



Interstate Commission for Adult Offender Supervision

Executive Committee Meeting MINUTES

December 1, 2022 @ 1:00 p.m. ET
Video Conference

Members in Attendance:

1. Mary Kay Hudson (IN), Chair
2. Mac Pevey (WA), Vice-Chair,
3. Gary Roberge (CT), Treasurer
4. Taryn Link (AK), West Region Chair
5. Amber Schubert (AR), Rules Committee Chair
6. Amy Vorachek (ND), Midwest Region Chair
7. Dale Crook (VT), East Region Chair
8. Joselyn López (WI), Training, Education, and Public Relations Committee Chair
9. Jeremiah Stromberg (OR), Past-Chair, Ex-Officio
10. Suzanne Brooks (OH), DCA Liaison Chair

Members not in Attendance:

11. Chris Moore (GA), Information Technology Chair
12. Sally Kreamer (IA), Compliance Committee Chair
13. Julie Kempker (MO), South Region Chair
14. John Gillis, Victims' Representative

Staff:

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

Call to Order

Chair Hudson (IN) called the meeting to order at 1:01 p.m. ET; 8 voting members were present; a quorum was established.

Agenda and Minutes

Commissioner D. Crook (VT) moved to approve the agenda as presented. Commissioner G. Roberge (CT) seconded. Motion approved.

Commissioner M. Pevey (WA) moved to approve the minutes from the October 19, 2022, meeting as drafted. Commissioner G. Roberge (CT) seconded. Motion approved.

Discussion

Compliance Committee report: Not Present

DCA Liaison Committee report: DCA S. Brooks (OH) thanked the committee for her reappointment. All DCA region chairs remain from the past year; however, each region has new region representatives, Lorna Colver (AK), LaShonda Lee-Campbell (MD), Alyssa Miller (ND), and Rickey Plank (VT). There are several new DCAs that have joined the Commission as noted in recent newsletters. DCA S. Brooks (OH) is having virtual meetings with West Virginia and Kentucky in the coming weeks and is encouraging others to use such regional cooperation and communication. She intends to talk with the Training Committee about cooperating on such regional activities.

Finance Committee report: Commissioner G. Roberge (CT) informed the Committee that the Finance Committee has not met recently. All spending is progressing as expected with expenses at about 1/3 of the year. \$1.4 million is in the bank account and the Vanguard account is up by 4.2% since the last statement but still down 14% from last year.

Technology Committee Report: Executive Director A. Lippert, stated that the Commission has entered into an agreement with Optimum Technology to conduct the ICOTS migration project and taking over hosting and maintenance from Appriss. A kickoff meeting is scheduled for 12/2/22 with an intent to be moved from the Appriss platform by December of next year. The Technology Committee will meet on January 12, 2023.

In 2022, there were almost 1,700 helpdesk tickets – an amount that is double that of the previous year. The majority of those tickets are the result of states cleaning their data. It shows the importance of audits like the current FY23 data integrity audit. Even though tickets increased, the national office response time decreased from 84 business hours to approximately 53 business hours for total resolution time.

Chair M.K. Hudson (IN) asked what was the significance of the reduction in password reset numbers. Project Manager X. Donnelly noted that this resulted from the incorporation of state-managed password reset capabilities into the ICOTS platform.

Rules Committee Report: Commissioner A. Schubert (AR) stated that the Committee has not met.

Executive Director A. Lippert remarked that the West Region may have a rule proposal in development that would add to the two proposals from the South Region.

Training Committee Report: Commissioner J. López (WI) stated that the Committee has not held a recent meeting; however, the National Office has launched the improved Transferring Your Supervision section of the website.

ABM Planning Workgroup Report: Commissioner M. Pevey (WA) informed the Committee that the ABM workgroup membership has been finalized. The first face-to-face is scheduled for Tuesday, February 5, 2023, in Norfolk, VA. The National Office is finalizing the results of the needs assessment, which will be discussed in depth at the February meeting.

East Region Report: Commissioner D. Crook (VT) stated that the East Region has not met since the ABM.

Chair Hudson asked if there were any rule proposals from the East Region. Commissioner D. Crook stated that there were no proposals at this time but that tolling is an issue of concern.

