



Interstate Commission for Adult Offender Supervision

Executive Committee Meeting MINUTES

12:00 pm ET • March 20, 2024 • Teleconference

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. Chris Moore (GA), Information Technology Chair
6. Sally Kreamer (IA), Compliance Committee Chair
7. Steve Turner (KY), South Region Chair
8. Tracy Hudrlik (MN), Rules Committee Chair
9. Amy Vorachek (ND), Midwest Region Chair
10. Joselyn López (WI), Training, Education, and Public Relations Committee Chair
11. Dale Crook (VT), East Region Chair
12. Jeremiah Stromberg (OR), Past-Chair, Ex-Officio
13. Suzanne Brooks (OH), DCA Liaison Chair, Ex-Officio
14. John Gillis (NOVA), Victim Representative, Ex-Officio

Staff:

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

Call to Order

Chair M. Hudson (IN) called the meeting to order at noon ET; eleven voting members were present; a quorum was established.

Agenda and Minutes

Commissioner G. Roberge (CT) moved to approve the agenda as presented. Commissioner M. Pevey (WA) seconded. Agenda approved.

Commissioner G. Roberge (CT) moved to approve the minutes from the February 21, 2024 meeting as drafted. Commissioner C. Moore (GA) seconded. Minutes approved as drafted.

Discussion

Chair M. Hudson (IN) announced that she accepted a new position as Chief Operating Officer at All Rise. All Rise is the training, membership, and advocacy organization for justice system innovation

addressing substance use and mental health disorders. She thanked the committee members and the national office staff for their support throughout her time being the chair of the Commission. The committee members thanked Chair M. Hudson (IN) for her leadership.

Compliance Committee Report: Commissioner S. Kreamer (IA) stated that the Compliance Committee has not met since the last Executive Committee meeting.

DCA Liaison Committee report: DCA S. Brooks (OH) stated that the DCA Liaison Committee convened a DCA Success Program meeting on March 11. During the session, the group discussed strategies for managing challenging stakeholders and identifying best practices through external training.

At the last meeting, the Executive Committee adopted new spirit sighting criteria as recommended by the DCA Liaison Committee. The national office has already received 11 nominations. The national office will be sending the nominations to the DCA Liaison Committee for review. The top nomination will be featured in the Commission's April newsletter.

DCA S. Brooks (OH) along with Commissioner J. López (WI) and Commissioner M. Pevey (WA) presented at the APPA Winter Training Institute in February.

Finance Committee Report: Commissioner G. Roberge (CT) stated that the Finance Committee met in March and reviewed the Commission's financials, approved FY25 budget amendments, and FY26 proposed budget.

Commissioner G. Roberge (CT) reported that the Vanguard account currently holds \$1.9M marking a 3% increase since last month. The savings account contains \$800K. He expressed confidence that there will not be any unforeseen expenditures for the remainder of the fiscal year. The national office has sent the FY25 dues assessment to states.

Technology Committee Report: Commissioner C. Moore (GA) stated that the Technology Committee will meet later this month to discuss the ICOTS rewrite proposal provided by Optimum. The Executive Committee will discuss this proposal at its April meeting.

Executive Director A. Lippert added that the total cost proposed by Optimum the ICOTS re-write estimated \$1M. She noted that it was wise to allocate an additional 20% of the cost for unanticipated expenses during the re-write. The committee will review the proposal at its face-to-face meeting in April.

Rules Committee Report: Commissioner T. Hudrlik (MN) stated that the Rules Committee will meet face-to-face on May 1 in Cincinnati, OH. The committee will review the "supervised individual" language changes to the Commission's rules.

Training Committee Report: Commissioner J. López (WI) thanked DCA S. Brooks (OH) and Commissioner M. Pevey (WA) for their assistance with the presentation at the APPA Training Institute in February.

The Training Committee will meet in April to review and approve external stakeholders guides to post on the Commission's website.

Commissioner J. López (WI) will be presenting at the National Association of Extradition Officials Conference and the Association of Parole International Conference in May.

ABM Planning Workgroup Report: Commissioner M. Pevey (WA) stated that the ABM workgroup has not met since the last Executive Committee meeting. He will present the proposed agenda for the committee's review and approval at the face-to-face meeting in April.

East Region Report: Commissioner D. Crook (VT) stated that the East Region met in February. The region discussed revising Rule 3.103, however, no official proposals have been submitted.

In addition, the region formally asked for an advisory opinion to clarify the timeframes for conducting a probable cause hearing and when the clock starts on the 30-day retaking process. The region will meet on April 18 to discuss questions posed by New York to be addressed in the advisory opinion.

Midwest Region Report: Commissioner A. Vorachek (ND) stated that the region met on February 29. The region discussed potential rule amendments and various updates. No official proposals have been proposed by the region.

South Region Report: Commissioner S. Turner (KY) stated that the South Region met on February 5, but did not have a quorum. However, the region had good discussion on retaking timeframes, PC hearings, and the Puerto Rico survey. The region will meet again on May 6.

West Region Report: Executive Director A. Lippert stated that the West Region has not met since the last Executive Committee meeting. She also apprised the committee on Montana appointing a new commissioner.

Executive Director Report: Executive Director A. Lippert presented her report to the committee:

Commissioners' appointments:

- Montana appointed a new commissioner - Sean Goeddel, after involving legal counsel to address their non-compliance.
- Missouri officially appointed John Mosley as their new commissioner.
- The commissioner's position in New Mexico remains vacant. Lyle Wieman has been identified as a commissioner but has not been officially appointed.

