



## Minnesota Counties Computer Cooperative

100 Empire Drive, Suite 201  
St Paul MN 55103-1845

Phone (651) 917-6969  
Fax (651) 917 6989  
Website: [mccc.org](http://mccc.org)

### August 17<sup>th</sup> 2011 Corrections Executive Committee Meeting Minutes

Attendance: Susan Moser, Nate Beran, Tim Cleveland, Deb Kerschner, Andy Erickson, Jon Ramlo, Sandi Sostak, Brian Kopperud, Warren Liepitz, Terryl Arola, Heidi Rademacher, Judith Franklin, Sherry Hill, Swantje Willers, Carl Thelen, Bob-MCCC liaison and Dan Traun.

Call to order 9:40

**Introductions** were made.

**Approval of minutes:** motion by Tim Cleveland; second by Brian Kopperud – motion carried.

**Approval of July 15<sup>th</sup> minutes:** motion by Brian Kopperud; second by Warren Liepitz – motion carried.

#### **S3 update**

Statutory Language passed re: Centralization of IT state-wide. There are potentially many changes coming. No specifics at this time. Target completion of the LS/CMI automation is Feb '12.

#### **CSTS Projects update**

See attachment...

#### **Enhancement/Design/Training**

Not meeting until the end of calendar year.

#### **Standards**

Viewed demo of Hennepin project; continue work on standardizing reference tables.

#### **Technical Liaison**

Nothing new to report.

#### **JAIMS**

Last meeting postponed until September. Nothing new to report.

#### **MCCC liaison**

Nothing new to report.

#### **Ad-hoc Grant Fund**

Nothing new to report.

Chrono Standards

Waiting for committee members to provide feedback.

### **Case Planning**

Committee activities resuming after a delay due to the state shut down. Training curriculum is nearly complete. Committee will explore different case plans for juvenile and adults, the minimum and optional components of a case plan, policy considerations including who would need a case plan, what to focus on and possible outcome measures.

**Approval of Financial Report:** motion by Dan Traun; second by Swantje Willers – motion carried.

### **Other items**

Carl Thelen – Document management survey

Jon Ramlo moved to create a subcommittee to explore costing options to be made up of 1 member of each delivery system, Carl Thelen and Lisa Meredith. Brian Kopperud second. Motion carried. Carl Thelen will convene the meeting.

Standards for conditions.

Tim Cleveland moved that the standards committee look to improve enforcement of standards and conditions. Second by Terryl Arola. Motion carried.

Warren Liepitz moved to adjourn. Second by Terryl Arola. Motion carried.