



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

June 27, 2017

Present: **Gary Roberge** IC Commissioner & Director of Adult Services/Judicial, CSSD; **Natalie Latulippe** Deputy Compact Administrator & Chief Probation Officer II/Judicial, CSSD; **Tami Ford** Interstate Compact Coordinator/Judicial, CSSD; **Fred Watton** Deputy Compact Administrator & Manager, BOPP; **Timothy Diakon** Parole Officer, BOPP; **Sherrie Lubinski** Parole Officer, BOPP; **Rich Sparaco** (Executive Director Board of Pardons and Parole); **Eric Ellison** (Deputy Directory, Department of Correction) **Steve Strom** Assistant Attorney General, Office of Attorney General; **Matthew Garcia** State Police Sergeant, Department of Public Safety; **Valina Carpenter** (Deputy Director, Office of Victim Services)

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

Welcome and Introductions:

Commissioner Roberge called the meeting to order at 9:07 a.m.

- 1. Consideration of Agenda for June 27, 2017 State Council meeting:**
DCA Watton moved to approve the agenda. Assistant Attorney General Strom seconded. Motion passed.
- 2. Consideration of minutes from January 4, 2017 State Council Meeting**
DCA Watton moved to approve the minutes. Executive Director Sparaco seconded. Motion passed.
- 3. Commissioner/ Executive Committee/ Technology Committee/ East Region Meetings Update:**

Technology Committee:

Commissioner Roberge indicated that the Technology Committee meets once a month. The current topic of discussion has been the rule changes that were implemented to the ICOTS system on 6/1/17. The national office continues to work with Appriss to resolve the minor bugs that have been found. He also discussed that a new ICAOS website is being created and should be launched sometime this summer.

He noted the committee continues to focus on VINEWatch, to ensure it is working properly as well as working with Appriss regarding self-registration for victims. Self-registration is a more comprehensive process than initially expected which will take longer for Appriss to implement but will still be implemented at no additional cost.

There are discussions to add new fields to the NCIC Wanted Persons file such as a bond amount, held without bond and flagging the case as an IC retaking. DCA Matt Billinger from Kansas is working with the NCIC Committee to submit this change request.

East Region Meetings:

Since this year is a rule changing year at the Annual Business Meeting, commissioner Roberge discussed that the Eastern Region, as well as the Midwest Region initiated rule change proposals. The proposals were submitted to the rules committee. They will then be posted for feedback.

4. Victim Notification Process Update (VINE):

IC Coordinator Ford discussed the issues found while testing the VINEWatch system and indicated The National Office has fixed two out of the three of the main issues. Once all are resolved, IC Coordinator Ford plans to conduct additional testing. CT will not implement the VINEWatch system until all of these issues have been rectified to ensure victims will receive accurate information.

IC Coordinator Ford also indicated that the National Office is considering changing the systems title, as it's their goal to be able to differentiate from other systems. The National Office has generated some ideas for a new title which include: ADVISE- Adult Victim Information Service, ICONIS- Interstate Compact Notification Information System, COVINS- Compact Victim Information Notification Service, IVINS- ICOTS Victim Information Notification Service, and ICOTS Vinelink.

IC Coordinator Ford also discussed selecting what information should be viewable to victims in VINEWatch. ICOTS public portal displays the offender's name, alias, photo, age, race, sending state, and receiving state. Kansas had expressed concern making offender photos viewable to victims as this may be distressing to them. It was suggested that there be an option to click the photo if the victim would like to view it. IC Coordinator Ford indicated that Ex-officio Victim Representative Pat Tuthill was in agreement with this idea. Deputy Director Carpenter indicated that the Connecticut Statewide Automated Victim Information and Notification (CT SAVIN) system also uses this feature and expressed its importance.

Commissioner Roberge stated he is hopeful the system will be implemented in CT before the Annual Business Meeting. He also thanked IC Coordinator Ford for her continued work and testing on the VINEWatch system.

5. 2016 Rule Amendments Effective 6/1/17:

DCA Latulippe discussed the emergency rule change and new ICOTS enhancements that went into effect on 6/1/17. There was user acceptance testing which was helpful to resolve issues prior to the launch. There were some minor issues after the launch in which some users lost information entered in a particular section of the Progress Report. She also indicated there have been some issues regarding certain types of software effecting how the system works, as well as an issue with attachment functionality. She indicated that the National Office is aware of these issues and have been working with Appriss on resolving them.

6. Interstate Compact & the Courts Document:

The final version of the Interstate Compact & the Courts document was included in the meeting packets. DCA Latulippe explained that if the council members have any edits in the future to let her know. She stated that although the form pertains mainly to Probation because it is a document for the courts, DCA Watton's contact information was included as the Parole contact. She also indicated that if Parole would like to adjust the form for their use she would be willing to assist.

