



**Interstate Commission for Adult Offender Supervision
Training, Education, & Public Relations Committee MINUTES
April 22, 2024 · 1:00 pm ET
Teleconference**

Members in attendance:

1. Joselyn López (WI), Chair
2. Taryn Link (AK)
3. Maggie Brewer (NC)
4. Tracy Hudrlik (MN)
5. Jeremiah Stromberg (OR)
6. Katrina Ransom (OH)
7. Sally Reinhardt-Stewart (NE), Ex-officio
8. Ingrid Siliezar (RI), Ex-officio
9. Alyssa Miller (ND), Ex-officio
10. Alison Woodruff (MO), Ex-officio
11. Cynthia Stout (TX), Ex-officio

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 1:03 p.m. ET. All voting members were present, a quorum was established.

Approval of Agenda and Minutes

Chair J. López (WI) added Hearing Officer Guide under New Business.

Commissioner J Stromberg (OR) moved to approve the agenda as amended. Commissioner T. Hudrlik (MN) seconded. Agenda approved as amended.

Commissioner M. Brewer (NC) moved to approve the minutes from February 5, 2024. Commissioner T. Hudrlik (MN) seconded. Minutes approved as drafted.

Discussion

Choosing the Right Tool: Chair J. López (WI) noted that many states are experiencing issues with determining when to use Progress Reports vs. Violation Reports. She presented *Choosing the Right Tool*

document developed by the national office that outlines best practices for when to use which reporting tool. The DCA Liaison Committee reviewed the document and recommended it for approval.

The committee discussed the guide and agreed to amend it as follows:

- Engages in behavior requiring retaking AND efforts to redirect the behavior are unsuccessful which would result in proceedings to revoke supervision ~~revocation~~ (Rule 5.103).

The committee noted that there is a lot of confusion among the states about the definition of *revocation*.

The national office will announce the approved guide via the Commission monthly newsletter on May 1.

Commissioner T. Hudrlik (MN) moved to approve *Choosing the Right Tool* guide for publishing. Commissioner K. Ransom (OH) seconded. Motion passed.

Stakeholder training videos: The committee reviewed the stakeholder training videos published on the Commission's website. The videos present a brief overview of the Compact and procedures relevant to certain state officials. The videos include training for judges, jail administrators, and Parole Boards.

Based on the website stats, these videos are not well utilized and might need to be presented in a different format or published in a different location.

Chair J. López (WI) noted that the videos have some outdated language as well. She asked the committee to provide their feedback on the content, format, and location of the videos by June 14.

ICAOS Workshops: Chair J. López (WI) along with DCA S. Brooks (OH) presented at the APPA Training Institute in February. The workshop was well attended.

Chair J. López (WI) along with Commission Chair M. Pevey (WA) will present at the Association of Parole International Conference in Bellevue, WA in May.

Chair J. López (WI) will present at the National Association of Extradition Officials Annual Training in Milwaukee, WI in May.

The Commission submitted a proposal to present at the APPA Training Institute in July and is waiting for their approval.

ICAOS Training and Technical Assistance: Training Coordinator M. Spring and DCA S. Hammond (IA) will be traveling to South Dakota to conduct training to their probation and parole departments.

2024 ABM Agenda: The Executive Committee approved the 2024 ABM agenda. The agenda includes many opportunities for commissioners and DCAs to collaborate and network. The main goal for this meeting is to vet issues and produce clean and constructive rule proposals to be voted at the 2025 ABM. The committee will be working closely with the DCA Liaison Committee on building the sessions and providing speakers and moderators.

MONDAY, Sept 9 - DCA Training Institute
Welcome & Introduction (1hr.)

Introduction, award winner recognition, Icebreaking activity.

Mixer Break (30 min)

Meet 2-3 DCAs that you don't know.

A Strategic Approach to Rule Challenges: Revitalizing Governance (2hrs.)

The first of three interactive sessions designed to foster collaboration and innovation in rule-making. Attendees will collaborate to develop Rule recommendations that address persistent challenges. This hands-on experience will allow participants to tap into their collective expertise, examine diverse viewpoints, and contribute to developing effective solutions. Prepare to engage in dynamic discussions and co-create solutions that make a lasting impact. This session is not just about learning; it is about actively participating in advancing ICAOS governance.

