



Interstate Commission for Adult Offender Supervision

Rules Committee Meeting MINUTES

**August 19, 2021 - 1:00 pm ET
Video Conference**

Members in Attendance:

1. Mary Kay Hudson (IN), Chair
2. Dori Littler (AZ), Vice-Chair
3. Rebecca Brunger (AK)
4. Amber Schubert (AR)
5. Chris Moore (GA)
6. Susan Gagnon (ME)
7. Amy Vorachek (ND)
8. Robert Maccarone (NY)
9. Tim Strickland (FL), Ex-Officio
10. Tracy Hudrlik (MN), Ex-Officio
11. Pat Odell (WY), Ex-Officio
12. Thomas Travis, Legal Counsel

Members not in Attendance:

1. Margaret Thompson (PA), Ex-Officio

Guests:

1. Matthew Charton (NY)

Staff:

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

Call to Order

Chair M. Hudson (IN) called the meeting to order at 1:00 pm ET. Executive Director A. Lippert called the roll. All voting members were present, a quorum was established.

Approval of Agenda and Minutes

Commissioner R. Maccarone (NY) moved to approve the agenda as presented. Commissioner D. Littler (AZ) seconded. Agenda approved.

Commissioner D. Littler (AZ) moved to approve the minutes from the June 23, 2021 meeting as drafted. Commissioner R. Brunger (AK) seconded. Minutes approved.

Discussion

Vote on rule amendments' effective date - April 1, 2022: Executive Director A. Lippert stated that Appriss could put the ICOTS enhancements and rule amendment changes into production by April 1, 2022.

The committee discussed whether an April 1, 2022 implementation date was adequate to provide training assistance to states, if requested.

Training Coordinator M. Spring stated that the national office felt confident that the April 1, 2022 date was an appropriate deadline. She continued that if the Commission votes to approve all rule proposals, it would simplify the warrant tracking process, as all relevant information would be recorded in ICOTS. States need to start thinking about who is going to enter the warrant data into ICOTS. In contrast, the ICOTS enhancements will require more complex training.

Executive Director A. Lippert added that the Rules Committee and the national office would explain the rule and ICOTS proposals process and requirements at the ABM training.

Commissioner R. Maccarone (NY) noted that how states come into compliance was as important as training on the system. The warrant proposal package execution was about victim protection and public safety. He emphasized the importance of distinguishing interstate warrants from other warrants noting that judges want to ensure due process related to normal warrants; but, in Interstate Compact, the due diligence has already been managed by the receiving state.

Commissioner R. Maccarone (NY) continued that communicating effectively with the judiciary may eliminate some of the recalcitrance.

Chair M. Hudson (IN) noted that feasibility was the key issue for courts. She suggested drafting a letter to communicate this information to undecided states. Once warrant tracking exists, the Commission will have a better understanding of challenges in meeting warrant compliance.

DCA T. Strickland (FL) stated that in addition to the letter, it would be useful to have a zoom roundtable on warrant tracking. He recommended posting the recording of the roundtable on the Commissions' website.

Executive Director A. Lippert stated that the national office would provide a training on ICOTS and Rules proposals at the ABM. The training will have breakout sessions for small group discussion. In addition, the states will discuss the proposals at their region meeting before the general session's voting.

The committee discussed whether the states would have already decided on the proposals by the ABM training date.

Chair M. Hudson (IN) asked the committee members to reach out to states in their region who have concerns about the proposed rule amendment package.

Executive Director A. Lippert suggested adding the ABM training PPT to the Rules Committee letter. In addition, the national office would post the PPT on the Commission website to aid states in their decision making on the proposed amendments.

Commissioner R. Maccarone (NY) moved to approve April 1, 2022 as the effective date for all proposed rule amendments. Commissioner S. Gagnon (ME) seconded. Motion approved.

Review Appriss development cost for ICOTS enhancements and rule amendments: Executive Director A. Lippert presented Appriss' development cost for the proposed ICOTS enhancements and rule proposals for committee review and consideration.

If the Commission votes to adopt changes to Rule 1.101 Definition: Resident as proposed, Appriss will remove definition references on Transfer Request & Reply PDFs for \$1,020.

The proposed ICOTS enhancement to create warrant tracking process consisted of two parts:

1. Warrant Status Bundle. Cost - \$56,565
 - a. Special status – Warrant Status: \$36,525
 - b. New warrant status email notifications: \$16,500
 - c. Warrant Status data fields to data export: \$3,540

2. New Discretionary Retaking activity. Cost - \$38,625

Total cost to update ICOTS with FY 2022 proposals was \$96,210.

Adjourn

Commissioner D. Littler (AZ) moved to adjourn. Commissioner C. Moore (GA) seconded.

The meeting adjourned at 1:53 pm ET.