Midwest Region Report: Commissioner A. Vorachek (ND) noted that a meeting was held to elect a chair for the region. Commissioner A. Vorachek (ND) is looking forward to working with the Executive Committee on behalf of the region. She noted that there were no rule proposals under discussion at present but held out the possibility that one may emerge.

South Region Report:

West Region Report: Commissioner T. Link (AK) informed the Committee that a rule amendment to probable cause hearings is anticipated at the West Region meeting scheduled for January 5.

Executive Director Report: Executive Director A. Lippert stated that there are two new commissioners, Kansas' Jeanie Wark and Massachusetts' Tina Hurley. The Nevada and North Carolina commissioners have retired and replacements are forthcoming.

Executive Director A. Lippert previously informed the committee of its insurance renewals. A successful appeal to Cincinnati Insurance resulted in the renewal of directors and officers insurance with a small premium increase. For the upcoming year, the increase for all three insurance coverages was less than \$500.

Executive Director A. Lippert noted that in recent discussions members were questioning whether the Commission should continue using the term "offender." Several terms have been referenced, including; client, supervisee, supervised individuals, individuals on supervision, and justice-involved individuals. Executive Director A. Lippert asked the committee if they were in support of changing the term and what alternate language should be used.

Chair M.K. Hudson (IN) asked what states had adopted and how it had been received in their jurisdictions. Commissioner M. Pevey (WA) informed the committee that Washington made a change seven years ago to "incarcerated individual" and "supervised individual." Victims' advocate groups have expressed continuing opposition but seem to have recognized the potential effect on public safety.

Commissioner D. Crook (VT) noted that a change might be necessary for all state statutes if we sought to change the ICAOS terms legally. Commissioner G. Roberge (CT) stated that his state had not changed the terms but tended to use "probationers" and "probation clients." Parole used the term "offender."

Commissioner J. Stromberg (OR) stated that Oregon had started removing the term offender formally using "adult on supervision." He believes there is a benefit to using this terminology as it is consistent with our name.

Commissioner T. Link (AK) noted that there was significant reluctance to use the term "client." Commissioner D. Crook (VT) suggested using "applicants" and "transferees" as terms consistent

with our business. Commissioner López (WI) stated that Wisconsin’s secretary has the agencies using “persons in our care” for institutions and “clients” or “community cases” externally. After the ABM, she felt there was a growing awareness of potential issues using the term “client” and has been using justice-involved individuals.”

Commissioner D. Crook (VT) asked whether the decision to change terms would be made by the Executive Committee or if it were a full Commission decision. Commissioner M. Pevey (WA) believes it is important to learn what other states are using, potentially asking regions to provide feedback. Chair M.K. Hudson (IN) asked what we would be asking Regions to do, provide input, vote, or some other direction that may be binding on the Executive Committee. Executive Director A. Lippert stated that she would work with the Chair and Vice-chair on developing a plan for regional feedback. Chair M.K. Hudson (IN) asked that formal direction be developed for region chairs.

Commissioner A. Vorachek (ND) added that there had been struggles tackling how to refer to sex offenders. Commissioner J. Stromberg (OR) suggested surveying the states after the region meetings. Executive Director A. Lippert stated that she will prepare material for discussion with the Chair, Vice-chair, and Past-chair.

Executive Director A. Lippert shared options for the 2024 ABM site selection. The National Office conducts a site visit to the committee’s first choice. If it does not accommodate our needs, the second selection is visited. She noted locations that had higher per diem rates or that did not meet expectations for accommodations. Commissioner M. Pevey (WA) noted that it was important to find a safe location that has robust business and venue options.

A motion selecting Scottsdale, AZ as the primary and Phoenix, AZ as the backup location was made by Commissioner G. Roberge (CT) and seconded by Commissioner M. Pevey (WA). Motion passed.

Victims’ Representative Report: Not Present

Old/New Business

There was no old business.

Adjourn

Chair M.K. Hudson (IN) adjourned the meeting at 2:12 p.m. ET without objection.


Mary Kay Hudson (Jan 20, 2023 14:37 EST)







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Final Audit Report

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