



Minnesota Counties Computer Cooperative

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MCAPS Development Team Committee Minutes Conference Call June 17, 2010

Voting members present:

Becky Larsen (City of Rochester)

Dan Carlson (Rice County)

Debbie Marshall (Crow Wing County)

Diane Roseen (Roseau County)

Jean Roper (Olmsted County)

Judy Korbl (Kandiyohi County)

Kay Leeseberg (Hubbard County)

Lori Collins (Sherburne County)

Marilee Barrientos (Winona County)

Nancy McLean (Hennepin County)

Rhea Grove (Polk County)

Robin Finke (Swift County)

Ryan McNamee (Carver County)

Sara Reindal (Freeborn County)

Theresa Treptau (Hennepin County)

Other members present:

Carrie Shea (Docutech)

Dave Schueck (Intertech)

Dan Anderson (Intertech)

Kathy Eiler

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

1. Review minutes/Approve agenda

M/Dan Carlson, S/Diane Roseen to approve the June 3, 2010 minutes.

M/Sara Reindal, S/Judy Korbl to approve the Agenda for this meeting.

2. MCCC Conference

There was good attendance at the conference and there was a lot of good input from the sessions/demonstration by Intertech and Docutech. Kathy Eiler has posted the resource materials from the presentations on Basecamp and Mike Nelson has e-mailed the PowerPoint presentations to users. Kathy Eiler put together a list of questions/concerns from the conference with the most common concerns as 1) Windows 7 as the only platform 2) E-mail/word processing capability 3) calendaring integration with MNCIS.

3. Business Questions

School Crime Reporting – Hennepin County has 2 reports of school related crimes for school districts over a given period of time. The consensus was that this report would be helpful in MCAPS v4 with adding fields

for school name, district, and bus/bus stop. It was also decided to incorporate the report for the offense types or offense severity. Dan Anderson or Carrie Shea will update the canned reports use case accordingly.

Case Statistics Report – Hennepin County uses a report which breaks down cases by decision and race. The consensus was that this report would be helpful in MCAPS v4. Dan Anderson or Carrie Shea will update the canned reports use case accordingly.

4. Expungement

It was clarified that “Sealed” means that the Court has sealed their records and doesn’t affect our file in MCAPS. “Expunged” means we seal our file; the actual paper file is not destroyed or taken out of MCAPS. Flags will be created for these and will highlight the fact that it is a sealed and/or expunged case. A report will also be able to be created from these flags. After further discussion, it was mentioned that “Expunged” should probably delete all information on that file in MCAPS. There will be more need to look into the expungement statute before making a decision on this case. This was tabled for future approval.

5. E-Calendar

There was a survey sent to MCAPS users regarding E-Calendaring, which essentially provides integration among the MCAPS and MNCIS calendars. So far 41 responses: 34% in version 4 (March-June 2011), 5% in third quarter of 2011, 7% in fourth quarter of 2011, 15% ASAP in 2012, and 39% no opinion. Intertech and Docutech need to estimate the effort required to build this functionality into MCAPS v4, and then return to this team with that cost estimate for further discussion.

6. Other

There was a MCAPS version 4 survey sent earlier this week – So far 70 responses. If you haven’t completed the survey, please do so ASAP.

Of the responses so far, 18% of users are currently using Windows 7. According to the survey, 78% of IT staff plan to deploy Windows 7 within 0-3 years on attorney’s desktops/laptops.

Discussion was held on the MNCIS charges penalty text. If there are any problems with the MNCIS charges in MCAPS3, they should be sent to Kathy to be added to the user feedback document.

7. Adjourn

M/Debbie Marshall, S/Dan Carlson to adjourn the meeting. The meeting was adjourned at 2:20 p.m. The next meeting will be held by telephone conference on July 1, 2010 at 1:00 p.m.

Minutes respectfully submitted by Rhea Grove, Polk County