New Mexico was notified of its failure to appoint a commissioner on January 25, 2024, and given additional time to comply. The Commission has yet to receive a response. Because of this vacancy, New Mexico is not fulfilling its responsibilities and obligations under the Compact. New Mexico's failure to appoint a commissioner despite express prior notice to do so is adequate grounds for the Commission to conclude that New Mexico has defaulted in its obligations under the Compact.

Commissioner M. Pevey (WA) moved to find the State of New Mexico in violation and default of its legal obligations under the Compact. Commissioner D. Crook (VT) seconded. Motion passed.

The national office will send the official notice to the New Mexico Governor to address the matter within 30 days.

- Executive Director A. Lippert reminded the committee that the national office was notified of Arkansas' commissioner vacancy on November 6, 2023. The national office notified the Boards & Commissions Appointing Authority on January 2, 2024, and sent an official letter to the Governor informing them about the vacancy on January 25, 2024. Executive Director A. Lippert has communicated with Arkansas regarding their statute limitations. Arkansas' statute states that the Director of Corrections is the Commissioner. Until the vacancy for this position is filled, Arkansas is unable to appoint their commissioner. She asked the Committee to grant Arkansas an additional 60 days to fill the position.

Commissioner S. Kramer (IA) moved to afford the State of Arkansas an additional 60 days to appoint their commissioner. Commissioner J. López (WI) seconded. Motion passed.

- Ex-officio member K. Stocks (COSCA) invited Executive Director A. Lippert to participate in a podcast Nevada hosts for their judiciary. They will record and post the podcast on their website in April. The national office will also post a link to the podcast on the Commission's website once available that other states can use or share.
- Executive Director A. Lippert attended the Global Advisory Committee Meeting. The committee discussed policies for automated license plate readers and use of force.
- The Virgin Islands inquired about judicial training and if the national office would provide virtual training to their judges. They will be filing an official request via the Training and Technical assistance.
- Training Coordinator M. Spring and DCA S. Hammond (IA) will be traveling to South Dakota to provide training to their probation and parole departments via the Technical and Training assistance.
- The national office made language changes replacing the term "offender" with "supervised individual" to six administrative policies – AP 05-2004, AP 02-2008, AP 02-2009, AP 04-2009, AP 01-2020, and the ICOTS Privacy Policy.

The committee reviewed the policies.

Commissioner J. Stromberg (OR) noted that in the last few years, the Compliance Committee's responsibility has expanded beyond enforcement to include compliance management. He suggested incorporating these new responsibilities into the policy.

The committee decided to table voting on AP 2-2008 until its next meeting to incorporate the above changes.

Commissioner T. Hudrlik (MN) moved to approved AP 05-2004, AP 02-2009, AP 04-2009, AP 01-2020, and the ICOTS Privacy Policy as amended. Commissioner D. Crook (VT) seconded. Motion approved.

Per the Executive Committee's request, Logistics Coordinator B. Saturday conducted a site visit to Puerto Rico. Based on the results, The Royal Sonesta San Juan is the best fit for the Commission.

- Room Rate: \$257.34 plus 25% of block at per diem (\$189.53 (taxes and fees included)).
- Estimated Budget: \$257,600
- Hotel: The Royal Sonesta San Juan is a 4 AAA diamond property and is located on Isla Verde Beach. The hotel is only 2 mi from the airport. It has 398 rooms. The hotel was fully renovated in 2019.
- Puerto Rico is considered the HUB of the Caribbean with 2000+ weekly flights. There are over 28 direct flights to the continental U.S. every week.

Additional considerations:

- Hurricanes present a risk to holding meetings in Puerto Rico from June to November, with the season peaking in August and September.
- Puerto Rico Convention and Visitor Bureau and the Sonesta Hotel Brand both offered a promotional rebate of about \$10K if the Commission signs the contract with the hotel by March 31. The proposed dates are Sept 9-10, 2025.

Executive Director A. Lippert noted that if bad weather occurs during the meeting dates, the Commission will need to cancel the in-person meeting and switch to a virtual meeting.

The committee asked about an October meeting to decrease the chances of encountering bad weather. The committee asked the national office to explore having a meeting in October instead of September even with the higher cost, noting that the current proposal is one of the lowest cost options available in the East Region.

The committee considered offering attendees the option to purchase refundable tickets.

Commissioner S. Kreamer (IA) moved to approved Puerto Rico as the location for the 2025 Annual Business Meeting. Commissioner M. Pevey (WA) seconded. Motion passed.

Victims Advocate: Victims Advocate J. Gillis (NOVA) reminded the committee that the national victim crime week is coming up in April and encouraged members to attend related events.

Old Business

RNR Workgroup: Executive Director A. Lippert stated that the RNR workgroup met earlier this week and approved a recommendation that the Executive Committee use the RNR assessment as the FY2025 audit. Commissioner A. Vorachek (ND) will present the assessment at the April meeting.

New Business

Executive Director A. Lippert noted that with Chair M. Hudson’s departure, the committee needs to appoint a successor to hold the office for the unexpired portion of the term. The regular election for officers will take place in September 2024.

Vice Chair and Commissioner M. Pevey (WA) agreed to step in to fill the position.

Commissioner D. Crook (VT) moved to appoint Commissioner M. Pevey as the Commission’s chair for the remainder of Chair Hudson’s term. Commissioner S. Turner (KY) seconded. Motion passed.

Adjourn

Commissioner D. Crook (VT) moved to adjourn. Commissioner S. Turner (KY) seconded.

The meeting adjourned at 1:15 p.m. ET.


Mac Pevey (Jun 14, 2024 12:41 PDT)


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Final Audit Report


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