (EST). A quorum was established.

May 2, 2005 meeting minutes were approved by region to be posted without changes.

Committee Updates

• Technology Committee J. Kuebler (GA) -
  o Update on NACIS system-
    ▪ A test system is scheduled to be released on August 1, 2005. The IT Committee, the JAD Group and the National Office will test the system and provide feedback to Softscape. Once Softscape makes the necessary changes provided from the feedback, all Commissioners will have a chance to test the system.
    ▪ Information has not been given out to Commissioners because the information on NACIS changes daily. Harry and the National Office have been working closely to make sure every detail is taken care of to make the system successful.
    ▪ Training is tentatively scheduled for October. The commission will pay for one person from each state and two people from split states.
    ▪ The implementation date is tentatively scheduled for December 1, 2005. Awaiting the completion of testing before the date is confirmed.
    ▪ State responsibilities
      • Training plan for your state
      • Setting up of state compact office
      • Setting up users
    ▪ The Rules Committee has changed the wording of the rules to allow the Commission to use the system. These will be voted on at the next Annual Meeting. A Final Version will be in the Docket Book.
    ▪ Integration with NACIS – contact Joe or Don for more information
    ▪ Legacy Files – States will have 6 months from implementation to place current cases into NACIS.
    ▪ D. Blackburn shared with everyone that the delay of the NACIS system is due to the technical document that the vendor and the development group developed. This technical document encompasses all of the elements of the system that the development group required. The National Office and the vendor have been negotiating back and forth to make sure that all of the elements are in this document. Once the document is signed and the system is released, there will be three weeks of testing. Then the vendor will make the necessary changes provided to them from feedback. The system will then be released to states and the integration document will follow.
• Training Committee A. Hyde (SC)-
  o Since April, 5 trainings have been conducted in TX with an average of 50-60 people per session.
  o Train-the-Trainer took place in Lexington in June. 23 people were in attendance.
  o In August, D. Blackburn and R. Masters will attend a Judicial Training in Illinois. D. Blackburn will also be conducting a Train the Trainers in New Jersey at the end of the month.
  o A New Commissioners Training will be held on Sunday, September 11, 2005 in Phoenix before the Annual Business Meeting. This training will comprise of a one day training to assist New Commissioners set up their State Councils and provide information on their roles in the organization.
  o D. Blackburn and A. Hyde will be presenting at the APPA conference next week in New York.
  o Bench books have been printed and sent out. The Handbook is complete and is awaiting publication.

• Compliance Committee D. Blackburn-
  o D. Blackburn is pleased of the success of the rules that have been put into place. Many issues have been resolved at the National Office level and not had to go to the Compliance Committee. Commissioners are working will together to resolve issues.

• Rules Committee M. Gilliam (OK)-
  o The Rules Committee met in Lexington June 28-29th to draft changes to rules. Most of the changes are time frame changes related to NACIS.
  o Three Ex-Officio’s were added to the Committee. They are working DCA’s that provided assistance with the rules since they work with them every day.
  o The final draft of the rules has been sent to the National Office and will be placed into the Docket Book for distribution.
  o Main Issues
    ▪ Defining relocate
    ▪ Cleaned up language on new time frames
    ▪ NACIS – preparing Rule 3.107 on what needs to go into an investigation request.
    ▪ Cleaned up language for NACIS
    ▪ Rule 2.109 – how rules are adopted and brought to the Rules Committee
  • At the Annual Meeting the Commission will be voting on not taking Amendments from the floor. Amendments on the floor tend to affect other rules. The Commission will be able to vote for or against a rule or send it back to the Rules Committee. If this passes at the Annual Meeting it will be effective immediately. This change will assist the Commission in making sure the rules a solid.
• Finance Committee G. Powers (LA)-
  o The National Office is wrapping up the fiscal year.
  o The 2% proposed dues increase will not meet all expenses. D. Blackburn has been able to reduce the Operating Costs by 15% to assist in the budget.
  o Applied for a separate Tax Exemption

State Updates

• Georgia – J. Kuebler introduced a new Parole Director, David Morrison. Lindy Clark discussed Supervision Caps.

• Alabama – R. Oakes found 160 Annual Report cases that have been unaccounted for and has issued 143 warrants. A survey was conducted to find out how many staff members each compact office had nation-wide. Based on this survey Alabama has been able to expand his staff by 2 based on the average nation wide. Alabama is pursuing the final 17 cases and if they are found to be living in other states, then they will be brought into compliance with the Compact or warrants will be issued in those cases as well..

• Arkansas – Nothing to report.

• District of Columbia - C. Terry-Crusor announced a new Administrative Assistant, Robin Brock and a new manager, Lorenzo Hopkins. Several people went to the Train the Trainers in Lexington in June and she has received positive feedback.

• Florida - R. Williams attended a judge’s conference in June and sent up a booth to distribute Benchbooks.

• Kentucky – A. Tolley shared the T. Woodward will be leaving her office effective August 1, 2005.

• Louisiana - G. Powers shared that Gregg Smith attended the Rules Committee.

• Maryland – V. Skuhr stated that Fred Matthews has retired. A State Council Meeting was held on July 15, 2005.

• Mississippi - I. Keys stated that the State Council meeting has been scheduled for August and that MS is looking forward to the Annual Business Meeting.

• Missouri - W. LaCour is preparing to go to the Governor’s Chief Counsel regarding private probation.

• North Carolina – S. Pilkington was not in attendance.
- Oklahoma - M. Gilliam has hired clerical staff, Terry Parker and Matthew Porter. There will be a major reorganization in the Community Corrections Division. The State Council plans to meet before the next Annual Meeting.

- South Carolina - A. Hyde is expanding a pilot. Cases transferred and supervised in some counties will now be in the central office, making things more efficient.

- Tennessee - G. Tullock has a complete staff and has worked hard distributing Benchbooks. There has been some turnover in the State Council.

- Texas - K. Winckler was not in attendance.

- Virginia – L. Brooks shared that W. Pulliam and J. Camache will be in attendance at the Annual Meeting.

- West Virginia – Nothing to Report, business as usual

**Executive Director Comments-Don Blackburn**

- The National Office has been preparing for the Annual Meeting.
- The National Office has received positive feedback regarding the Benchbook. It is posted on the website and has been mailed to those whom have requested it.
- NACIS project has consumed the majority of the National Office’s time.
- D. Guntharp announced that registration for the Annual Meeting needs to be sent to the National Office as soon as possible as time is running out.

**Conclusion/Comments - J. Kuebler (GA)**

- J. Kuebler announced he will be relinquishing his Regional Representative duties at the next Annual Meeting.

**Adjourn**

- Meeting adjourned by J. Kuebler at 11:21 a.m. EST.