

# Cordele Judicial Circuit Data Exchange Meeting Minutes

January 18, 2007

The meeting was held at 10 a.m. in the Crisp County Courthouse located at 210 7<sup>th</sup> Street South, Cordele, Georgia 31015.

**Minutes from previous meeting:** The minutes were approved with no changes.

**Indictment, accusation and order for dismissal exchanges:** Sara Brown of Metatomix reported that these exchanges are flowing out of the District Attorney's office, but no other system is ready to receive them yet. Judge Pfeiffer posed the question of how warrants dismissed by the Magistrate Court are handled by the data exchange platform. The Magistrate Court dismisses 2-3 warrants per year. Sara Brown said the best solution in that case is to have the officer requesting the dismissal to go straight to the District Attorney's office to do so in future.

**Next release plan:** Release 2.5.1 is scheduled to go into production on January 22 and will include enhanced audit reports that will help better identify dropped documents, a fix to allow incident numbers with dashes, and the ability for users to change their passwords. Release 2.6 is scheduled for January 26 and will include exchanges for the disposition, notice of appointment and court calendar documents.

**Bond notification exchange:** This exchange is scheduled for release 2.7. Sara Brown noted that the bond amount is set in Icon at the case level and is broken down to charge level by the time it reaches the Sheriff's Office and posed the question of how the data exchange should account for that discrepancy. Judge Pfeiffer informed the group that his Icon software has the ability to handle bond either way, but in the merge documents, the bond always shows up at the case level and his concern is therefore that he doesn't necessarily want the total bond amount to decrease just because the District Attorney drops a charge or charges. Judge Pfeiffer has discussed this with the Superior Court and will adopt whatever policy they deem best. Jean Rogers reported that she is researching different methods of setting bond in order to determine the best one and she will report her findings to the group at the next meeting. Sara's solution for the moment is to include a bond field at each level for now, which will allow Metatomix to continue development without knowing the exact procedure. Bond surcharges are added at the jail and each agency needs the aggregate amount, which means that the exchanges are not correctly defined as we have them. The proper procedure will have the Magistrate setting bond and sending that information to the Sheriff, who will then add surcharges and send the aggregate amount out to all agencies.

**Booking report exchange:** Andy Hulsey of PACGA reported that the price of the booking report had been negotiated into the recently signed contract for data integration in the Dublin Circuit and that development and initial implementation of the booking report will take place in Crisp, though no development time line has been set because we are currently waiting for the invoice to be paid. The first step is obtaining the Sheriff's permission to share the booking report information with all participating agencies who wish to receive it. Jean Rogers posed the question of whether the booking report exchange will be connected to LiveScan. Sara Brown suggests one option is to set the trigger for the exchange to be any time a booking

report is updated. Pete Chambers suggested another option is to have a "LiveScan verified" flag on the booking report and set the trigger to activate only when that field is checked off. Ray Long of MDS reports that MDS is adding just such a field to its jail software in operation in the Ben Hill County Sheriff's Office.

**Ben Hill and Wilcox County jail lists:** Andy Hulsey reported that both jail lists were up and operational last week, but both are currently down due to separate issues. Sara Brown and Joey Jodoin of MDS isolated the Ben Hill issue on the drive down to Cordele this morning and the list should be back up before the end of the day. The Wilcox list is down because the Sheriff's Office there recently changed out some of its network hardware without notifying anyone on the data exchange team. The result is that the connection to their server was lost and they are having difficulty restoring it. Ray Long of MDS volunteered to have a look at their firewall to see if he could fix the issue when he is in Wilcox County next Monday.

**Dooly County jail list:** Randy Lamberth of the Dooly County Sheriff's Office reports that they are in the process of upgrading their Police Central RMS and hope to be finished by the beginning of February. Andy Hulsey reported that he has established the necessary connection to the server and the jail list is ready to go up as soon as the database is available after the upgrade.

**Ben Hill Magistrate Court Update:** Andy reported that the Court has their Icon RMS on a high speed connection behind a firewall and that there is no one in the office who can open a port for the connection, nor do they know who to contact. Col. Bishop of the Ben Hill Sheriff's Office suggested contacting Ben Hill County Manager David McCranie to ask for assistance in this matter.

**Dooly Magistrate Court:** Andy reported that he had an update on January 17 from Judge Willis indicating that the AOC is still working on migrating his MCIS system to a SQL back end. Attempts to contact Byron Branch of the AOC, who is leading the migration, have been unsuccessful.

**Dublin Circuit:** Andy reported that PACGA has signed a contract for a data integration project in Dublin Circuit that will use the same exchanges as developed and first implemented in Crisp County and the Cordele Circuit. No kick off date has yet been set due to pending invoice and payment actions.

**Other Business:** Jean Rogers reported that her RMS vendor, Icon, would likely be expecting payment for work going in forward in Dublin. Andy reported that at the Dublin MOU meeting, Rick Malone, Nolan Martin and he made it clear to all involved that they could expect their vendors to charge them for work performed because the services for the data integration clearly fall outside standard maintenance and support contracts.

**Next meeting date:** Friday, February 23 at 10 a.m. in the Crisp Law Enforcement Center.

**Meeting Attendees:**

Judge Pfeiffer	Mary Jo Cox	Pete Chambers	Randy Lamberth
Alice Fowler	James Graham	Ray Long	John Crow
John Bishop	Jean Rogers	Marla Kosier	Sara Brown
Andy Hulsey			