



## **Interstate Commission for Adult Offender Supervision**

### **Executive Committee Meeting MINUTES**

**July 17, 2019 • 12:00 pm ET  
Teleconference**

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#### **Members in Attendance:**

1. Jeremiah Stromberg (OR), Chair
2. Hope Cooper (KS), Vice-chair
3. Chris Moore (GA), Information Technology Chair
4. Allen Godfrey (MN), Compliance Committee Chair
5. Jacey Rader (NE), Training, Education and Public Relations Committee Chair
6. Roberta Cohen (NM), West Region Chair
7. Doug Clark (SD), Rules Committee Chair
8. Dale Crook (VT), East Region Chair
9. Brody Burks (TX), South Region Chair
10. Tracy Hudrlik (MN), DCA Liaison Committee Chair, Ex-Officio

#### **Members not in Attendance:**

1. Gary Roberge (CT), Treasurer
2. Russell Marlan (MI), Midwest Region Chair
3. Sara Andrews (OH), Past Chair Ex-Officio
4. Richard Barajas (NOVA), Ex-Officio

#### **Guests:**

1. Tina Balandran (TX)

#### **Staff:**

1. Ashley Lippert, Executive Director
2. Allen Eskridge, Policy and Operations Director
3. Mindy Spring, Administrative and Training Coordinator
4. Kevin Terry, Website Analyst

#### **Call to Order**

Chair J. Stromberg (OR) called the meeting to order at 12:01 pm ET; eight voting members were present, establishing a quorum.

#### **Agenda and Minutes**

**Commissioner D. Clark (SD) moved to approve the agenda as presented. Commissioner J. Rader (NE) seconded. Agenda approved.**

**Commissioner A. Godfrey (MN) moved to approve the minutes from June 19, 2019 meeting as written. Commissioner C. Moore (GA) seconded. Minutes approved.**

#### **Discussion**

*Compliance Committee Report:* Commissioner A. Godfrey (MN) stated that the Compliance Committee was meeting tomorrow to discuss the annual compliance dashboard standards results. Seven states did not meet the eighty percent compliance requirement. He noted that four of those states were one or less percent under the required threshold and Wisconsin had improved their score significantly even though their final score was 77%. The committee will also discuss a process of notifying the governor's office when a state is found in default in a complaint.

Commissioner A. Godfrey (MN) reminded the committee that the U.S. Virgin Islands had been struggling to stay in compliance for a the past year and suggested sending a delegation to provide support and guidance on how to resolve their ongoing noncompliance matters in addition to providing training to the new commissioner.

Executive Director A. Lippert added that in the last year, the U.S. Virgin Islands is struggling to recover from the hurricane, lost staff, had a governor change, had a commissioner change, failed to respond to the previous year's audit, and had four compliance standards under the 80% threshold. She noted that when the State of Maryland was in a similar situation a few year ago, the Commission sent a delegation to bring the state up to the required compliance level.

Commissioner B. Burks (TX) encouraged sending up to three delegates that represent main levels of involvement in the Compact.

**Commissioner B. Burks (TX) moved to send a delegation to the U.S. Virgin Islands to provide support and guidance to resolve their ongoing noncompliance matters. Commissioner J. Rader (NE) seconded. Motion passed.**

Chair J. Stromberg (OR) suggested sending Training Coordinator M. Spring for technical assistance, Executive Director A. Lippert for administrative assistance, and a commissioner, possibly the East Region chair, for assistance on a national level.

The national office will contact the U.S. Virgin Islands to specify the support they need to improve their compliance. Chair J. Stromberg (OR) will follow up with the national office to finalize the number of delegates to send to the U.S. Virgin Islands.

Executive Director A. Lippert reminded the committee that Kentucky's commissioner position had been vacant since March. She had been in contact with their Boards and Commissions Office and the Assistant Director of Probation and Parole for Kentucky. Their State Council was scheduled to meet on July 30<sup>th</sup> to appoint a commissioner. At its June meeting, the Executive Committee authorized legal actions against the Commonwealth of Kentucky, if no appointment was made by August 3.

Executive Director A. Lippert updated the committee on the New Mexico state council's compliance matter. She stated that in March, the Executive Committee instructed Legal Counsel to send a 90-day letter to New Mexico requesting them to provide state council information per Administrative Policy 03-2009. At its June meeting, the Executive Committee authorized sending another letter to the Governor finding New Mexico in default for failure to appoint a state council and giving them a 30-day notice to comply. The letter stated that if these requirements were not fulfilled by August 8, the Commission would proceed with legal actions against the state without further notice.

Commissioner R. Cohen (NM) had submitted a revised list of recommended individuals to the Governor for approval, and was hopeful that the appointments would be made before the deadline.

