Call to Order
Chair K. Winckler (TX) called the meeting to order at 2:01 pm EST. All the members were present. Quorum was established.

Minutes
The Minutes from February 11, 2009 were approved without objection as drafted.
Discussion
Chair K. Winckler (TX) presented her report to the Committee:

ICOTS Usage Statistics
- Type and Count – Users -33,550, Offenders – 129,269
- Compact Cases – 135,528
- Transfer Requests – 39,205
- Transfers Replies -24,951
- Notifications – 649,145

Legacy Data Report
- Legacy data deadline 3/30/2009
  - This includes both initial and subsequent loads
- States that still need to provided their initial data:
  - New York Probation
- 20 states have had subsequent files loaded
- Expect that many more desire to submit a subsequent load

Duplicate Offender Audit
- Have not received duplicate audits from:
  - Illinois
  - New Jersey
  - Pennsylvania
  - South Carolina
- States with a one month extension:
  - Colorado
  - Maryland
- Incomplete: States who only submitted probation or parole:
  - Connecticut (Probation not received)
  - Georgia (Probation not received)
  - New York (Probation not received)
  - Indiana (Parole not received)

Release 3.0
- Email Notifications
  - Reminder email notifications will display correct due dates
  - The offender’s name will be included in emails notifications for reopened cases
- Manage Caseload
  - Users should no longer receive errors when attempting to transfer cases
- Case Closure Notice Reply
  - PDF
  - Disputed closures no longer close automatically
- Offender Profile Screen
  - The Plan of Supervision tab displays the transfer reason
  - Update/add to residence information for legacy cases
• **Offender Violation Report**
  – The ‘New Arrest’ section will be expanded to allow users to provide case information for any state if offender is arrested in a state other than the receiving state
• **Transfer Request Institutional History**
• **Deactivating Users**
  – Deactivating users with associated withdrawn cases is no longer an issue.

**Release 3.1:** - Maintenance Release focused on security and data cleansing.
  • CJIS password compliance
  • Block Deactivated users from changing passwords
  • Password reset expiration daemon
  • Cleanup compact cases where the sending and receiving states are the same
  • Cleanup Duplicate Action Items
  • Cleanup duplicate activity history items
  • Cleanup reporting instructions
  • Cleanup institutional history entries

If Committee members would like to use this PowerPoint presentation for their needs, contact Chair K. Winckler (TX).

S. Razor informed the Committee that the production of Release 4.0 is delayed two weeks.

X. Donnelly shared with the Committee ICOTS *Knowledgebase* webpage usage statistics.

**Old Business**
The Committee continued the previous meeting’s discussion on the Priority Model. The following items do not have assigned production date:
- Arrival notice
- Departure Notice
- Progress Report
- Case closure reply
- Compact action Request
- Compact action Request reply
- Transfer request (prior to submission to the receiving state)
- Violation Report (prior to submission to the sending state)

Commissioner K. Pellant (KS) made a motion to adopt the date driven priority model.

Commissioner K. Pellant (KS) amended her motion with the following - the Technology Committee recommends a date driven model be adopted for prioritizing the workload, which shall show the submission dates of the action items and the due date of the action items in additional column. S. Razor will investigate the possibility of making the due dates that are rules driven in color red.
Commissioner M. Cadotte (OR) seconded. Motion passed.

The Committee decided if possible to make the affirmative dates in color red, and the suggested dates in color blue.

Chair K. Winckler (TX) recommended requesting date suggestions from the Rules Committee to comply with Rules.

Chair K. Winckler (TX) informed the Committee that Training Committee Chair D. Ege (AZ) approved launching the ICOTS users training survey.

Chair K. Winckler (TX) informed the Committee that Rules Committee Chair W. Rankin (WI) planned to send the Committee members an email with questions on the ICOTS and Rules relationship.

New Business
The Committee had discussion on the notice of departure and the notice of arrival and possible creation of another workload to be able to determine the progress of each case individually.

Executive Director H. Hageman informed the Committee that the workload would be a significant development and it might be cost and time effective to produce a report instead.

Chair K. Winckler (TX) approved a subcommittee to include DCA J. Kuebler (GA) and DCA A. Precythe (NC) and any other interested Commission member to work on this issue.

Commissioner D. Morrison (GA) volunteered to serve on this Subcommittee.

The Committee members can submit their agenda items to Chair K. Winckler (TX) 10 days prior to the meeting.

At its next meeting, the Committee will review manage activities issue and the report from the Subcommittee.

The committee will meet again on April 14, 2009 at 2:00 pm EST.

Adjourn
The meeting adjourned at 3:42 pm EST.