



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 February 23, 2010, 9:30 a.m.-11:45 a.m.

In attendance: Jennye Croft and Brenda Kieffer, Dakota; Paul Schroeder, Ramsey; Brenda LaFayette and Julie Bruns, Sherburne; Dan Traun, DOC; Nancy Tallman, Wright; Heidi Rademacher, Scott; Dan Pepper and Wendy Anderson, Washington; Brandy Christiansen, Goodhue; Susan Moser, Anoka; Lynn Rohlf; ARC; Jan Krugman, DOC; Jeanne Cook; Todd-Wadena; Barb King, STI

CSTS reference table utility

A discussion was continued from the January meeting regarding using the reference table utility to convert juvenile disposition types that were in adult stay type reference table from legacy data to juvenile disposition reference table. The group went over what disposition type values are being used and what the standards should be for those values. Paul proposed research what values are in use in the MNCIS system. Group will hold over decision on issue until Paul reports back to group at next meeting about what he learned.

Case sealing and/or expungement issue

Jan had issue with not being to delete a case that was to be expunged because it had a fee attached to the case. She asked group for suggestions on how to resolve issue. It was suggested that she could delete the fee through "back end" using Access linked tables. Barb told Jan she had an easier way to fix the problem and will explain that to her after the meeting or at a later date via telephone.

Victim bucket in CSTS

Jan brought question to group about whether there should be something in the standards document detailing how linked cases interact with victim data. It wasn't clear to group how that functionality worked in CSTS. Dan will research how it works and report back to group at next meeting.

Use of language and interpreter needed fields

Topic brought forth as to what, if any, standard there should be around how the language and interpreter needed fields should be used (i.e. language of client or parent, etc.). After discussion the proposed standard for recommended usage was: If the interpreter needed box is checked that the language field should be populated with the language in need of interpretation. The standard applies to the client, not the client's family or any other person. Additionally, if an interpreted is needed for a parent or other person related to or working with client, then an Alert for an interpreter should be entered with a comment as to who is in need of interpretation as well as the language.

Chrono code usage

Question brought to committee regarding user roles and how they impact the ability to add and/or edit chronos. Any user can add chronos if their permission allows it – the difference for agent and supervisors is their name can be displayed in the “Agent” column where non-agent/supervisor roles will default to the current assigned agent. The author of the chrono and the assigned agent have rights to edit chronos

Addresses in COMS

Barb informed committee members of an issue with COMS that prevents data exchange if the street name field is not populated. Something must be entered into that field to allow for data to transfer. Suggested that unknown or NPA be entered in the street name field for those clients without an address.

Standards manual review

The group continued its review of the standards manual. Reviewed and came to agreement on the standards values for data fields on page three of the manual.

Next Meeting:

Tuesday, March 23, 2010

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