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Office of the Secretary

INTERAGENCY COMMITTEE ON ADMINISTRATIVE RULES (ICAR) MINUTES

Meeting Date/Location: September 14, 2020, Microsoft Teams Virtual Meeting

Members Present: Chair Kristin Clouser, Dirk Anderson, Diane Bothfeld, Jennifer Mojo, John Kessler, Matt Langham, Steve Knudson and Clare O'Shaughnessy

Members Absent: Ashley Berliner

Minutes By: Melissa Mazza-Paquette

- 2:02 p.m. meeting called to order, welcome and introductions.
- Review and approval of minutes from the August 10, 2020 meeting.
- No additions/deletions to agenda. Agenda approved as drafted.
- No public comments made.
- Presentation of Proposed Rules on page 2 to follow.
 1. 'Earned Good Time Rule' by the Agency of Human Services, Department of Corrections, page 2
- Next scheduled meeting is Friday, October 9, 2020 at 2:00 p.m.
- 2:45 p.m. meeting adjourned.

Proposed Rule: ‘Earned Good Time Rule’ by the Agency of Human Services, Department of Corrections

Presented by Monica Weeber, Cullen Bullard, Anne Corbin and Emily Carr

Motion made to accept the rule by John Kessler, seconded by Dirk Anderson, and passed unanimously with the following recommendations:

1. Proposed Rule Coversheet, page 4, #12: Clarify the acronym ‘VSS’ (Victim Services Specialist).
2. The ‘Final’ filing pages are not needed for ICAR.
3. State the outreach plan for public comment to the prison population.
4. Economic Impact Analysis, page 3, #9: Describe the economic impacts on the government entities as stated in #3 and the adequate method used to arrive at the analysis.
5. Public Input: Complete.
6. The ‘Scientific Information’ and ‘Incorporation by Reference’ forms are not required.

Note: Advice was provided that if a decision is made to modify the Sentence Computation Manual in the future, it is recommended to always referred to it as a ‘manual’ and not simply ‘guidance’ due to recent legislation.