2024 ANNUAL BUSINESS MEETING MINUTES

Interstate Commission for Adult Offender Supervision

September 11, 2024
The Scott Resort & Spa, Scottsdale, AZ

Call to Order

Chair M. Pevey (WA) called the meeting to order at 8:30 a.m. ET. The Arizona Department of Corrections, Rehabilitation & Reentry Color Guard presented the flags. Chair M. Pevey (WA) invited Commission members to join in a moment of silence to honor and remember the victims, heroes, and all those impacted by the tragic events of September 11, 2001.

Roll Call

Executive Director A. Lippert called the roll. Forty-nine out of fifty-three members were present, thereby constituting a quorum.

1.	Alabama	Tom Langer, Commissioner
2.	Alaska	Taryn Link, Commissioner
3.	Arizona	Dori Littler, Commissioner
4.	Arkansas	Jim Cheek, Official Designee
5.	California	Antonio DeJesus, Official Designee
6.	Colorado	Andrew Zavaras, Commissioner
7.	Connecticut	Gary Roberge, Commissioner
8.	Delaware	Heidi Collier, Commissioner
9.	District of Columbia	Elizabeth Powell, Official Designee
10.	Florida	Joe Winkler, Commissioner
11.	Georgia	Chris Moore, Commissioner
12.	Hawaii	Stacey Luke, Official Designee
13.	Idaho	Judy Mesick, Commissioner
14.	Illinois	Melissa Smith, Commissioner
15.	Indiana	Chris Biehn, Commissioner
16.	Iowa	Sally Kreamer, Commissioner
17.	Kansas	Megan Milner, Commissioner
18.	Kentucky	Steve Turner, Commissioner
19.	Louisiana	Rhett Covington, Commissioner
20.	Maine	Denis Clark, Official Designee
21.	Maryland	*Not in attendance*
22.	Massachusetts	Tina Hurley, Commissioner
23.	Michigan	Russell Marlan, Commissioner

24. Minnesota	Tracy Hudrlik, Commissioner
25. Mississippi	Richie Spears, Official Designee
26. Missouri	John Mosley, Commissioner
27. Montana	*Not in attendance*
28. Nebraska	Jacey Rader, Commissioner
29. Nevada	Deon McDaniel, Commissioner
30. New Hampshire	David Cady, Commissioner
31. New Jersey	Dina Rogers, Official Designee
32. New Mexico	Lyle Wieman, Commissioner
33. New York	Matthew Charton, Commissioner
34. North Carolina	Maggie Brewer, Commissioner
35. North Dakota	Amy Vorachek, Commissioner
36. Ohio	Katrina Ransom, Commissioner
37. Oklahoma	Deborah Romine, Commissioner
38. Oregon	Jeremiah Stromberg, Commissioner
39. Pennsylvania	Christian Stephens, Commissioner
40. Puerto Rico	*Not in attendance*
41. Rhode Island	Ingrid Siliezar, Official Designee
42. South Carolina	Tawanna Davis, Official Designee
43. South Dakota	Brad Lewandowski, Commissioner
44. Tennessee	Chris Hill, Commissioner
45. Texas	*Not in attendance*
46. Utah	Alex Garcia, Commissioner
47. Vermont	Dale Crook, Commissioner
48. Virginia	Jim Parks, Commissioner
49. Virgin Islands	*Not in attendance*
50. Washington	Mac Pevey, Commissioner
51. West Virginia	Jonathan Huffman, Commissioner
52. Wisconsin	Joselyn López, Commissioner
53. Wyoming	Jeremy Vukich, Commissioner

Executive Director A. Lippert recognized ex-officio members:

- American Jail Association (AJA) – *Not in attendance*
- American Probation and Parole Association (APPA) – Veronica Cunnigham
- Association of Paroling Authorities International (APAI) – *Not in attendance*
- Association of Prosecuting Attorneys (APA) – *Not in attendance*
- Conference of Chief Justices (CCJ) – *Not in attendance*
- Conference of State Court Administrators (COSCA) – Katherine Stocks
- Interstate Commission for Juveniles (ICJ) – Julie Hawkins
- National Association for Public Defense (NAPD) – *Not in attendance*
- National Association of Attorneys General (NAAG) – *Not in attendance*
- National Association of Police Organizations (NAPO) – *Not in attendance*
- National Conference of State Legislatures (NCSL) – Amanda Essex
- National Criminal Justice Association (NCJA) – *Not in attendance*
- National Governors Association (NGA) – *Not in attendance*

- National Institute of Corrections (NIC) –Kendall Rhyne
- National Organization for Victim Assistance (NOVA) – John Gillis
- National Sheriffs' Association (NSA) – *Not in attendance*
- National District Attorneys Association (NDAA) - *Not in attendance*

Chair M. Pevey (WA) welcomed the Commission members to the ICAOS Annual Business Meeting. He instructed the commissioners on the rules and procedures of the meeting.

