



State of Connecticut

JUDICIAL BRANCH

COURT SUPPORT SERVICES DIVISION
ADULT PROBATION AND BAIL SERVICES
936 Silas Deane Highway, Wethersfield, CT 06109

Interstate Compact for Adult Offender Supervision State Council Meeting Minutes November 18, 2015

Present: **Gary Roberge** (IC Commissioner Director of Adult Services/Judicial- CSSD); **Brian Austin** (Executive Assistant State's Attorney); **Linda Cimino** (Director of the Office of Victim Services); **Eric Ellison** (Deputy Directory, Department of Correction); **Tami Ford** (Interstate Compact Coordinator/Judicial - CSSD); **Matthew Garcia** (State Police Sergeant, Department of Public Safety); **Joe Garibaldi** (Parole Officer); **Natalie Latulippe** (Deputy Compact Administrator for Adult Probation- CPO II/Judicial - CSSD); **Sherrie Lubinski** (Parole Officer); **Lynn Milling** (Director of Interstate Compact for Department of Correction); **Rich Sparaco** (Executive Director Board of Pardons and Parole); **Fred Watton** (Deputy Compact Administrator- Manager Board of Pardons and Parole)

Minutes Taken by: **Sarah Puzzo** (Intake Assistant/ Judicial- CSSD)

Welcome and Introductions:

Commissioner Roberge called the meeting to order at 9:01 a.m.

1. Consideration of Agenda for November 18, 2015 State Council meeting:

Linda Cimino moved to approve the agenda for today's meeting. Fred Watton seconded. Motion passed.

2. Consideration of minutes from June 10, 2015 State Council Meeting

Rich Sparaco moved to approve the minutes. Fred Watton seconded. Motion passed.

3. Commissioner/ Executive Committee/ Technology Committee Update:

Executive Committee: Commissioner Roberge mentioned the Executive Committee meets every month and recent discussions have been regarding the development of new training modules for online learning. NC Commissioner and Training Committee Chair Anne Precythe informed the Executive Committee that field staff are reviewing the new online training modules and have found them more effective than 'in person' trainings.

Commissioner Roberge distributed the Interstate Commission for Adult Offender Supervision (ICAOS) 'Administrative Policy: Corrective Action Plans', which was created on 9/1/15. The policy states that when there is an issue of non-compliance, the Executive Committee may require a State or US Territory to submit an approved corrective action plan. The purpose of requiring a corrective action plan is to correct and prevent rule and/or policy violations. The policy includes a Compliance Committee Sanction Matrix that lists the factors to be considered when determining the appropriate sanction.

Technology Committee:

Commissioner Roberge discussed the budget for Interstate Compact Offender Tracking System (ICOTS) and how that money will be allocated for rule changes that were passed at the Annual Business Meeting in October. The committee is reviewing and prioritizing additional enhancement requests with the goal of implementing some of those enhancements in Fiscal Year 2016. This is the main priority of the Technology Committee and the enhancements will allow for better efficiency in ICOTS.

4. Victim Notification Process Update (VINE)

Commissioner Roberge mentioned Pat Tuthill, Ex Officio and Victim's Advocate for ICAOS, expressed concern at the Annual Business Meeting that many states have yet to implement VINEWatch.

The CT VINEWatch subcommittee feels it is important to provide this service to victims. Initially, each CT Interstate Compact Office will be the administrator for VINEWatch. However, enhancements are expected to be made to the system within the next year which may allow victims to register themselves for VINEWatch notifications. DCA Latulippe mentioned how Linda Cimino has been instrumental in the process of moving forward with the plan to implement VINEWatch in CT. DCA Watton made note that the implementation of VINEWatch would be no cost to CT. The VINEWatch subcommittee plans to meet in early January 2016 to finalize CT's plan for implementation.

5. Annual Business Meeting 2015 Overview:

Commissioner Roberge offered his congratulations to DCA Latulippe for receiving the Executive Director's Award while attending the Annual Business meeting held in Portland, Oregon on October 5-7 2015. Commissioner Roberge commended DCA Latulippe, DCA Watton and Deputy Director Ellison for their work with achieving and maintaining compliance with CT's audits.

DCA Latulippe conveyed thanks to IC Coordinator Ford and State Council members for their involvement in the compact.

