Interstate Commission for Adult Offender Supervision
Training Committee Meeting Minutes

April 3, 2014
11:00am ET

WebEx

Members in Attendance:
1. Dori Ege Chair, AZ
2. Rose Ann Bisch MN
3. Devon Whitefield CO
4. Shawn Arruti NV
5. Kari Rumbaugh NE
6. Karen Tucker FL
7. Margaret Thompson PA
8. Kathleen Graves KS

Members not in Attendance:
None.

Staff:
1. Harry Hageman
2. Sam Razor
3. Xavier Donnelly
4. Barno Saturday

Call to Order
Commissioner D. Ege called the meeting to order at 11:01 a.m. ET. Eight members were present, quorum was established.

Approval of Agenda
M. Thompson (PA) moved to approve the agenda. D. Whitefield (CO) seconded. Agenda approved as presented.

Approval of Minutes

Approved on 12/16/2014. B.S.
K. Tucker (FL) moved to approve the minutes from Nov 13 and Oct 16, 2013 meetings. D. Whitefield (CO) seconded. Minutes approved as written.

Discussion

Retaking/Returning Prior to Conviction: K. Rumbaugh (NE) informed the Committee that the topic - Retaking/Returning Prior to Conviction - came from the Midwest Region meeting’s discussion.

The Committee discussed issuing a best practice or training bulletin to clarify this matter.

D. Ege (AZ) presented the Committee ways to train on this topic.

K. Rumbaugh and R. Willson will work on a training bulletin for Rule 5.101-1.

New Compact Office Training for Reviewing Violation Reports: Committee reviewed M. Spring’s ideas for the new compact office training for reviewing violation reports.

- Ensure Violations reported are significant
- Ensure Violation reports are accurate
- Pending Felony/Violent Crime Charges-offender is ‘unavailable’ unless states mutually agree to retake
- Appropriate use of workflow when transmitting between states
  - ‘send back’ and comments are not communication tools
  - Inaccurate violation reports should be withdrawn
- Addendum usage

K. Tucker (FL) suggested adding the ICOTS screen shots.

S. Arruti (NV) suggested using a test case in ICOTS to show the addendum and the process itself.

M. Spring will draft a PPT and send it to the Committee for review.

APPA Presentation: K. Rumbaugh (NE) suggested changing the ICAOS training presentation at the APPA Training Institute.

K. Rumbaugh mentioned that the same people attend this workshop and that the workshop content needs to be changed.

The Committee reviewed K. Rumbaugh’s training ideas:

- Possible Training Topics:
  - Focus on one section of rules, like the mini trainings:
    - Eligibility for Transfer & Reporting Instructions
    - Mandatory Retaking for Significant Violations
    - Mandatory Retaking for Violent Offenders & Absconders

Approved on 12/16/2014. B.S.
• Probable Cause Hearings
  
  o What Judges, Attorneys and Parole Boards need to know about Interstate Compact

  o Interstate Compact Liability and the protection of Victims
    ▪ Victim rules
    ▪ VINE watch

  o Sex Offenders how do they move to other states?

  o Panel including a judge, county attorney, parole board member & officer

• APPA is stressing the importance of activities for the sessions and Kari believes having a shorter presentation and more time for an activity would be greatly beneficial. Some activity ideas below:
  
  o Give participants scenarios and have them work in groups to determine transfer steps and report out to group.

  o Role play: have participants team up and give them a charge, one is the officer or judge and one is the offender, have them discuss the transfer process.

  o Rule Violation: could do a bingo or have someone play a judge and have them practice how to let someone of authority know they are violating the rules.

H. Hageman informed the Committee that the workshop must be approved by APPA in advance. He suggested a workshop on retaking with the title “Craig’s List Killer”.

The Committee decided to start working on this project after the ABM 2014.

ABM Trainings: The Committee reviewed a tentative agenda for the ABM 2014 put together by the ABM Workgroup. The Committee will discuss the training options at its upcoming joint meeting with the DCA Liaison Committee.

Upcoming Training Assignments: The Committee members discussed their availability for scheduled trainings.

M. Thompson and K. Tucker are available during all the listed dates.

May 20-General Rules (3 hrs)
May 21-Eligibility (90 min) - K. Rumbaugh
May 27-Mandatory Retaking for Significant Violations (90 min) - D. Ege & S. Arruti
May 28-Mandatory Retaking for Felony or Violent Crimes & Absconders (90 min) - S. Arruti & R. Bisch
May 29-Probable Cause Hearing (90 min)

J. Lohman (VA) sent a draft training bulletin on Rule 3.107(a)(12) to D. Ege (AZ).

S. Razor informed the Committee that the Rules Committee will be discussing this rule at its upcoming meeting.

Adjourn
M. Thompson (PA) moved to adjourn. S. Arruti (NV) seconded.

The meeting adjourned at 12:13 pm ET.