



Interstate Commission for Adult Offender Supervision

Training, Education, & Public Relations Committee MINUTES

**October 28, 2021 · 11:00 a.m. ET
Teleconference**

Members in attendance:

1. Joselyn López (WI), Chair
2. Martha Danner (MD)
3. Sally Reinhardt-Stewart (NE)
4. Roberta Cohen (NM)
5. Katrina Ransom (OH)
6. Holly Kassube (IL), Ex-officio
7. Tracy Hudrlik (MN), Ex-officio
8. Tanja Gilmore (WA), Ex-officio
9. Katherine Stocks (COSCA), Ex-officio

Members not in attendance:

1. Andrew Zavaras (CO)
2. Russell Marlan (MI)
3. Patricia Coyne-Fague (RI)
4. Jim Parks (VA)

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 J. López (WI) called the meeting to order at 11:01 a.m. ET. Five out of nine voting members were present, a quorum was established.

Chair J. López (WI) welcomed new members to the committee: Commissioner Andrew Zavaras (CO), DCA Holly Kassube (IL), and ex-officio Katherine Stocks (COSCA).

Approval of Agenda and Minutes

Commissioner K. Ransom (OH) moved to approve the agenda as presented. Commissioner R. Cohen (NM) seconded. Agenda approved.

Commissioner S. Reinhardt-Stewart (NE) moved to approve the minutes from May 26, 2021, as written. Commissioner K. Ransom (OH) seconded. Minutes approved.

Discussion

Training Committee goals and priorities: Chair J. López (WI) presented the FY 2022 goals and priorities to the committee for consideration and approval.

Priorities/Goals:

1. Engage Probation/Parole Agents:
 - a. Establish focus group (or subgroup) to evaluate new resources and rule amendments as well as ICOTS changes, enhancements and help points
 - b. Invite agents to participate on Training committee
 - c. Identify mix of users new/veteran, vary regions and bifurcated systems. Use ICOTS data to find users with substantial caseloads, high rejection rates, etc.
 - d. Have different groups for different topics if needed.

DCA T. Hudrlik (MN) liked the idea of engaging parole and probation agents to be part of a focus group.

The committee supports priority #1.

2. Engage justice involved individuals:
 - Survey justice involved individuals on their compact experience
 - Hold session at the ABM where justice involved individuals can be interviewed

Commissioner M. Danner (MD) spoke for surveying justice involved individuals to collect measurable data.

Training Coordinator M. Spring noted the disconnect between states about the verification of supervision plans (address, employment, etc.). She suggested including information on this matter in the survey.

Executive Director A. Lippert noted that currently, the Commission had been working on two projects in preparation for its 20th anniversary. The first project was a compact study. The Executive Committee sought to analyze the Commission's efforts to evaluate aspects relevant to how the interstate compact is meeting its mission and purpose. To perform an independent Commission-wide evaluation, the Committee engaged the University of Cincinnati Corrections Institute (UCCI). The evaluation itself will include an analysis of ICOTS data, survey responses from ICOTS supervising officers, and interviews with supervision officers as well as justice involved individuals. The interview results will be available sometime around the 2022 Annual Business Meeting (ABM).

The other project the Commission had been working was the compact documentary. Last year, the Executive Committee engaged the National Institute of Corrections (NIC) for a documentary project following offenders going through the interstate compact transfer process. NIC agreed to fund the production for a 60-minute documentary. The documentary features adults on parole or probation as they navigate the interstate transfer process.

Executive Director A. Lippert noted that a handful of supervised offenders would be interviewed at the 2022 ABM. She noted that data from both projects could be used to support this priority.

The committee supports priority #2.

The committee reviewed priority #3.

3. Improve ‘Navigating the Compact’ section of the website
 - Provide information from their perspective
 - Survey agents/compact staff on the most common questions from family or a pop-up survey to determine why a user came to the page and the info they are looking for
 - Make more friendly/less cold, removing literal rule terms and using common language
 - Remove term ‘offender’ from language; use justice involved or client

Chair J. López (WI) stated that this priority could take about two years or more to implement. She noted that the last bullet point “Remove term ‘offender’ from language” must be decided by the whole Commission.

Commissioner K. Ransom (OH) stated that instead of going through a complicated process to remove term ‘offender’ from the Commission’s language, she suggested using clients/justice involved individuals’ language on the Commission’s website.

Executive Director A. Lippert supports priority #3.

The committee reviewed priority #4. Chair J. López (WI) noted that this was a long-term goal.

4. Create outward facing dashboard for clients, family, victims to see status of transfer.
 - Establish what information an outward facing dashboard could provide
 - How would user log in
 - Determine security and confidentiality restrictions (will need disclaimer)
 - Expand public web portal to include:
 1. When transfer is pending
 2. Submitted into workflow
 3. Under review in sending state
 4. Transmitted to receiving state for investigation
 5. Notice of departure
 6. If withdrawn
 7. Accepted and transfer complete (notice of arrival)
 - Ensure ‘confidential’ offenders do not appear
 - Will need Commission approval
 - Allow state to opt out

Commissioner R. Cohen (NM) supports the goal. She stated that on a daily basis, NM compact office received calls from offenders and offender families trying to find out more information about their transfers.

Commissioner S. Reinhardt-Stewart (NE) and Commissioner K. Ransom (OH) spoke for implementing the goal.

Chair J. López (WI) will discuss these priorities and implementation steps with the national office and share this information with the Executive Committee.

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.

Chair J. López (WI) will be reaching out to the committee members for assistance to put together a Q&A session to understand practical implication of the new rules.

ABM need assessment: Training Coordinator M. Spring stated that the national office sent out the ABM need 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 along with the DCA Liaison 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 the remote sentencing & hearings process. She reminded the committee that earlier this year, the Executive Committee approved a whitepaper on Remote Sentencing & Hearings drafted by ICAOS General Counsel. In addition, the Training Committee clarified the whitepaper by adding a comprehensive Q&A addendum. She asked the committee members to email the national office if they had any additions or further clarifications to the Q&A part of the paper.

Old/New Business

Chair J. López (WI) stated that at the last meeting the committee chose *reducing revocations* as a topic for the next roundtable discussion. The goals for this discussion were to highlight the importance of involving stakeholders; discuss what revocation thresholds states employ; and invite CUNY Institute to talk about their Reducing Revocations Challenge. The Challenge supports action research in 10 jurisdictions around the country to explore in-depth the drivers of probation failure and use that information to identify new policy and practice solutions.

Chair J. López (WI) asked the committee members for their thoughts on making this roundtable discussion more interactive and engaging.

DCA H. Kassube (IL) noted that she had attended the roundtable discussions hosted by ICAOS. She did not mention any specific case during the discussions due to her concerns regarding her own state's compliance.

Executive Director A. Lippert stated that it was difficult to host a roundtable remotely. Next time, the national office would significantly limit the number of attendees or incorporate small breakout sessions to promote discussion.

Executive Director A. Lippert continued that after some research, the national office concluded that the reducing revocation topic was too broad to include in a single roundtable discussion. She suggested inviting the CUNY Institute to present at the DCA Training Institute at the next year's ABM. She will be meeting with a representative from the CUNY Institute in the upcoming months.

DCA T. Hudrlik (MN) agreed with presenting on this topic at the upcoming ABM. She suggested adding information on how the rule practices had changes in 20 years and possibly using elements from the movie "Back to the Future".

Adjourn

Commissioner K. Ransom (OH) moved to adjourn. Commissioner R. Cohen (NM) seconded.

The meeting adjourned at 12:03 p.m. ET.