



Interstate Commission for Adult Offender Supervision

Deputy Compact Administrator Liaison Committee MINUTES

**April 17, 2025 @ 1:00 PM ET
Teleconference**

Members in attendance:

1. Suzanne Brooks (OH), Chair
2. Lorna Colver (AK)
3. Simona Hammond (IA)
4. Denis Clark (ME)
5. Allison Woodruff (MO)
6. Alyssa Miller (ND)
7. Mark Patterson (OR)
8. Ingrid Siliezar (RI)
9. Cynthia Stout (TX)
10. Rickey Plank (VT)

Members not in attendance:

1. Timothy Strickland (FL)
2. Nicole Rosales (NV)

Staff:

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

Call to Order

Chair S. Brooks (OH) called the meeting to order at 1:00 pm ET. Ten members were present, establishing a quorum.

Approval of Agenda and Minutes

A motion by DCA M. Patterson (OR) to approve the meeting's agenda was adopted.

A motion by DCA A. Miller (ND) to approve the meeting's minutes from January 13, 2025, was adopted.

Discussion

New Deputy Compact Administrators & Region Meetings: Chair S. Brooks (OH) expressed concern that new Deputy Compact Administrators (DCAs) may feel disconnected. She

suggested that the group check in with new DCAs periodically to ensure they remain engaged and supported. She emphasized the importance of holding more proactive and informative region meetings.

Executive Director A. Lippert added that, based on conversations with new DCAs, some feel discouraged when seasoned DCAs end discussions by citing rules, which can limit open dialogue. She encouraged members to be mindful of this and help create a more inclusive environment for newer DCAs.

Current region chairs will assist incoming region representatives in organizing and facilitating region meetings and discussions by June.

DCA Forums: The members discussed feedback from the DCA Forum on Deferred and Unsupervised (addendum 1) highlighting the need for further conversations and dialogue on this matter.

The next DCA Forum will be dedicated to discussing the impact of virtual sentencing & hearings on Interstate Compact rules (addendum 2). The East region will lead this discussion focusing on navigating virtual hearings within the compact, identifying challenges, and shaping best practices.

Rule Proposal Feedback/Comments: Chair S. Brooks (OH) stated that the committee will assist the Rules Committee in promoting communication among the DCAs about the rule proposals. She emphasized the need for feedback on the proposals, encouraging everyone to make comments.

New Electronic System: DCA S. Hammond (IA) mentioned that the ICOTS JAD group meets weekly and had a mock-up of the new system. The new name for the system is yet to be decided, with three options: Insite, Atlas, and Intact.

DCA Dashboard Program: Chair S. Brooks (OH) highlighted the need to refine the dashboard program to better meet DCA needs. The next session will focus on preparing for the FY26 user assessment.

Commission Update: Executive Director A. Lippert provided the Commission's update:

- FY26 Assessment will focus on ICOTS user roles and dashboard report usage.
- The agenda for the 2025 Annual Business Meeting will be posted on the Commission's website in mid-May.
- The RNR Workgroup is developing a new decision-making framework for handling violations. The framework will be piloted following the Annual Business Meeting and fully implemented in 2026.
- The next session of the DCA Success Program will be held in May.
- All DCA Liaison Committee members are encouraged to promote Spirit Sightings nominations. The winner will be recognized at the 2025 Annual Business Meeting in Puerto Rico.

New/Old Business

The national office asked for stories about the impact of the compact on individuals' lives for the annual report.

Adjourn

The meeting adjourned at 1:58 pm ET.

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