Interstate Commission for Adult Offender Supervision

Rules Committee Meeting Minutes

June 16, 2026 · 11:00 AM ET · Teleconference · APPROVED

MEMBERS IN ATTENDANCE

1. Tracy Hudrlik (MN), Chair
2. Chris Moore (GA)
3. David Cady (NH)
4. John Mosley (MO)
5. Amy Vorachek (ND)
6. Jeremy Vukich (WY)
7. Katrina Ransom (OH)
8. Brenna Kojis (WI), Ex-Officio
9. Kaitlyn O'Leary (MA), Ex-Officio
10. Thomas Travis, Legal Counsel

STAFF

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

CALL TO ORDER

Chair T. Hudrlik (MN) called the meeting to order at 11:00 AM ET. A quorum was established. Chair T. Hudrlik (MN) noted that because this meeting was scheduled fewer than 10 calendar days in advance, the committee was required to vote to waive the 10-day agenda posting requirement before proceeding with the meeting.

APPROVAL OF AGENDA AND MINUTES

A motion by Commissioner J. Mosley (MO) to waive the 10-day agenda posting requirement and proceed with the agenda as distributed was adopted unanimously.

A motion by Commissioner C. Moore (GA) to approve the meeting agenda was adopted.

A motion by Commissioner A. Vorachek (ND) to approve the minutes from June 8, 2026, Rules Committee meeting was adopted.

Chair T. Hudrlik (MN) noted that Commissioner D. McDaniel (NV) had been incorrectly listed as present in the prior draft minutes and that the record would be corrected accordingly.

DISCUSSION

Chapter 5 Rules: The committee discussed proposed revisions to Rule 5.102 concerning the timeframe for reporting violations and the application of the Violation Response Tool (VRT). Following discussion, the committee supported retaining the 30-day reporting period from the date of discovery. The committee also reviewed proposed revisions to Rule 5.103 regarding availability for retaking and agreed to simplify the rule title to "Availability for Retaking" to improve clarity and readability.

A motion by Commissioner D. Cady (NH) to adopt the revised Chapter 5 rule language and recommend it to the Executive Committee for approval was adopted.

The committee reviewed comments for Rule 3.103-2: Request for Expedited Reporting Instructions and Rule 3.103-3: Reporting Instructions for Sex Offenders. No changes were made.

The committee reviewed comments regarding the graduated sanctions language and reporting instructions provisions and discussed potential revisions to address concerns raised during the comment period.

A motion by Commissioner C. Moore (GA) to change 'response to' to 'compliance with' in Rule 4.106 (b) was adopted.

Operations Manager M. Spring reported that the remaining Chapter 5 comments were largely addressed through training and technology considerations rather than additional rule language changes. The committee also noted that no comments had been received regarding the proposed Code of Conduct.

OLD/NEW BUSINESS

Virtual Public Hearing: Chair T. Hudrlik (MN) announced that a virtual public hearing is scheduled for August 26, 2026 at 2:00 PM ET. Members were encouraged to attend. Final proposed rule language will be posted to the website in early August.

Operations Manager M. Spring will prepare a document addressing all public comments received during the comment period.

Effective Date for Proposed Rules: Executive Director A. Lippert provided context on the INSITE launch timeline: Phase 1 (new user interface) launches November 2, 2026, and Phase 2 (additional functionality) launches March 1, 2027. To allow adequate time for training, potential INSITE integration of the VRT, and coordination with Optimum for quotes and development, the committee discussed setting a unified effective date of June 1, 2027 for all proposed rules this cycle.

A motion by Commissioner J. Vukich (WY) to recommend June 1, 2027 as the effective date for all rules proposed this cycle was adopted.

ABM Committee Expo Table: Chair T. Hudrlik (MN) noted that each committee will have an expo table at the September 2026 Annual Business Meeting to engage with attendees and promote committee membership. Members were asked to consider staffing the Rules Committee table and to notify Chair T. Hudrlik (MN) or the national office of their availability. Additional information will be sent closer to the ABM.

Mandatory Transfer Language: Executive Director A. Lippert reported that the national office has received an increasing number of inquiries from members of the public, including family members, clients, and attorneys, who misunderstand that a "mandatory transfer" is not automatic and remains at the discretion of the sending state. The committee agreed to add review of the mandatory transfer language in Chapter 3 as an agenda item for the next rules cycle.

Chair Hudrlik also noted that the term "compact eligible" creates a similar confusion, with some interpreting it as optional rather than required. Both items will be put on the agenda for future meetings.

The committee's recommendations will go to the Executive Committee and R&R Workgroup for review.

ADJOURN

Chair T. Hudrlik adjourned the meeting by acclamation.