



**Interstate Commission for Adult Offender Supervision
Executive Committee Meeting**

MINUTES

October 1, 2018

Wyndham Lake Buena Vista Hotel, Orlando, Florida

Members in Attendance:

- | | |
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| 1. Sara Andrews | Chair, OH |
| 2. Jeremiah Stromberg | Vice-Chair, OR |
| 3. Charles Lauterbach | Treasurer, IA |
| 4. Chris Moore | South Region Chair, GA |
| 5. Anne Precythe | Training, Education and Public Relations Committee Chair, MO |
| 6. Shawn Arruti | West Region Chair, NV |
| 7. Doug Clark | Midwest Region Chair, SD |
| 8. Dale Crook | East Region Chair, VT |
| 9. Jane Seigel | Rules Committee Chair, IN |
| 10. Allen Godfrey | Compliance Committee Chair, MN |
| 11. Tracy Hudrlik | DCA Liaison Committee Chair, Ex-Officio, MN |
| 12. Pat Tuthill | Victims Ex-Officio |
| 13. Rick Masters | Legal Counsel |

Members not in Attendance:

- | | |
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| 14. Gary Roberge | Information Technology Chair, CT |
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Guests:

- | | |
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| 1. Robert Maccarone | NY |
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Staff:

1. Ashley Lippert, Executive Director
2. Allen Eskridge, Policy and Operations Director
3. Barno Saturday, Logistics and Administrative Coordinator
4. Kevin Terry, Website Analyst

Call to Order

Chair S. Andrews (OH) called the meeting to order at 3:13 pm ET; eleven voting members were present, establishing a quorum.

Agenda

Chair S. Andrews (OH) requested to move *New Business* to the top of the agenda.

Commissioner D. Crook (VT) moved to approve the agenda as amended. Commissioner A. Precythe (MO) seconded. Agenda approved as amended.

Minutes

Commissioner A. Precythe (MO) moved to approve the minutes from September 11, 2018 as presented. Commissioner C. Moore (GA) seconded. Minutes approved as presented.

New Business

Chair S. Andrews (OH) stated that with recent changes to the Bylaws to revise the role of DCA Liaison Committee chair, it was noticed that the Executive Committee's ex-officio positions have to be appointed for a two year term (Article VII, Section 1) to allow rotation for involvement from a variety of individuals with different perspectives. She noted that the Commission has not been consistent in the application and intent of its Bylaws regarding the ex-officio members, including the victims' member representative. As prescribed in the Bylaws (Article II, Section 2), the victim's representative ex-officio member shall be a representative of National Organization for Victim Assistance (NOVA). She added that current NOVA representative is Chief Justice Richard Barajas.

Chair S. Andrews (OH) stated that the Commission will always appreciate P. Tuthill's service, hard work, and contributions.

Chair S. Andrews (OH) presented P. Tuthill with a resolution to publicly memorialize P. Tuthill's commitment, dedication and long-standing status with ICAOS and offered her lifetime attendance to the ICAOS annual business meetings.

P. Tuthill accepted the resolution, noting that Chief Justice R. Barajas would be an excellent addition to the Executive Committee. She requested to keep the Victims Advocate Report as a standing Annual Business Meeting agenda item.

Discussion

Rules Committee Report: Commissioner J. Seigel (IN) stated that the Rules Committee met on August 8, 2018 to discuss the sex-offender rules. She reminded the Committee that next year is a rules year.

Commissioner J. Seigel (IN) will be retiring in the next few months. She thanked the Executive Committee members and staff for their support and camaraderie.

Training Committee Report: Commissioner A. Precythe (MO) stated that the Training Committee and DCA Liaison Committee put a lot of time and effort in planning and delivering the DCA Training Institute.

She advised the committee to pay attention to how the DCA region chairs facilitate their region meetings. If they are unsure about the solution to any particular Compact case scenario, it is important for them to take notes and reach out to the national office or the Training and DCA Liaison Committees for clarification.

Commissioner A. Precythe (MO) plans to step down from her role as the Training Committee Chair.

DCA Liaison Committee Report: DCA T. Hudrlik (MN) stated that the committee met in August to finalize its first quarterly newsletter.

Technology Committee Report: Executive Director A. Lippert stated that Appriss released the costs for the proposed ICOTS enhancements. The national office sent a survey to the Technology Committee members to determine their priority.

Executive Director A. Lippert added that the national office is in the testing stage to update external reports and dashboard reports on a 24 hr basis. She anticipates the project to be completed by the end of the year.

Executive Director A. Lippert also updated on the negotiations with Appriss for ICOTS renewal, which will occur in May 2019. Appriss has agreed to a 2% increase over a three year term.

Compliance Committee Report: Commissioner A. Godfrey (MN) stated that the Compliance Committee met in August 2018 to discussed FY 2018, FY 2019 and FY 2020 audit trends, compliance dashboard violations, and a complaint filed against California by Minnesota.

The Compliance Committee is fine-tuning the audit process to build historical trends. Its main goal is to assist states with self-corrective measures and compliance.

Treasurer Report: Commissioner C. Lauterbach (IA) informed the committee that the Commission is in good financial health.

Commissioner C. Lauterbach (IA) plans to retire in 2019.

ABM Planning Workgroup Report: Commissioner J. Stromberg (OR) commended the Training and DCA Liaison Committees for developing the ABM Workgroup recommendations and excellently executing the meeting. He spoke highly about the upcoming speakers. He further noted that this year's nametag design was a big success.

