



**INTERSTATE COMMISSION FOR JUVENILES
SPECIAL PROJECTS AD HOC COMMITTEE**

Minutes
April 17, 2018
2:00 p.m. EST

Committee Members in Attendance:

1. Jeff Cowger (KS), Chair
2. Pat Pendergast (AL) Commissioner
3. Judy Miller (AR), Commissioner
4. Tony DeJesus (CA), Designee
5. Anne Connor (ID), Designee
6. Dale Dodd (NM), Commissioner
7. Natalie Dalton (VA), Commissioner
8. Jedd Pelander (WA), Commissioner

Committee Members Not in Attendance:

1. Barbara Murray (AK), Commissioner
2. Traci Marchand (NC) Commissioner
3. Jacey Rader (NE), Commissioner
4. Cathlyn Smith (TN) Commissioner
5. Shelley Hagan (WI) Commissioner

Non-Voting in Attendance:

1. Maxine Baggett (MS), South Representative
2. Abbey Christian (NE), Midwest Representative

ICJ National Office Staff in Attendance:

1. MaryLee Underwood, Executive Director
 2. Emma Goode, Training and Administrative Specialist
 3. Jenny Adkins, Project Manager
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Call to Order

Chair Cowger called the meeting to order at 2:00 PM EDT.

Roll Call

Director Underwood called roll and a quorum was established.

Agenda

**A. Connor (ID) made a motion to approve the agenda. P. Pendergast (AL) seconded.
The motion passed.**

Discussion

Survey Results – SWOT for Electronic Information System

- Chair Cowger summarized the results of the 2018 Electronic Information System Survey Report. The survey was distributed to obtain feedback on the use of national and state-level data systems, including JIDS. The following results were obtained:
 - 49 states/territories represented
 - Compact office users represent 23% of responses
 - Field users represent 77% of responses
 - 50% of respondents have used JIDS since launch in 2012
 - 40% indicated they “rarely” use JIDS
- Chair Cowger shared the dual case entry and JIDS user numbers summary. He summarized the issues reported to the JIDS helpdesk.
- Chair Cowger shared comments that were categorized and most of the comments were focused on opportunities to improve JIDS enhancements to the current system.
- C. Alfonso (NJ) gave feedback on the ICOTS electronic data system used by the Interstate Commission on Adult Offender Supervision (ICAOS). She shared that it is a very streamlined system and it’s user friendly. She stated that it allows for case management and shared information.
- Regarding ICJ’s current system, Director Underwood noted that it is a forms management system based on an application from File Bound. InStream is the vendor who maintains JIDS and makes customizations. The Technology Committee is currently considering JIDS enhancements that may address some of the concerns raised. Nonetheless, the system is somewhat limited because it was not built from the ground-up specifically for ICJ.
- P. Pendergast (AL) expressed frustration regarding password and user ID issues with JIDS.
- A. Connor (ID) asked if it was feasible to use NIECE, the system developed by AAICPC. Director Underwood reported that it is not feasible to use a system developed for another compact because they are built specifically around the rules of each compact.
- Chair Cowger suggested that multiple steps could be taken: (1) Submit a JIDS enhancement package to InStream to determine what issues could be addressed in JIDS (2) Engage a consultant to develop a Request for Information (RFI) to explore other options (3) Reach out directly to the developers of ICOTS and NIECE.
- Director Underwood reported that the National Office has made contact with SEARCH, the National Consortium for Justice Information and Statistics. This organization was engaged to assist with consultancy when the RFI was developed that lead to the development of JIDS. They have worked with ICAOS on other issues and have expressed an interest in working with ICJ again.
A. Connor (ID) made a motion to authorize the National Office to contact SEARCH to discuss a consulting agreement to explore technology alternatives.
D. Dodd (NM) seconded the motion. The motion was approved.

Committee Ideas for Spending Priorities

- Chair Cowger reviewed the survey results for using the monies from the surplus of funds from the disaffiliation. He noted that the top priority was “major technological upgrades,” followed by “training videos and/or public awareness campaign,” and then “expand and/or enhance face-to-face meetings.”

- Director Underwood reminded that FY 18 ends June 30, 2018. Any funds allocated but not spent, for Special Projects in FY18 will be carried over into the ICJ savings to FY19, unless another recommendation is made.
- The Committee discussed and recommended several small projects. A. Connor (ID) suggested training videos and a public awareness campaign.
- Chair Cowger reminded members that unspent funds will not be lost but are retained in savings.

Old Business

- **J. Miller (AR) made a motion to approve the January 17, 2018 meeting minutes. A. Connor (ID) seconded. The motion was approved.**

New Business

- The Committee decided that additional information is needed regarding what would make JIDS more user friendly.
- **Next meeting May 22, 2018.**

Adjourn

- **Chair Cowger adjourned the meeting by unanimous consent at 3:08 p.m. EDT.**