



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

Corrections Standards Meeting Minutes January 26, 2010, 9:45 a.m.-11:30 a.m.

In attendance: Jennye Croft, Dakota; Paul Schroeder, Ramsey; Brenda LaFayette and Julie Bruns, Sherburne; Dan Traun, DOC; Nancy Tallman, Wright; Heidi Rademacher, Scott; Brenda Martin, Ardi Ihrke and Tami Noble, DFO; Dan Pepper and Wendy Anderson, Washington; Susan Moser, Anoka; Barb King, STI

CSTS reference tables

The CSTS audit tool has discovered some issues with legacy data around adult and juvenile disposition/stay types and phone types. STI is working on a fix to assist users in getting values aligned with the values contained in locked-down reference tables.

DFO stay-type issue

Issue brought to group by DFO regarding feedback they had received from the BCA regarding proper use of stay of adjudication. Jennye proposed that we table to discussion and address at an all-day meeting in February that would allow more time to discuss that issue and to review the standards manual. Group members agreed with proposal and date of February 24th set to meet all day at STI.

Case sealing and /or expungement issue

Question posed regarding how are cases that the Court has ordered sealed or expunged being dealt with in CSTS. Discussion about how agency practices among members. No consensus on practice. Jennye stated she would attempt to get some clarification from Dakota County Attorney about the issue and any obligations for data in CSTS. Jennye also would bring up issue with Deb at DOC to address possible impacts on the statewide supervision system.

Changing data entry standard for missing SIDs

Anoka proposed a new standard data entry convention for clients with missing or unknown SIDs. Proposal was to use *suspenseDate* (i.e. *suspense09*) instead of *NAdate* (i.e. *NA12012009*). After debate, the committee agreed to keep the standard as is and reject the proposed change from Anoka County.

Case number standards

Jennye informed group that at another meeting she attended Deb from DOC stated that not all counties are entering case numbers the same way into CSTS. It wasn't clear what the issue was for the DOC related to S3. Jennye said she'd follow-up with Deb to get clarification.

Standards Manual review

Committee began process of reviewing the manual and updating it where needed. Jennye first asked group to offer input about style and formatting of manual. Opinions were expressed and gathered for use later at the appropriate time. Group started reviewing manual and agreeing on standards for the data fields. Review will continue at February meeting.

Next Meeting:

Tuesday, February 23, 2010

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