Executive Director A. Lippert noted that at the last meeting, the Executive Committee accepted the Compliance Committee's recommendation to find the State of Oklahoma in default of the Compact under Article IX for its failure to issue compact compliant warrants and impose a fine of \$10K, which would be held in abeyance for a period of twelve months upon acceptance of the corrective action plan and its successful implementation. Oklahoma has until July 20, 2019 to submit their Corrective Action Plan.

Executive Director A. Lippert spoke with Commissioner K. Duckworth (OK) and explained the expectation of this body with regard to the default and corrective action.

**Commissioner A. Godfrey (MN) moved to assess a fine of \$10K to the State of Oklahoma, if the state does not submit a Corrective Action Plan by July 20, 2019 as requested. Commissioner D. Crook (VT) seconded. Motion passed.**

*DCA Liaison Committee Report:* DCA T. Hudrlik (MN) stated that the DCA Liaison Committee met on June 27 to discuss details for the DCA Session at the Annual Business Meeting. The committee used last year's survey feedback to design this session making it less of a training and more of a networking session. The committee intends to have assigned seats, discussion at tables, and a review of best practices.

DCA T. Hudrlik (MN) will present at the APPA Summer Institute this August in San Francisco and solicited her committee members for scenarios and case examples.

*Finance Committee Report:* Executive Director A. Lippert informed the committee that the annual fiscal year audit started on July 17, FY20 dues are coming in and the FY19 budget would be closed soon with final numbers to present next month.

*Technology Committee Report:* Commissioner C. Moore (GA) stated that Appriss had been documenting the hours required to implement the 2019 rule amendment changes in ICOTS. The national office will post cost components for each rule amendment 30 days prior to the annual business meeting.

At its next meeting, the Technology Committee will review ICOTS enhancement proposals submitted by standing committees.

*Rules Committee Report:* Commissioner D. Clark (SD) stated that the rule proposals comment period ended on July 1. The committee met on July 11 and scheduled two more meetings in August to discuss the comments and prepare the final proposals for the ABM.

*Training Committee Report:* Commissioner J. Rader (NE) stated that in the last few months, the Training and DCA Liaison Committees were working together on developing content for the ABM. The Training Committee met on July 9 to discuss details of the *Supervision in Receiving State* session scheduled for Tuesday, October 8. This session consists of a 30-minute discussion on the differences in conditions of supervision and a 30-minute discussion on pending charges and

will cover the following topics – sex-offender conditions of supervision, GPS monitoring, marijuana, lifetime supervision, dual supervision cases, and the importance of good documentation.

*ABM Workgroup Report:* Commissioner H. Cooper (KS) thanked the Training and DCA Liaison Committees for their hard work.

She added that Commissioner S. Andrews (OH) would not be available to moderate the Opioid Panel as originally planned. Commissioner R. Marlan (MI) agreed to moderate this session.

*East Region Report:* The region has not met since the last Executive Committee meeting.

*Midwest Region Report:* The region has not met since the last Executive Committee meeting.

*South Region Report:* The region has not met since the last Executive Committee meeting. The next meeting is scheduled for July 30.

*West Region Report:* Commissioner R. Cohen (NM) stated that the West Region meeting was rescheduled for July 29. The region will discuss concerns with a rule proposal submitted by the West Region as well as comments for the other rule proposals.

*Executive Director Report:* Executive Director A. Lippert presented her report to the committee:

- Commissioner changes:
  - Executive Director A. Lippert has been in communication with the office of New Hampshire Secretary of Corrections regarding the appointment of their commissioner. Due to the lengthy process in place, they plan to appoint an interim commissioner to avoid being in non-compliance.
  - The State of Tennessee has scheduled a state council meeting to appoint a new commissioner.
  - Commissioner S. Andrews (OH) will step down from her position in the near future.
- Executive Director A. Lippert discussed the ABM meeting expectations with Commissioner J. Green (CA). California’s Secretary of Corrections will provide a keynote speech.
- Executive Director A. Lippert met with Chris Asplen, Executive Director of National Criminal Justice Association, to discuss a Compact study. They will develop a proposal for this body to review in the near future.
- The national office is working on a project to integrate training into live ICOTS screens.
- The national office completed drafting the FY 2019 Annual Report and was waiting on a letter from the auditor.

**Old Business/New Business**

There was no old/new business to discuss.

**Adjourn**

**Commissioner D. Crook (VT) moved to adjourn. Commissioner C. Moore (GA) seconded.**

The meeting adjourned at 12:51 pm ET.

Jeremiah Stromberg

**Signature:** *Jeremiah Stromberg*  
Jeremiah Stromberg (Sep 9, 2019)

**Email:** jeremiah.p.stromberg@doc.state.or.us






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Final Audit Report

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