



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 May 27, 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)
Marilee Barrientos (Winona County)
Nancy McLean (Hennepin County)

Rhea Grove (Polk County)
Robin Finke (Swift County)
Ryan McNamee (Carver County)
Sara Reindal (Freeborn County)
Shari Hiller (Rice County)
Shari O'Donnell (McLeod County)
Theresa Treptau (Hennepin County)

Other members present:

Carrie Shea (Docutech)
Mark Theobald (Docutech)
Dave Schueck (Intertech)

Dan Anderson (Intertech)
David Christianson (Hennepin County)
Kathy Eiler

The meeting was called to order at 1:05 PM.

1. Review minutes/Approve agenda

M/Debbie Marshall, S/Shari O'Donnell to approve the May 20, 2010 minutes.
M/Dan Carlson, S/Diane Roosen to approve the Agenda for this meeting.

2. Intertech Status Report

Dan, Carrie and Dave C. continue to work on the detailed use cases and incorporating BCA feedback and performing gap analysis of the use cases against Hennepin County business requirements/Legal Edge.

Intertech, Docutech, and SWAT Solutions staff are now housed at the Intertech facility in Eagan, Minnesota. This arrangement has provided greater visibility and faster response to obstacles. Steve Timmerman has replaced Chad Crane for SWAT Solutions. The Users Group approved a proposal to hire EatonGolden for usability testing and to work with the programmers to provide consulting on the user interface of the program.

They continue to work on the demonstrations for the Development Team June 3 meeting and the MCCC Conference on June 8. The same demonstrations will be held at both meetings with some handouts being provided at the MCCC Conference.

3. Business Questions

Case Types – It was decided to add a new case type called “Outreach/Prevention”.

File Status –

New File status of “deferred” – There was no desire to have “deferred” as a file status and that this is more of a procedural status.

Should status of “expunged” be tracked? - This will be tracked as a new flag on the case, but you will be able to tell that the case was expunged without actually opening the case.

Should status of “sealed” be tracked? - After some discussion on how cases are sealed, Dan Carlson will provide to Dan Anderson an expert on this and if it is needed, then it will be new flag like in the expunged cases.

Should the status of “on appeal” be tracked? – There would be a procedural status “on appeal” that could be redefined by each county as they would want it.

Offense Type – This would be very valuable feature to have these offense types in MCAPS4. After a vote, it was agreed that we want this feature and each office could decide whether or not they use it as “law enforcement suggested offense type”.

Child Support Cases – Should MCAPS4 capture additional data elements regarding recognition of paternity? It was decided that adding recognition date and an indicator for signed affidavit of non-paternity would be useful.

CHIPS Cases - It was decided that we want to keep the current “Per Child Info” that is in MCAPS, and also add the ability to list the out of home and in home placement dates.

4. Other

Discussion was held on the MCCC Conference and who will be attending from the Development Team.

5. Adjourn

M/Dan Carlson, S/Debbie Marshall to adjourn the meeting. The meeting was adjourned at 2:29 p.m. The next meeting will be held by telephone conference on June 3, 2010 at 1:00 p.m.

Minutes respectfully submitted by Rhea Grove, Polk County