Assistant Attorney General Strom suggested that the form be placed on the Judicial Branch Website. Commissioner Roberge indicated he would speak with External Affairs and Judge Support Services to discuss the best location to post the form.

DCA Latulippe mentioned the form was recently presented at the Court Support Services Division- New Judges Pre-Bench Training Orientation and stated that she plans to follow up regarding presentations for the state's attorneys and public defenders.

7. Annual Business Meeting 2017- Rule Proposals:

Since this year's Annual Business Meeting (ABM) will be a rule voting year, IC Coordinator Ford discussed the five rule proposals from the East Region that have been submitted to the Rules Committee for review.

DCA Latulippe is a member of the ABM Planning Committee. This year's ABM will be held in Pittsburgh, PA . Although this will be a rule voting year, the event will also include opportunities for training on topics that affect all states, including the opioid epidemic.

8. Audits:

CT Dashboard Compliance Data

DCA Latulippe discussed that CT continues to maintain compliance regarding the dashboard reports. Commissioner Roberge thanked Probation and Parole for their continued efforts maintaining compliance.

FY17 Demographic/Identifying data and photo audit

Commissioner Roberge discussed that the audit in FY 2017 focused on the review of offender demographics and offender photo quality. CT was compliant in regards to the mandatory demographics required in an offender's profile.

The National Office went through at least 100,000 photos and grouped them into categories: ideal, good, poor and unacceptable. Based on the criteria the national average of unacceptable photos was 15%. The percentage of unacceptable photos in CT is 19.4%. Therefore, CT will need to review and improve future photos uploaded in ICOTS.

FY18 Upcoming Compliance Photo Audit

Commissioner Roberge discussed the National Office has created standards regarding offender photos which will go into effect 7/1/17.

Commissioner Roberge asked Sergeant Garcia if the CT Sex Offender Unit sends photos. Sergeant Garcia indicated photos are only sent if they are requested and they follow a federal photo standard.

Deputy Director Eric Ellison of the Department of Correction indicated Director Karl Lewis oversees the photo process of inmates. Commissioner Roberge indicated a meeting is scheduled with the Department of Correction to discuss their photo process and the ICOTS photo standards that will need to be implemented.

9. Probation Update:

DCA Latulippe discussed that training was held for Adult Probation Staff regarding the new rule amendments. She also gave an update on CT's Case Management System II (CMIS II) which is intended to launch in August, 2017. In order to meet the launch date incorporating ICOTS data to the system will go on a list of future enhancements that will occur every three months once the system has been launched.

10. Parole Update:

DCA Watton recognized his staff and thanked them for exceeding compliance regarding the ICAOS standards.

11. Other Members Updates

Assistant Attorney General Strom discussed a recent case out of NC. He discovered that in NC, even if an offender is discharged, but is a registered sex offender, the offender can never use any form of social media. He noted that the use of social media by offenders impacts victims; however the offenders also have 1st Amendment rights. He indicated he would be reviewing CT's Computer Access Agreement. Commissioner Roberge indicated he had discussed the Agreement with Court Support Services Division, Legal Services and would discuss the feedback with Assistant Attorney General Strom.

12. Old Business:

2017 State Council Goals

Commissioner Roberge thanked the Council and expressed the importance of meeting twice a year to maintain our close relationship and to continue working together to maintain safer communities and victim safety.

DCA Latulippe indicated that she and Sergeant Garcia having been working on scheduling a meeting to meet with the probation IC unit to discuss updates regarding sex offender registration and transfers.

Commissioner Roberge discussed the NCIC supervised person file, known as File 17 in CT. He explained that other states may not be utilizing this file for Parole transfers and it has been problematic for CT Parole. He plans to follow up with Executive Committee on this issue.

13. New Business:

Commissioner Roberge announced that Susan Story, Chief Public Defender would be retiring on 10/1/17 and the council will need to reach out to her successor.

Assistant Attorney General Strom moved to approve Office of Victim Services Deputy Director Valina Carpenter as a member of the State Council in lieu of Director Linda Cimino. DCA Watton seconded. Motion passed unanimously.

DCA Latulippe mentioned that a vacancy remains on the State Council from the Legislative Branch. Efforts will be made to seek out a representative from the Legislative Branch.

The next State Council Meeting will be scheduled for January 2018. A meeting request will be sent to members.

Assistant Attorney General Strom asked if there would be discussions with the council regarding feedback pertaining to the rule proposals submitted to the Rules Committee. DCA Latulippe indicated that once the final proposals were available they would be emailed to council members for feedback and if necessary, a meeting would be scheduled.

14. Adjourn

DCA Watton requested a motion to adjourn the meeting at 10:20 a.m. which was seconded by Assistant Attorney General Strom.