Interstate Commission for Adult Offender Supervision
Technology Committee Meeting Minutes

January 6, 2010
2 p.m. EST
WebEx

Members in Attendance:
1. Kathie Winckler Chair, TX
2. Patrick McGee MD
3. Mark Cadotte OR
4. Keven Pellant KS
5. David Morrison GA
6. John Gusz Ex-Officio
7. Charles Placek Ex-Officio
8. Anne Precythe Ex-Officio
9. Joe Kuebler Ex-Officio

Guests:
1. Ethel White
2. Margaret Thompson

Staff:
1. Harry Hageman
2. Sam Razor
3. Barno Saturday
4. Xavier Donnelly

Call to Order
Commissioner K. Winckler (TX) called the meeting to order at 2:03 pm EST. Nine members were present, establishing the quorum.

Agenda
DCA A. Precythe (NC) made a motion to amend the agenda by adding the North Carolina ICOTS Enhancements item under the Discussion. Commissioner K. Pellant (KS) seconded. The agenda was approved as amended.
Minutes
Commissioner M. Cadotte (OR) made a motion to approve the minutes from September 23, 2009. Commissioner P. McGee (MD) seconded. The minutes were approved as drafted.

Commissioner P. McGee (MD) made a motion to approve the minutes from December 2, 2009. DCA A. Precythe (NC) seconded. The minutes were approved as drafted.

Discussion
Technology Committee Report: Commissioner K. Winckler (TX) presented her report to the Committee:

- The Release 8.0 is scheduled for January 13, 2010 and will include performance tuning, load testing, monitoring tools and software upgrades.
- The Release 9.0 is scheduled for March 1, 2010 and will consist of Rule Amendments changes and fixing the occasional inability to submit an NOA after an NOD. The Committee reviewed the Statement of Work for the Release 9.0.
- On December 8, 2009, the Executive Committee adopted the *Screening an Offender from Public View in ICOTS' Public Access Portal* policy by a vote of nine to one.
- Commissioner K. Winckler (TX) informed the Committee that the ICOTS Public Portal production version launched at [https://pwp.interstatecompact.org](https://pwp.interstatecompact.org). The Committee discussed the Public Portal launch details.

Commissioner K. Pellant (KS) made a motion to contact state compact offices about the launch of Public Portal by February 1, 2010 and set the launch date as March 1, 2010. DCA A. Precythe (NC) seconded.

Commissioner K. Pellant (KS) amended the motion by adding “*the National Office shall request compact offices to provide their contact information for the Public Portal*”.

DCA A. Precythe (NC) agreed to the amendment as proposed.

The motion passed.

The Committee reviewed five ICOTS enhancement requests proposed by DCA A. Precythe (NC).

Assistant Director S. Razor informed A. Precythe that her first three requests were already on the previously reviewed enhancement list.

DCA A. Precythe (NC) made a motion to eliminate email notifications to compact offices that duplicate Managed Activities. CA C. Placek (ND) seconded. The motion passed by vote 8 to one.

DCA A. Precythe (NC) moved to approve an automatic notification for Sending State Compact Office that will be generated by updating offender’s address by Receiving State
Compact Office in “victim sensitive” cases to notify the victim of record. Commissioner K. Pellant (KS) seconded. The motion passed.

DCA A. Precythe (NC) made a motion to approve an enhancement on tracking the travel permits with victim sensitive cases. Commissioner K. Pellant (KS) seconded. The motion was withdrawn.

Commissioner K. Winckler (TX) continued her Technology Committee report.
- Two ICOTS technical assistance training were conducted in New Mexico.
- Two ICOTS technical assistance trainings were hosted in Texas and Georgia.
- The Committee reviewed External ICOTS Reports usage for November and December 2009.
- The Committee reviewed the support contact calls for December 2009.
- Assistant Director S. Razor updated the Committee on the Website Redesign Project progress.

**ICOTS Enhancement Approval Procedure:** Commissioner K. Winckler (TX) suggested sending an official meeting invitation to the individuals who have submitted their enhancement request for the Technology Committee review.

**ICOTS Contract Negotiation with Appriss:** Commissioner K. Winckler (TX) and Executive Director Harry Hageman will be meeting with Appriss to discuss future ICOTS contract in Lexington, KY on January 12, 2010.

**Delete/Merge issue:** Commissioner K. Winckler (TX) informed the Committee that eight states have not taken any actions in regard to their Merge/Delete reports delinquent status.

**Enhancement Request (IN):** The Committee discussed the proposed request.

Commissioner D. Morrison (GA) made a motion to place “and has failed to report” in the Subject line of email notifications. Commissioner M. Cadotte (OR) seconded. The motion passed.

Commissioner K. Winckler (TX) will contact A. Hegewald to inform him about the Committee’s decision.

**Enhancement Request (PA):** DCA M. Thompson (PA) presented her request to the Committee.

CA C. Placek (ND) moved to support the proposed enhancement request to remove the 1st option informing states upon its removal. Commissioner M. Cadotte (OR) seconded. The motion passed.

Adjourn
CA C. Placek (ND) made a motion to adjourn. Commissioner P. McGee (MD) seconded. The motion passed.

The meeting adjourned at 3:37 pm EST.