Approval of Agenda and Minutes

Commissioner G. Roberge (CT) moved to approve the agenda as presented. Designee D. Clark (ME) seconded. Agenda approved.

Commissioner H. Collier (DE) moved to approve the Annual Business Meeting's minutes from September 20, 2023, as drafted. Commissioner T. Hudrlik (MN) seconded. Minutes approved.

Welcome Address

Commissioner D. Littler (AZ) introduced Chief Justice Ann Timmer, Arizona Supreme Court, who welcomed the Commission to Arizona.

ABM Planning Workgroup Report

Chair M. Pevey (WA) acknowledged the workgroup members: Commissioner Dori Littler (AZ), Commissioner Steve Turner (KY), Commissioner Tracy Hudrlik (MN), Commissioner Maggie Brewer (NC), Commissioner Jeremiah Stromberg (OR), Commissioner Dale Crook (VT), Commissioner Joselyn López (WI), DCA Matt Poyzer (AZ), DCA Denis Clark (ME), DCA Alyssa Miller (ND), DCA Suzanne Brooks (OH), and DCA Mark Patterson (OR).

Chair M. Pevey (WA), the ABM planning workgroup chair, reminded the Commission that the workgroup recommends the agenda for the upcoming annual business meeting (ABM)to the Executive Committee. This process involves reviewing feedback from past ABMs, considering input from regions or committees, and staying tuned to emerging trends in supervision. Additionally, the workgroup provides support to the host state and helps facilitate engagement activities during the ABM.

This year, the workgroup developed a robust agenda with guest speakers and many opportunities for collaboration and networking.

Compliance Committee Report

Commissioner S. Kreamer (IA), Compliance Committee Chair, expressed her appreciation for the national office staff and committee members' commitment and hard work throughout the year. She recognized the committee members: Commissioner Melissa Smith (IL), Commissioner Joe Winkler (FL), Commissioner Samuel Plumeri (NJ), Commissioner Amy Vorachek (ND), Commissioner Dale Crook (VT), DCA Matthew Poyzer (AZ), and DCA Sarah Spader (SD).

Commissioner S. Kreamer (IA) stated that over the past year, the committee focused on ensuring adherence to dashboard standards and emphasized the importance of proactive compliance support rather than applying punitive measures. Discussions centered on the committee's role in establishing consistent standards and supporting state success through strategic action plans and training materials that outline responsibilities for managing compliance.

The committee reviewed the FY24 compliance audit results, noting significant progress among audited states in addressing ICOTS data reliability concerns. It also addressed challenges related to commissioner vacancies in several states and recommended that the Executive Committee find one state in default due to an unfilled commissioner position.

Looking ahead, the Compliance Committee remains committed to prioritizing proactive compliance support aimed at fostering state success.

Commissioner D. Littler (AZ) moved to accept the Compliance Committee report as presented. Commissioner J. López (WI) seconded. Motion passed unanimously.

DCA Liaison Committee Report

DCA S. Brooks (OH), the DCA Liaison Committee Chair, presented her report to the Commission. She thanked the national office staff and the committee members for their work: DCA Region Chairs: East – Dennis Clark (ME), Midwest – Simona Hammond (IA), South – Timothy Strickland (FL), and West – Mark Patterson (OR); as well as region representatives: East – Rickey Plank (VT), Midwest – Alyssa Miller (ND), South –Lashonda Lee-Campbell (MD), and West – Lorna Colver (AK).

In the fall of 2023, the committee launched the DCA Success Program to provide opportunities for DCAs to strengthen their leadership skills, develop new technical expertise, access support, and offer guidance to their state partners on Compact operations.

