



Interstate Commission for Adult Offender Supervision

Deputy Compact Administrator Liaison Committee MINUTES

November 19, 2018
WebEx

Members in Attendance:

1. Tracy Hudrlik (MN), Chair
2. Natalie Latulippe (CT)
3. Tim Strickland (FL)
4. Simona Hammond (IA)
5. Judy Mesick (ID)
6. Mathew Billinger (KS)
7. Julie Lohman (VA)
8. Patricia Odell (WY)

Members not in Attendance

9. Margaret Thompson (PA)

Staff:

1. Allen Eskridge, Policy and Operations Director
2. Barno Saturday, Logistics and Administrative Coordinator
3. Mindy Spring, Administrative and Training Coordinator
4. Kevin Terry, Website Analyst

Call to Order

DCA T. Hudrlik (MN) called the meeting to order at 11:00 am ET. Eight voting members were present, establishing a quorum.

Approval of Agenda

DCA T. Strickland (FL) moved to approve the agenda. DCA J. Lohman (VA) seconded. Agenda approved.

Approval of Minutes

DCA J. Lohman (VA) moved approve the minutes from October 3, 2018. DCA M. Billinger (KS) seconded. Minutes approved.

Discussion

DCA Quarterly newsletter: DCA T. Hudrlik (MN) stated that the next DCA quarterly newsletter was scheduled to be published in December. She asked the committee members to send her their articles for review by November 30, 2018. She will finalize the newsletter and send it to the national office for release.

DCA M. Billinger (KS) stated that he plans to write an article on how to use a user report. He intends to incorporate a few screen shots and inquired how much space was allocated for each article.

DCA T. Hudrlik (MN) indicated there was no space limit.

Reopening Absconder Cases: At the DCA Training Institute in Orlando, it was decided to continue discussion on reopening absconder cases in the DCA region meetings.

DCA J. Lohman (VA) stated that the South Region DCAs discussed the issue on October 30, 2018. Most states reopen their cases based on the state they are dealing with. The South Region DCAs brainstormed solutions for reopening these cases while understanding the expectation for liability and supervision. One solution was to implement an ICOTS enhancement to allow the transmission of activities when a case is closed. She added that one of the biggest issue with reopening absconder cases was that states did not understand their liability when a case was reopened.

The committee discussed if a pending case should be reopened and if the compact office should continue the supervision when the offender was not available for retaking.

DCA T. Strickland (FL) spoke for opening closed cases emphasizing the importance of public safety and tracking offenders.

DCA J. Mesick (IA) agreed with DCA T. Strickland (FL).

DCA M. Billinger (KS) suggested following up with a separate email to the compact office, when submitting a CAR on a closed case to confirm its delivery.

DCA. Billinger (KS) will discuss this issue at his next region meeting in December 2018.

DCA T. Hudrlik (MN) suggested all DCA regions to add reopening absconder cases to their agendas. The committee will continue this discussion after receiving input from the DCA regions.

DCA Region Reports:

- East – the East Region DCAs have not met since the last committee meeting.
- South – The South Region DCAs met on October 30, 2018. The region continued the ABM discussion about reopening absconder cases. The region also discussed the FY 2019 warrant tracking audit and future ICOTS enhancements.

She added that Virginia, Maryland, and District of Columbia had a face-to-face border meeting.

- Midwest – the Midwest Region DCAs will meet in December to discuss audit standards, warrant reports in ICAOS dashboards, reopening absconder cases, progress reports, and amendments to rule 4.111 and 2.110.
- West – the West Region DCAs has not met since the last committee meeting.

DCA Mentor Program: DCA T. Hudrlik (MN) stated that the Commission voted not to renew IVINS at the last Annual Business Meeting. That opened up an opportunity to create a DCA Mentoring Program page on the training website in place of the IVINS page. In addition to the information about the mentoring program, the committee can use the page for other resources.

DCA T. Hudrlik (MN) asked the DCA region chairs to discuss potential ICOTS enhancements in their regions. She explained that the regions and committees need to discuss and agree on the importance of future ICOTS enhancements prior to submitting them to the Technology Committee for review. The Technology Committee's objective is to prioritize the submitted enhancements.

She suggested making *Future ICOTS Enhancements* a standing agenda item for the DCA Liaison Committee.

Policy and Operations Director A. Eskridge noted that the national office will release ICOTS enhancements policy in the near future.

New Business

The committee will meet again in February 2019.

The committee discussed the on demand trainings offered by the national office.

DCA T. Strickland (FL) indicated that Florida will require all ICOTS users to complete on demand trainings and all compact staff members to take a certain number of trainings a year to maintain ICOTS proficiency.

DCA T. Hudrlik (MN) stated that Minnesota was thinking about requiring completing the on demand trainings as a prerequisite to attend face-to-face compact trainings.

DCA T. Hudrlik (MN) reminded the DCA region chairs to discuss reopening absconder cases, compliance audit, and future ICOTS enhancements at their DCA region meetings.

Adjourn

DCA J. Mesick (ID) moved to adjourn. DCA T. Strickland (FL) seconded.

Meeting adjourned at 11:53 pm ET.