Interstate Commission for Adult Offender Supervision

Technology Committee Meeting MINUTES

November 14, 2023 · 1:00 pm ET
Teleconference

Members in Attendance:
1. Chris Moore (GA), Chair
2. Andrew Zavaras (CO)
3. Steve Turner (KY)
4. Dan Blanchard (UT)
5. Mac Pevey (WA)
6. Joselyn López (WI)
7. Joe Kuebler (GA), Ex-Officio
8. Suzanne Brooks (OH), Ex-Officio
9. Kelly Palmateer (NY), Ex-Officio
10. Jordan McKinley (WV), Ex-Officio

Members not in Attendance:
1. Taryn Link (AK)

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

Call to Order
Chair C. Moore (GA) called the meeting to order at 1:00 pm ET. Six voting members were present, a quorum was established.

Approval of Agenda and Minutes
Commissioner S. Turner (KY) moved to approve the agenda as presented. Commissioner J. López (WI) seconded. Agenda approved.

Commissioner M. Pevey (WA) moved to approve the minutes from September 20, 2023, meeting as drafted. Commissioner D. Blanchard (UT) seconded. Minutes approved.

Discussion
Chair C. Moore (GA) updated the committee on the ICOTS migration project. The final stage, the full cutover of ICOTS to the new hosting environment, occurred over the weekend of October 7th

through 8th, 2023. ICOTS was taken offline at 6 pm ET on October 6th. Normal compact business resumed in ICOTS at 6 am ET on October 9th.

He continued that there were only a handful of issues and Optimum resolved them with 48 to 72 hours.

Executive Director A. Lippert noted that some issues were anticipated. Optimum provided detailed communication throughout the process.

Chair C. Moore (GA) stated that the Georgia users were asked to reset their passwords and wait before they could log in to the system. They did not encounter any issues.

Commissioner S. Turner (KY) stated that in Kentucky the migration process went very smooth with no issues noted.

Chair C. Moore (GA) asked if there was any further action that needed to be taken to end the relationship with Appriss. Executive Director A. Lippert stated that once the migration dates were set, the national office provided a written notice to Appriss to end their contract as of October 30. Appriss will provide written certification that all of the Commission's data stored in their system will be deleted and destroyed.

Old Business
There was no old business.

New Business
Executive Director A. Lippert asked the committee for its recommendation regarding ICOTS future: partial or total rewrite of the system.

Current Constraints
- ICOTS has not been redesigned since its launch in 2008.
- Built on older infrastructure that is costly to maintain.
- Issues identified in migration:
    - Prep, QA and Production databases don't match.
    - Increased stability risks in enhancing ICOTS.
    - Higher costs associated with licensing and hosting.

Partial rewrite
- Initial cost saving of 20%. Even with majority of the application is replaced with modern framework, there is initial cost savings.
- Retain current Oracle database.
- Database cost – no savings
- Just frontend user interface will be replaced with a modern cloud framework.
- Timeframe 6-8 months.

Total rewrite

Approved on 3/25/2024.B.S.

- No initial savings, long term savings on DB licensing. The entire application can be re-written & optimized.
- Replace database with Microsoft SQL Server which is cheaper to host and maintain.
- Database cost - Oracle is generally expensive by 20% [Comparing standard edition]
- The entire application will be modern cloud framework. Making enhancements and development changes will be more streamlined.
- Timeframe 18-24 months.

The Oracle database costs are the following. ICOTS requires a standard edition.
- Budgeted: $86,400
- Standard: $130,000
- Enterprise: $249,000

The committee members supported a total rewrite of the system.

Commissioner S. Turner (KY) moved to recommend to the Executive Committee that they approve a total re-write of ICOTS with the current vendor Optimum. Commissioner M. Pevey (WA) seconded. Motion passed.

Commissioner D. Blanchard (UT) recommended a Utah DCA to be part of the testing group.

ICOTS Project Manager X. Donnelly noted that the Commission had already developed a road map of the new system's interface and building blocks. He added that during the design stage, the committee will review all tabled ICOTS enhancements and vote on including them in the new system or not.

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

The meeting adjourned at 1:51 pm ET.