



Interstate Commission for Adult Offender Supervision  
**Executive Committee Meeting MINUTES**  
8:30 am ET • May 6, 2025 • The Galt House, Louisville, KY

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**Members in Attendance:**

1. Mac Pevey (WA), Chair
2. Joselyn López (WI), Vice-Chair
3. Gary Roberge (CT), Treasurer
4. Taryn Link (AK), West Region Chair
5. Chris Moore (GA), Information Technology Chair
6. Steve Turner (KY), South Region Chair
7. Sally Kreamer (IA), Compliance Committee Chair
8. Tracy Hudrlik (MN), Rules Committee Chair
9. Katrina Ransom (OH), Training, Education, and Public Relations Committee Chair
10. Dale Crook (VT), East Region Chair
11. Suzanne Brooks (OH), DCA Liaison Chair, Ex-Officio
12. John Gillis, Victim Representative, Ex-Officio

**Members not in Attendance:**

13. Amy Vorachek (ND), Midwest Region Chair

**Staff:**

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

**Call to Order**

Chair M. Pevey (WA) called the meeting to order at 8:30 am ET; Ten voting members were present; a quorum was established.

**Approval of Agenda and Minutes**

A motion by Commissioner G. Roberge (CT) to approve the meeting's agenda was adopted.

A motion by Commissioner T. Hudrlik (MN) to approve the minutes from March 26, 2025, meeting was adopted.

**Discussion**

*Compliance Committee Report:* Commissioner S. Kreamer (IA) stated that the Compliance Committee has not met since the last Executive Committee's meeting. The State of Idaho is currently in the process of implementing its corrective action plan (CAP). The US Virgin Islands and Puerto Rico are continuing their efforts to bring their compliance standards up to required levels. The committee continues to monitor the states' progress.

*DCA Liaison Committee report:* DCA S. Brooks (OH) stated that the DCA Liaison Committee met in April and discussed ways to better engage new Deputy Compact Administrators (DCAs),

including periodic check-ins and more proactive, informative regional meetings. Concerns were raised about communication and emphasis was made to create a more inclusive environment during DCA discussions, especially for newer members.

The recent DCA Forum on Deferred and Unsupervised cases revealed a need for ongoing discussions. The next forum will take place in June and will address the impact of virtual sentencings and hearings.

The next DCA Dashboard Program will focus on the FY 2026 user assessment. Committee members were also encouraged to promote Spirit Sightings nominations.

*Finance Committee Report:* Commissioner G. Roberge (CT) noted that everything is running smoothly with the budget. The Finance Committee met in February to discuss the FY 2026 budget adjustments and make a FY 2027 budget recommendation (addendum 1).

**A motion by Commissioner D. Crook (VT) was adopted as follows: Approve the revised FY2026 budget as presented.**

**A motion by Commissioner C. Moore (GA) was adopted as follows: Approve the proposed FY2027 budget as presented.**

Executive Director A. Lippert noted that the current federal budget cutbacks will not impact the Commission's overall budget. However, they may affect work involving external partners that rely on federal grant funding, such as the development of the violation framework in collaboration with the Center for Effective Public Policy (CEEP).

*Technology Committee Report:* Commissioner C. Moore (GA) noted that the Technology Committee has not met since the last Executive Committee meeting. The JAD group continues to meet regularly to go over the new system's design. The national office meets multiple times per week with the Optimum team to document the required functionality to be included in the new system. The target launch date for the new system is fall 2026, right after the annual business meeting. The committee reviewed screenshots for the new system.

The committee discussed three options for the new tracking system recommended by the JAD group. The recommended names better align with the language the Commission uses, as well as differentiating the application name from the ICAOS website and training portal (addendum 2).

**A motion by Commissioner D. Crook (VT) was adopted as follows: Adopt INSITE (Interstate National System for Information, Tracking, and Enforcement) as the name for the new electronic system.**

*Rules Committee Report:* Commissioner T. Hudrlik (MN) reported that the Rules Committee has posted 20 proposed rule amendments to the Commission's forum for public comment. The

proposals range from technical revisions to more substantive changes. To allow ample time for review and feedback, the committee extended the comment period to 45 days, beginning April 15.

