Interstate Commission for Adult Offender Supervision

# Executive Committee Meeting Minutes

**June 24, 2026** · 12:00 PM ET · Teleconference · APPROVED on 8/19/2026

**MEMBERS IN ATTENDANCE**

1. Mac Pevey (WA), Chair
2. Gary Roberge (CT), Treasurer
3. Joselyn López (WI), Vice-Chair
4. Amy Vorachek (ND), Midwest Region Chair
5. Dale Crook (VT), Compliance Committee Chair
6. Taryn Link (AK), West Region Chair
7. Chris Moore (GA), Technology Committee Chair
8. Tracy Hudrlik (MN), Rules Committee Chair
9. David Cady (NH), East Region Chair
10. Katrina Ransom (OH), Training Committee Chair
11. Alyssa Miller (ND), DCA Liaison Committee Chair, Ex-Officio
12. Sandra Hunt (NOVA), Victim Advocate, Ex-Officio member

**MEMBERS NOT IN ATTENDANCE**

1. Steve Turner (KY), South Region Chair

**STAFF**

1. Ashley Lippert, Executive Director
2. Barno Saturday, Logistics Coordinator
3. Mindy Spring, Operations Manager
4. Xavier Donnelly, System Manager
5. Drake Greeott, Web Development Manager
6. Suzanne Brooks, Education & Implementation Manager

## CALL TO ORDER

Chair M. Pevey (WA) called the meeting to order at 12:00 PM 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 agenda, as amended to move the Treasurer's Report to the top of the agenda to accommodate his early departure, was adopted.**

**A motion by Commissioner G. Roberge (CT) to approve the minutes from the May 20, 2026, Executive Committee meeting was adopted.**

## DISCUSSION

**Finance Committee Report:** Commissioner G. Roberge (CT) reported that the Finance Committee met earlier today. The Commission is on track to close the fiscal year at or very near budget, despite increased legal expenses, which have been offset by savings from a Rules Committee face-to-face meeting that did not take place and reduced costs associated with the Puerto Rico site for the Annual Business Meeting. The Vanguard account stands at $2.2 million, up 3.5% from last month. The savings account is $1.2 million. Approximately one-third of FY2027's dues have been received to date. The Finance Committee raised no concerns. The committee will reconvene before the Annual Business Meeting in late August/early September to review the FY2026 close-out, the FY2027 outlook, and the annual audit, which is expected to be complete by that time.

**Compliance Committee Report:** Commissioner D. Crook (VT) reported that the Compliance Committee met last week and continued its work on the Chapter 6 rewrite, focusing on Rule 6.101 regarding dispute resolution. Discussion centered on encouraging commissioners to communicate directly and attempt to resolve issues before formally elevating disputes. The committee will meet again next month to continue its review of Chapter 6 of the ICAOS Rules.

Executive Director A. Lippert reported that at its August 20, 2025, meeting, the Executive Committee voted to find the Virgin Islands territory in default and impose a civil fine of $5,000. The fine was held in abeyance through June 30, 2026, contingent upon the territory maintaining compliance with all Compact standards and achieving the required performance metrics. Although the territory did not generate sufficient case volume to improve violation report responses, they are expected to fall below compliance with the case closure standard by the end of FY25 which concludes on June 30th. No additional vote was required, as the assessment is being implemented pursuant to the previously adopted motion.

The committee noted the Virgin Islands' longstanding compliance challenges and emphasized the importance of consistent enforcement of Commission rules and policies.

The national office will provide formal notification to the Virgin Islands regarding the assessment.

**DCA Liaison Committee Report:** Committee Chair A. Miller (ND) reported that the committee met in May to prepare for the Annual Business Meeting, including breakout sessions and DCA readiness. The committee discussed the Violation Response Tool, noting that much of the negative sentiment stems from misconceptions; pilot states will be invited to present their experience at the Annual Business Meeting, an approach that proved successful at the regional level. The committee recently addressed ongoing inconsistencies related to Rule 3.103 through a Tuesday Takeaway session.

**Technology Committee Report:** Committee Chair C. Moore (GA) reported that the Technology Committee met on May 28, 2026, and recommended several policy updates for Executive Committee approval. These included a new INSITE Privacy, Access, and Data Quality Policy, which will supersede and archive Policies 4-2009 and 6-2009 upon INSITE's launch; revisions to the Enhancement Policy, Enhancement Request Form, and scoring rubric to better emphasize problem identification, user impact, and desired outcomes; and updates to the Record Retention and Destruction Policy. The revised retention policy provides that attachments associated with closed or withdrawn cases will be retained for 10 years before being moved to lower-cost archival storage, while core Compact records will remain fully accessible within INSITE.

Commissioner T. Hudrlik (MN) raised concern regarding the privacy policy's 90-calendar-day user inactivity deactivation requirement, noting current system notification regarding inactivity is not triggered until the 90th day.

