Interstate Commission for Adult Offender Supervision
Technology Committee Meeting Minutes

December 2, 2009
2 p.m. EST
WebEx

Members in Attendance:
1. Kathie Winckler Chair, TX
2. Charles Placek Ex-Officio
3. David Morrison GA
4. Patrick McGee MD
5. Mark Cadotte OR
6. Keven Pellant KS
7. Anne Precythe Ex-Officio
8. John Gusz Ex-Officio
9. Joe Kuebler Ex-Officio

Guests:
1. Melanie Brock

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

Call to Order
Commissioner K. Winckler (TX) called the meeting to order at 2:05 pm EST. All members were present, establishing the quorum.

Agenda
Commissioner K. Winckler (TX) suggested amending the agenda by adding the Frequency of Audits item under Old Business. Commissioner M. Cadotte (OR) made a motion to approve

Approved on 01/06/2010. B.S.
the agenda as amended. Commissioner P. McGee (MD) seconded. The agenda was approved as amended.

**Discussion**

*Technology Committee Chair Report:* Commissioner K. Winckler presented her report to the Committee.

Commissioner K. Winckler (TX) presented the details of releases 7.0, 7.1 and 8.0. Release 9.0, scheduled for March 1, 2010, will include the rule amendments passed at the 2009 Annual Business Meeting.

Commissioner K. Winckler (TX) informed the Committee that the Interstate Compact for Juveniles requested a project proposal to develop an ICJ website. In addition to paying for the development of its website, the ICJ will split 50% of hosting cost with ICAOS.

Commissioner K. Winckler (TX) updated the Committee on the ICOTS public portal scheduled to launch before 2010.

The Committee reviewed the support calls totals for October and November 2009.


K. Terry updated the Committee on the Website Redesign Project progress. The project is on-time and should be completed in the first quarter of 2010.

**Enhancement Requests**

The Committee reviewed the enhancement request that *PR and CAR become managed processes*, submitted by Commissioner Ege (AZ).

CA C. Placek (ND) noted that the process was in compliance with Rules and warned the Committee that this enhancement would significantly slow down the work routine in compact offices.

Assistant Director S. Razor informed the Committee that Appriss already planned to complete the *PR managed process* enhancement without additional charge.

Commissioner K. Winckler (TX) and Commissioner D. Morrison (GA) concurred with CA C. Placek’s (ND) opinion.

Commissioner K. Pellant (KS) made a motion to approve the ICOTS enhancement request to change the *Progress Report* and *Compact Action Request* to managed processes and to forward it to the Executive Committee for funding. DCA A. Precythe (NC) seconded. The motion failed by the vote of seven (7) to one (1).

Approved on 01/06/2010. B.S.
The Committee reviewed the enhancement request that *rejected cases automatically become historical*, submitted by Commissioner Ege (AZ).

**Compact Administrator C. Placek (ND) made a motion to approve the ICOTS enhancement request to change the status of rejected cases to historic and to forward it to the Executive Committee for funding. Commissioner M. Cadotte (OR) seconded.**

Assistant Director S. Razor informed the Committee that this enhancement would remove the user ability to copy and resubmit the request, unless a significant change was made in the system.

**Charles Placek (ND) withdrew the motion. Commissioner M. Cadotte (OR) concurred.**

**Compact Administrator C. Placek (ND) made a motion to request additional information about expense of the ICOTS enhancement request to change the status of rejected cases to historic and additional information about the functionality impact on other areas of the application. Commissioner K. Pellant (KS) seconded. The motion passed.**

The committee decided to take up this issue again at a future meeting.

The Committee reviewed the enhancement request that *case closures be effective when the receiving state submits them without the concurrence of the sending state*, submitted by Commissioner Ege (AZ).

Commissioner K. Winckler (TX) expressed her concerns towards this request from the public safety prospective.

DCA A. Precythe (NC) spoke against the request noting that the present process works as a check and balance system.

DCA J. Kuebler (GA) spoke against the request.

**Commissioner P. McGee (MD) made a motion to reject the ICOTS enhancement request to make the case closed status in ICOTS effective upon the receiving state’s submitting the case closure notice without concurrence by the sending state. Commissioner K. Pellant (KS) seconded. The motion was approved.**

The Committee reviewed the enhancement request that *responses to violation reports become managed processes*, submitted by Commissioner Ege (AZ).

Commissioner K. Pellant (KS) spoke against the request due to the unclear form of the request.

Commissioner M. Cadotte (OR) concurred with Commissioner K. Pellant (KS).

**Commissioner D. Morrison (GA) made a motion to approve the ICOTS enhancement request to create a new managed process for both the state receiving the response and the**

Approved on 01/06/2010. B.S.
state sending the violation report and to forward it to the Executive Committee for funding. Commissioner K. Pellant (KS) seconded.

DCA A. Precythe (NC) spoke against the motion.

Commissioner D. Morrison (GA) withdrew the motion. Commissioner K. Pellant (KS) concurred.

The Committee reviewed the enhancement request that transfer request replies become managed processes, submitted by Commissioner Ege (AZ).

Commissioner K. Winckler (TX) asked for a motion to approve the ICOTS enhancement request to create a new managed process for the state receiving the transfer request reply and to forward it to the Executive Committee for funding. Item died due to the lack of a motion.

Future Appriss Contract: Executive Director H. Hageman informed the Committee that the contract with Appriss expires in May 2010. Additional contract services from Appriss would be at a cost of $325,000 and would include hosting ICOTS. Executive Director H. Hageman would like to use this opportunity to include ICOTS enhancements in the next contract at no additional charge to the Commission.

Commissioner K. Winckler (TX) asked the Committee members to send all proposed enhancements to the National Office by December 31, 2009.

Old Business
The Committee discussed the Frequency of Audit item initiated by CA C. Placek (ND).

Compact Administrator C. Placek (ND) made a motion that ICOTS should be used in cooperation with the Compliance Committee as part of the desk audit effort. Commissioner M. Cadotte (OR) seconded. The motion was approved.

The Committee reviewed the policy titled Screening an Offender from Public View in ICOTS’ Public Access Portal with Commissioner K. Winckler’s comments.

Commissioner K. Pellant (KS) made a motion to approve the policy Screening an Offender from Public View in ICOTS’ Public Access Portal Policy and forward it to the Executive Committee for adoption. DCA A. Precythe (NC) seconded. The motion passed.

Old Business
The Committee will meet again on January 6, 2009 at 2:00 pm EST.

Adjourn
The meeting adjourned at 3:53 pm EST.