

**ICAOS Compact  
Office Roles &  
Responsibilities**

2016 DCA Training Institute

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**Training Objectives**

- Training Stakeholders
- Applying the Rules w/Purpose of the Compact
- Ensuring Quality Information
- Best Practices/Shared Documents
- DCA Mentoring Program
- Resources

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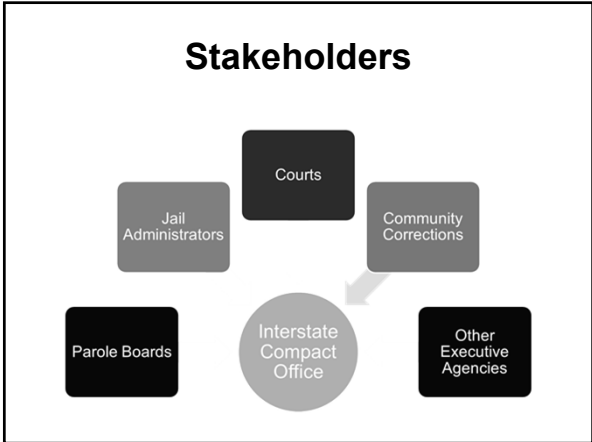
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### Work the Rules, Don't Let the Rules Work You!!

- Operationalize the rules when training stakeholders
  - ✓ Compact offices have a duty to communicate & cooperate with other state compact offices while supporting the field
- Reinforce purpose and goals of the compact as well as the authority of the compact office
  - ✓ What's best for public safety?
  - ✓ What's best for the offender?

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### Purpose of ICAOS

- Promote Public Safety
  - **Communication & Cooperation**
- Protect the Rights of Victims
- Effective Supervision/Rehabilitation
- Control Movement of Offenders
- Provide for Effective Tracking



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### Use the Rules as Your Guide

- Rules are a framework....
  - Do not cover specific scenarios
  - Even Advisory Opinions are for specific cases
- Statute language
  - The Interstate Commission...will promulgate rules to achieve the purpose of this compact

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### Obligation to Review Activities

**DO**

- Review Outgoing & Incoming activities
  - READ through the entire activity
- Ensure 'quality' ICOTS activities are going out of your state
- Ask for more information

**DON'T**

- Communicate with other states using the 'send back'
- Use the rules against getting the offender where they need to be
- Assume a state is 'using a rule loophole'
  - *Remember circumventing or using a rule against the purposes imposes liability just as failure to comply with a rule*

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### Transfer Review

- Review the offenses between ICOTS and your in-house database
- Open EACH attachment
- Is the TR/RI reason legitimate under the rules?
  - *Are they really a resident?*
- Is the application/waiver signed & populated?
- When rejecting, Is the reason for the rejection legitimate?

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### Other Activity Review

- Violation Reports:
  - Does the VR in ICOTS match up with what your in-state matrix requires?
  - Does the VR tell the 'story' that supervision is unsuccessful
- Case Closure Notices:
  - Is the reason for the closure legitimate?
- DOES THIS MAKE SENSE?
- Returning deficient items to YOUR field is a training opportunity
  - Do not return items transmitted from another state! Call!

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### Communicate!




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### Best Practices & Shared Documents

*No need to recreate the wheel!*

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### Tip of the Month!

- Explain impact of new rule language
- Show how in-state processes are incorporated into Interstate Business in your state

A collage of documents. On the left is a document from the Utah Department of Corrections titled "New Rule effective March 1, 2014 - Notice of Arrival". On the right is a document from the North Carolina Department of Public Safety titled "Tip of the Month August 2016". Below these are two text boxes: "ISC Tip - When an offender wants to transfer supervision send an email to the compact office staff to enter an alert in CIS. It takes 24 hours for Access Corrections to upload information to the system before the offender or family member can pay the ISC fee online. When mailing the fee a coupon must accompany the money order for Access Corrections to post the payment." and "ICOTS Tip - Use the Addendum to Offender Violation Report (OVR) and Addendum to OVR Response for correspondence after reporting significant violations. Please DO NOT use Compact Action Requests to follow-up or to update violation information and/or status."

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## Warrant Tracking-Utah

- Use Transmitted Activity Report-OVR Responses; Review Case Details

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## MOU's in Bifurcated States

- Agencies should work together in processing incoming dual supervision cases

**Best Practice 1-2012**  
 Memorandum of Understanding for Dual Supervision Interstate Compact Cases  
 Issued: May 11, 2012  
 Revised: N/A

**Background**  
 The Nebraska justice system is bifurcated where the Probation and Parole departments are under two different branches of government. The Probation department is under the judicial branch and the Parole department is under the executive branch. To ensure collaboration and best supervision practices Probation and Parole in Nebraska has created an MOU to address dual supervision transfer cases.

The goal of the MOU is to ensure that public safety is met by allowing our state to get the most out of our resources while also taking into consideration the offender's time and financial struggles that can come with court involvement. Nebraska DCA's were asked to share this document with other bifurcated states as a best practice to assist them with setting up a process to help determine the best way to supervise dual supervision offenders.

The MOU begins on page 2.

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## Quick References for Stakeholders

- Interstate Guide for Courts, Jails, Parole Boards

**OHIO**  
 CRIMINAL SENTENCING COMMISSION  
 Chief Justice Maureen O'Connor, Chair • Sara Andrews, Director

**INTERSTATE COMPACT & MUNICIPAL COURTS**

WHAT IS THE INTERSTATE COMMISSION FOR ADULT OFFENDER SUPERVISION (ICAOS) AND WHY IS IT IMPORTANT?

Compacts such as ICAOS (Interstate Commission for Adult Offender Supervision) have the authority of federal law and supersede any state law to the contrary. Currently, all 50 states, Washington D.C., Puerto Rico and the U.S. Virgin Islands are members of the commission. The Commission promulgates rules to achieve the goals of the compact, ensures active cases by authorized criminal justice officials, and coordinate regular reporting of Compact activities to heads of state councils, state executive, judicial, and legislative branches and criminal justice administrators. All courts and executive agencies in each member state must enforce the Compact and take all necessary actions to effectuate its

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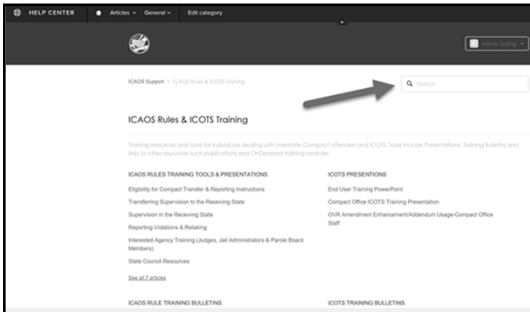
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## ICAOS Support



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## Compact Office Training Module



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## Questions

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