



Interstate Commission for Adult Offender Supervision

Technology Committee Meeting MINUTES

June 9, 2022 · 11:00 am ET

Video conference

Members in Attendance:

1. Chris Moore (GA), Chair
2. Sally Kreamer (IA)
3. Steve Turner (KY)
4. Dan Blanchard (UT)
5. Mac Pevey (WA)
6. Joselyn López (WI)
7. Natalie Latulippe (CT), Ex-Officio
8. Matthew Billinger (KS), Ex-Officio
9. Alyssa Miller (ND), Ex-Officio

Staff:

1. Ashley Lippert, Executive Director
2. Barno Saturday, Logistics and Administrative Coordinator
3. Mindy Spring, Administrative and Training Coordinator
4. Xavier Donnelly, ICOTS Project Manager
5. Drake Greeott, Web Development Manager

Call to Order

Chair C. Moore (GA) called the meeting to order at 11:01 am ET. All members were present, a quorum was established.

Approval of Agenda and Minutes

Commissioner M. Pevey (WA) moved to approve the agenda as presented. Commissioner S. Kreamer (IA) seconded. Agenda approved.

Commissioner M. Pevey (WA) moved to approve the minutes from March 21, 2022, meeting as drafted. Commissioner J. López (WI) seconded. Minutes approved as written.

Discussion

Chair C. Moore (GA) stated that Appriss informed the national office that they planned to focus on their statistical analysis and data visualization (S.A.S.) products and discontinue their customized work solutions such as ICOTS.

Executive Director A. Lippert continued that Appriss was recently bought by Equifax and the security requirements for a single-purpose platform like ICOTS were no longer their priority. The ICAOS executive leadership discuss the matter with Appriss leadership.

She continued that even though the change was unexpected, the Executive Committee believes it provides an opportunity to improve the system's user-facing features and its back-end functionality.

The national office developed a strategy to exit the platform amicably, including obtaining the elements required to bid the project to other vendors. Appriss has agreed to extend the contract until December 2023, giving enough time to find a new vendor and relocate the system.

The committee reviewed a plan to select a new vendor, migrate the system, and begin updating and improving existing ICOTS.

The national office recommends identifying several vendors with expertise in the platforms ICOTS is built on and contacting them directly to respond to a request for proposal. The timeline for this option is as follows:

- a. Engage SEARCH to update the 2012 RFP and suggest potential vendors (June 1, 2022)
- b. Contact vendors and ask them to respond to RFP (July 1, 2022)
- c. Evaluate responses and meet with the top 2 or 3 (August 1, 2022)
- d. Select vendor and draft contract (September 1, 2022)
- e. Establish a timeline with a new vendor to move ICOTS (Deadline: On or before December 31, 2023)
- f. Establish a timeline and cost for priority three, which is to update and improve ICOTS.

Commissioner M. Pevey (WA) asked whether the transition process and applicable Appriss assistance was codified in the new contract.

Executive Director A. Lippert stated that she had been working with Appriss on adding this language to the contract.

Commissioner S. Kreamer (IA) inquired whether Appriss planned to stop their VINE application for victim notification.

Executive Director A. Lippert noted that while Appriss no longer supports a single-purpose platform like ICOTS, they continue their work on platforms similar to VINE which are based on sending notifications and not case management where the security requirements are different.

DCA M. Billinger (KS) informed the committee that the Commission has been working with SEARCH on the JRI Warrant notification project. They informed him that 80% of work has been completed. They projected to have Kansas set up to receive notifications by the end of the year.

Executive Director A. Lippert added that DCA Billinger also worked on a project to add a field to mark a warrant as a Compact case and no bond allowed field into the NCIC system. It went

through multiple review processes by the FBI. Eventually, both requests were approved and added to the system's update list.

DCA N. Latulippe (CT) announced that she will retire at the end of the month.

DCA M. Billinger (KS) announced that he would be transitioning to a new position with the KS Juvenile Justice Oversight Committee once his current position is filled.

Chair C. Moore (GA) thanked DCA Latulippe and DCA Billinger for their service.

Adjourn

Commissioner S. Turner (KY) moved to adjourn. Commissioner J. López (WI) seconded.

Meeting adjourned at 11:43 a.m. ET.