



## INTERSTATE COMMISSION FOR JUVENILES

### Technology Committee Meeting *Minutes*

November 15, 2016  
2:00 p.m. EST

---

#### **Committee Members in Attendance:**

1. Shelley Hagan (WI) Chair
2. Judy Miller (AR) Designee
3. Michael Farmer (CA) Designee
4. Julie Hawkins (MO) Commissioner
5. Daryl Liedecke (TX) Commissioner
6. Natalie Dalton (VA) Commissioner
7. Jen Baer (ID) Ex officio
8. Holly Kassube (IL) Ex officio
9. Maxine Baggett (MS) Ex officio
10. Abbie Christian (NE) Ex officio
11. Joy Swantz (WI) Ex officio

#### **Committee Members Not in Attendance:**

1. Sherry Jones (MD) Commissioner

#### **Guests in Attendance:**

None

#### **Staff in Attendance:**

1. Ashley Lippert, Executive Director
2. Emma Goode, Administrative and Logistics Coordinator
3. Shawn Robinson, Training and Administrative Coordinator
4. Jennifer Adkins, Project Manager

#### **Call to Order**

Chair Hagan called the meeting to order at 2:00 p.m. EST.

#### **Roll Call**

A. Lippert called the roll and a quorum was established.

#### **Agenda**

**J. Hawkins (MO) made a motion to approve the agenda. M. Farmer (CA) seconded. The motion passed.**

## Minutes

**J. Miller (AR) made a motion to approve the June 8, 2016 meeting minutes. J. Hawkins (MO) seconded. The motion passed.**

## Discussion

### **JIDS Fall 2016 Enhancements**

- Chair Hagan announced the JIDS enhancements are now live effective November 14, 2016, and complimented the look of the new enhancements.
- J. Adkins updated that the enhancements impacted: three e-forms, seven workflows, one new custom report, and one edit to an existing custom report. Live JIDS enhancements trainings were conducted for four days prior to the go live date. An on demand training is now available on the Commission's website.

### **JIDS**

- J. Adkins updated that InStream will now focus on the JIDS upgrades (FileBound 7.0). An updated will be provided at the next meeting.
- J. Miller (AR) commented that the Form IV appears blank until you click on it. J. Adkins reported that it appears to be a result of the latest adobe reader plug in pulling info from JIDS to populate the form. Chair Hagan noted she has had the issue and will troubleshoot with Jenny should it occur again.
- 

### **Old Business**

- J. Swantz (WI) requested that hair color choices be modified to brown rather than light brown and dark brown for more accurate information. J. Adkins updated that the request was added to the enhancement tracker in June and cautioned that changes to forms may impact saved forms. J. Swantz (WI) noted the description was also on Forms III, IV, VII, and VIII. J. Hawkins (MO) agreed to the criticalness of the information on the Form III.
- Chair Hagan requested that the National Office review the forms for the appropriate distinctions and make a recommendation at the next meeting as whether or not the dropdowns should be amended on the forms.

### **New Business**

- J. Hawkins (MO) requested consideration to modifying the final travel plan to allow more information to be inserted. The Technology Committee discussed air and ground transportation information and brainstormed suggestions. Chair Hagan recalled that the intent of the form was to "tell the story". N. Dalton (VA) suggested two forms, one for air travel and one for ground transportation.
- Chair Hagan requested that the National Office mock up revisions with examples for the Technology Committee to discuss at the next meeting.

### **Adjourn**

- The next meeting of the Technology Committee is January 17, 2017.
- Chair Hagan adjourned the meeting without objection at 2:33 p.m. EST.