Interstate Commission for Adult Offender Supervision
Technology Committee Meeting Minutes

April 7, 2010
2 p.m. EDT
WebEx

Members in Attendance:
1. Mark Cadotte Vice-Chair, OR
2. Patrick McGee MD
3. Keven Pellant KS
4. David Morrison GA
5. John Gusz Ex-Officio, NJ
6. Joe Kuebler Ex-Officio, GA
7. Anne Precythe Ex-Officio, NC

Guests:
1. Betty Peyton
2. Genie Powers
3. Daphine Denney
4. Gregg Smith
5. Melanie Brock

Members not in Attendance
1. Kathie Winckler Chair, TX
2. Charles Placek Ex-Officio, ND

Staff:
1. Harry Hageman
2. Kevin Terry
3. Barno Saturday
4. Xavier Donnelly
5. Mindy Spring

Call to Order
Vice-chair M. Cadotte (OR) called the meeting to order at 2:01 pm EDT. Four voting members were present, establishing the quorum.

Approved on 05/05/2010.B.S.
Agenda
The agenda was approved by acclamation.

Minutes
Commissioner K. Pellant (KS) made a motion to approve the minutes from March 3, 2010. Commissioner D. Morrison (GA) seconded. The minutes were approved as drafted.

Discussion
Technology Committee Report: Vice-chair M. Cadotte (OR) presented his report to the Committee:

Release 9.5 is scheduled for March 24, 2010 and will include the following:
- Fix for progress report email notifications (previously, emails only went to sending state)
- Fix for session time-out issue (browsers without JavaScript never timed out)

Release 10.0 is scheduled for May 19, 2010 and will include the following:
- Edit offender demographics (name, DOB, state ID, SSN, photos)
- Edit/Change offender special statuses (sex offender, victim sensitive, history of violence)
- Move compact case from one offender to another
- Remove criminal cases for withdrawn RFRIs, TREQs, and OVRs (PDFs, criminal cases tab, etc)
- Fix sex offender status/history displaying incorrectly on PDFs

Release 11.0 is scheduled for August/September 2010 and will include the following:
- Offender Residences
- Address more than one primary residence
- Fix primary residence populating incorrectly on PDFs
- Resolve residence information being over-written on old compact activities

Technical assistance for ICOTS
- 1 training conducted via WebEx in Texas

The National Office is working with Appriss on monthly report of application performance to help determine causes of application slowdowns in some states.

The Executive Committee approved funding for a 3rd party vendor to provide ICOTS performance monitoring services of up to $10,000 annually.

The Committee reviewed Public Web Portal Usage for March 2010.

The Committee reviewed External ICOTS Reports Usage from November 2009 to March 2010.

The Committee reviewed Support Contacts for March 2010 and the last four months.
The Committee discussed *Dual Cases (ER2010-08)* enhancement request submitted by DCA G. Smith (LA).

No motion was made to proceed forward with this enhancement request.

Vice-chair M. Cadotte (OR) requested adding an enhancement request number (ER#) field at the top of the forms to help identify each Enhancement Request.

The Committee discussed *Email Notification Information (ER2010-09)* enhancement request submitted by DCA G. Smith (LA).

X. Donnelly informed the Committee that a similar request has already been placed on the enhancement requests list.

DCA G. Smith (LA) emphasized the importance of the *Subject Line* part of the request.

Commissioner G. Powers (LA) on behalf of the LA Compact Staff spoke for the request.

No motion was made to proceed forward with this enhancement request.

The Committee discussed *Merge List (ER2010-10)* enhancement request submitted by DCA G. Smith (LA).

DCA A. Precythe (NC) suggested producing an external report instead of making a change in ICOTS. DCA A. Precythe (NC) emphasized the importance of the external report training.

The National Office will add a reminder about external reports usage to its weekly updates.

The Committee discussed *Add Offender Release Date to RFRI (ER2010-11)* enhancement request submitted by Commissioner W. Rankin (WI).

**Commissioner P. McGee (MD) made a motion to approve ER2010-11. Commissioner K. Pellant (KS) seconded. The motion passed.**

The Committee discussed *Make CAR One-way Managed Process (ER2010-12)* enhancement request submitted by DCA A. Precythe (NC).

Executive Director H. Hageman reminded the Committee that this issue was heavily debated during the JAD sessions.

**Commissioner K. Pellant (KS) made a motion to approve ER2010-12.**

**Motion died for lack of the second.**

**Old Business**
The Committee reviewed ER2010-07 proposed by DCA G. Smith (LA). This request was discussed at the last Technology Committee meeting. X. Donnelly informed the Committee this request was previously documented as an enhancement with Appriss.

