



Minnesota Counties Computer Cooperative

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Corrections Standards Meeting Minutes July 26, 2011, 9:30 a.m.-11:45 a.m.

In attendance: Heidi Rademacher, Scott; Dan Pepper, Washington; Ardi Ihrke, Tami Luke, and Brenda Martini, DFO; Traci Green, Wabasha; Jan Krogman, DOC; Nancy Tallman, Wright; Lynn Rohlf, ARC; Barb King, STI.

New reference tables when Hennepin County starts

There will be new reference tables when Hennepin County begins using CSTS. The standards committee will have to review and potentially make recommendations for locking some down tables as well as creating standards for fields that will be new. The committee will begin reviewing the new Hennepin County reference related reference tables at the August meeting.

Deported status in CSTS

Committee agreed to following updated standards for entering and tracking deported status utilizing pre-defined facility within the address module in CSTS:

- 1) ICE: Awaiting Deportation
- 2) ICE: Deported

Deported status in S3

Issue brought to committee that offenders who are awaiting deportation or who have been deported are not having their deported status show up in their case supervision status in S3. It shows up in address area of client's S3 data, but not in case information. Suggestion was to create a new case service S3 code (currently display as administrative supervision) that would identify deported status. Jan will speak with Deb Kerschner at the DOC to see if functionality can be added. STI can create new field if needed. Jan will report back to committee with what she finds out.

Transfer case services in CSTS and S3 codes

To more effectively identify intrastate transfer cases from inter-state transfer cases, as well as to allow origination agencies to receive police stop email regarding out-of-state transferred clients, the committee recommends that local agencies create a separate case service for intra and inter-state transfer cases. The recommended standard for the each transfer related case service is:

Code:	Description:
XF-TRI	Transferred – Within Minnesota
XF-TRO	Transferred – Out Of State

Origination county for juvenile transfer of venue cases

Question asked by user group member regarding how to record origination county and agency when a juvenile pleads guilty in one jurisdiction but the venue is transferred to another jurisdiction for disposition. Committee agreed that the origination county and agency entered in CSTS would be the jurisdiction that the case was transferred to for disposition.

Recording multiple counts with different stay types

Committee discussed again what should be the standard practice for recording cases with multiple counts with different stay types. Some agencies create separate cases for each count while others do not. Suggested changes within CSTS to resolve the issue were:

- 1) Create a **Stay Type** field in the offense codes section of the case detail screen. The new field would allow for every offense to have a separate stay type if necessary while at the same time eliminating the need to create an entirely separate case in CSTS for the offense count that has a different stay type.
- 2) Remove the **Adult Stay Type** from where it is currently in the case detail screen. There would no longer be a need for the field as that information would be entered into the new field.

Standards chair will submit an enhancement request to have the new stay type field created. Discussion followed about how the proposed solution would impact merge codes in documents (i.e. discharge orders). There are design features that could be created by STI that would allow users to select the appropriate stay type to add to a merge document. Committee will take up issue again when it is learned whether new stay type field will be added.

Adding standards for modules not in current manual (i.e. fee, work service, intrastate modules)

The committee discussed whether to create standards for new or relatively new modules that are not in the standards manual. Members decided that there should be standards for them. Committee will begin developing standards for the fee and work service modules over the new series of meetings.

Next Meeting:

Tuesday, August 23, 2011

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