

## SAVIN Governance Committee Meeting



**Date:** August 25, 2011

**Time:** 12-2 PM

**Place:** Lewis and Clark Room – Capitol Building, Bismarck

**Present:** Terry Traynor, Betsy Trumbauer, Pam Nesvig, Troy Fleck, Phil Pfennig, Sharon Schmidt, Heidi Smith, Terri Wedding, Amy Vorachek, Linda Isakson and via conference call Debbie Tibiatowski

**Absent:** Bret Burkholder, Tracey Trapp, Ross Munns and Janelle Moos

**New Members:** Phil Pfenning and Betsy Trumbauer are both new members. Phil Pfenning has taken over Lonnie Grabowska's position. Betsy Trumbauer was recently chosen to be the new North Dakota Victim Assistance Association President.

### Site Visit

- Terri Wedding, Appriss Account Manager, was on-site this week for ND SAVIN's service review. Terri provided the committee a brief overview of what a site visit involves. Terri highlighted relevant stats for comparable 12 month periods: New registrations have increased 3%, email notifications increased 161%, outbound notifications increased 147% and VINELink usage increased 16%.

### SMS/Text Messaging:

- ND SAVIN went live with text messaging on 07-28-11. Heidi Smith advised that she has been both using and referring others to use this new method of notification.

### SAVIN/VINE Custody

- Focus Group: An ND SAVIN Jail/Custody Focus Group comprised of jail administrators was put together in May. The group met in June and will meet again in September. The main goal is to review the Fair Treatment Standards for Victims and Witnesses (N.D.C.C. 12.1-34) and see how ND SAVIN fits into the current law and what changes may need to be made. The group will also work on putting together a ND SAVIN referral and usage procedure for jails to use.
- Victim Data Pull: The Victim Data Pull project will extract victim information from a county jail's JMS and automatically register them for notifications. Stutsman County and Grand Forks County were identified initially as jails to implement this new service however Stutsman's vendor, CIS, was found to be cost prohibitive to work with at this time. The project will move forward with Grand Forks County and now Burleigh County. Properly educating referral staff was identified as key. Troy Fleck advised the Burleigh County Sheriff's Office the Bismarck Police Department have tear pads with all the community resources on it; there is also a place to put the case number. Committee

members discussed getting ND SAVIN and the PIN process on this tear pad would be necessary. Troy will find out who handles these tear pads at Burleigh County and Amy will contact Chief Keith Witt from the PD.

- Project Status for Remaining Jails:
  - McKenzie: The project is slowly moving forward.
  - Morton: Last week the agency was provided a demo of DSI-Lite, which is the free JMS that Appriss provides jails. The agency appeared interested but was concerned about the system lacking a medical portion. Appriss is going to contact other agencies of the same size and inquire how they handle this while staying within HIPAA regulations.
- Service Outages: Appriss performs a weekly service outage every Wednesday morning at 5 AM Central time. Terri explained this provides a window each week for Appriss to perform updates and take care of other maintenance related items.

### **SAVIN/VINE Probation and Parole**

- Review Types of Notices Sent: Tabled till next meeting.

### **SAVIN/VINE Protection Order**

- Updates/Usage: Amy explained usage for this module is disappointingly low. Over the past year Amy has met with several domestic violence agencies to provide training. During the training people seem enthused about the system however after these trainings there is little to no change in usage. The group discussed why this might be occurring. Betsy Trumbauer and Linda Isakson both presented areas of concern with how all the systems (Odyssey, COPS, and ND SAVIN) interact. There is confusion amongst advocates with what should be entered into COPS versus what is entered in to Odyssey. Pam Nesvig gave an example of orders not always showing in the system till the next day; Terri thought this more than likely data entry related. A meeting was conducted in June with reps from ND Courts, ND CAWS and ND SAVIN to discuss how all the systems work together. Linda Isakson will discuss these concerns more with Janelle Moos, ND CAWS Director, as well as the domestic violence directors. Amy has a meeting scheduled with Janelle on 09-16-11 and will continue to work with ND CAWS and ND Courts on these items.
- Advanced Notification for Expiration: Currently expiration notices are only triggered 30 days prior to when the order expires. If someone registers during that window they won't get notice, Appriss has opened an RFP to address this. Amy asked the group if this was sufficient, should another reminder notice be sent for example 15 days prior, or the day of? Linda thought there was case law regarding timeframes for when an order can be taken out or reapplied for, she will look into this. Terri Traynor suggested that if the courts enter in victim/petitioner information that the Victim Data Pull project may be able to assist with getting more petitioners registered. Amy asked Terri to look into this.

### **SAVIN/VINE Sex Offender**

- Updates/Usage: Usage is low for this module however over the last couple of months there has been a spike in usage. The Attorney General's site is more robust than ND SAVIN's however ND SAVIN does provide phone notifications and notifications on low risk offenders. Amy asked Phil

Pfenning to assist her with reviewing this module's future. Discussion will need to occur on whether or not the service fees would be better spent elsewhere. Amy will schedule a meeting with Phil in September or early October.

### **SAVIN/VINE Courts**

- Project Updates: The VINE Courts module went live 04-28-11. Since going live the system has had very little issues; most issues have been data entry related. ND SAVIN/Courts webinar trainings were conducted in June, August and will be provided again in November.

### **VINELink**

- The ND VINELink homepage was recently updated. The format is HTML which limits what can be done. The Parole and Probation disclaimer was removed and is now on the homepage.
- VINELink Registrant Classifications: Betsy asked to discuss the classifications that are used in VINELink when registering. Currently ND SAVIN has Victim, Concerned Citizen and Family Member of the Victim. Since many service providers use the site it may be nice to capture this. It was decided to add "Service Provider" to ND's Registrant Classification.
- Searching: When searching should the DOCR have its own category or continue to be included in the "All Agency"? Heidi expressed keeping it as is so those searching are not limited to searching just the DOCR as at times victims may think the offender is at the DOCR and come to find they are still incarcerated at the Cass County Jail. Committee members agreed therefore will leave as is.

### **SAVIN Public Relations**

- Marketing Status: The ND SAVIN commercial and web banner will run this fall, looking at October.
- Social Media: Terri advised Appriss can assist with setting up Facebook and Twitter. Amy would like ND SAVIN to have a Facebook site by the end of the year.

### **Other Items:**

- Cancel Call Procedures and Critical Incident Management: Heidi and Amy reviewed these items with Terri and will put together more information relevant to ND for the next meeting.
- SAVIN Governance Committee (SGC) Membership & Meeting Frequency:
  - Amy attended a SAVIN conference this spring and SGC membership was discussed. It was suggested that an IT person be part of a state's SGC. The group agreed that this would be a welcomed addition to the committee. Phil will check with Randy Mildenburger to see if he is willing and able to join.
  - It was discussed that the group will try to meet 3 times a year; 1 conference call and 2 on-site meetings. The next meeting will be a conference call scheduled in December; on-site meetings will be scheduled for sometime in April and August.