Interstate Commission for Adult Offender Supervision
Technology Committee Meeting Minutes

August 4, 2010
2 p.m. EDT
WebEx

Members in Attendance:
1. Kathie Winckler  Chair, TX
2. Mark Cadotte  Vice-Chair, OR
3. Charles Placek  Ex-Officio, ND

Guests:
1. Regina Grimes
2. Melanie Brock

Members not in Attendance
1. Keven Pellant  KS
2. Patrick McGee  MD
3. David Morrison  GA
4. Anne Precythe  Ex-Officio, NC
5. John Gusz  Ex-Officio, NJ
6. 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
Commissioner K. Winckler (TX) called the meeting to order at 2:03 pm EDT. Two voting members were present, a quorum was not established.

Discussion
**Enhancement Request Procedure:** Due to lack of quorum, the Committee will review the Enhancement Request Procedure with K. Winckler’s comments at its next meeting.

**Technology Committee Report:** Chair K. Winckler (TX) presented her report to the Committee: Release 10.7 was launched July 28, 2010 and included the following:
- Improvement of end user experience
- Intelligent queuing of requests
- Browser caching
- Compression of all documents

The following issues were identified with the release:
- Some states have reported issues viewing PDFs for activities (not attachments)
- Issues related to older internet browser versions (IE 6.0 and below)

Release 11.0 is scheduled for 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

**Updates**
- 2\(^{nd}\) load test scheduled for 8/20/2010
- 3\(^{rd}\) load test scheduled for 10/20/2010
- Technical assistance
  - 2 ICOTS trainings hosted for states via WebEx
    - Florida x 2
- Appriss expanded external ICOTS data to include:
  - Responses to violation reports with recommendations
  - Offender residences
  - Case closures and reasons
  - Reasons for transfer from RFRI and TREQ

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

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

The Committee reviewed Support Contacts for the last five months.

**Contract Negotiation:** Executive Director H. Hageman informed the Committee that he is trying to incorporate penalties for Appriss into the new contract. H. Hageman stated that Appriss has troubles resourcing up to the Commission’s expectation.

**Adjourn**
The meeting was adjourned at 2:34 pm EDT.