**New Business**
The next meeting is scheduled for Wednesday, May 6, 2010 at 2:00 pm EDT.

**Adjourn**
Commissioner D. Morrison (GA) made a motion to adjourn. Commissioner K. Pellant (KS) seconded. The motion passed.

The meeting adjourned at 2:59 pm EDT.
ICOTS Enhancement Request Form

Please include an attachment if additional space is needed

Requestor's Name: Gregg Smith, DCA

State: Louisiana
Title: DCA

Supervision Type: Probation & Parole

Phone Number: +1 (225) 342-6609

Email: greggsmith@corrections.state.la.us

Statement of Need
Describe the enhancement requested. Include a detailed description of the problem and its frequency.

It would be very helpful to have ICOTS set up to automatically WITHDRAW cases, once a TR or RI gets rejected or denied, and no further activity occurs after, say, 30 days. As you know, these cases remain 'active' on both states workloads and appear on numerous 'overdue' lists. It is apparent, getting them withdrawn by the assigned user is not working, no matter how much you pound that into training. This is a simple but effective way to control this problem. Many assigned users aren't aware of this routine.

Current Practices
Describe the current ICOTS work-around that your state uses to address this issue or to fulfill the Interstate Compact requirement(s).

We are having to send an email or a Compact Action Request for each case, in hopes the assigned user for the sending state, withdraws case. This process is extremely time consuming, and is not getting results in most cases. More reminders have to be sent in most cases. Many of these cases are showing up on overdue lists. (ex needing Notice of Departures, even though case was rejected)

Justify Enhancement Priority
Describe how the proposed enhancement improves user experience and other ICOTS processes.

Time saver & a way to keep workload current for assigned users. (This box will not allow me to write but one line, here.)

Users Impacted
Identify which ICOTS users are experiencing this problem

Hold Ctrl to select more than one user role

Impact on other Processes
List other ICOTS processes or ICAOS Rules that may be impacted by this change; if known.

None. This would only assist with keeping every assigned user's workload current. Active or Inactive. It would give back assigned user, valuable time, that the user had lost upon implementation of ICOTS. No one ever had to go withdraw a case to remove from an active workload before, so case doesn't show up on a delinquent list.

Signed By RAOS Commissioner

Date: 2/19/10
**ICOTS Enhancement Request Form**

*Please include an attachment if additional space is needed*

- **Requestor's Name:** Gregg Smith, DCA
- **State:** Louisiana
- **Title:** DCA
- **Supervision Type:** Probation & Parole
- **Phone Number:** +1 (225) 342-6609
- **Email:** gregsmith@corrections.state.la.us

**Statement of Need**
Describe the enhancement requested. Include a detailed description of the problem and its frequency.

It would be very helpful to have ICOTS set up to automatically WITHDRAW cases, once a TR or RI gets rejected or denied, and no further activity occurs after, say, 30 days. As you know, these cases remain 'active' on both states workloads and appear on numerous 'overdue' lists. It is apparent, getting them withdrawn by the assigned user is not working, no matter how much you pound that into training. This is a simple but effective way to control this problem. Many assigned users aren't aware of this routine.

**Current Practices**
Describe the current ICOTS work-around that your state uses to address this issue or to fulfill the Interstate Compact requirement(s).

We are having to send an email or a Compact Action Request for each case, in hopes the assigned user for the sending state, withdraws case. This process is extremely time consuming, and is not effective for the sending state.

**Impact on other Processes**
List other ICOTS processes or ICAOS Rules that may be impacted by this change; if known.

None. This would only assist with keeping every assigned user's workload current. Active or Inactive. It would give back assigned user, valuable time, that the user had lost upon implementation of ICOTS. No one ever had to go withdraw a
**ICOTS Enhancement Request Form**

*Please include an attachment if additional space is needed*

<table>
<thead>
<tr>
<th>Requestor's Name:</th>
<th>Gregg Smith</th>
</tr>
</thead>
<tbody>
<tr>
<td>State:</td>
<td>Louisiana</td>
</tr>
<tr>
<td>Title:</td>
<td>DCA</td>
</tr>
<tr>
<td>Supervision Type:</td>
<td>Probation &amp; Parole</td>
</tr>
<tr>
<td>Phone Number:</td>
<td>+1 (225) 342-9693</td>
</tr>
<tr>
<td>Email:</td>
<td><a href="mailto:greggsmith@corrections.state.la.us">greggsmith@corrections.state.la.us</a></td>
</tr>
</tbody>
</table>

**Statement of Need**

Describe the enhancement requested. Include a detailed description of the problem and its frequency.

