



Interstate Commission for Adult Offender Supervision
Executive Committee Meeting MINUTES
1:00 pm AST • September 29, 2025 • San Juan, PR

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. Sally Kreamer (IA), Compliance Committee Chair
7. Steve Turner (KY), South Region Chair
8. Tracy Hudrlik (MN), Rules Committee Chair
9. Katrina Ransom (OH), Training, Education, and Public Relations Committee Chair
10. Amy Vorachek (ND), Midwest Region Chair
11. Dale Crook (VT), East Region Chair
12. Simona Hammond (IA), DCA Liaison Chair, Ex-Officio

Members in Attendance:

13. John Gillis, Victim Representative, Ex-Officio

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. Suzanne Brooks, Education & Implementation Manager
6. Xavier Donnelly, System Manager

Call to Order

Chair M. Pevey (WA) called the meeting to order at 1:00 pm AST; All 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 S. Kreamer (IA) to approve the minutes from the August 20, 2025, meeting was adopted.

Discussion

Compliance Committee Report: The Committee discussed the importance of aligning existing compliance policies with ICAOS rules and current practices to ensure consistency and accountability. As part of this effort, members agreed to incorporate a Code of Conduct into the

Commission's compliance framework. The Compliance Committee will review this matter and provide recommendations related to the 600 Rules and corresponding compliance policies.

Executive Director A. Lippert also provided an update on a complaint involving a supervised individual under a protective order who transferred from Utah to New York. Disputes arose regarding residency and violation allegations. After ongoing exchanges between the states, Utah chose to dismiss the charges and allow the individual to remain in New York, stating the case was not a Compact matter. The Compliance Committee will convene in the coming weeks to review the case to determine whether a default occurred under the Compact.

DCA Liaison Committee Report: DCA S. Hammond (IA) reported that the DCA Liaison Committee has not met since the last Executive Committee meeting. The committee met with the DCA Success Participants in September.

Finance Committee Report: Commissioner G. Roberge (CT) stated that the Commission concluded FY2025 14% under budget, with a withdrawal of \$335,000 from reserve funds. The under-budget status is primarily due to invoicing delays related to the INSITE project, which caused some expenses to be deferred to the next fiscal year. Remaining project costs will carry over to FY2026 and will be funded through reserve funds and capital assessments rather than the operating budget.

As of the reporting period, the Vanguard account balance was approximately \$2 million. Most states are current on their dues and capital assessments. New York, which was previously delinquent, has since paid in full, including three months of interest. The new capital assessment collection process is taking some additional time to complete.

Commissioner G. Roberge (CT) will present the FY2027 budget to the full Commission for consideration and approval at the upcoming general session on Wednesday, October 1.

Executive Director A. Lippert reported that the Commission completed its annual financial audit. The auditors reviewed the Commission's policies, accounting procedures, personnel practices, and committee minutes, and verified risk management measures at the national office. The Commission received a clean, unmodified audit report.

The Finance Committee met a couple weeks ago to review the auditor report, budget and its updates.

Technology Committee Report: Commissioner C. Moore (GA) reported that the Technology Committee has not met since the last meeting. The Privacy Policy is currently under revision and will include guidance on the handling of explicit material in ICOTS/INSITE.

Executive Director A. Lippert informed the committee that development of INSITE has experienced delays due to additional out-of-scope development items requiring new funding. In collaboration with the JAD group, the national office has refined the project to focus on six critical

enhancements aimed at improving efficiency and tracking capabilities. It is anticipated that up to \$300,000 may be required to complete these priorities.

Project Manager X. Donnelly will work with Optimum over the next two weeks to determine the necessary contract changes. By the end of October, the national office expects to have updated information on contract revisions and estimated cost adjustments.

A motion by Commissioner J. López (WI) was adopted as follows: move forward with six INSITE enhancements for up to \$300K.

Rules Committee Report: Commissioner T. Hudrlik (MN) stated that this year, the committee will hold the Public Hearing as well as an informal townhall meeting to discuss the technical aspects of the proposals. Over 50 people registered to attend the event.

Executive Director A. Lippert reported that the Arizona Commissioner contacted the national office with concerns regarding the transparency of the 2025 rule amendment process, specifically questioning why there was no second comment period and why comments were not included in the docket book. Historically, the Commission has not included comments in the docket book; however, all submitted comments are accessible on the Commission's website. It appears the Arizona Commissioner may have confused the second comment period with the posting of the public hearing notice and request for public comments. No public comments were received during that period.

