



Minnesota Counties Computer Cooperative  
100 Empire Drive, Suite 201  
St Paul MN 55103-1845

Phone (651) 917-6969  
Fax (651) 917 6989  
Website: mnccc.org

## **CSTS EXECUTIVE COMMITTEE MEETING**

November 16th, 2011

Present: Carl Thelen, Deb Kerschner, Tim Cleveland, Warren Liepitz, Andy Erickson, Dan Pepper, Sandi Sostak, Susan Moser, Dan Traun, Brian Kopperud, Ray Herde, Heidi Rademacher, Nate Beran, Lisa Meredith, Bob Hiivala, and Bill Franken.

### **CALL TO ORDER**

Chair, Andy Erickson, convened the meeting at 9:35 AM.

### **AGENDA APPROVAL**

Motion to approve the agenda was made by Warren Liepitz and seconded by Brian Kopperud. Motion carried.

### **MINUTES APPROVAL**

Motion to approve the minutes of the October 19th, 2011 was made by Dan Traun and seconded by Warren Liepitz. Motion carried.

### **S3 UPDATE**

Deb K. reported that DOC is continuing to work on the automated LS-CMI with a projected roll out date being the end of February. The probation survey is coming so a reminder for agencies to get their data entry up to date as they will be freezing data at the end of January to run the report.

### **CSTS UPDATE**

Carl handed out and reviewed the status of the various projects that STI is working on. The joint Hennepin County CSTS is still on schedule. The next major deliverable is the alpha testing sessions: CSTS Enhancement Committee – 12/27/2011, Hennepin Co. Pre-Trial – 1/10/2012, and the Hennepin Co. Implementation Team – 1/12/2012.

CISR, IE9 (Internet Explorer 9) compatibility changes are now live.

Carl will be sending out an invitation to those counties who expressed an interest in a CSTS/SharePoint Integration project. Meeting is tentatively scheduled for Wednesday, January 18<sup>th</sup>, 2012 at 1:00 pm at MCCC.

Carl will be scheduling a demo of the new CSTS features including the MNCIS integration functionality at the February Executive meeting.

Carl handed out MCCC work order 2011.17 which is MNCIS Case Get related enhancements. There are a lot of changes needed in the case area to comply with the Statute base which will be required. These changes should save each of us a lot of data entry. There are 12 items listed in the work order which would involve a total of 74

hours of work (\$9,990.00). A motion to approve this work order was made by Warren Liepitz, second by Brian Kopperud, motion carried.

### **COMMITTEE REPORTS**

- Enhancements: Sandi S. indicated that at the last two meetings, they have been working on issues that Carl has already discussed.
- Standards: Heidi indicated that the Standards committee is recommending that Jan Krogman and Dan Pepper be co-chairs for the committee. Brian Kopperud made a motion to approve them as the new co-chairs, a second by Dan Traun, motion carried.
- Tech Liaison: Nate reported that many of the counties will be getting an upgrade in their band width which will improve performance.
- JAIMS: Susan reported that they are moving ahead with a 300 hour project on the visitors log portion of JAIMS. They expect the new changes to be ready for roll out in early 2012.
- MCCC Liaison: Lisa has been working on the annual conference. She will have a booth at the AMC conference coming up and at the Gov. IT Symposium.
- Chrono/Case plans: Swantje was unavailable. Heidi reported that the Chrono Standards recommendations were approved at the Standards Committee which was on Tuesday.

### **FINANCIAL REPORT**

Financial report handed out. Warren Liepitz made a motion to approve financial report which included two outstanding bills for a total of 418,169.07. Second by Dan Traun, Motion carried.

### **OTHER BUSINESS:**

Bill Franken from DFO came to talk about the CISR Enhancement meeting which was held on August 23<sup>rd</sup>, 2011. 18 people attended to review all the recommended changes that have been made for CISR and rated each suggestion low, medium or high in terms of priority. Carl handed out a draft summary of the high and medium items for enhancement with an estimate of 177 hours to complete. He felt that his company could get started on this project in the spring of 2012 and finish by the end of the summer.

Carl indicated that we will only be using 50 of the 150 hours of enhancement and support for CISR in 2011, leaving a balance of 100 hours which could be used in 2012. Carl is recommending that we “budget” for 250 hours of CISR enhancement and support for 2012 which will allow us to complete the recommended enhancements.

Brian K. indicated that the Hennepin County Attorney's Office wants to use the Correction's Department's existing FTS system when they take over restitution. No action required.

Tracie Green from MACPO brought up the question in the Standards and Enhancement committees could be combined. The Ex Committee and Carl said no, there is too much difference and workload for each committee.

### **ADJOURNMENT**

A motion to adjourn was made by Dan Traun and a seconded by Warren Lieptz. Motion carried.

The next meeting is on December 21st, 2010.

Minutes by Tim Cleveland, Dakota County.