Interstate Commission for Adult Offender Supervision
Technology Committee Meeting Minutes

April 6, 2011
2 pm EDT
WebEx

Members in Attendance:
1. Kathie Winckler Chair, Texas
2. Patrick McGee Maryland
3. Leanne Burtsch North Dakota
4. Mark Cadotte Vice-Chair, Oregon
5. John Gusz Ex Officio, New Jersey
6. Charles Placek Ex-Officio, North Dakota

Members not in Attendance
1. Keven Pellant Kansas
2. Joe Kuebler Ex-Officio, Georgia
3. Anne Precythe Ex Officio, North Carolina

Staff:
1. Sam Razor
2. Barno Saturday

Call to Order
Commissioner K. Winckler called the meeting to order at 2:03 pm EDT. Four voting members were present, a quorum was established.

Agenda
Commissioner M. Cadotte (OR) made a motion to approve the agenda.
Commissioner P. McGee (MD) seconded. Agenda approved.

Minutes
The Committee deferred the approval of February 2, 2011 minutes to its next meeting.

Chair’s Report
Commissioner K. Winckler presented the Technology Committee report to the Committee.
• APPA Information Sharing workshop on Feb. 15 – 16 in Orlando, FL
  – BJA grant funded project to enable local law enforcement to access ICOTS data
• Data Sharing Survey
  – Majority of the states were opposed to share offenders’ information with a private vendor.
  – K. Winckler suggested requesting the Executive Committee to have a legal opinion on data sharing.
• Appriss Contract was signed for an additional 12 months at the same rate as the previous contract
  – Contains stronger service standards than the previous contract
  – Proceeding with plans for issuing a new RFP for ICOTS development, maintenance and hosting
• SEARCH
  – Assisting the Commission with writing a RFP for ICOTS
  – The Executive Director approved the scope of work for the RFP provided by SEARCH
  – There will be no charge to the Commission
• Release 12.0 was launched on Feb 23, 2011 and included the following
  – Issues introduced in releases 11A, 11B and 11C
  – Issues pushed out of version 11 release based on the Commission’s priorities
• Release 13.0 was launched on March 30, 2011 and included the following:
  – Addressed various incorrect error messages throughout ICOTS
  – Removed returned RFPIs and TREQs from overdue reports
• Release 14.0 is scheduled for July 2011 and will include the following:
  – Detailed email notifications
  – Assign case within RFPI-Reply
  – Increase character limit to 1024 on all comment fields
  – Allow compact offices to add case notes w/o ownership
  – Instant offense attachments
• ICOTS Helpdesk
  – Effective 5/1/2011 National Office will be a sole provider of helpdesk support to the states
  – Benefits
    • Single point of contact for compact offices
    • Automated problem reporting, tracking and follow-up
    • Improved communication with users
  – Trainings Compact Offices week of 4/18/2011
  – State Compact Offices will continue to provide the first level of support to the field

The Committee reviewed Public Web Portal, ICOTS Support Contacts, ICOTS External Report Usage charts, website’s statistics and a 7-month mobile device trend.

K. Winckler would like to have a list of all external reports available for review at the Committee’s next meeting.
Old Business
All items were covered in the Chair’s Report.

New Business
S. Razor demonstrated the ICOTS Helpdesk (http://support.interstatecompact.org) page to the Committee.

K. Winckler reminded to the committee members to send their agenda items to her prior to the next meeting.

The Committee will meet again on Wednesday, June 1, 2011.

Adjourn
Commissioner P. McGee (MD) made a motion to adjourn. Commissioner M. Cadotte (OR) seconded. Motion passed.

Meeting adjourned at 3:06 pm EDT.