Commissioner Roberge discussed the presentation given by key note speaker Edward J. Latessa, Ph.D. School of Criminal Justice, University of Cincinnati. His presentation was on Understanding the Principles of Effective Intervention and the Importance of Using and Applying Risk Assessment. Commissioner Roberge explained that CT Probation has been utilizing validated risk assessments for approximately 12 years and expressed how fortunate CT is to have these systems already in place.

DCA Latulippe discussed how the National Office will not be conducting compliance audits in Fiscal Year 2016. The Commission has decided to review each state's discretionary transfers. This review relates to Rule 3.101-2 'Discretionary transfer of supervision' which is scheduled to be revised on March 1, 2016. The receiving state will continue to have the discretion to accept or reject the transfer; however as of March 1st, the receiving state will be required to specify the reason(s) for rejecting. In addition, the sending state will be required to articulate more specifically how acceptance in the receiving state would support successful completion of supervision, rehabilitation of the offender, promote public safety, and protect the rights of victims. Since CT already handles discretionary cases in this manner, the upcoming rule change will not affect CT IC's day to day operations. DCA Latulippe further explained that the CT Interstate Compact Probation Unit works closely with the field Probation Officers to make sure outgoing justifications have all the necessary information to support a transfer in order to increase the likelihood of acceptance.

6. East Region Meetings:

An Eastern Region meeting was held at the Annual Business Meeting 2015 to discuss the proposed rule changes.

7. Rule Changes- Effective March 1, 2016

2015 Approved Rule Amendments that were provided by the National Office were distributed. DCA Latulippe briefly explained each rule change as well as the justification.

8. Probation Update:

DCA Latulippe provided an update regarding CSSD's most recent efforts with Appriss to integrate CT's ICOTS data with CT's Case Management Information System (CMIS). CSSD is in the process of enhancing CMIS in order to facilitate communication between both systems which will assist field staff with managing their IC cases. Currently, CT is receiving data from ICOTS weekly but in the near future, Appriss will be providing CT with data on a daily basis. DCA Latulippe indicated her IC unit continues to clean up ICOTS to ensure an accurate and smooth transition of information.

9. Parole Update:

DCA Watton offered thanks to his staff for completing the LEAN Project and maintaining their 100% audit compliance. Executive Director Sparaco also indicated he was pleased with his staff after completing the LEAN initiative.

DCA Watton distributed the draft of the CT Board of Pardons and Paroles Interstate Policy & Procedure Manual. He requested that the State Council members provide him with any feedback by mid-December, as the policy will be going into effect in January 2016.

Parole Officer Joe Garibaldi spoke about the retaking training he and seven other Parole Officers attended at the Transportation Security Administration (TSA) in Boston. The training consisted of multiple scenarios which Parole Officer Sherrie Lubinski said were more realistic as they were on a simulated aircraft. Overall, the officers found the training to be beneficial.

10. Other Business

DCA Latulippe provided an update regarding OH's document titled "Interstate Compact & Municipal Courts which was previously posted on the ICAOS website to see if other states would consider it beneficial for their courts to use. The document is a fact sheet of general Interstate Compact Rules and Requirements. DCA Latulippe distributed a draft of CT's version entitled "Interstate Compact & The Courts" and indicated she would be working with IC Coordinator Ford to further edit the document. One particular edit to be made will be adding CT General Statute [54-133](#), Interstate Compact for Adult Offender Supervision.

Executive Director Sparaco suggested that when the document is completed it should be posted on both the CT Probation and Parole websites. The council members agreed this would be helpful.

DCA Latulippe discussed two outgoing CT Probation cases in which the offenders are pursuing legal action related to their supervision in the receiving state. Assistant Attorney General (AAG) Steve Strom presented to the court in MA on behalf of the Interstate Compact Commission and indicated the outcome of the case will take time.

DCA Latulippe mentioned the annual update of the state council member list will need to be submitted

to the National Office in January 2016. All changes made to the list received a unanimous vote.

Commissioner Roberge proposed several dates to council members for the 2016 State Council Meetings. The following dates were agreed upon:

July 20, 2016

December 14, 2016

11. Conclusion of Meeting

DCA Watton requested a motion to adjourn the meeting at 10:30 am which was seconded by Executive Director Sparaco

Next meeting: July 20, 2016