



## Minnesota Counties Computer Cooperative

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### Corrections Standards Meeting Minutes November 15, 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; Jan Krogman, DOC; Sarah Denzer, Nancy Tallman, Wright; Lynn Rohlf, ARC; Brenda LaFayette, Jennifer Zuchowski, Sherburne; Merlin Kath, Freeborn; Angela Neeb, Hennepin; Bonnie Thompson, DOC; Brandy Christensen, Goodhue; Jennye Croft, Meg Grove, Dakota; Barb King, STI.

#### **Election of new standards committee chair**

The committee was charged with electing a new chair for the six months January, 2012 through June, 2012. Decision was to have co-chairs for that term. Jan Krogman and Dan Pepper will serve as co-chairs pending approval by the CSTS Executive Committee at their November meeting (approval was granted).

#### **Chrono standards**

The group discussed the recommended standards developed by the Ad-hoc Chrono Standards Committee. Feedback included:

- 1) List of "permitted" acronyms may be too prohibitive
- 2) Individual chronos should be spell checked rather than waiting to spell check them en masse prior to sending an intrastate transfer request

#### **Standardizing conditions**

Committee continued its work of trying to establish a standard list of condition codes. Discussion focused on whether S3 condition codes would be sufficient to use across all CSTS user agencies. Committee members were asked to review their agency's current condition groups and codes with the S3 condition codes and report back at the January meeting.

#### **Rank order of stay severity**

Committee was asked to identify a rank ordering of stay types by severity level. Representatives from DFO have that information at their agency and will send it to STI.

#### **Next Meeting:**

Tuesday, January 24, 2012

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