



Interstate Commission for Adult Offender Supervision

Technology Committee Meeting MINUTES

October 3, 2018

Lake Buena Vista Wyndham Hotel – Orlando, Florida

Members in Attendance:

1. Shawn Arruti Acting Chair, Nevada
2. Natalie Latulippe Official Designee, Connecticut
3. Mac Pevey Washington
4. Joselyn Lopez Wisconsin
5. Candice Alfonso Ex-Officio, New Jersey

Members not in Attendance:

1. Gary Roberge Connecticut
2. Matthew Billinger Ex-Officio, Kansas
3. Timothy Strickland Ex-Officio, Florida
4. Julie Lohman Ex-Officio, Virginia

Guests:

1. Fred Watton Connecticut
2. Johnathan Hall Kentucky
3. Dwight Sakai Hawaii
4. Daryn Cobb Michigan
5. Betty Payton North Carolina
6. Christopher Harris South Carolina

Staff:

1. Xavier Donnelly ICOTS Project Manager

Call to Order

Commissioner S. Arruti (NV) called the meeting to order at 10:27 am ET. Four voting members were present; a quorum was established.

Agenda

Agenda was amended to include approval of minutes from June 13, 2018.

Commissioner M. Pevey (WA) moved to approve agenda as amended. Commissioner J. Lopez (WI) seconded. Agenda approved.

Minutes

Official Designee N. Latulippe (CT) made a motion to approve the minutes from June 13, 2018 and July 25, 2018 as written. Commissioner J. Lopez (WI) seconded. Both minutes approved.

Discussion

Committee Overview and Accomplishments: Nevada went through the major accomplishments the Technology Committee has overseen during fiscal year 2018. They include:

- FY 2018 Offender photo quality audit
- Updates to FBI NDex data sharing process
- Review of IVINS/ICOTS VINEWatch usage, updates, and outstanding issues
- FY 2018 enhancements, including a total of 19 individual enhancement items
- New ICAOS Dashboards

NCIC Recommendation: Nevada informed the committee that the NCIC recommendation letter has moved onto the FBI from the group in Kansas. Estimated time for a response is 2 months to 2 years.

IVINS: Connecticut gave the committee a review of what the committee had worked on and discussed regarding IVINS during the past year.

FY 2019 Goals: Nevada listed areas of focus for the committee to pursue during the upcoming year:

- ICOTS enhancements
- Data sharing opportunities
- ICOTS data exports with more states
- NCIC warrant issues

FY 2019 Enhancements: X. Donnelly (National Office) discussed the results of the committee's latest prioritization of the ICOTS enhancement groups (*included in addendum to these minutes*).

Commissioner J. Lopez (WI) moved to recommend the new prioritized list to the Executive Committee and move the two enhancement items under Group 6 "Offenders" to the inactive enhancement request list. Commissioner M. Pevey (WA) seconded. Motion approved.

Old Business

Certification of documents through ICOTS by DCA Alfonso: DCA C. Alfonso (NJ) discussed issues she sees with using compact activity PDFs printed from ICOTS as official court documents. X. Donnelly (National Office) explained how the compact activity PDFs are "reports" generated with the most current information when a user clicks the link to view one. They are not snapshots of what occurred in the past.

