**Advisory Council on Interstate Adult/Juvenile Compact**

Tuesday, June 4, 2024

10:00am-12:00pm

Department of Corrections

1450 Energy Park Drive, West Entrance

St. Paul, MN 55108

Afton Room, 1st Floor

Hybrid In-person and virtual via ZOOM

**Those in attendance:**

Members: Ms. Tracy Hudrlik, Ms. Rebecca Hillestead, Ms. Suzanne Elwell, Ms. Callie Hargett, Mr. James Stuart, Mr. Andrew Larson, Judge Richard Kyle, Ms. Mical Peterson, Mr. William Ward, Ms. Melissa Boone

Guests: Ms. Alyssa Miller (North Dakota Interstate Compact), Mr. Zachary Meinerts (Public Safety Researcher of DFL), Rebecca Holmes-Larson, Ms. Fawn Wilson, Ms. Kelly Haff

**Those not in attendance:**

Members: Mr. Stephen King, Mr. Shane Baker, Ms. Gina Evans, Representative Elliott Engen, Representative Kelly Moller, Ms. Marlena Hansen

**AGENDA**

1. **Introduction of members and guests**
2. **Approval of Minutes of the November 2023 Meeting – Minutes approved**
3. **Interstate Compact on Juveniles (ICJ) –** 
   1. New Training Offered- Bi-Monthly “mini” sessions – MN Interstate Unit is holding bi-monthly mini sessions that focus on different topics in the UNITY system – i.e. travel permits, Transfer of Supervision, and Violations. The mini sessions have high attendance and positive feedback from the users.
   2. **Potential Midwest rule proposal around reporting instructions –** MN is proposing to revisit the rule and propose Reporting Instructions for juveniles – the adult side already has this. Currently, juveniles are not being supervised in the receiving state while the home evaluations are being investigated; they are just reporting to the sending states agent despite not being in the sending state. MN is looking to get the Midwest Region’s support for this rule proposal.
4. **Interstate Commission for Adult Offender Supervision (ICAOS) -** 
   1. **Statewide mandatory training completed –** We required mandatory training for all ICOTS users for 2024. Two different trainings were offered, one was more of a refresher of the basic ICOTS rules and the other was more advanced, discussing scenarios. We required all users to take 1 at least one session, however, many chose to do both the refresher and advanced. Sessions were offered in-person and/or via zoom.
   2. **Rule Amendment Package open for public comment** 
      1. **Language change from “offender” to “supervised individual” –** ICAOS is proposing to change rules and any document that references the word “offender” and change to “Supervised Individual”. The change was much more difficult than expected, as changing the word would change how the rule was read, so they had to be careful not to change the meaning of the rules. This will not require any legislative or statutory changes in individual states, so there will be some rules that still have the word “offender”. Council members voted to support this change.
   3. **Re-write of Interstate Compact Offender Tracking System (ICOTS)**
      1. **Costs will be passed to member states –** The ICOTS system is over 15 years old and is on an older platform that is being evaluated to be completely restructured. The vendor has quoted the change to be around $1,000,000. The costs will be spread out amongst the states and there will be a vote this fall at the Annual Business Meeting to determine the cost allocation.
   4. **Retaken and Re-Transferred FY25 Assessment –**
      1. MN is audited quarterly by the National Commission, and MN leads the country in compliance. These audits are based on timeframes and if paperwork is submitted timely. However, a primary concern by the National Commission is the number of clients that are retaken for violation to face revocation but are instead placed back on supervision and retransferred. The trend that is seen is that states do not revoke as often as previously. The assessment entails the National Commission giving each state 10 supervised individuals that meet the criteria above to investigate and see if there are any trends and provide solutions as to how the number can be improved. MN tops the nation in the number of cases that we send violation reports on that require a retaking, and the other state returns them back to MN for supervision right away. MN does have a violation matrix that has been developed by our delivery systems, to see what would rise to the level of revocation. MN Interstate will use the matrix to determine if a violation report would meet the threshold of revocation, and if it does not, would be returned to the MN agent in the ICOTS system indicating they do not yet have enough to rise to the level of revocation.
   5. **Sheriff Transportation Fund –** Legislation approved last year for the Sheriff Reimbursement for retaking Interstate Compact clients. The DOC was given $500,000 over the next two years. The Sheriff’s will keep track of their costs for each retaking, and they will have an opportunity to submit for reimbursement two times a year – In July of each year, they will submit for reimbursement for travel between January 1st and June 30th, and then in January, they will submit for reimbursement for travel between July 1st and December 31st. The first submission has occurred and not all funds were exhausted. DOC will continue to monitor along with the sheriff’s association.
5. **Stakeholder Training/New Staff Materials – Encouraged council members to reach out to any contacts to see what works, or doesn’t work, and if they’d like MN Interstate to conduct any informative trainings.** 
   1. **Public Defender session June 6** This has been moved to June 28th and will be a virtual training for any Public Defender that would like to attend.
   2. **Fall Judges Conference** – Tracy Hudrlik will be presenting at the Judges Fall conference in September.
6. **Roundtable Issues –** None
7. **New Business -** ND and MN had a border meeting in Fargo, ND. Supervisors in staff in that area of MN were able to attend, and it was a huge success for field staff of both states to get together to see how each state processes Interstate Compact cases. This allowed each state to discuss issues that they have and to work through those scenarios.
8. **Old Business -** MN not always in compliance with submitting Reporting Instructions within 7 business days for a client that was residing in the receiving state at the time of sentencing. Looking for council suggestions in ways to improve this process with the courts to avoid complaints filed on MN by another state. Suggestion to contact each district court to relay information to judges on the Interstate Compact process.
9. **Schedule Next Meeting –** tentatively scheduled for Thursday November 14th from 10am – 12pm
10. **Adjourn**

*\*\*Some members may participate by interactive technology pursuant to Minn.Stat. 13D.015, subd. 5*