



## Minnesota Counties Computer Cooperative

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### MCAPS Development Team Committee Minutes Conference Call August 12, 2010

#### Voting members present:

Becky Larsen (City of Rochester)  
Dan Carlson (Rice County)  
Diane Roseen (Roseau County)  
Judy Korbl (Kandiyohi County)  
Kari Eckman (Crow Wing County)  
Kay Leeseberg (Hubbard County)  
Kevin Heise (Scott County – IT Liaison)

Lori Collins (Sherburne County)  
Marilee Barrientos (Winona County)  
Rhea Grove (Polk County)  
Robin Finke (Swift County)  
Ryan McNamee (Carver County)  
Sara Reindal (Freeborn County)  
Shari O'Donnell (McLeod County)

#### Other members present:

Carrie Shea (Docutech)  
Dave Schueck (Intertech)

Kathy Eiler

The meeting was called to order at 1:04 PM.

#### **1. Review minutes/Approve agenda**

M/Shari O'Donnell, S/Sara Reindal to approve the Agenda for this meeting.

M/Marilee Barrientos, S/Shari O'Donnell to approve the July 29, 2010 minutes.

#### **2. Intertech Status Report**

Kathy continues to work on feedback received regarding the base cast list definitions. Carrie continues to work on the user feedback document and determine if it is a MCAPS Version 3 problem, if it needs to be tested in Version 4, and if it should be included in Version 4 or if further discussion will need to be held, and she is also updating the document to reflect the action that is or will be taken for each item.

There has been no feedback received from BCA regarding the design and work continues to be done on the software development of the August iteration for completion on August 20.

#### **3. Hennepin Status Report**

Hennepin County has decided that they aren't going to continue participate in MCAPS rewrite. The decision was made after talking to their county administrator and the large amount of money they would have to spend to adapt MCAPS to meet their needs. Discussion was held on what areas have been included in the rewrite specifically for Hennepin County. Reporting was probably the area that was revised a lot for their needs, but it isn't anything that the users group wouldn't benefit from using or might use in the future. This will reduce the time for Intertech as they will not be working on the gap analysis for Hennepin County. Some discussion was held on if we would be receiving additional funds from BCA.

#### **4. August 26<sup>th</sup> Demo**

At the Executive Committee Meeting on August 6, it was talked that demonstrations would be essential to this team to give more insight on the improvements and the status of the rewrite. The demonstrations will probably be held every month or so, depending on the amount of changes from the previous demonstration. We shouldn't expect a "formal" demonstration with scripts, etc., as we don't expect Intertech to spending a lot of their time prepping for these demonstrations, but they will be just demonstrations to keep us aware of the status of the rewrite.

#### **5. Other**

Discussion was held on the data migration and what will be actually needed if we would still be available to access some of the data in Version 3. Once the data is converted to MCAPS4, you would not be able to share (or convert) the data between the programs, version 3 would only be "read-only" if it would be capable of that.

Questions about additional funding and expenses were discussed. Users are encouraged to review the 18 month plan by Intertech for answers to these questions.

Discussion was held on the testing document. In early September, a team consisting of Ryan, Dan, Kathy, and a couple of other members will be formed to create a small working group together to discuss this document and any questions we would have. Dave S. wanted the team to refer to the 18 month plan for the testing procedures.

#### **6. Adjourn**

M/Diane Roseen, S/Judy Korbl to adjourn the meeting. The meeting was adjourned at 2:21 p.m. The next meeting will be held by telephone conference and demonstration on August 26, 2010 at 1:00 p.m.

Minutes respectfully submitted by Rhea Grove, Polk County