



## Minnesota Counties Computer Cooperative

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### Corrections Standards Meeting Minutes August 23, 2011, 9:30 a.m.-11:45 a.m.

In attendance: Heidi Rademacher, Scott; Dan Pepper and Wendy Anderson, Washington; Ardi Ihrke, Tami Luke, and Brenda Martini, DFO; Traci Green, Wabasha; Jan Krogman, DOC; Nancy Tallman and Sarah Denzer, Wright; Lynn Rohlf, ARC; Brenda LaFayette, Sherburne; Amy Chavez, Ramsey; Angela Neeb, Hennepin; Bonnie Thompson, DOC; Jennye Croft, Dakota; Barb King, STI.

#### **Demo of prototype of next CSTS release**

Barb with STI demoed a CSTS prototype for the committee that included the new reference tables and functionality that will be in the next release of CSTS. A number of new reference tables will be in the new release to accommodate the business needs of Hennepin County. The Standards Committee will be charged with determining which of the new reference tables can have an agreed upon set of values and then be locked down. Copies of tables and table values were handed out to members. The committee needs to make decisions on which tables can be standardized by the end of its September's meeting. Members are to take tables back to their respective agencies and gather any feedback and bring that feedback to the September meeting to facilitate the process of determining which tables can be standardized and locked down.

#### **Assessment module in next CSTS release**

The committee suggested to STI that a *Review Date* field be added to the assessment module and that the *Effective Date* field name be changed to *Assessment Date*. STI will work to add the new field and to change the name of the other field.

#### **Standardizing conditions in CSTS**

The Executive Committee charged the Standards Committee with the task of establishing standard conditions for all agencies using CSTS. Committee members discussed the difficulty of creating an agreed set of standard conditions for use across all jurisdictions. It was suggested that incorporating the condition framework used in MNCIS might assist in the process. Heidi will send members a list of conditions used in MNCIS prior to the September meeting. The committee will begin trying to standardize CSTS conditions at its October meeting.

#### **Standard Chrono code for probationer weapons restrictions**

The committee was asked by a user group member to explore the creation of a standard chrono code to use for identifying when a probationer has weapons restrictions. The committee determined that a standard code would not be recommended due to the variability of the circumstances and criteria related to weapons restrictions. The committee suggested that local agencies use functionality within the current CSTS system to track instances when weapons restrictions apply. Ideas put forth

included using an alert, using a no weapons conditions, and/or adding language to the discharge order.

## **Aftercare condition**

The committee was asked to review the creation of a process to more thoroughly track the types of aftercare an offender might be involved in. After discussion, the committee recommended that, rather than creating a unique condition code for each type of aftercare program, local agencies enter the type of aftercare program in the condition comments field. Such a process will allow for the type of aftercare to be viewable in the Statewide Supervision System.

## **Next Meeting:**

Tuesday, September 27, 2011

9:30 a.m. - 11:45 a.m. @ STI in Plymouth