Members in Attendance:
1. Dori Ege Chair, AZ
2. Jenna James GA
3. Rose Ann Bisch MN
4. Kari Rumbaugh NE
5. Shawn Arruti NV
6. Devon Whitefield CO

Members not in Attendance:
1. Ed Gonzales NM

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

Call to Order
Commissioner D. Ege called the meeting to order at 2:00 p.m. ET. Six members were present, establishing a quorum.

Approval of Agenda
Agenda was approved by acclamation.

Approval of Minutes
R. Bisch (MN) made a motion to approve the minutes from April 7, 2011. S. Arruti (NV) seconded, the minutes were approved as drafted.
**Discussion**

*Membership:* Commissioner D. Ege welcomed Commissioner J. James to the meeting.

*Mini ICOTS and Rules WebEx sessions:* The Committee reviewed and updated version of mini Rules PPT on Rule 5.103-2 Mandatory Retaking for Violent Offenders & Rule 5.103-1 Absconders. The Committee made a few changes to the PPT.

The Committee decided on WebEx Training session’s assignments:

Nov 15 - R. Bisch  
Nov 16 - K. Rumbaugh  
Nov 17 – D. Ege  
Dec 6 - S. Arruti  
Dec 7 – K. Rumbaugh and S. Arruti  
Dec 8 – D. Ege and R. Bisch

D. Ege requested emailing any PPT changes to her by the end of next week.

*New Amendments’ Trainings:* The Committee discussed new amendment training for DCAs. M. Spring will send Rules Committee PPT on new amendments to the Training Committee members for review.

The Committee plans to schedule two sessions for amendment training. Those sessions will be scheduled the weeks of January 9th & January 16th. Dates and times will be forwarded to the members.

K. Rumbaugh suggested providing more video training on ICOTS topics for beginners and advance users. The committee members were asked to provide suggestions for topics.

The Training Committee will meet again in December 12, 2011.

**Adjourn**

R. Bisch (MN) made a motion to adjourn. S. Arruti (NV) seconded. Motion passed. The meeting adjourned at 2:58 pm ET.