Interstate Commissioner for Adult Offender Supervision
South Region Meeting Minutes

December 1, 2008
2:00 pm EST/1:00 pm CST
WebEx

Members in Attendance:

1. Gary Tullock   Chair, Tennessee
2. David Guntharp Arkansas
3. Adrienne Poteat District of Columbia
4. Bruce Grant Florida
5. David Morrison Georgia
6. Lelia VanHoose Kentucky
7. Patrick McGee Maryland
8. Milt Gilliam Oklahoma
9. James Camache Virginia
10. Chris Norman Alabama
11. Samuel Glover South Carolina
12. Kathie Winckler Texas

Guests:

1. Anne Precythe
2. Angela Tolley
3. Karen Tucker
4. Jim Sisk
5. Peg McClure
6. Michelle Douglas
7. Steve Turner
8. Regina Grimes
9. Chris Harris
10. Gregg Smith

Approved on 02.05.2009. B.S.
11. Lee Ishman

Members not in Attendance:

1. Genie Powers   Louisiana
2. Christopher Epps Mississippi
3. Henry Lowery   West Virginia
4. Steve Long     Missouri
5. Robert Guy     North Carolina

Staff:

1. Harry Hageman
2. Ashley Hassan
3. Mindy Spring
4. Sam Razor
5. Xavier Donnelly
6. Barno Saturday
7. Kevin Terry

Call to Order

South Region Chair G. Tullock (TN) called the meeting to order at 2:03 p.m. EST/1:03 CST. Twelve out of seventeen members were present. Quorum was established.

Approval of Agenda

Commissioner G. Tullock (TN) proposed to add the following items to the agenda: Update on ICOTS, Rule 3.107 Recommended Amendment, Probable cause hearing, and South Region meetings schedule for 2009. Commissioner M. Gilliam (OK) made a motion to approve agenda as amended. Commissioner P. McGee (MD) seconded. Agenda was approved as amended.

Approval of Minutes

Commissioner K. Winkler (TX) made a motion to approve the minutes from September 9, 2008. Commissioner A. Poteat (DC) seconded. The minutes were approved.

Old Business

The Region had discussion on legacy data load. The Region expressed its appreciation towards the National Office and S. Razor in particular, for assistance with ICOTS.
Executive Director H. Hageman mentioned that since the deadline for the legacy data load was a few days away, it might take a while for Appriss to upload all legacy data to ICOTS.

The Technology Committee along with the National Office is working on a state self-audit that will make sure all state’s users are authorized and properly trained. The Technology Committee plans to implement this tool in January 2009.

The Region discussed the final cutoff date for the ICOTS implementation. Executive Director H. Hageman mentioned that the Executive Committee decision on the final cutoff date would be made no earlier than January 13, 2009.

DCA K. Tucker (FL) presented proposed amendment to Rule 3.107.

**Rule 3.107 Application for transfer of supervision**

(a) A Transfer request for an offender shall be transmitted through the electronic information system authorized by the commission and shall contain—

(1) transfer request form—information entered into electronic information system;

(2) instant offense in sufficient detail to describe the type and severity of offense and whether the charge has been reduced at the time of imposition of sentence;

(3) photograph of offender;

(4) order of supervision with standard and special conditions of supervision as soon as available;

(5) any orders restricting the offender’s contact with victims or any other person;

(6) any known orders protecting the offender from contact with any other person;

(7) information as to whether the offender is subject to sex offender registry requirements in the sending state along with supportive documentation;

(8) pre-sentence investigation report, if available;

(9) supervision history, if available;

(10) information relating to any court-ordered financial obligations, including but not limited to, fines, court costs, restitution, and family support; the balance that is owed by the offender on each; and the address of the office to which payment must be made.

(b) The Offender Application for Interstate Compact Transfer shall be maintained in the sending state.

(c) Additional documents, such as the Judgment and Commitment, and any other information may be requested from the sending state following acceptance of the offender. The sending state shall provide the documents if available.

After discussion, the Region agreed to amend lines #1 and #4. The Region made technical correction to Line #6 – it was changed to Line #5 according to Rule’s numbering.

**Commissioner B. Grant (FL) made a motion to adopt proposed changes to Rule 3.107 and send it to the Rules Committee for review. Commissioner S. Glover (SC) seconded. The motion was approved.**

The Region had discussion on removal of offender’s criminal history from required documents initiated by Commissioner D. Morrison (GA). Commissioner D. Morrison (GA) will present his proposal at the next region meeting for discussion.
The Region had discussion on Probable Cause Hearing initiated by Commissioner G. Tullock (TN). The Region members will send G. Tullock their effective probable cause hearing instructions and/or policies.

**New Business**
The Region decided to have region meetings once every quarter.

Commissioner K. Winkler (TX) made a motion to have South Region meetings on the first (1) Thursday of every third (3) month starting from February 2009 with forth (4) meeting being held at the Annual Business Meeting 2009. Commissioner D. Guntharp (AR) seconded.

Commissioner K. Winkler (TX) made an amendment to the motion – Meeting time – 3:00 pm EST/2:00 pm CST.

The motion was approved as amended.

**Adjourn**

Commissioner S. Glover (SC) made a motion to adjourn. Commissioner D. Morrison (GS) seconded. The motion passed.

The meeting was adjourned at 3:43 pm EST.