The national office offered to meet with the Arizona Commissioner to discuss these concerns, but Arizona did not respond. Legal counsel advised that a second comment period is not required, and a review by the national office confirmed there is no precedent for one. Summaries of rule committee's actions and comments were provided in accordance with Rule 2.109.

Training Committee Report: Commissioner K. Ransom (OH) stated that the Training Committee has not met since the last Executive Committee meeting.

ABM Planning Workgroup Report: Commissioner J. López (WI) welcomed Commission members to Puerto Rico and reminded the committee about the professional videographer who will be present throughout the meeting. The videographer will produce a short onboarding video for new Commissioners. The video will highlight key responsibilities, compliance expectations, committee participation, and the Annual Business Meeting, serving as a complement to the Commissioner Handbook.

East Region Report: Commissioner D. Crook (VT) stated that the East Region has not met since the last Executive Committee meeting.

Midwest Region Report: Commissioner A. Vorachek (ND) reported that the Midwest Region has not met since the last Executive Committee meeting.

South Region Report: Commissioner S. Turner (KY) stated that the South Region met in July to review the Rules Committee's recommended changes to their rule proposals. The region also discussed the INSITE update, the RNR update, and the Advisory Opinion disclaimer.

West Region Report: The West Region has not met since the last Executive Committee meeting.

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

- 2025 Annual Business Meeting Update
 - Total Attendance: 132 participants
 - Commissioners: 43
 - DCAs: 45
 - Ex Officio Members: 4
 - States Not Represented: Alaska, North Carolina, and Virginia
- Official Designees: 7 (Utah, District of Columbia, New Jersey, Rhode Island, Indiana, Mississippi, Massachusetts)
- New Commissioners: Montana – Mike Barhel
- Executive Director A. Lippert informed the committee that Commissioner Nathan Blevins (MS), appointed in 2020, has attended only 1 of 20 regional meetings and 1 of 5 Annual Business Meetings since his appointment.

The committee discussed the importance of commissioner engagement in the work of Compact and the impact of consistent participation on regional and national operations. Commissioner and South Region Chair S. Turner will reach out to Commissioner Blevins to discuss the matter and will provide an update at the next committee meeting.

- Annual Report Launch
 - The FY2025 Annual Report was launched as an interactive online publication, highlighting collective achievements, financial stability, and progress on key initiatives throughout the year.
- Executive Director A. Lippert presented a proposal for an ICAOS Social Media Plan and Policy, developed by Education & Implementation Manager Suzanne Brooks. The policy aims to expand ICAOS's reach, ensure consistent and professional messaging, and provide clear guidance for official use while promoting broader stakeholder engagement.

During discussion, committee members raised concerns about managing public comments on social media platforms. The committee discussed monitoring and disabling the public comment feature, noting that while ICAOS may limit comments on its own

pages, it cannot remove individual user posts due to free speech and viewpoint discrimination considerations.

Based on this feedback, the national office will revise the policy language around monitoring public comments and present an updated version at the next meeting.

- Education & Implementation Manager Suzanne Brooks outlined a strategy to enhance engagement with ex officio members. Her plan focuses on formalizing roles and expectations, clarifying participation guidelines, and strengthening collaboration between the Commission and its partner organizations.
- The Executive Director presented a timeline outlining the major project implementations planned for 2026.

The focus will be on ensuring readiness, proper resource allocation, and a smooth transition for member states as these initiatives move forward.

Old/New Business

RNR Workgroup Update: Commissioner A. Vorachek (ND) provided an update on the upcoming RNR presentation, scheduled to take place in the next few days.

Chair M. Pevey (WA) expressed appreciation to the regional chairs for their time and dedication in serving their respective regions.

Adjourn

The meeting adjourned at 3:11 p.m. ET.

A handwritten signature in blue ink, appearing to be 'C. R. 2'.


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Final Audit Report

2025-11-20

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By:	Barno Saturday (bsaturday@interstatecompact.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAeJALZHMwrQBOZIHbZ-NviNmE-a_5u6ms


"2025-09-29_ExecutiveCommitteeMinutes_APPROVED" History

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2025-11-20 - 8:44:57 PM GMT

 Document emailed to mac.pevey@doc.wa.gov for signature

2025-11-20 - 8:45:01 PM GMT

 Email viewed by mac.pevey@doc.wa.gov

2025-11-20 - 8:48:37 PM GMT

 Signer mac.pevey@doc.wa.gov entered name at signing as Mac Pevey

2025-11-20 - 8:51:46 PM GMT

 Document e-signed by Mac Pevey (mac.pevey@doc.wa.gov)

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2025-11-20 - 8:51:48 PM GMT