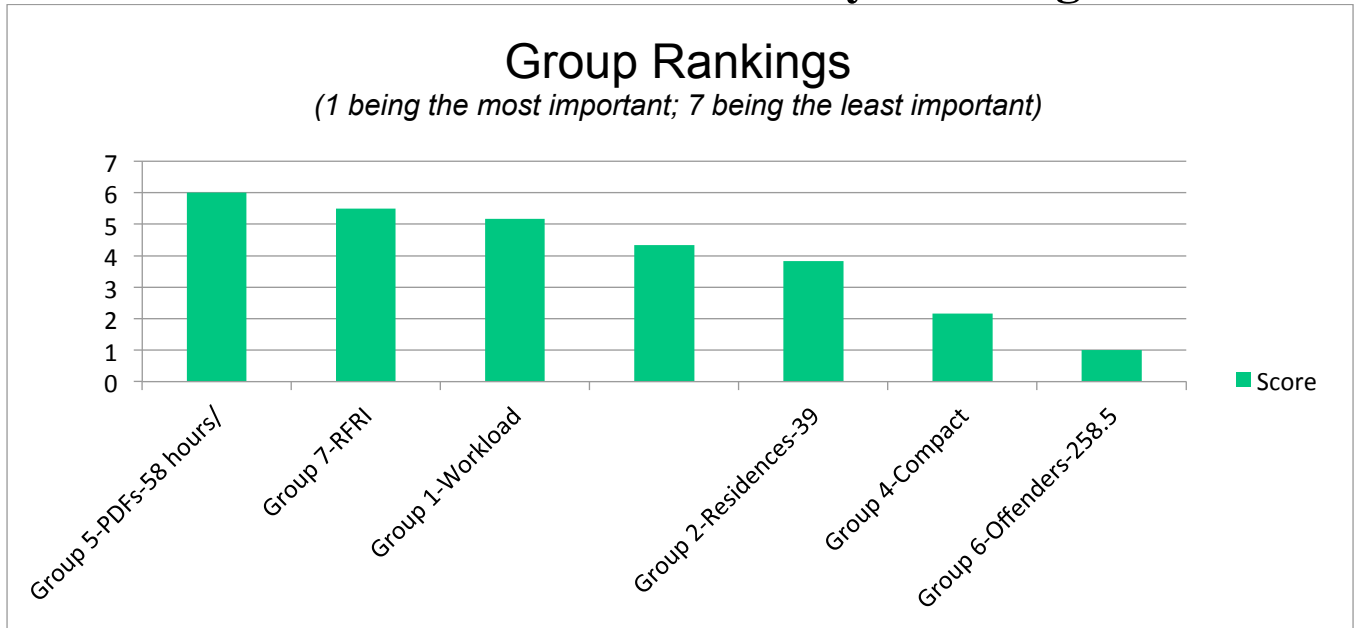
Commissioner J. Lopez (WI) made a motion to recommend to the Executive Committee to form an ad hoc committee of Commissioners and DCAs from the Technology and Rules Committees to draft a white paper explaining the dynamic functions of ICOTS activities related to legal implications. Commissioner M. Pevey (WA) seconded. Motion approved.

Adjourn

Commissioner M. Pevey (WA) made a motion to adjourn the meeting. Commissioner J. Lopez (WI) seconded. Meeting adjourned at 11:32 am ET.

Addendum

FY 2019 Enhancement Priority Rankings



Enhancement Group	Rank	Cost
Group 5 - "PDFs" - 58 hours/\$6,790: Includes 2 Enhancements - 5.1 - Modify check boxes on the TREQ PDF, 5.2 - Remove offender address from offender application	1	\$ 6,790.00
Group 7 - "RFRI Changes" - 273.5 hours/\$31,140: Includes 1 Enhancement -7.1 - New workflow process for return to sending state RFRI	2	\$ 31,140.00
Group 1 - "Workload Control" - 158.5 hours/\$17,875: Includes 3 Enhancements - 1.1 - Add SENSTA to subject and body of notifications, 1.2 - Generate Case Note on Compact Activity Reassignment, 1.3 - Generate Notifications Notice of Arrival is due	3	\$ 17,875.00
Group 3 - "Administration & Security" - 117 hours/\$13,200: Includes 4 Enhancements - 3.1 - Allow state admins to edit compact office information, 3.2 - Add offender's DOB and State IDs in Manage Case Load screen, 3.3 - Add Submit button to top of Manage Case Load screen, 3.4 - Allow supervisor to inherit direct reports	4	\$ 13,200.00

Group 2 - "Residences" - 39 hours/\$4,400: Includes 1 Enhancement - 2.1 - Generate notifications when the offender changes primary residence	5	\$ 4,400.00
Group 4 - "Compact Workload Appearance" - 197.5 hours/\$22,275: Includes 2 Enhancements - 4.1 - Allow in-screen filtering to Compact Workload results, 4.2 - Float column headers on Compact Workload	6	\$ -
Group 6 - "Offenders" - 258.5 hours/\$29,320: Includes 2 Enhancements - 6.1 - Convert specific text fields to all capital letters, 6.2 - Add suffix field for new offenders***National Office Recommends Removing***	7	\$ -

\$
73,405.00