



Interstate Commission for Adult Offender Supervision

Deputy Compact Administrator Liaison Committee MINUTES

November 16, 2021 at 11:00 a.m. ET
Video conference

Members in attendance:

1. Suzanne Brooks (OH), Chair
2. Timothy Strickland (FL)
3. Mathew Billinger (KS)
4. Denis Clark (ME)
5. Mark Patterson (OR)

Members not in attendance:

1. Linda Mustafa (AR)
2. Natalie Latulippe (CT)
3. Simona Hammond (IA)
4. Patricia Odell (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 Greeott, Web Development Manager

Call to Order

Chair S. Brooks (OH) called the meeting to order at 11:01 am ET. Executive Director A. Lippert called the roll. Five out of nine members were present, establishing a quorum.

Approval of Agenda and Minutes

DCA T. Strickland (FL) moved to approve the agenda as presented. DCA M. Patterson (OR) seconded. Agenda approved.

DCA D. Clark (ME) moved to approve the minutes from August 31, 2021 meeting as drafted. DCA M. Billinger (KS) seconded. Minutes approved.

Discussion

DCA Dashboard Program Update: Training Coordinator M. Spring informed the committee that based on the ICOTS data, states regularly cleaned their offender cases when this data was audited by the national office, specifically from 2010 until 2015. She continued that even though, the Q1 Offender Management of the DCA Dashboard Program

was design to promote states to clean up their junk offender data, ICOTS still had 4,195 junk records, 523 duplicates, and 200 pending action items.

Training Coordinator M. Spring informed the committee that 42 states attended the Q2 Retaking Management trainings. This time, the national office used different advertising strategies and the DCA region chairs followed up with the reminder emails to promote Q2. She added that, as of November 12, there were 902 unique offenders awaiting retaking.

The Q3 DCA Dashboard program will readdress the offender management process as well as look at rejected cases that were never transferred. The program will be launched in January 2022.

Training Coordinator M. Spring reminded the committee that states could request Technical and Training assistance to aid them with the DCA Dashboard program's implementation. She added that she had not received any requests to date.

Chair S. Brooks (OH) reiterated the importance of the data cleanup right now and added that the Compliance Committee was considering recommending a data integrity audit for FY 2023. She suggested identifying the DCA Dashboard implementation's problem areas and sharing best practices.

DCA T. Strickland (FL) stated that Florida Compact Office's staffing issues had been delaying their implementation actions.

DCA M. Billinger (KS) noted that for Kansas it was a time management issue. He advised focusing on the initial training of end users to enter and maintain clean offender data as well as to understand the ICOTS Privacy Policy and its expectations.

DCA M. Patterson (OR) stated like the other states, Oregon had issues with time management and staffing. To promote compliance, he plans to invite Interstate Community Corrections Assistant Ashley Ayers from the Washington Compact Office to assist with a virtual training on the rejected case cleanup. The recorded training could be made available for the other states on the ICAOS website.

DCA D. Clark (ME) noted the staffing issue among many compact offices in the East Region as they had limited staff involved in Compact operations.

Chair S. Brooks (OH) noted that another challenge she experienced with offender case cleanup was when the other state did not respond in a timely manner.

Executive Director A. Lippert advised states to contact the national office if they exhausted all resources to obtain a response from the other involved states.

DCA T. Strickland (FL) suggesting displaying region's compliance numbers by state and the nation's average at the region meetings to elevate compliance.

The committee discussed continuing the DCA Dashboard program into FY 2023 and the possible topics of the program.

Training Coordinator M. Spring suggested using a compliance report for a recently approved ICOTS warrant tracking tool for the Q2 or Q3 of the FY 2023 DCA Dashboard program.

ABM needs assessment: Chair S. Brooks (OH) stated that the national office sent out the ABM needs assessment to commissioners and DCAs to develop the 2022 ABM agenda that would address the most pressing, current, and emerging issues. In December, the ABM Planning Committee will review the needs assessment results and formulate an agenda for the Executive Committee's approval. She continued, that based on the results, the respondents requested sessions on retaking, remote sentencing & hearings, jail issues, decriminalization of drugs, and promoting better communication with stakeholders.

The committee discussed sending states' issues with retaking - when a warrant is not issued in timely manner and when the retaking itself is not occurring. The committee agreed on the importance of involving commissioners and filing complaints with the national office to resolve those issues.

Executive Director A. Lippert noted that elevated transportation cost across the country would impact retaking and compact operations. She stated that the ABM workgroup was planning to dedicate time at the upcoming ABM to look at improving the retaking process in the post-COVID era.

Chair S. Brooks (OH) noticed that more states were working together because of the high extradition costs by agreeing to order a return vs. extradition of the warrant. While others insisted on mandatory retaking even if the case could be handled otherwise.

Training Coordinator M. Spring noted that ICOTS data showed that almost 50% of offenders were retaken and retransferred instead of being revoked.

DCA M. Patterson (OR) noted that Oregon had issues with the other states because of the difference in defining revocation especially because of the decriminalization of drugs legislation in Oregon. Usually, he tries to reach out to the other state to work out the best solution for the offender.

Executive Director A. Lippert thanked the committee members for the discussion. She advised the DCA region chairs to continue the conversation on the DCA region level and asked for their feedback to identify the roadblocks to address them at the ABM.

Rule amendments and ICOTS enhancements training: Training Coordinator M. Spring stated that like last year, the national office would hold the 2021 rule amendment training

on November 30-December 2, 2021. The second round of training would take place in February and March and would include live ICOTS screenshots.

Old/New Business

Policy and Operations Director A. Eskridge reminded the committee to submit their state council roster updates and minutes per ICAOS Administrative Policy 03-2009.

Adjourn

The meeting adjourned at 12:06 p.m. ET.