Building on feedback from the DCAs and input from the 2023 Annual Business Meeting, the committee introduced the FY24 Dashboard Program that focused on a high-level review of violation related dashboards & compact workload report options.

The committee's emphasis on collaboration, both within the Commission and with stakeholders, led to redefining the Spirit of the Compact Award. This award no recognizes a field officer, compact office staff member, or stakeholder who has gone above and beyond to find the best solutions for the supervised individual as well as all involved parties.

As the 2024 ABM is a DCA Training Institute year, the committee held numerous discussions with the DCA region chairs and region reps regarding the vision for this year's ABM. Encompassing the goals of the DCA Liaison Committee as a whole, this year's sessions focused on collaboration to bring forth formal rule proposals in preparation for the 2025 ABM.

Commissioner D. Crook (VT) moved to accept the DCA Liaison Committee report as presented. Commissioner D. McDaniel (NV) seconded. Motion passed unanimously.

Finance Committee Report

Commissioner G. Roberge (CT), Treasurer and the Finance Committee Chair, expressed appreciation to the national office staff, and the Finance Committee members for their work and diligence throughout the past year: Commissioner Tom Langer (AL), Commissioner Heidi Collier (DE), Commissioner Bobby Lee (LA), Commissioner Brad Lewandowski (SD), Commissioner David Gutierrez (TX), and Commissioner Jeremy Vukich (WY).

Commissioner G. Roberge (CT) stated that at the end of the fiscal year, the Commission's cash reserves had a closing amount of $300,637.53. The Commission maintains investments in two long-term Vanguard accounts that include an investment-grade bond fund and a total stock market index fund. The Commission's investment accounts showed stable growth this year. The balance in the Vanguard funds totaled $1,983,743.02. The Commission's total revenue in FY2024 was $2,008,124.02, with $300,637.53 used from reserves, and expenses totaling $2,008,124.02.

Commissioner G. Roberge (CT) stated that the Commission recently completed a financial audit conducted by an independent auditor. The audit found the Commission in good financial health and issued a clean, unmodified report. The full audit report can be found in the FY 2024 Annual Report.

In April, the Executive Committee approved a proposal from Optimum Technology to rewrite the Commission's national data system. The project is estimated to take 18-24 months with a total estimated cost for the project of $1,081,440 – total in FY25: $540,720, total in FY26: $360,480, and additional 20% (unforeseen costs): $180,240. The Executive Committee sent out information and held a Q&A meeting with the Commission members about the ICOTS re-build project and its finance options.

Commissioner J. Stromberg (OR) moved to proceed with the ICOTS re-write project as outlined by Commissioner Roberge. Commissioner T. Langer (AL) seconded. Motion passed unanimously.

To initiate this project and ensure a seamless implementation process, the Commission must determine its funding strategy. Given the scope of this project, securing the required financial resources demands a multifaceted approach. Therefore, the Executive Committee proposes two funding options designed to maintain financial flexibility, helping to mitigate risks and reduce the financial burdens on states.

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

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

Commissioner G. Roberge (CT) informed the Commission that the Finance Committee along with the national office had met multiple times with various national and federal organizations to seek funding assistance for this project. They will continue to look for alternative funding sources to help with the project.

Commissioner D. Crook (VT) moved to proceed with the vote on Options 1 and 2 as outlined. Commissioner C. Moore (GA) seconded. Option 1 received 7 votes and Option 2 received 39 votes.

The Commission will proceed with funding the project based on option 2, half taken from Vanguard and the other half assessed to the states through a capital assessment.

Commissioner G. Roberge (CT) presented the FY2026 budget for Commission's vote.

Commissioner S. Kreamer (IA) moved to approve the FY2026 budget as presented. Commissioner C. Stephens (PA) seconded. Motion passed unanimously.

Commissioner D. Littler (AZ) moved to accept the Finance Committee Report as presented. Official Designee A. DeJesus (CA) seconded. Motion passed unanimously.

Information Technology Committee Report

Commissioner C. Moore (GA), Information Technology Committee Chair, thanked the committee members for their service: Commissioner Taryn Link (AK), Commissioner Andrew Zavaras (CO), Commissioner Melissa Smith (IL), Commissioner Steve Turner (KY), Commissioner Mac Pevey (WA), Commissioner Joselyn López (WI), DCA Joe Kuebler (GA), DCA Suzanne Brooks (OH), DCA Kelly Palmateer (NY), and DCA Jordan McKinley (WV).