Executive Director A. Lippert noted that the 90-day deactivation requirement is mandated under CJIS security standards and cannot be extended.

To address implementation concerns, the Executive Committee agreed to add language clarifying that account deactivation must occur within seven calendar days after the 90-day inactivity period, providing states with a defined compliance window.

Commissioner Hudrlik also requested minor edits to remove duplicative language in section VI (D).

**A motion by Commissioner D. Cady (NH) to approve the revised INSITE Privacy, Access, and Data Quality Policy, including the archival of Policy 4-2009 & 6-2009 (once INSITE launches) and the addition of a 7-calendar-day deactivation compliance window, was adopted.**

Commissioner J. López (WI) requested that the enhancement request form be clarified to better explain the submission pathway, particularly the role of DCAs vs. commissioners and how a request is routed through a region or standing committee before reaching the Technology Committee and Executive Committee.

Executive Director A. Lippert clarified that enhancement requests must be sponsored by a commissioner and supported by a region or standing committee prior to formal submission, mirroring the rule proposal process, and noted that minor adjustments to the form's language can be made administratively as the process is implemented.

**A motion by Commissioner J. López (WI) to approve the revised Enhancement Policy, Enhancement Request Form, and scoring rubric was adopted.**

**A motion by Commissioner D. Crook (VT) to approve the revised Record Retention and Destruction Policy was adopted.**

**Rules Committee Report:** Committee Chair T. Hudrlik (MN) reported that the Rules Committee met twice since the last Executive Committee meeting to review public comments on the 2026 rule proposals. Based on comments received, the committee proposed minor clarifying changes to the timing provisions of the Chapter 5 rule package. Final proposals will be posted in early August ahead of the September meeting, with a virtual public hearing scheduled for August 26, 2026, prior to the Annual Business Meeting.

The Rules Committee proposed an extended effective date of June 1, 2027 for any rules adopted at the Annual Business Meeting, to allow sufficient time for related system development in INSITE; all rules adopted at the Annual Business Meeting will share a single effective date to avoid confusion.

**Training, Education, and Public Relations Committee Report:** Committee Chair K. Ransom (OH) reported that the committee met on June 18, 2026, and reviewed updates from the ex-officio meeting, provided input on the Annual Business Meeting agenda, discussed INSITE training needs identified by committee members, and received an update on the DCA Leadership Program.

**ABM Planning Workgroup Report:** Commissioner J. López (WI) reported that the workgroup has not formally met, as planning activity is occurring within other committees. A pre-ABM orientation session for new commissioners, DCAs, and ex-officio members will be held in August.

## REGION REPORTS

**East Region Report:** Commissioner D. Cady (NH) reported that the East Region has not met since the last Executive Committee meeting. Commissioner C. Stephens (PA) is not renewing his appointment. The new commissioners have joined the region: Deborah Carpenter (PA), Adam Silberman (ME) and Dina Rogers (NJ).

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

**South Region Report:** Executive Director A. Lippert reported that the South Region has not met since the last Executive Committee meeting.

**West Region Report:** Commissioner T. Link (AK) reported that the West Region has not met since the last Executive Committee meeting.

**Executive Director Report:** Executive Director A. Lippert reported that Pennsylvania just appointed a new commissioner.

System Manager X. Donnelly negotiated a reduced cost from Optimum for removal of the tolling feature from INSITE, from an original estimate of $16,000 to $12,000.

**A motion by Commissioner D. Crook (VT) to approve the $12,000 expenditure to remove the tolling feature from INSITE, effective upon the system's November 2, 2026 launch, was adopted.**

Executive Director A. Lippert noted that several additional items on her report are not time-sensitive and will be deferred to the July meeting.

**Victim Advocate Report:** Sandy Hunt (NOVA) reported that uncertainty regarding victim assistance grant funding has resulted in layoffs and service reductions. She also noted strong attendance for NOVA's upcoming annual conference and highlighted a new partnership with Healing Justice to support victims and survivors through training and advocacy resources.

## OLD/NEW BUSINESS

**R&R Workgroup Update:** Commissioner A. Vorachek (ND) presented proposed changes to Rules 5.102, 5.102-1 and 5.103 resulting from the Rules Committee's review of public comments.

**A motion by Commissioner D. Crook (VT) to adopt the proposed changes to Rules 5.102, 5.102-1 and 5.103 as presented was adopted.**

Chair M. Pevey (WA) thanked the Executive Committee for its continued volunteer service, noting that 42 new commissioners and 34 new DCAs have joined the Commission since 2022.

## ADJOURN

The meeting adjourned at 1:31 PM ET.

# 2026-06-24 Executive Committee Minutes_APPROVED

Final Audit Report 2026-10-29

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