



Interstate Commission for Adult Offender Supervision

Finance Committee Meeting MINUTES

**August 27, 2024 • 11:00 am ET
Teleconference**

Members in attendance:

1. Gary Roberge (CT), Chair
2. Tom Langer (AL)
3. Heidi Collier (DE)
4. Bradley Lewandowski (SD)
5. Jeremy Vukich (WY)

Staff:

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

Call to Order

Chair G. Roberge (CT) called the meeting to order at 11:00 am ET. All members were present, a quorum was established.

Approval of Agenda and Minutes

Commissioner H. Collier (DE) moved to approve the agenda as presented. Commissioner B. Lewandowski (SD) seconded. Agenda approved.

Commissioner H. Collier (DE) moved to approve the minutes from March 18, 2024, meeting as drafted. Commissioner T. Langer (AL) seconded. Minutes approved.

Discussion

Budget update: Chair G. Roberge (CT) stated that the Commission finished 9% under budget in FY2024. The Vanguard account is just under \$2M. The national office was still waiting on a few more states to pay their dues. He thanked Executive Director A. Lippert and the national office for managing the Commission's budget.

Chair G. Roberge (CT) stated that the Executive Committee met in April and approved the FY2026 budget based on the Finance Committee's recommendation. He will present the budget for the Commission's consideration and approval at the upcoming Annual Business Meeting.

In addition, on behalf of the Executive Committee, Chair G. Roberge (CT) will present two proposals to fund ICOTS re-write project. The funding options tailored to harness financial flexibility, thereby mitigating risks and alleviating fiscal burdens on states.

Option 1: Capital Assessment for the full amount. Assessment will be proportioned based on dues tiers and disbursed over 2 years.

Option 2: Vanguard withdrawal and Capital Assessment - 50/50. Assessment will be proportioned based on dues tiers and disbursed over 2 years.

The Executive Committee held a Q&A session for commissioners to explain the provided options and answer their questions. Based on this session, the national office put together a Q&A document that was emailed to all commissioners. The national office will also provide the documents to all ABM attendees.

Commissioner G. Roberge (CT) stated that they will continue to look for alternative funding sources to finance this project.

Audit Update: Executive Director A. Lippert stated that the Commission completed its annual financial audit. The auditors reviewed Commission's policies, accounting measures, personnel practices, committee minutes, as well as verified risk measures at the national office. As a result, the Commission received a clean and unmodified report.

Old/New Business

There was no old/new business.

Adjourn

Commissioner T. Langer (AL) moved to adjourn. Commissioner J. Vukich (WY) seconded.

The meeting adjourned at 11:22 am. ET.


Gary Roberge (Nov 22, 2024 11:18 EST)


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Final Audit Report

2024-11-22

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