



Interstate Commission for Adult Offender Supervision

Executive Committee Meeting MINUTES

September 27, 2021 @ 11 a.m. ET
Video Conference

Members in Attendance:

1. Jeremiah Stromberg (OR), Chair
2. Hope Cooper (KS), Vice-Chair
3. Gary Roberge (CT), Treasurer
4. Chris Moore (GA), Information Technology Chair
5. Mary Kay Hudson (IN), Rules Committee Chair
6. Russell Marlan (MI), Midwest Region Chair
7. Allen Godfrey (MN), Compliance Committee Chair
8. Roberta Cohen (NM), West Region Chair
9. Suzanne Brooks (OH), DCA Liaison Committee Chair, Ex-Officio
10. Dale Crook (VT), East Region Chair
11. Joselyn López (WI), Training, Education and Public Relations Committee Chair
12. John Gillis (NOVA), Ex-Officio

Members not in Attendance:

13. Julie Kempker (MO), South Region Chair

Guests:

1. Guillermo Viera Rosa, CA
2. Andrew Zavaras, CO
3. John Cribari, CO
4. Richard Tischner, DC
5. Christopher DeNunzio, DE
6. Angella New, FL
7. Tim Strickland, FL
8. Sally Kreamer, IA
9. Thomas Travis, ICAOS General Counsel
10. MaryLee Underwood, ICJ
11. Martha Danner, MD
12. Bereket Tesfu, NAAG
13. Tammy Vanyo, ND
14. Alyssa Miller, ND
15. Holly Busby, NIC
16. Victoria Vigil, NM
17. Amanda Essex, NCSL
18. Shyra Bland, NJ
19. Dina Rogers, NJ

20. Shaira Chandler, NV
21. Nora Antonucci, NV
22. Robert Maccarone, NY
23. Frank Mesarick, OK
24. Carrie Croy, OK
25. Tina Balandran, TX
26. Rene Hinojosa, TX
27. David Gutierrez, TX
28. Wynnie Testamark, VI
29. Tanja Gilmore, WA
30. Mac Pevey, WA
31. Brenna Puestow, WI
32. Patricia Odell, WY
33. Miguel Herrera, WY

Staff:

1. Ashley Lippert, Executive Director
2. Allen Eskridge, Policy and Operations Director
3. Barno Saturday, Logistics and Administrative Coordinator
4. Mindy Spring, Administrative and Training Coordinator
5. Xavier Donnelly, ICOTS Project Manager
6. Drake Grecott, Web Development Manager

Call to Order

Chair J. Stromberg (OR) called the meeting to order at 11:01 am ET; all voting members were present; a quorum was established.

Agenda and Minutes

Commissioner G. Roberge (CT) moved to approve the agenda as presented. Commissioner J. Lopez (WI) seconded. Agenda approved.

Commissioner G. Roberge (CT) moved to approve the minutes from August 18, 2021 meeting as drafted. Commissioner A. Godfrey (MN) seconded. Minutes approved as drafted.

Discussion

Chair J. Stromberg (OR) complemented Commissioner Hudson, Commissioner Littler, DCA Brooks and the national office for the well conducted training on the rules and ICOTS proposals.

Compliance Committee report: Commissioner A. Godfrey (MN) stated that currently there were no outstanding compliance matters and the Compliance Committee had not met since the last Executive Committee meeting. At the next meeting, the committee will discuss the discretionary audit results and determine the standards' benchmark.

Commissioner A. Godfrey (MN) stated that the Executive Committee voted to rescind Rule 2.111 on April 1, 2021. In accordance with the established practice, the Compliance Committee will reconvene monitoring the ICOTS compliance standards for FY 2022 in July 2022.

Commissioner A. Godfrey (MN) reminded the committee that at the last meeting, it discussed a request from the State of Hawaii to relax enforcement measures due to increasing COVID-19 cases. The Executive Committee asked the region to report on the COVID-19 situation in the states.

Executive Director A. Lippert stated that the national office reviewed the emergency policy to see what accommodations it allowed given the ongoing nature of COVID. There was some concern that invoking Rule 2.111 would set a precedent that may allow states or territories to be less than diligent in seeking solutions when operations are diminished. Therefore, rather than authorizing on the front end, the national office proposes changes to the emergency policy to allow a state to seek relief from compliance standards or enforcement.