The committee focused its efforts this year on the ICOTS migration. In September 2023, the committee noted the successful completion of User Acceptance Testing (UAT) without issues and outlined the upcoming migration stages, including trial, staging, and full cutover, which occurred in October 2023. By November, the migration was successfully completed with minimal issues that were promptly resolved by Optimum. Based on the results, the committee unanimously supported a total system rewrite, considering database migration and system enhancements for long-term benefits.

The committee reviewed Optimum's proposal to re-build ICOTS, emphasizing the objective to modernize the application and transition from Oracle to Microsoft SQL Server to reduce costs. After assessing the total estimated cost, the committee recommended acceptance of Optimum's proposal to the Executive Committee, who accepted the recommendation and discussed financing options for the project.

Commissioner S. Turner (KY) moved to accept the Information Technology Committee Report as presented. Commissioner J. Hoffman (WV) seconded. Motion passed unanimously.

Training, Education & Public Relations Committee Report

Commissioner J. López (WI), Training Committee Chair, recognized the national office staff and committee members: Commissioner Taryn Link (AK), Commissioner Tracy Hudrlik (MN), Commissioner Maggie Brewer (NC), Commissioner Katrina Ransom (OH), Commissioner

Jeremiah Stromberg (OR), DCA Alison Woodruff (MO), DCA Alyssa Miller (ND), DCA Sally Reinhardt-Stewart (NE), DCA Ingrid Siliezar (RI), and DCA Cynthia Stout (TX).

The committee began this reporting year by evaluating ongoing projects, including enhancing ICOTS resources and collaborating with the Compliance Committee to improve transfer acceptance rates. It also set priorities for developing training programs and strengthening collaboration with external partners. A key focus was creating resources and guides for parole boards, jail officials, and court officers.

This spring, the committee explored strategies to engage external partners through targeted communication, outreach events, and shared goals to promote Compact awareness. The Commission upgraded its learning management system and updated its content to better serve states. The committee approved three new guides to direct states on best practices including: Choosing the Right Tool, the Hearing Officers Guide, and a Compliance guide for new Commissioners.

The training committee also assisted in developing sessions for the ABM to foster collaboration among commissioners and DCAs, ensuring a unified approach to Compact training and education.

Demonstrating the strength of its community partnerships with Ex-Officio members, the Commission presented at several events and conferences this year, including the Winter and Summer Institutes of the American Probation and Parole Association (APPA), the Association of Paroling Authorities International (APAI), and the National Association of Extraditions Officials (NAEO).

Commissioner A. Zavaras (CO) moved to accept the Training, Education & Public Relations Committee Report as presented. Commissioner G. Roberge (CT) seconded. Motion passed unanimously.

<u>Rules Committee Report</u>

Commissioner T. Hudrlik (MN), the Rules Committee Chair, thanked the Rules Committee members and the national office staff for their hard work. The Rules Committee members are Commissioner Chris Moore (GA), Vice Chair, Commissioner Brook Mamizuka (HI), Commissioner Susan Gagnon (ME), Commissioner Matthew Charton (NY), Commissioner Amy Vorachek (ND), Commissioner Katrina Ransom (OH), Commissioner Deon McDaniel (NV), Ex-officio Timothy Strickland (FL), Ex-officio Matt Reed (PA), Ex-officio Brenna Kojis (WI) and Legal Counsel Thomas Travis.

Over the past year, the committee has met several times to discuss and refine a comprehensive rule package to incorporate the language change replacing the term "offender" with "supervised individual." This shift aligns with the Commission’s commitment to person-centered language and reflects its ongoing efforts to promote respect and dignity in the Commission’s processes.

In addition to this rule package, the committee discussed other rule modifications designed to improve the overall efficiency and effectiveness of the Compact’s operations. The committee will continue to refine these proposals in preparation for next year’s Annual Business Meeting.

Commissioner T. Hudrlik (MN) presented the rule package to amend ICAOS Rules for Commission's consideration and vote.

Commissioner T. Hudrlik (MN) moved to accept the rule package to incorporate the language change replacing the term "offender" with "supervised individual" as presented. Commissioner J. López (WI) seconded.

Commissioner J. Stromberg (OR) expressed his support for the proposal. He was privileged to facilitate the Language Workgroup. Despite different opinions on terminology within the group, it had consensus on the Commission's role on reforming and rebranding individuals.

