



Interstate Commission for Adult Offender Supervision

Finance Committee Meeting MINUTES

**August 23, 2022 • 11:01 a.m. ET
Video Conference**

Members in attendance:

1. Gary Roberge (CT), Chair
2. Tom Langer (AL)
3. Jamie Lee (LA)
4. Bradley Lewandowski (SD)
5. Mary Kay Hudson (IN)
6. Heidi Collier (DE)

Staff

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

Call to Order

Chair G. Roberge (CT) called the meeting to order at 11:01 am ET. All voting members were present, a quorum was established.

Approval of Agenda and Minutes

Commissioner T. Langer (AL) moved to approve the agenda as presented. Commissioner H. Collier (DE) seconded. Agenda approved.

Commissioner H. Collier (DE) moved to approve the minutes from June 22, 2022, meeting as drafted. Commissioner M. Hudson (IN) seconded. Minutes approved.

Discussion

State of Accounts

Chair G. Roberge (CT) informed the committee that the Commission was in a good financial state and there were not major changes since the last committee meeting. Vanguard is \$2.3 million. \$1.5 million in cash balance account.

Dues Payments

Chair Roberge inquired about state dues payments.

Executive Director Lippert stated that four states are not yet at their fiscal year so no payment is expected. There are two states that are late but not yet in delinquent status. They are receiving notice that they are approaching delinquent status.

Dues Increase

Chair Roberge has met with all four regions regarding the proposed dues increase. The increase is 5.25% for five years and 3% every year thereafter. Meetings with regions have been positive and seem well received as logical given no dues increase since 2009 as well as potential rewrites to the ICOTS platform. There have been questions regarding the development of the proposal (5.25% & 3%).

Executive Director Lippert agreed that regional meetings have gone well. Members seem to understand why the increase is needed, given no increase since 2009. She believes many states have already discussed the issue with their own fiscal officers.

Commissioner Hudson noted that Treasurer Roberge had made an excellent presentation to the Midwest Region.

Audit Report

Chair Roberge noted that the auditors were complimentary of the transparency and assistance provided by the national office.

Executive Director Lippert stated that there was an issue with credit card fraud last year but that there were no issues with how that was managed. We are receiving a clean and unmodified audit. The auditors did note that the more than \$100,000 of ICOTS enhancements should be capitalized.

Old Business:

None

New Business:

None

Adjourn

Commissioner T. Langer (AL) moved to adjourn. Commissioner H. Collier (DE) seconded.

The meeting adjourned at 1:12 p.m. ET.

Gary Roberge
Gary Roberge (Feb 25, 2023 08:08 EST)





2022-08_FinCmmMinutes_August_APPROVED

Final Audit Report

2023-02-25

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