Interstate Commission for Adult Offender Supervision
Technology Committee Meeting Minutes

May 5, 2010
2 p.m. EDT
WebEx

Members in Attendance:
1. Mark Cadotte  Vice-Chair, OR
2. Keven Pellant  KS
3. David Morrison  GA
4. Charles Placek  Ex-Officio, ND
5. Anne Precythe  Ex-Officio, NC

Guests:
1. Ethel White
2. Ellen McMullen

Members not in Attendance
1. Kathie Winckler  Chair, TX
2. Patrick McGee  MD
3. John Gusz  Ex-Officio, NJ
4. Joe Kuebler  Ex-Officio, GA

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

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

Agenda

Approved on 07.07.2010.B.S.
The agenda was approved by acclamation.

**Minutes**

Commissioner K. Pellant (KS) made a motion to approve the minutes from April 7, 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 10.0* is scheduled for May 26, 2010. The Release was pushed back 1 week to accommodate 2 additional application servers. It 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- Remove criminal cases for withdrawn RFRIs, TREQs, and OVRs (PDFs, criminal cases tab, etc)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. Contract negotiations may push this release back to Nov 2010, and increase the scope (all remaining outstanding items). The Release 11.0 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

*Performance monitoring*

- Signed agreement with 3rd party vendor to perform load testing on ICOTS after release 10.0

*Technical assistance for ICOTS*

- 1 training conducted via WebEx - Texas

*External ICOTS reports*

- Added 7 new external reports since the last meeting. New reports were either requested often or previously run for some states on a regular basis.
  - Notice of arrivals submitted
  - Incoming activities on outgoing cases
  - Active offenders by receiving state
  - Active offenders by sending state
  - Transmitted activities summary
  - Supervision end dates by receiving state
  - Supervision end dates by sending state

Approved on 07.07.2010.B.S.
The 2010 DCA Training Institute will have a training session on these reports.

CA C. Placek (ND) suggested scheduling follow up WebEx meetings after the DCA Training Institute. DCA A. Precythe (NC) will bring this issue up at the next Joint meeting with the DCA Liaison and the Training Committees.

The Committee reviewed Public Web Portal Usage for March and April 2010.

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

The Committee reviewed Support Contacts for the last four months.

*Navigating the Compact – Webpage:* K. Terry is working on a webpage that contains links to useful reference pages and documents for families, offenders, and friends of offenders. The content of the page will be based on posts from the ICAOS public forum and common questions received by the National Office.

**Old Business**
The Committee discussed *Merge List (ER2010-10)* enhancement request submitted by DCA G. Smith (LA). X. Donnelly reported to the Committee that the issue was resolved using external repots. Vice-Chair M. Cadotte (OR) will contact DCA G. Smith (LA) to confirm that the issue was resolved.

**New Business**
CA C. Placek (ND) informed the Committee that the previous issue with ICOTS Reports was resolved using external reports.

The next meeting is scheduled for Wednesday, June 2, 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 2:32 pm EDT.