



Interstate Commission for Adult Offender Supervision

West Region Meeting MINUTES

April 15, 2021 · 2:00 PM ET
Video Conference

Members in Attendance:

1. Roberta Cohen (NM), Chair
2. Rebecca Brunger (AK)
3. Dori Littler (AZ)
4. Merideth McGrath (CO)
5. Dwight Sakai (HI)
6. Denton Darrington (ID)
7. Deborah Dreyer (NV)
8. Dan Blanchard (UT)
9. Mac Pevey (WA)
10. Coltan Harrington (WY)

Members not in Attendance:

1. Guillermo Viera Rosa (CA)
2. Cathy Gordon (MT)
3. Jeremiah Stromberg (OR)

Guests:

1. Lorna Colver (AK)
2. Matthew Poyzer (AZ)
3. Chris Smalling (CA)
4. Andrew Zavaras (CO)
5. Michael Knott (HI)
6. Judy Mesick (ID)
7. Mary Kay Hudson (IN)
8. Victoria Vigil (NM)
9. Bill West (NV)
10. Mark Patterson (OR)
11. Tanja Gilmore (WA)
12. Patricia Odell (WY)

Staff:

1. Ashley Lippert, Executive Director
2. Allen Eskridge, Policy and Operations Director
3. Barno Saturday, Logistics and Administrative Coordinator
4. Mindy Spring, Administrative and Training Coordinator
5. Kelsey Moore, Web Applications and Tech Support Manager

Call to Order

Chair R. Cohen (NM) called the meeting to order at 2:01 pm ET, twelve out of thirteen members were present; a quorum was established.

Approval of Agenda and Minutes

Commissioner D. Littler (AZ) moved to approve the agenda as presented. Commissioner M. Pevey (WA) seconded. Agenda approved.

Commissioner D. Littler (AZ) moved to approve the minutes from January 14, 2021 as drafted. Commissioner M. Pevey (WA) seconded. Minutes approved.

Discussion

New rule proposals for Commission's consideration at the 2021 Annual Business Meeting: Commissioner M. Hudson, the Rules Committee chair, stated that last year the Rules Committee established a workgroup to address inconsistency in warrant timeframes as listed in ICAOS Rules. Consequently, the Rules Committee approved the workgroup's recommendation to establish consistent timeframes in the interest of training stakeholders and public safety. The package included amendments to six rules (2.110, 4.111, 5.101, 5.102, 5.103 & 5.103-1) expanding the timeframe for issuing compact compliant warrants to a standard 15-business day, when an offender fails to arrive or return as instructed or is subject to retaking.

Commissioner M. Hudson (IN) emphasized the importance of good communication between the states. She thanked Commissioner Pevey (WA) who was kind and patient working with Indiana on a difficult case between their states.

Commissioner D. Littler (AZ), Rules Committee vice-chair, stated that the rule package was well vetted through DCA and standard regions.

Commissioner M. Hudson (IN) added that the Commission was aware of potential difficulties with implementing this rule proposal package and would work with states to resolve their concerns and issues.

Chair R. Cohen (NM) asked why amendment to Rule 5.101 was not reflected in Rule 4.109-2.

Commissioner D. Littler (AZ) noted that no changes to Rule 4.109-2 was necessary as at that point, the offender would have left the receiving state and the case would be closed.

Executive Director A. Lippert encouraged region members to record their comments in the rule proposals comments forum on the Commission's website by June 1, 2021.

Commissioner D. Littler (AZ) presented the Midwest Region and the Rules Committee proposals to amend *Rule 1.101 Definition of Resident*. The Midwest Region proposed to change the qualification for 'resident' to having resided in the receiving state 6 months prior to the request for transfer. The Rules Committee proposed to change the qualification for 'resident' to having resided in the receiving state 1 year prior to sentencing or supervision start date.

She thanked the Midwest Region for submitting this proposal to amend this rule stating that this definition always was difficult to train on.

The region reviewed a proposal to amend *Rule 5.108 Probable Cause Hearing in the Receiving State* proposed by the Midwest Region. The proposal clarified that probable cause must be established prior to retaking on a violation that was revokable in the receiving state.

Commissioner M. Hudson (IN) added that this amendment was a clarification to current practices, rather than a substantial change.

The region reviewed the proposal to amend the Bylaws by adding the National District Attorneys Association (NDAA) as ex-officio member.

Executive Director A. Lippert noted that the Commission would vote on this proposal to amend the Bylaws by inviting NDAA to become an ex-officio member. The Association of Prosecuting Association (APA) is a current ex-officio member with a smaller membership of mostly large metropolitan areas. NDAA is made up of a much larger membership base, encompassing both large and small jurisdictions. In the last year, the Commission collaborated with both organizations on multiple trainings as well as round tables.

Executive Director A. Lippert noted that it was beneficial to maintain the relationship with both organizations.

New ICOTS enhancement proposal for Commission's consideration at the 2021 Annual Business Meeting: Executive Director A. Lippert stated that the Commission would vote on the ICOTS enhancement to create new managed processes for tracking warrants for compact offenders. The Technology Committee recommended three components to the enhancement proposal:

1. New Warrant Status for ICOTS records: User entered data related to compact compliant warrants.
2. New email notifications managing the Warrant Status information based on triggers (Failure to Arrive, Disc Retaking, Mandatory Retaking, updates to Warrant Status information)
 - Warrant Status Needed-when no warrant record exists and/or data fields for 'Issuing authority' and 'NCIC verification date' are NULL
 - Warrant Status Updated-when any data is added to a warrant record
3. New managed activity for Discretionary Retaking. The tracking mechanism depended on manual entry as the NCIC and ICOTS systems did not speak with each other.

This enhancement would be considered as a separate vote at the 2021 ABM.

Training Coordinator M. Spring noted that new data would include a clear audit trail. She reminded the region that each state would need to determine how to train on these new processes as procedures to obtain compact compliant warrants varies by state as well as to determine lines

of communication to ensure ICOTS privacy policy compliant data entry. Users must know that ICOTS/ICAOS did not confirm active/compliant warrants and include this disclaimer on the warrant status screens in ICOTS as well as on every email notification regarding warrant status updates.

Training Coordinator M. Spring stated that the national office would launch a dashboard shortly after the approval and launch of the enhancement to improve user experience and data accuracy.

The rescinding of Rule 2.111: Executive Director A. Lippert reminded the region that the Executive Committee lifted the applicability of Rule 2.111 on April 1, 2021. She added that the national office did not see many states experiencing significant issues with timeframe of the ICOTS compliance standard dashboard. She encouraged states to evaluate and identify areas that need work in their state. The Compliance Committee would work with states on individual basis .

Old Business

Discuss new ICOTS enhancement proposals proposed by the State of Nevada and the State of Washington: The region postponed its discussion of the new ICOTS enhancement proposals until its next meeting.

New Business

Chair R. Cohen (NM) advised the region about the upcoming region chair election. The election will take place in September 2021. She encouraged commissioners to run for the West Region chair position, if interested.

Adjourn

Commissioner D. Blanchard (UT) moved to adjourn. Commissioner D. Littler (AZ) seconded.

The meeting adjourned at 2:59 pm ET.