> For all dual cases of probation AND parole, where the case# is listed under Compact Cases, it also needs to state which case is probation and which is parole. Currently, a user doesn't know which is which. Same thing under Action Items, when the 2 TR's show up there for action, it would be helpful to know which is probation and which is parole.

**Current Practices**

Describe the current ICOTS work-around that your state uses to address this issue or to fulfill the Interstate Compact requirement(s).

> Everyone has to open everything up at each step to determine which is probation and which is parole, under both Compact Cases and Action Items tabs. As for the box before this, Users Impacted, all would be, not just one person.

**Impact on other Processes**

List other ICOTS processes or ICAOS Rules that may be impacted by this change; if known.

> None, other than saving everyone time. Users would be able to quickly open up only the case they need to open up.

**Justify Enhancement Priority**

Describe how the proposed enhancement improves user experience and other ICOTS processes.

> Saves valuable time for on all dual cases for obvious reasons. Compact Office staff will save appreciable time.

---

*Signed by CAOS Commissioner*

**Date:** 1/4/00
ICOTS Enhancement Request Form

Please include an attachment if additional space is needed

Requestor's Name: Gregg Smith

State: Louisiana

Title: DCA

Supervision Type: Probation & Parole

Phone Number: +1 (225) 342-9693

Email: greggsmith@corrections.state.la.us

State of Need
Describe the enhancement requested. Include a detailed description of the problem and its frequency.

For all dual cases of probation AND parole, where the case is listed under Compact Cases, it also needs to state which case is probation and which is parole. Currently, a user doesn't know which is which. Same thing under Action Items, when the 2 TR's show up there for action, it would be helpful to know which is probation and which is parole.

Current Practices
Describe the current ICOTS work-around that your state uses to address this issue or to fulfill the Interstate Compact requirement(s).

Everyone has to open everything up at each step to determine which is probation and which is parole, under both Compact Cases and Action Items tabs. As for the box before this, Users Impacted, all would be, not just one person.

Users Impacted
Identify which ICOTS users are experiencing this problem

Hold Ctrl to select more than one user role

Users Impacted

For Additional Users

Impact on other Processes
List other ICOTS processes or ICAOS Rules that may be impacted by this change; if known.

None, other than saving everyone time. Users would be able to quickly open up only the case they need to open up.
ICOTS Enhancement Request Form

Please include an attachment if additional space is needed

Requestor's Name: Gregg Smith
State: Louisiana Title: DCA
Supervision Type: Probation & Parole
Phone Number: +1 (225) 342-9693
Email: greggsmith@corrections.state.la.us

Statement of Need
Describe the enhancement requested. Include a detailed description of the problem and its frequency.

All email notifications need to show name of offender, ICOTS O#, and whether the email is for probation or parole listed in the subject line. Name of sending state would also be very helpful because of the various ways all Compact Offices process their workloads.

This saves valuable time for all users at Compact Offices, all the way down to the field officer, for many reasons.

Current Practices
Describe the current ICOTS work-around that your state uses to address this issue or to fulfill the Interstate Compact requirement(s).

Everyone has to open every email, which are duplicated to everyone associated with case, look at the name that is given, type in offender name, (which there may be many by that name), find the correct offender, determine which is probation and which is parole. Almost every state needs to know this information because of their structured workflows.

Justify Enhancement Priority
Describe how the proposed enhancement improves user experience and other ICOTS processes.

Saves valuable time for on all cases for obvious reasons. Compact Office staff will save appreciable time.

Users Impacted
Identify which ICOTS users are experiencing this problem
Hold Ctrl to select more than one user role

Supervisor ✓
Compact Office ✓
State Administrator ✓

Impact on other Processes
List other ICOTS processes or ICAOS Rules that may be impacted by this change; if known.

None other than saving everyone time. Users would be able to quickly view the subject line to determine if that email notification applies to them. Currently, there is not enough information on emails.

Signed by ICAS Commissioner

Date: 4/1/10
ICOTS Enhancement Request Form

Please include an attachment if additional space is needed.

Requestor's Name: Gregg Smith

State: Louisiana  Title: DCA

Supervision Type: Probation & Parole

Phone Number: +1 (225) 342-9693

Email: greggsmith@corrections.state.la.us

Statement of Need
Describe the enhancement requested. Include a detailed description of the problem and its frequency.