Commissioner T. Hudrlik (MN) attended three regional meetings—Midwest, South, and West—to present the proposed amendments and answer questions. There was minimal discussion, and few questions raised during those sessions. The East Region is scheduled to review the proposals at its upcoming meeting on Monday. To date, the forum has received approximately 50 comments.

*Training Committee Report:* Commissioner K. Ransom (OH) stated that the Training Committee rescheduled its April meeting to meet in May. At the meeting, the committee will draft a webinar on state councils per the ABM Workgroup’s recommendation.

*ABM Planning Workgroup Report:* Commissioner J López (WI) stated that the ABM Workgroup met face-to-face in Louisville, KY in March. The workgroup drafted the ABM agenda, its delivery format, and its speakers and presenters. The agenda focuses on the rule proposals and RNR work (addendum 3).

**A motion by Commissioner D. Crook (VT) was adopted as follows: Approve the 2025 Annual Business Meeting agenda as presented.**

*East Region Report:* Commissioner D. Crook (VT) stated that the East Region will meet on Monday to discuss the rule proposals for consideration at the 2025 Annual Business Meeting. He noted that there are no external or internal complaints or issues within the region. Additionally, the Massachusetts Commissioner has expressed interest in becoming more involved.

*Midwest Region Report:* Executive Director A. Lippert stated that the Midwest Region met on April 22 to discuss the proposals for consideration at the 2025 Annual Business Meeting.

*South Region Report:* Commissioner S. Turner (KY) stated that the South Region met on April 22 to discuss rule proposals for consideration at the 2025 Annual Business Meeting. Rules Committee Chair Hudrlik attended the meeting. In addition, the region withdrew its proposal to amend Rule 5.101-2, as the Rules Committee drafted a combined proposal incorporating both the South and Midwest submissions.

*West Region Report:* Commissioner T. Link (AK) stated that the West Region met on May 1 to discuss rule proposals for consideration at the 2025 Annual Business Meeting. Rules Committee Chair Hudrlik attended the meeting. There were very few comments. Additionally, Hawaii has a new commissioner: Saifoloi Aganon.

*Executive Director Report:* Executive Director A. Lippert presented her report to the committee:

- The national office has been experiencing issues with its Learning Management System's (LMS) website and is working on resolving them.
- The national office is in the process of drafting the annual report.
- JRI Project Warrant Notification Service: After discussions with SEARCH, funding for the Warrant Notification Service has been exhausted and can no longer be sustained. Due to tight budgets and continued uncertainty around federal funding, the Commission is unable to include this initiative in its budget for the upcoming year. Outreach to BJA did not result in alternative support.
- The national office is switching to a different payroll provider. The new provider is local, offers an individualized approach, and will result in an estimated \$4K savings based on the cost for their services in the upcoming years.
- Executive Director A. Lippert reminded the regions to nominate individuals for the Peyton Tuthill Award and the Spirit of the Compact. She noted that while this is a great opportunity to recognize individuals, the national office typically does not receive many nominations.

A motion by Commissioner J. López (WI) was adopted as follows: Enter executive session to discuss personnel matters.

A motion by Commissioner D. Crook (VT) was adopted as follows: Exit executive session.

A motion by Commissioner J. López (WI) was adopted as follows: Approve restructure of the national office with three manager roles.

A motion by Commissioner D. Crook (VT) was adopted as follows: Approve salary structure and 2.9% COLA adjustment for all national office staff.

*Victim Advocate Report:* Victim Advocate J. Gillis (NOVA) updated the committee on the National Crime Victims' Rights Week activities and his presentations that took place in April.

### Old/New Business

*RNR Workgroup Update:* Executive Director A. Lippert stated that the RNR workgroup continues to meet monthly. She presented the violation response framework document to the committee (addendum 4), noting that the framework will be used as the determining factor for supervision decisions, rather than just a guide or suggestion tool. The Center for Effective Public Policy (CEPP) has been invited to the Annual Business Meeting to present on the framework. The workgroup will ask states to volunteer for a pilot that will take place after the ABM. It is important to include states that may not be in favor of the framework to better understand the issues they may encounter. The workgroup will meet again on Monday to further discuss the framework.

The Executive Committee discussed the importance of considering supervision level v. risk level, and how to implement the new tool within states with their own matrix.

### Adjourn

The meeting adjourned at 2:29 p.m. ET.



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Final Audit Report

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