Commissioner D. Littler (AZ) clarified that while she is not opposed to changing terminology, she has concerns about potential conflicts with existing statutory language.

Commissioner D. Crook (VT), a member of the Language Workgroup, emphasized the importance of this change for the organization's progress. He mentioned that although Vermont still uses the term "offender" in its statutes, it has adopted more progressive language in its internal policies and rules.

Commissioner A. Garcia (UT) opposed the proposed language changes, citing concerns about their impact on victims.

Ex-officio J. Gillis (NOVA) stated that this type of language change should be implemented at the state level. He expressed reservations about making changes at the Commission level due to their significant implications for victims.

Motion carried with 35 votes in favor and 13 against.

Commissioner T. Hudrlik (MN) moved to approve the Rules Committee report as presented. Official Designee D. Clark (ME) seconded. Motion passed unanimously.

Chair M. Pevey (WA) presented the ICOTS Bylaws changes to incorporate the new language change replacing the term "offender" with "supervised individual".

Commissioner D. Crook (VT) moved to approve ICAOS Bylaws change as presented. Commissioner C. Stephens (PA) seconded. Motion carried with 42 votes in favor and 5 against.

<u>Guest Speaker</u>

Chair M. Pevey (WA) introduced Jason Redman, a retired Navy SEAL and New York Times and Amazon bestselling author of *The Trident, Overcome, and Pointman Planner*. Mr. Redman motivates and inspires audiences across the country, sharing his remarkable journey of leadership and redemption through motivational speaking, workshops, personal coaching, courses and TedX Talks.

Rule Your Outcomes

Training Committee Chair J. López (WI) and DCA Liaison Committee Chair S. Brooks (OH) shared highlights of the work that was done in the collaborative sessions earlier this week.

The Commission recessed for lunch and face-to-face region meetings.

Award Presentations

Chair M. Pevey (WA) presented the Executive Chair Award to Commissioner Dale Crook (VT). Commissioner Crook has dedicated thirteen years of service as Vermont's Commissioner, including a decade as the chair of the East Region. His leadership has set a high standard for the entire Compact, blending vision with unwavering commitment.

Executive Director A. Lippert presented the Executive Director Award to DCA Denis Clark (ME). As the Deputy Compact Administrator for Maine and East Region Chair for DCAs, Denis has been a driving force in the Commission's work. His ability to build strong connections across the Commission has helped resolve issues quickly and effectively. His contributions to various national office projects reflect his commitment to our shared goals.

Chair M. Pevey (WA) called on Pat Tuthill to present the Peyton Tuthill Award to Senator Jon Kyl (AZ) in recognition of his exceptional contributions to advancing ICAOS' mission to promote public safety, improve offender outcomes, and protect victims.

Old Business/ New Business

Officers and Committee Chairs Recognition: Chair M. Pevey (WA) recognized officers and committee chairs for their service and dedication: Treasurer G. Roberge (CT), DCA Liaison Committee Chair S. Brooks (OH), Compliance Committee Chair S. Kreamer (IA), Information Technology Committee Chair C. Moore (GA), Training Committee Chair J López (WI), and Rules Committee Chair T. Hudrlik (MN).

Past Chair J. Stromberg (OR) presented an appreciation award to Chair M. Pevey (WA).

Election: Commissioner D. Crook (VT), the nominating committee spokesperson, presented the following slate of nominees for Commission officers.

- Chair – Mac Pevey (WA)
- Vice-Chair – Joselyn López (WI)
- Treasurer – Gary Roberge (CT)

Commissioner D. Crook (VT) asked for nominations from the floor. No other nominations were received.

Commissioner T. Langer (AL) moved to accept the officers' slate as presented. Commissioner J. Vukich (WY) seconded. Motion passed unanimously.

General Counsel T. Travis administered the oath of office to newly elected officers.

Call to Public: Chair M. Pevey (WA) opened the floor for public comments. No comments were received.

Chair M. Pevey (WA) announced that the 2025 Annual Business meeting will take place on September 30-October 1, 2025, in San Juan, Puerto Rico.

Adjourn

Commissioner G. Roberge (CT) moved to adjourn. Designee D. Clark (ME) seconded.

The meeting adjourned at 4:48 pm MT.