



Interstate Commission for Adult Offender Supervision  
**Executive Committee Meeting MINUTES**  
12:00PM ET • November 19, 2025 • Teleconference

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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. 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. Dale Crook (VT), East Region Chair
11. Simona Hammond (IA), DCA Liaison Chair, Ex-Officio

**Members Not in Attendance:**

12. Amy Vorachek (ND), Midwest Region Chair
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 12:00PM ET; Ten voting members were present; a quorum was established.

**Approval of Agenda and Minutes**

A motion by Commissioner S. Kreamer (IA) to approve the meeting's agenda was adopted.

A motion by Commissioner G. Roberge (CT) to approve the minutes from the September 29, 2025, meeting was adopted.

**Discussion**

*Compliance Committee Report:* Commissioner S. Kreamer (IA) stated that the Compliance Committee met and reviewed a compliance case involving Utah and New York. After a long and comprehensive discussion, the committee determined there was no rule violation despite concerns about the states' handling of a transfer request. The committee recommended both

states review their internal processes and suggested the Rules Committee examine Rule 3.104 for potential clarification regarding transfer request denials.

DCA S. Hammond (IA) stated that she will have the DCA Liaison Committee discuss the rule as well.

Commissioner S. Kreamer (IA) continued that in August 2025, the committee reviewed the FY25 compliance data and identified six states with one or more compliance standards below the 80% threshold. Each state was formally notified of its shortfall and granted an additional quarter to demonstrate improvement, consistent with established compliance procedures. Of these states, Mississippi did not meet the required standards and was asked to submit a corrective action plan. Mississippi subsequently provided the plan, and recent data indicates that it has been effective in bringing Mississippi's compliance standards to the passing threshold. The Compliance Committee reviewed and accepted Mississippi's corrective action plan.

Lastly, the committee reviewed revisions to the compliance policy with addition of mediation procedures and the code of conduct. The committee will continue the review at their next meeting.

*DCA Liaison Committee Report:* DCA S. Hammond (IA) reported that the DCA Liaison Committee will be meeting on December 4. DCA region representatives have scheduled their quarterly region meetings.

*Finance Committee Report:* Commissioner G. Roberge (CT) reported that the Commission's Vanguard account holds approximately \$2 million, and the savings account balance is just under \$1.9 million. He noted that the Commission will incur some unanticipated legal expenses this year, including a \$25,000 insurance deductible for legal representation in a civil suit in New York and approximately \$8,000 for a bench book revision by Jeffrey Litwak of the Columbia River Gorge Commission, who also assisted with the 2018 revision. All other Commission spending remains on track.

The Finance Committee will meet at the first of the year.

**A motion by Commissioner G. Roberge (CT) to approve \$8K for a consultant to assist with the Commission's bench book review and update was adopted.**

*Technology Committee Report:* Commissioner C. Moore (GA) provided an update on the development progress of the INSITE project. The additional work identified outside the original contract was initially estimated at \$325,000; however, final negotiations with Optimum resulted in approval of six enhancement items at a significantly reduced cost of \$105,000. The annual hosting and maintenance fees are anticipated to increase by \$75,000.

Executive Director A. Lippert noted that anytime the Commission plans to make changes to the system, the hosting and maintenance fees will be increased. The delivery date for the updated

system is set for the end of October, with a demonstration planned for the 2026 ABM. Overall, the project remains on track.

The Technology Committee will meet in December.

*Rules Committee Report:* Commissioner T. Hudrlik (MN) stated that the Rules Committee will be meeting in December. DCA M. Reed (PA) stepped down and DCA K. O'Leary (MA) will be taking his place on the committee.

*Training Committee Report:*

Commissioner K. Ransom (OH) reported that the Training Committee met last week to discuss upcoming trainings on the new rules, which will be offered through both virtual and on-demand sessions. The committee also reviewed Advisory Opinion 8-2006, following a request that originated during a Tuesday Takeaway session where a majority of attendees recommended rescinding the opinion. After discussion, the committee agreed and recommended that the Executive Committee rescind the advisory opinion due to its misalignment with current practices.

Executive Director A. Lippert added that the national office will be reviewing all Advisory Opinions to ensure they align with current practice. Any recommended changes will be presented to the Executive Committee at its January and February meetings.

**A motion by Commissioner J. López (WI) to rescind AO 8-2006 was adopted.**

*ABM Planning Workgroup Report:* The Executive Committee reviewed the 2025 ABM post-meeting survey results, which indicated that this year's meeting was highly successful, with strong engagement, valuable feedback, and open information sharing. Although some discussions became heated, these moments did not diminish overall satisfaction; however, the tone of those debates did make some participants hesitant to speak up. To address this, the committee emphasized the importance of cultivating a more balanced environment in breakout rooms so all attendees feel comfortable contributing. Participants also expressed a desire for additional discussion time to support more meaningful outcomes.

Given the number of ideas already identified for the 2026 ABM agenda, the committee agreed that a formal needs assessment is not necessary at this time. They may consider gathering additional input through a survey later if needed.

Commissioner J. Lopez (WI) finalized the membership of the ABM Workgroup, which includes several new commissioners and DCA representatives. Plans are underway for a virtual kickoff meeting, followed by an in-person meeting in February or March.

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

*Midwest Region Report:* Executive Director A. Lippert 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 set up its quarterly meetings for the upcoming year.

*West Region Report:* Commissioner T. Link (AK) stated that the West Region will be meeting in January 2026.

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

- Commissioner changes: New commissioner - Tracy Lee (NC). Rene Hinojosa (TX) resigned on Dec 1.
- 2027 ABM Options – To manage costs for the higher-attendance DCA institute, the rotation was adjusted to prioritize the Midwest and South regions. With that change, the corresponding ABM rotation places 2027 in the West Region, as it is a rules year. The national office will provide an updated list of West Region venue options.
- District of Columbia requested a 90-day extension to remit payment of its FY 2026 Capital Assessment (\$3,427.75), citing delays caused by the federal government shutdown. DC is uncertain when the payment approval can be finalized.

**A motion by Commissioner S. Turner (KY) to approve 90-day extension for DC to pay its capital assessment was adopted.**

- At its August meeting, the committee approved the DCA Liaison Committee's request for ICAOS Legal Counsel to address two questions related to remote hearings. Because the Commission already had a 2021 White Paper on this topic, Legal Counsel Travis updated and expanded that original white paper to incorporate the new questions. The original White Paper focused primarily on absconders and sex offenders, but the revised version now addresses broader process issues raised by the committee. As these questions involved procedural guidance rather than rule interpretation, updating the White Paper was the most appropriate approach.

**A motion by Commissioner T. Hudrlik (MN) to approved revised whitepaper on remote hearings was adopted.**

- Based on the Executive Committee feedback, the national office updated the social Media plan and policy.

**A motion by Commissioner M. Pevey (DC) to approve new social media policy was adopted.**

**Old/New Business**

*RNR Workgroup Update:* The workgroup will begin discussions on Chapter 5 rule revisions later this week. The workgroup will use the established rulemaking process to propose the changes for the Commission's consideration at the 2026 Annual Business Meeting.

The Executive Committee reviewed the preliminary pilot violation matrix results.

The December Executive Committee meeting is cancelled, the committee will meet again in January 2026.

**Adjourn**

The meeting adjourned at 1:21 p.m. ET.

A handwritten signature in black ink, appearing to be "C.12", located below the adjournment text.

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Final Audit Report

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