East Region Report: Commissioner D. Crook (VT) stated that the East Region met on August 22 2018. The region meeting did not achieve a quorum. The region discussed IVINS, "unsupervised" cases, the responsibility of sending states in issuing warrants and retaking when a case is closed in ICOTS, and the language discrepancy between stationed and deployed in Rule 3. 101 per the West Region's request.

Midwest Region Report: The region has not met since the last Executive Committee meeting. Commissioner D. Clark (SD) stated that the Midwest DCAs met to discuss rule proposals. Once the Midwest Region approves these proposals, he will forward them to the Rules Committee for review and consideration.

South Region Report: The South Region has not met since the last Executive Committee meeting. Commissioner C. Moore (GA) is looking forward to the face-to-face region meeting on Tuesday that always initiates dynamic discussion.

West Region Report: The West Region has not met since the last Executive Committee meeting. Commissioner S. Arruti (NV) announced his retirement from the Compact on October 9, 2018. He thanked committee members, the national office staff, and P. Tuthill for their support and friendship.

Executive Director Report: Executive Director A. Lippert welcome the committee to Orlando. She stated that this was the 16th annual business meeting for ICAOS. She recognized the national office staff who helped make this event come together to become a success.

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

- Four states will not be represented at the Annual Business meeting.
- The national office provided a copy of FY 2018 Annual Report to all attendees at the Annual Business Meeting. It will also mail five copies for distribution to all states per Commission Bylaws.
- Massachusetts has finalized its state council members.

The Benchbook revision is on its way. Executive Director A. Lippert complemented Arizona Commissioner, D. Littler, who provided 65 pages of edits on the Benchbook from an Arizona attorney and member of her state council.

- Executive Director A. Lippert stated that the national office has been experiencing ongoing issues and damages to the building where the national offices reside. To compensate for the damages and displacement, the landlord deferred the rent for two months.
- The national office is in the process of benefit renewals. In the upcoming year, they expect an 8% increase in health benefits. This is an improvement to the previous year, which was a 12% increase.
- Based on the auditor's recommendation, the national office revised Administrative Policy 03-2007 Management and Disposal of Assets and drafted an Accounting Policies and Procedures Manual.

Commissioner S. Arruti (NV) moved to approve the revised AP 03-2007 Management and Disposal of Assets and Accounting Policies and Procedures Manual as presented. Commissioner A. Godfrey (MN) seconded. Motion passed.

- Executive Director A. Lippert stated that Illinois has paid their dues late for the past four years. The Commission has not sought legal action for the interest payment on their dues.

Legal Counsel R. Masters noted that the Commission will spend as much in legal fees as the amount of collected interest.

The committee decided to pursue the further corrective action for the state of Illinois with regard to their dues payment and interest fees.

Commissioner D. Crook (VT) moved to authorize executive director and legal counsel to address corrective actions with the State of Illinois for its delinquent dues and interest fees. Commissioner A. Precythe (MO) seconded. Motion passed.

Legal Counsel Report: Legal Counsel R. Masters reported on the civil complaint filed in US District Court in Florida earlier this year. The Florida attorney representing ICAOS filed a motion to dismiss on June 25, 2018. On July 2, 2018, the trial court judge entered an Order of Dismissal. The offender filed an appeal. The court granted the offender's motion to proceed forward with his appeal concluding that the offender demonstrated that he is indigent. This allows him to proceed with the appeal without paying any of the normally required filing fees. The Eleventh Circuit Court of Appeals entered a briefing order in this case. The offender is required to file his brief on or before October 9, 2018. Under the rules, ICAOS has thirty days after which to file our brief.

Victims Advocate Report: Victims Advocate P. Tuthill attended the National Association of Victim Assistance in Corrections (NAVAC) annual conference that took place in Boise, ID in June. She stated that based on information she collected at this meeting, most states had a victim notification system on local offenders. The majority of states did not have a victim notification system on interstate offenders. She suggested the Commission put together a workgroup consisting of five or six victims' representatives to look at the issues involving IVINS notifications.

New Business

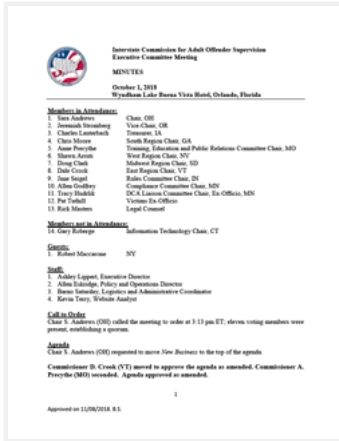
Chair S. Andrews (OH) recognized officers and committee chairs for their service and dedication.

Adjourn

Commissioner A. Precythe (MO) moved to adjourn the meeting. Commissioner J. Seigel (IN) seconded. The meeting adjourned at 4:49 pm ET.

Signature: 
Jeremiah Stromberg (Nov 30, 2018)

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







Executive Committee minutes from Oct 1, 2018

Adobe Sign Document History

11/30/2018

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"Executive Committee minutes from Oct 1, 2018" History

-  Document uploaded by Barno Saturday (bsaturday@interstatecompact.org) from Acrobat
11/29/2018 - 7:44:08 AM PST- IP address: 64.191.149.98
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