



## 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

### MCAPS Development Team Committee Minutes Conference Call February 25, 2010

Voting members present:

Dan Carlson (Rice County)  
David Walker (Freeborn County)  
Kari Eickman (Crow Wing)  
Diane Roseen (Roseau County)  
Judy Korbl (Kandiyohi County)  
Rhea Grove (Polk County)  
Ryan McNamee (Carver County)  
Sara Reindal (Freeborn County)  
Nancy McLean (Hennepin County)  
Theresa Treptau (Hennepin County)  
Becky Larsen (City of Rochester)  
Marilee Barrientos (Winona County)  
Kay Leeseberg (Hubbard County)

Other members present:

Lisa Meredith (MCCC)  
Carrie Shea (Docutech)  
Dave Schueck (Intertech)  
Kathy Eiler

The meeting was called to order at 1:03 PM

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

M/Judy Korbl, S/Kari Eickman to approve the February 11, 2010 minutes.  
M/Rhea Grove, S/Dan Carlson to approve the Agenda for this meeting.

#### **2. Work Order Approval**

The committee reviewed a work order that Mark will use to submit to MCCC for payment.

#### **3. Intertech Status Report**

Intertech continues to create approximately 180 use cases, work on the architectural design, and the business requirements. When first drafts of the use cases are completed, they will be put on the base

camp site for our viewing. Dave Christianson has been added to the team to help create the business requirements.

#### **4. SME Conference Call**

The civil and report SME's held a conference call on February 24 with Intertech. They are encouraging offices to collect a list of what MCAPS does now in those areas and what you want to keep, what features in MCAPS could be eliminated, and what MCAPS does not do now but could do for your office in the future.

Jodi Hilbert was removed from the Reports SME committee and Nancy McLean and Kay Leeseberg will be added to the Reports SME committee.

#### **5. Adjournment**

M/David Walker, S/Dan Carlson to adjourn the meeting. The meeting was adjourned at 1:49 p.m. The next meeting will be held by telephone conference on March 11, 2010 at 1:00 p.m. (Since Ryan will be on vacation, Dan Carlson volunteered to be the chair for our next meeting).

Minutes respectfully submitted by Rhea Grove, Polk County