



INTERSTATE COMMISSION FOR  
ADULT OFFENDER SUPERVISION

# 01-2015 - COMMISSIONER VACANCIES

POLICY NUMBER

01-2015

ISSUED

September 1, 2015

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## **I. Authority**

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The Executive Committee is vested with the power to adopt a policy on behalf of the Interstate Commission during periods when the Interstate Commission is not in session. The Executive Committee oversees the day-to-day activities managed by the Executive Director.

## **II. Applicability**

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This policy applies to Commissioners, Compact Administrators, Deputy Compact Administrators, State Legal Representatives, and all persons engaged in the business of the compact.

## **III. Policy**

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This policy establishes procedures for ensuring that Commissioner vacancies are promptly filled.

## **IV. Procedures**

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When the national office becomes aware of a Commissioner vacancy, the following procedures should be followed:

- A. Bring the vacancy to the attention of the Executive Committee;
- B. Contact the deputy compact administrator to determine if the vacancy will be filled in the near future;
- C. If the position is vacant for more than 30 days, contact the agency head where the previous commissioner was employed;
- D. When the position is vacant for more than 60 days, contact the governor's staff responsible for appointments to boards and commissions;
- E. When the position is vacant for more than 90 days, refer the matter to the Executive Committee for formal action.