She presented the proposed changes to the Emergency Policy:

01 -2020 ICAOS Administrative Policy on Emergency Guidelines

II. Policy

- C. States are required to provide documentation of authority for exercise of any ~~suspension or delay~~ **disruption** in Compact duties, timelines for such disruptions, and the specific duties affected.

III. Scope

- B. ~~Suspensions or delays~~ **Disruptions** in Compact duties shall be defined by any period between one (1) and up to sixty (60) days from implementation of such ~~delays~~ **disruption** and may be extended as specified in Procedures.

IV. Procedures

- A. ~~Interstate Compact Offices~~ **The Commissioner** of any state affected by an emergency as defined in this policy must submit a formal written plan to the National Office **if it is determined that the emergency conditions affect the state's ability to perform its Compact duties.** ~~within a reasonable time frame from determination that such conditions and limited suspensions or delays are required by the affected state.~~ Such notice must include:
 - i. Specific contact information to allow for continued or ongoing communication;
 - ii. Date of effect;
 - iii. Authority by which changes are adopted; and
 - iv. Explanation and description of specific Compact duties affected.
- E. In the event of an ~~an catastrophic cyber attack, or pandemic or other~~ emergency **affecting** that affects a majority of **member state's ability to perform its Compact duties** or region, established compliance standard requirements may be reconsidered by the Executive Committee **may reconsider compliance standard requirements and enforcement in light of documentation submitted in accordance with Part A and in consideration of** the nature and scope of the emergency (See Administrative Policy 05-2009).

Commissioner H. Cooper (KS) moved to approve the proposed changes to the emergency policy as presented. Commissioner G. Roberge (CT) seconded. Motion passed.

Commissioner A. Godfrey (MN) noted that the Compliance Committee will review the policy at its next meeting.

DCA Liaison Committee report: DCA S. Brooks (OH) stated that the DCA Liaison Committee met a few weeks ago. The committee invited new DCAs to attend the meeting for a formal meet and greet. At this meeting, the committee discussed the roundtable on Retaking and different ways to engage participants; the discretionary retaking ICOTS enhancement, and the Q2 on Offender Retaking Dashboard Program and strategies to increase staff participation.

The DCA Liaison Committee welcomed a new West Region DCA chair - Mark Patterson (OR). There was a vacancy for the South Region representative as DCA B. Watts was no longer a DCA.

The committee will meet again in November.

Finance Committee Report: Commissioner G. Roberge (CT) stated that the Finance Committee met on August 23 and reviewed the audit report, FY 2021 financials, and FY 2022 projected expenditures. In addition, the committee discussed changes to the Commission's annual dues table associated with the latest census results.

The national office received all but 5 annual dues payments. Only one state was currently delinquent. The national office sent a 60-day payment notice to Maryland.

Technology Committee Report: Commissioner C. Moore (GA) stated that the Technology Committee had not met since the last Executive Committee meeting. The Commission will vote on the proposed ICOTS enhancement at the general session on September 29, 2021.

Rules Committee Report: Commissioner M. Hudson (IN) stated that the Rules Committee led the Rules & ICOTS Proposals session on September 21. She thanked everyone involved in putting together the session. The session went well and was well received. She was hopeful the Rules Committee addressed all issues and concerns, and the Commission would vote for the proposed warrant timeframe package.

Training Committee Report: Commissioner J. López (WI) stated that the Training Committee was scheduled to meet in October to review training needs and the committee's goals for the upcoming year. She added that in August, DCA T. Hudrlik and she, presented at the American Probation and Parole Association (APPA) Training Institute in Boston.

ABM Planning Workgroup Report: Commissioner H. Cooper (KS) recognized Executive Director Lippert and her staff for carrying out another successful virtual business meeting. She said that after this business meeting, the workgroup would focus on planning the Commission's 20th anniversary.

East Region Report: Commissioner D. Crook (VT) stated that the East Region met on September 22. Executive Director A. Lippert and Rules Committee member R. Maccarone assisted the region with the discussion on the rule and ICOTS proposals. The East Region had no executive orders in place and business was back to normal.

The region also reviewed the dues assessment revisions; no East region states were affected by the changes. The region voted for Commissioner Crook to continue serving as their region chair.

Midwest Region: Commissioner R. Marlan (MI) stated that the Midwest Region met on September 22. The region discussed the rules and ICOTS amendments and the dues assessment changes. In addition, states reported on their COVID-19 situation. The region had no concerns that COVID-19 would impact Compact's operations.