Collaborative Solutions Unveiled (30 min)

As we transition from brainstorming and rule formulation to the reporting phase, attendees will witness their collective expertise in action. Breakout groups will present their innovative solutions, providing an overview of the diverse perspectives, practical impacts, and strategies that emerged during the collaborative process.

DCA Region Meetings (2hrs.)

New Commissioner and DCA Reception by invitation (1 hr.)

Executive Committee & DCA Liaison Committee

TUESDAY, Sept 10 – Training Day

Opening Remarks/Why Should I Comply?(1hr.45 min.)

This informative session will guide attendees through identifying, correcting, and preventing compliance challenges. Discover how audits and reporting tools can help states address issues before they escalate. Participants will join in the discussion of what matters in a Corrective Action Plan, as well as how the Compliance Committee's proactive approach helps the Compact succeed.

Progress in Action: RNR Workgroup Update (1hr.)

Join us as we examine the progress made by the Risk, Needs and Responsivity Workgroup in developing strategies and initiatives for applying RNR principles in the interstate compact process. This brief session will cover key milestones achieved and allow participants to provide input on adopting evidence-based principles in our decision-making.

Creating Change: Outcomes from the DCA Institute (15 min.)

Discover how effective collaboration can generate actionable outcomes in this follow-up session from the DCA Institute. Gain insights into the Rules identified for revision and work with other states to develop targeted solutions. Observe firsthand how our collective efforts can result in positive change.

From Challenge to Opportunity: Reforming Governance (2 hrs.)

Building on the work accomplished during the DCA Institute, join us for the second interactive session where Commissioners and Deputy Compact Administrators (DCAs) will join forces in a collaborative effort to refine and expand on Rule recommendations. Prepare to participate in dynamic discussions, share diverse perspectives, and evaluate practical impacts to ensure the

Commission's Rules align with current practice. This will be an interactive work session to identify operational procedures for incorporation into the Commission's Rules and create tangible, positive outcomes.

Reception (1.5 hrs)

WEDNESDAY, Sept 11 -GENERAL SESSION

Call to Order / Welcome Address

Committee Reports (45 min.)

Empowerment & Leadership CO-ELEVATE (45 min.)

Rule Your Outcomes (15 min.)

Imagine being part of a discussion where real progress occurred—where your combined experience translated into actual results. During this session, we will highlight the accomplishments and strategic decisions that emerged from our collective discussions. See how your expertise influenced the direction of our work, resulting in practical Rule recommendations. This report-out serves as more than a reflection; it sets the foundation for the future of the Compact.

Region Meetings: Advancing Governance (2hrs.)

The culmination of our collaborative work where our collective efforts will be translated into concrete rules. Regions will begin the rule-making process by refining and detailing the recommendations that emerged from our collaborative discussions.

Awards Presentation/ Old Business / New Business

Commissioner T. Hudrlik (MN) praised the ABM workgroup for putting together this agenda. She noted that this business meeting incorporates a proactive approach to review rules and get fresh perspectives. She added that this could be an opportunity to review the definition of *revocation*.

Report on February amendment & new resource training: Training Coordinator M. Spring noted that the February trainings were well attended. She did not receive any questions about the approved rule amendment. She asked the committee members to provide their feedback if she missed anything during these trainings and she will cover this information during the upcoming DCA Dashboard training.

Old/New Business

Hearing Officer Guide with Q&A: Executive Director A. Lippert presented the *Hearing Officer Guide* to the committee for review and consideration. She noted that the guide was created for a dual audience - the hearing officers and the compact office staff.

She added that the East Region had numerous conversations around the probable hearing and its timelines. The region submitted a request for an advisory opinion; however, it did not rise to the level of the advisory opinion, and now they are looking to address their issues through a rule amendment. The national office incorporated a few questions from the East Region's advisory opinion request into the FAQ section of the Hearing Officer Guide.

Executive Director A. Lippert asked the committee members to provide their feedback on the guide by May 10.

Executive Director A. Lippert noted that the legal counsel will review the guide before publishing.

The committee will vote on the guide at its next meeting.

Adjourn

Commissioner T. Link (AK) moved to adjourn. Commissioner T. Hudrlik (MN) seconded.

The meeting adjourned at 1:54 p.m. ET.