For all dual cases of probation AND parole, where the case is listed under Compact Cases, it also needs to state which case is probation and which is parole. Currently, a user doesn't know which is which. Same thing under Action Items, when the 2 TR's show up there for action, it would be helpful to know which is probation and which is parole.

Current Practices
Describe the current ICOTS work-around that your state uses to address this issue or to fulfill the Interstate Compact requirement(s).

Everyone has to open everything up at each step to determine which is probation and which is parole, under both Compact Cases and Action Items tabs. As for the box before this, Users Impacted, all would be, not just one person.

Users Impacted
Identify which ICOTS users are experiencing this problem.

Hold Ctrl to select more than one user role

Supervisor

Compact Office

State Administrator

Impact on other Processes
List other ICOTS processes or ICAOS Rules that may be impacted by this change; if known.

None, other than saving everyone time. Users would be able to quickly open up only the case they need to open up.
ICOTS Enhancement Request Form

Please include an attachment if additional space is needed

Requestor's Name: Gregg Smith  
State: Louisiana  Title: DCA

Supervision Type: Probation & Parole
Phone Number: +1 (225) 342-6609
Email: GreggSmith@corrections.state.la.us

Statement of Need
Describe the enhancement requested. Include a detailed description of the problem and its frequency.

List of Merge Requests needs to reveal a few more details. Under Status, there are only 2 options, consented or review. It would be extremely helpful and time saving to mention somewhere exactly which state needs to review, instead of just 'review'. At present we are having to reopen cases we already have approved to see that it was not meant for 'our state' to review, but another. ICOTS is extremely slow in opening, so the time saved from not having to 'revisit' another review, would be great. At present, just looking at the current list, each state must open its cases in order to review. It is very time consuming.

Current Practices
Describe the current ICOTS work-around that your state uses to address this issue or to fulfill the Interstate Compact requirement(s).

Everyone must open up every case that has 'review' as status, not knowing that that person has already reviewed that particular offender's case. Very time consuming.

Justify Enhancement Priority
Describe how the proposed enhancement improves user experience and other ICOTS processes.

At a glance, the user could see exactly which cases need reviewing by their state, and not waste valuable time opening all offender cases that show review in the Status column, which currently could be for either state.

Users Impacted
Identify which ICOTS users are experiencing this problem
Hold Ctrl to select more than one user role

Impact on other Processes
List other ICOTS processes or ICAOS Rules that may be impacted by this change; if known.

None, other than save valuable time for users trying to monitor this list. The web site is extremely slow, going from page to page. There should be no reason a user would have to open something to review it, when action is no longer required by that user. Another state has to review, so some indication as to which state needs to review, or has reviewed this offender would be greatly appreciated.