The region elected Commission S. Kreamer (IA) as the new Midwest Region chair.

Chair J. Stromberg (OR) thanked Commissioner Marlan for his service and welcomed Commissioner Kreamer to the Executive Committee.

South Report: Executive Director A. Lippert stated that the South Region had similar agenda as the other regions. States reported no executive orders impacting their ability to comply with Compact duties. They had a healthy discussion on rule proposals.

West Region Report: Chair J. Stromberg (OR) stated that similar to the other regions, the West Region had detailed discussion on rule and ICOTS proposals led by Rules Committee member D. Littler (AZ). Commissioner R. Cohen (OR) stepped down from her region chair position, and the region elected Commissioner M. Pevey (WA) as their new West Region chair.

Victim Advocate Report: Victim Advocate J. Gillis (NOVA) recently attended the National Association of Victim Assistance in Corrections (NAVAC) meeting in Phoenix, AZ. He shared information on the email program for victims.

Executive Director Report: Executive Director A. Lippert welcomed the committee to the 2021 Virtual Annual Business meeting. Even though she regrets to not meeting in person, the virtual setting gave opportunity for many more people to attend the meeting and as a result, the Commission had over 240 people registered for the meeting. Last week, the Rules Committee along with the national office held the ABM's first session - Rules and ICOTS proposal presentation. The interactive session was well attended and addressed many questions and concerns about the proposals. Subsequently, the regions met and had a discussion on proposals and other matters at the region level.

Executive Director A. Lippert informed the committee that the State of Colorado appointed a new Commissioner - Andrew Zavaras

The national office published the FY 21 Annual Report and will mail them to states in the next few days. She reminded the committee to contact the national office if they need additional copies.

The national office continues working on the discretionary assessment. The initial outcomes are similar to the pilot data, where verifications and justifications were the most glaring issues affecting acceptance rates. These results are in line with the results from the FY15 audit. The national office plans to complete the assessment by the end of December.

The national office continues to work with SEARCH on the JRI pilot project involving Kansas, Arizona, Connecticut, and Minnesota. SEARCH has developed the database to manage the offenders and subscriptions. Currently, they are working directly with Kansas' technical team on the queries and responses required for each notification. In the next three months, they will focus on developing and testing the notifications.

The national office continues working with the University of Cincinnati on the Compact Study project. ICOTS Project manager X. Donnelly has been mapping ICOTS data which is the process of connecting a data field from one source to a data field in another source. It reduces the potential for errors, helps standardize the Compact data, and allow UCI to better understand our data as they do their research.

Executive Director A. Lippert stated that the film crew is almost finished with filming the Commission's documentary in collaboration with the National Institute of Corrections. The national office continues to work with NIC to approve funding for the second year. She presented the documentary's trailer to the committee. She added that the national office will also show the trailer during the general session on Wednesday.

Chair J. Stromberg (OR) expressed his appreciation to Chief Holly Busby (NIC) for their support, coordination, and funding for this project.

New/Old Business

Chair J. Stromberg (OR) thanked the committee members for their hard work throughout the year. He asked them to start thinking about their committee's goals for the upcoming year.

Adjourn

Commissioner G. Roberge (CT) moved to adjourn. Commissioner D. Crook (VT) seconded.

The meeting adjourned at 11:51 am ET.


Jeremiah Stromberg (Dec 16, 2021 08:46 PST)

2021-09 ExecutiveCommitteeMinutes_APPROVED

Final Audit Report

2021-12-16

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By:	Barno Saturday (bsaturday@interstatecompact.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAlk-Emt2E4tKLztjkpyodN524S3AIPbUq

"2021-09 ExecutiveCommitteeMinutes_APPROVED" History

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2021-12-15 - 5:58:52 PM GMT- IP address: 74.136.72.127
-  Document emailed to Jeremiah Stromberg (jeremiah.p.stromberg@doc.state.or.us) for signature
2021-12-15 - 5:59:14 PM GMT
-  Email viewed by Jeremiah Stromberg (jeremiah.p.stromberg@doc.state.or.us)
2021-12-16 - 4:46:19 PM GMT- IP address: 159.121.206.77
-  Document e-signed by Jeremiah Stromberg (jeremiah.p.stromberg@doc.state.or.us)
Signature Date: 2021-12-16 - 4:46:48 PM GMT - Time Source: server- IP address: 159.121.206.77
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