Interstate Commission for Adult Offender Supervision

Training Committee Meeting Minutes

June 18, 2026 · 2:00 PM ET · Teleconference · APPROVED

MEMBERS IN ATTENDANCE

1. Katrina Ransom (OH), Chair
2. Taryn Link (AK)
3. Yolanda Bethea (MD)
4. Tracy Hudrlik (MN)
5. Joselyn López (WI)
6. Sally Reinhardt-Stewart (NE), Ex-officio
7. Holly Kassube (IL), Ex-officio

MEMBERS NOT IN ATTENDANCE

8. Chris Biehn (IN)
9. Megan Milner (KS)
10. Kiesha Owens (LA), Ex-officio member
11. Alison Woodruff (MO), Ex-officio

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 K. Ransom (OH) called the meeting to order at 2:00 PM ET. Five voting members were present, a quorum was established.

APPROVAL OF AGENDA AND MINUTES

A motion by Commissioner J. Lopez (WI) to approve the meeting agenda.

A motion by Commissioner T. Hudrlik (MN) to approve the minutes from April 21, 2026, Training Committee meeting was adopted.

DISCUSSION

2026 Annual Business Meeting Agenda: The committee discussed plans for the DCA and Commissioner session at the ABM meeting, which will feature a moderated discussion format rather than a traditional presentation. Commissioners Dale Crook and Brian Underwood will serve as moderators, facilitating discussion among DCA and Commissioner pairs on topics including oversight and accountability, strengthening partnerships, navigating challenges, and implementing Compact changes. The committee expressed support for the revised format and its emphasis on audience engagement.

Executive Director A. Lippert provided an update on border meeting registration. States will have the opportunity to select border meetings during the ABM registration process, with additional details and confirmations to be provided prior to the meeting.

INSITE Training and Implementation Updates: Education and Implementation Manager S. Brooks and Project Manager X. Donnelly provided updates on preparations for the transition to INSITE. Training materials under development include facilitator guides, videos, training toolkits, and quick-reference resources for both compact office staff and field staff. The committee discussed the importance of providing practical, field-friendly materials and supporting various learning styles through multiple training formats.

Project Manager X. Donnelly reported that a second round of user acceptance testing is planned and will focus on the system's core functionality. Feedback from testing will be used to refine training materials and implementation resources.

DCA Leadership Program: Education and Implementation S. Brooks presented plans for a new DCA Leadership Program scheduled to launch in January 2027. The six-month virtual program will include monthly sessions designed to strengthen leadership skills, build relationships among Deputy Compact Administrators, and support professional development. The committee discussed participant selection, program content, and opportunities for future expansion to other Compact office staff.

Committee Outreach and Recruitment: The committee discussed outreach efforts for the Annual Business Meeting, including plans for a Committee Expo where attendees can learn more about committee work and volunteer opportunities. Information regarding committee service and election processes will be distributed prior to the ABM. Committee members were encouraged to participate in the expo and assist with recruitment efforts.

OLD/NEW BUSINESS

The committee agreed to schedule its next meeting in August.

ADJOURN

The meeting adjourned at 2:55 PM ET.