Signed by ICAOS Commissioner

Date: 3/4/10
### Listing of Merge Requests

<table>
<thead>
<tr>
<th>'A' Offender</th>
<th>'B' Offender</th>
<th>Merged ID</th>
<th>Status</th>
<th>Last Update</th>
</tr>
</thead>
<tbody>
<tr>
<td>103168 - Donnie Alford</td>
<td>89670 - DONNIE R ALFORD</td>
<td>review</td>
<td>03/01/2010</td>
<td>14:48</td>
</tr>
<tr>
<td>196407 - Lacie M Clements</td>
<td>271761 - Lacie M Clements</td>
<td>consented</td>
<td>03/01/2010</td>
<td>14:29</td>
</tr>
<tr>
<td>142830 - Willie A. Clark</td>
<td>103421 - Willie Clark</td>
<td>review</td>
<td>03/01/2010</td>
<td>14:24</td>
</tr>
<tr>
<td>162562 - Sheila Daniels</td>
<td>183528 - Sheila Daniels</td>
<td>consented</td>
<td>03/01/2010</td>
<td>10:28</td>
</tr>
<tr>
<td>18707 - Ely Paul Anthony</td>
<td>75764 - ELY PAUL ANTHONY</td>
<td>consented</td>
<td>02/26/2010</td>
<td>11:38</td>
</tr>
<tr>
<td>184097 - Sandra Lohrey</td>
<td>184095 - Sandra Lohrey</td>
<td>consented</td>
<td>02/24/2010</td>
<td>09:39</td>
</tr>
<tr>
<td>103628 - Kenneth Cheshier</td>
<td>114501 - Kenneth R Cheshier</td>
<td>consented</td>
<td>02/23/2010</td>
<td>09:13</td>
</tr>
<tr>
<td>104045 - Delwin Fant</td>
<td>218485 - delwin fant</td>
<td>consented</td>
<td>02/23/2010</td>
<td>09:13</td>
</tr>
<tr>
<td>267900 - Robert Brandon Boris</td>
<td>267938 - Robert Brandon Boris</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>243676 - Jeffery Caldwell</td>
<td>243677 - Jeffery Caldwell</td>
<td>consented</td>
<td>02/18/2010</td>
<td>21:28</td>
</tr>
<tr>
<td>272912 - Everett J. Black</td>
<td>272913 - Everett J. Black</td>
<td>review</td>
<td>02/19/2010</td>
<td>16:42</td>
</tr>
<tr>
<td>191858 - Cerrone Jerome Edwards</td>
<td>199508 - cerrone edwards</td>
<td>review</td>
<td>02/19/2010</td>
<td>15:16</td>
</tr>
<tr>
<td>30043 - Robert Dunham, Jr.</td>
<td>21177 - Robert L. Dunham, Jr.</td>
<td>review</td>
<td>02/18/2010</td>
<td>14:43</td>
</tr>
<tr>
<td>41753 - Michael James Duke</td>
<td>112757 - Michael James DUKE</td>
<td>review</td>
<td>02/18/2010</td>
<td>14:39</td>
</tr>
<tr>
<td>103817 - Marvin Dubuisson</td>
<td>19138 - marvin dubuisson</td>
<td>review</td>
<td>02/18/2010</td>
<td>14:38</td>
</tr>
<tr>
<td>196695 - Gary Davis</td>
<td>188007 - Gary L. Davis</td>
<td>consented</td>
<td>02/18/2010</td>
<td>14:25</td>
</tr>
<tr>
<td>21286 - Thomas H Fortney</td>
<td>21253 - Thomas Henderson Fortney</td>
<td>review</td>
<td>02/18/2010</td>
<td>14:08</td>
</tr>
<tr>
<td>235209 - danny dobbs</td>
<td>231985 - danny dobbs</td>
<td>review</td>
<td>02/18/2010</td>
<td>14:07</td>
</tr>
<tr>
<td>209565 - Gregory Dailey</td>
<td>185454 - Gregory Neal Dailey</td>
<td>review</td>
<td>02/18/2010</td>
<td>13:45</td>
</tr>
<tr>
<td>156821 - Ilesley w. daigrepont</td>
<td>156807 - Lesley W. Daigrepont</td>
<td>review</td>
<td>02/18/2010</td>
<td>13:44</td>
</tr>
<tr>
<td>213324 - Kaylin Cruse</td>
<td>213318 - Kaylin Cruse</td>
<td>review</td>
<td>02/18/2010</td>
<td>13:43</td>
</tr>
<tr>
<td>259577 - William Randall Clemmons</td>
<td>259573 - William Randall Clemmons</td>
<td>consented</td>
<td>02/18/2010</td>
<td>13:42</td>
</tr>
<tr>
<td>52021 - EDDIE CROOKS</td>
<td>191453 - Eddie Crooks</td>
<td>review</td>
<td>02/18/2010</td>
<td></td>
</tr>
<tr>
<td>Name</td>
<td>Status</td>
<td>Date</td>
<td></td>
<td></td>
</tr>
<tr>
<td>-----------------------</td>
<td>--------------------</td>
<td>---------------</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Rodney J Cox</td>
<td>Review</td>
<td>02/18/2010</td>
<td></td>
<td></td>
</tr>
<tr>
<td>WILLIE JAMES COFFIE</td>
<td>Consented</td>
<td>02/18/2010</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Judy Clayton</td>
<td>Review</td>
<td>02/18/2010</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Alva Carolise</td>
<td>Review</td>
<td>02/18/2010</td>
<td></td>
<td></td>
</tr>
<tr>
<td>gwynne campbell</td>
<td>Review</td>
<td>02/11/2010</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Paul Bush</td>
<td>Review</td>
<td>02/11/2010</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Alexis Leigh Blackwell</td>
<td>Review</td>
<td>02/11/2010</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Gerard Blenemy</td>
<td>Review</td>
<td>02/11/2010</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Kendreas J Bailey</td>
<td>Review</td>
<td>02/11/2010</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ray Armstrong</td>
<td>Review</td>
<td>02/11/2010</td>
<td></td>
<td></td>
</tr>
<tr>
<td>DANIELLE ALLEN</td>
<td>Review</td>
<td>02/11/2010</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ADRIAN COLAR</td>
<td>Review</td>
<td>02/05/2010</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Steven Louis Beard</td>
<td>Review</td>
<td>02/02/2010</td>
<td></td>
<td></td>
</tr>
<tr>
<td>James Floyd Ames</td>
<td>Review</td>
<td>01/28/2010</td>
<td></td>
<td></td>
</tr>
<tr>
<td>William Lewis</td>
<td>Review</td>
<td>01/27/2010</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Randy E Williams</td>
<td>Review</td>
<td>01/28/2010</td>
<td></td>
<td></td>
</tr>
<tr>
<td>John H alsobrooks</td>
<td>Review</td>
<td>01/14/2010</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Back | New offender merge

