



Interstate Commission for Adult Offender Supervision

VIRTUAL ABM 2021

DCA LIAISON COMMITTEE REPORT

To: Commissioners of the Interstate Commission for Adult Offender Supervision

From: Suzanne Brooks, Chair, DCA Liaison Committee and Deputy Compact Administrator, State of Ohio

Committee Members

Suzanne Brooks (OH), Chair, DCA

DCA Region Chairs:

East - Natalie Latulippe (CT), DCA
Midwest – Matthew Billinger (KS), DCA
South – Timothy Strickland (FL), DCA
West – Tanja Gilmore (WA), DCA*

Region Representatives:

East – Denis Clarke (ME), DCA
Midwest - Simona Hammond (IA), DCA
South – Brandon Watts (TX), DCA
West – Patricia Odell (WY), DCA

*Newly elected West Region Chair – Mark Patterson (OR), DCA

Committee Mission

Provide a mechanism for Deputy Compact Administrators (DCAs) to communicate concerns or needs and act as a liaison to improve the communication and relationship between Commissioners and DCAs.

Committee Goals

1. Identify issues or concerns affecting DCAs and support effective discussion/action to find resolution.
2. Identify issues of relevance for referral to standing committees.
3. Supporting the DCAs through partnership with the Training Committee, mentorship, and effective communication through newsletters and other forms.

Committee Work

Since the last report, the DCA Liaison Committee met four times. Three meetings have occurred since DCA Brooks was appointed as chair in January of 2021. The committee reviewed its mission and goals and continued with the same intent. A significant area of focus for this group in early 2021 was to further discuss and develop the *DCA Liaison Committee's Best Practice & Dashboard*

Usage Program that was approved by the Executive Committee for implementation in December 2020. Acknowledging that DCAs across the nation have varying degrees of experience in utilizing the current dashboard reports was an important topic of discussion as tools needed to be developed for users at all skill levels. The DCA Liaison Committee identified the four quarterly topics of review for FY 2022 to include: offender management; retaking management; rejected case clean up (withdraw/close); and user cleanup (remove roles, deactivate after 12 months, etc.). While providing an avenue for cleanup of ICOTS data, the intent of the DCA Liaison Committee is to help develop best practices for states to properly address these topics moving forward.

Issues surrounding the interpretation of rules, training bulletins, and advisory opinions were brought to the DCA Liaison Committee for review since the last report. Conversations held amongst all representatives allowed for the opportunity to discuss varying interpretations from region to region and to further identify how to provide a consistent message to all DCAs. While a decision was made to eliminate the DCA quarterly newsletter, this was largely due to the rollout of the *DCA Liaison Committee's Best Practice and Dashboard Usage Program*, but also because all representatives felt that this information is best shared during DCA region meetings through open dialogue. As issues have been identified, it has been articulated to the DCA region chairs that the expectation is for these topics to be addressed during region meetings and if additional issues or concerns arise, there could be further communication with the Training Committee for possible collaboration to provide additional training resources or opportunities.

The committee also assists in the planning and training of compact office staff through the mentoring program. Several new DCAs have already expressed interest in participating in the mentoring program in 2021. Additionally, the DCA Liaison Committee has begun to invite new DCAs to the DCA Liaison Committee meetings to provide formal introductions with the chair, DCA region chairs, and region representatives. The intent moving forward is to meet twice per year and, in addition to formal introductions, provide a formal overview of the DCA mentoring program, the dashboard reports, and to discuss the importance of the DCA/commissioner relationship. Two members of the DCA Liaison Committee participated in the planning for the 2021 ABM. The DCA Liaison Committee works closely with the Training Committee, ABM Planning Workgroup, and ICAOS National Office staff to coordinate training and presentations.

DCA Mentoring Program

The mission of the mentoring program is to coach, train, and counsel new and existing DCAs on the operations of a compact office and to provide guidance to DCAs, who need assistance resolving difficult compliance issues in their state. The mentoring program encourages active participation in Commission and regional activities and collaboration with member states to promote successful strategies and best practices.

- *Participant*: Any DCA who is either new or requests (through their commissioner) additional coaching or assistance.
- *Mentor*: The DCA Liaison Committee regional chair or another DCA who has demonstrated an understanding of their role and is recognized for their communication skills. Mentors will communicate regularly and offer feedback, guidance, and support.

- *Mentoring period:* Typically, one year. Extensions may be granted, if needed.

Respectfully submitted,

Suzanne Brooks

Suzanne Brooks
Chair, DCA Liaison Committee
Deputy Compact Administrator, State of Ohio