In Attendance:
1) Ray Wahl (UT) Commissioner, Committee Chair
2) Paul Gibson (KY) Commissioner
3) Susan Morris (OK) Commissioner
4) Dale Dodd (NM) Commissioner
5) Alicia Ehlers (ID) Designee, Ex-Officio
6) Crady deGolian, CSG

Absent:
1) Mark Boger (ME) Commissioner

- Crady deGolian called the roll to begin the meeting. Five of the six committee members were present, ensuring there was a quorum.
- Next Chair Wahl asked for a motion to approve the minutes from 3/17/09 IT Committee call.
  - Crady deGolian noted that the date of the next call needed to be changed from 4/16/09 to 4/21/09. That was the only change the group made.
  - Paul Gibson moved to accept the amended minutes and Dale Dodd seconded. The minutes were adopted and will be changed on the Web site.
- The committee next discussed the survey that Paul Gibson and Susan Morris developed.
  - Chair Wahl checked to see if everyone had received and reviewed the survey and asked if anyone had particular thoughts about it.
    - Alicia Ehlers raised a question about tracking gang members. She noted Idaho had recently begun this and was curious if other states did anything similar. She thought this might be a good question to add to the survey.
      - Paul Gibson thought it was an appropriate question to ask.
      - Dale Dodd asked Alicia if she was talking specifically about documented cases or simply juveniles who claim to be associated with gangs.
        - She was open to phrasing the question however the group thought was best.
      - Susan Morris did add that OK is already tracking this. She was fine with adding it, though she also acknowledged that it may be a while before states have any hard data.
        - Ray agreed with Susan, noting that kids don’t often disclose gang affiliation.
      - Paul suggested asking “does your state collect gang affiliations and gang related activity on incoming and outgoing cases.”
        - Susan thought this would work, but she suggested breaking it into two questions.
        - Group agreed with Susan and Paul’s suggestions.
• Chair Wahl next noted that the survey does not distinguish between probation and parole.
  • Susan agreed with Ray’s suggestion and recommended breaking the survey into three sections – probation, parole, and runaways.
  • The committee agreed to this change.
• Paul Gibson noted that question 3 and question 16 were duplicates. Susan Morris agreed to take one out and renumber accordingly.
• Alicia Ehlers pointed out there were a couple of places where ICI was used instead of ICJ.
• Dale Dodd asked what the meaning of automated equipment was. Susan Morris noted that the question was asking about computers.
  o At this point the group finalized the survey.
  o Chair Wahl suggested a relatively short timeframe to complete the survey once it is circulated. The committee thought two weeks was reasonable.
    • Ray also asked if it would be possible to have the survey results by the next call.
    • Crady deGolian thought this too was reasonable.
  o Dale Dodd asked if the committee should send the survey to all 50 states or just member states of the new compact.
    • The committee agreed to send the survey to the DCA in all 50 states. They thought the information would be useful as new member states came on board.
  o Susan Morris agreed to update the survey and send the new version to Crady deGolian.
  o Crady did ask if the group would prefer to use Survey Monkey, which CSG already uses, to distribute the survey. The major advantage of using Survey Monkey is that it is paperless and tabulates the results automatically.
    • Several committee members had used Survey Monkey in the past and thought this was a very good idea. The group agreed.
• Alicia Ehlers next raised the issue of becoming paperless by scanning documents and sending them via e-mail.
  o Several states are already doing this and Alicia thought it was important for the committee to at least begin the discussion.
  o Dale Dodd noted that his system cannot handle huge documents.
    • Paul Gibson agreed with Dale and recommended that documents less than 30 pages be scanned and e-mailed and documents larger than 30 pages be sent using regular mail.
  o Chair Wahl agreed that this was an important issue, but thought it might be appropriate for the rules committee to take it up.
  o Susan Morris did note that question number 7 of the survey asked about a state’s capacity to scan documents and question number 11 asks about receiving scanned documents.
  o The group concluded this was something that the rules committee should consider first. Ray agreed to pass the committee’s thoughts along to Gary Hartman, Chair of the rules committee.
For the time being the committee thought it was appropriate to continue receiving scans as long as they were an option for the receiving state.

- Next Chair Wahl provided a brief overview of the last Executive Committee call.
  - During the last call the Executive Committee discussed what organizations were appropriate to invite to serve as Ex-Officio members of the new Commission.
  - The committee also considered potential locations for the second annual meeting and agreed to have CSG research Phoenix, Dallas, and Albuquerque.
  - Ray also discussed the survey the IT Committee was developing during the last call. He thought it was appropriate to allow the Executive Committee to review the survey before circulating the final version.
    - The committee agreed with Ray’s suggestion.
- Chair Wahl asked if there was anything else the committee would like to discuss.
  - The next call is scheduled for May 19.
  - Hearing no other old or new business, Ray adjourned the call.