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It would be helpful if status column would state what action needs to be done or which state needs to take action. It took me 1 hr + 1/2 to go through this list Monday night works being so slow. There were only 2 items that needed my attention.

https://icots.interstatecompact.org/ICOTS/offender_merges/listing_or_single 3/1/2010
ICOTS Enhancement Request Form

Requestor’s Name: William Rankin
State: Wisconsin
Title: Commissioner
Supervision Type: Probation and Parole
Phone Number: 608-240-5311
Email Address: william.rankin@wisconsin.gov

Statement of Need
Describe the enhancement requested. Include a detailed description of the problem and its frequency.
Request enhancement to RRI Box 1 to allow user to enter date offender is released from confinement to probation.
Currently, reporting instructions may be denied because request is submitted more than 7 days after sentencing. However, offenders confined for less than 6 months are entitled to RI if requested within 7 days of release. Enhancement will eliminate confusion and reduce inappropriate decisions.

Users Impacted
Identify which ICOTS users that would benefit from the recommended change.
- PO (Field Officer)
- Compact Office
- Supervisor
- State Administrator

Current Practices
Describe how users in your state currently address this issue in order to meet Interstate Compact requirements.
Various. No standardized method.

Impact on Other Processes
List other ICOTS processes or iCAOS Rules that may be impacted by this change; if known.
NA

Justify Enhancement Priority
Describe how the proposed enhancement improves user experience and other ICOTS processes.

ICOTS Enhancement Request Form - March 10, 2010
Eliminates unnecessary denials and resubmissions; reduces frustration and miscommunication between states.

Signed by ICAOS Commissioner

Date

3/10/2010
Commissioner Signature Required

ICOTS Enhancement Request Form

Please include an attachment if additional space is required.

Requestor’s Name: Anne Precythe
State: NC
Title: DCA
Supervision Type: Probation and Parole
Phone Number: 919-716-3139
Email Address: pal02@doc.state.nc.us

Interstate Commission for Adult Offender Supervision
2760 Research Park Dr.
Lexington, KY 40511
Phone: (859) 244-8008
Fax: (859) 244-8001
www.interstatecompact.org
icots.interstatecompact.org

Statement of Need
Describe the enhancement requested. Include a detailed description of the problem and its frequency.
Would like to see Compact Action Requests managed in the same manner as the Replies. The compact office in the state that is initiating the CAR should be responsible for reviewing prior to allowing it to be submitted to the other state's user.

Users Impacted
Identify which ICOTS users that would benefit from the recommended change.

- PO (Field Officer)
- Compact Office
- Supervisor
- State Administrator

Current Practices
Describe how users in your state currently address this issue in order to meet Interstate Compact requirements.
Compact staff are forced to react and correct errors after they have occurred.

Impact on Other Processes
List other ICOTS processes or ICAOS Rules that may be impacted by this change; if known.
This would not impact other processes, however it would have a direct impact on the compact staff workload, which in some instances has already been reduced due to the efficiency of ICOTS.

Justify Enhancement Priority
Describe how the proposed enhancement improves user experience and other ICOTS processes.
Currently, compact staff are reacting to situations where end users have used the CAR inappropriately and often times in violation of the compact rules. If the initiating state’s compact office were responsible for reviewing the request, (IE: making sure that it was legitimate or even that the correct process was being used, etc...) the opportunity

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for a state to be proactive and held more accountable would increase. This would allow the compact office to be able to correct errors prior to submission rather than after the fact. The current process does not allow for accountability. As DCA, I should not be, nor should my office be responsible for the work that leaves this state if we have not had the opportunity to review prior to submission. It would allow the compact office to monitor and identify additional training needs.

Signed by ICAOS Commissioner

Date

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