

STATE OF TEXAS §

COUNTY OF HENDERSON §

BE IT REMEMBERED, that the Henderson County I.T. Committee met in Regular Session on January 20, 2016 @ 1:30 P.M. in the Annex 2nd Floor Conference Room in Athens, Texas, with the following members present, to-wit:

ANN MARIE LEE	COUNTY AUDITOR,
CLINT DAVIS	COUNTY ATTORNEY
BOTIE HILLHOUSE	MAJOR, SHERIFF'S DEPT
WADE MCKINNEY	COMM. PCT. #2, CHAIRMAN
SCOTT MCKEE	DISTRICT ATTORNEY, absent
MICHAEL BYNUM	COUNTY TREASURER
KEN GEESLIN	COMM.PCT. #4
MARY MARGARET WRIGHT	COUNTY CLERK, absent
TOMMY BARNETT	J.P. PCT. #5

And guests, Josh Brock, IT Administrator; Sheriff Ray Nutt, Henderson County Sheriff; Judge Adams J.P. Pct. #4; Judge Pollock J. P. Pct. #2; Judge Duncan J. P. Pct. #3; Judge Daniel J.P. Pct. #1; Erik Ernst, Tyler Technologies; Angie Ewaskiw, District Clerks Office; Jane Crouch, Auditors Office; Jennifer Carmon, JP #5; Barbara Cox, Carol Allen, County Clerk's Office; Diane Russ, County Attorney's Office; Aundrea and Gina with Tyler Technologies via the phone;

Transacted the following business, to-wit:

Chairman McKinney called the Meeting to order at 1:30 P.M.

Consider and Take Action to approve the Minutes of previous IT Committee Meeting

Motion made by: Botie Hillhouse, Seconded by: Judge Barnett. Item passes.

Consider and Take Action on Phase One of the Odyssey Project, Athens Campus.

Aundrea – she has updated the spreadsheet

- A. Bar Code Scanner – new revision is the 2013.0.100 on 1/27/2006. This has been installed into test and will be patched into revision. Will get with Sheriff's office to test out new label and they can communicate with Josh. This can be done on a Sunday morning and the only office affected will be the Sheriff's office and for only up to 2 hours.
- B. Capias Pro-Fine – hold for 2014 revision
- C. GL and Fee Codes- tracking transition to OFM. This is back to October 31, 2015- most have cleared. Jane – She is requesting Erik's availability for

Susan, Angie & herself. Comm. McKinney stated we need these issues completed before we go on to Phase 2. Angie – we have had e-filing escrow issues since October on the Chris List.

- D. TDEX Report – still not signed by the State.
- E. Configuration Portal – this has been since 11/13/2015. We need training dates set up with Erik. Script does not work on make of vehicle it was covered up. This is set to be fixed tonight (1/20/2016) Brian from Sheriff's department needs to be notified. Comm. McKinney – We need to be able to trust our data.

Chris Report

- 1. E-Discovery – 193353 - last update was January 6, 2016, opened on 11/16/2015. Needs to be closed.
- 2. Changing an eliminator in monthly report, opened January 14, 2016. Need more information.
- 3. TRN. Need more information.
- 4. Escrow Issues – opened October 27, 2015 – Angie stated money needs to be moved. This was updated January 19, 2016. This has been assigned to Jeff Hobbs but no post from Jeff.
- 5. Check manager dates are still not in order. Erik will look into this issue.

Next meeting will be February 3, 2016. Erik will send out updates to Diane Russ. Diane Russ – we have 98% CJIS reporting, this enables non-profits to receive money from the state.

Aundrea and Angie left meeting.

Consider and Take Action on issues related to Phase Two of the Odyssey Project, Justices of the Peace.

Erik stated 2nd data push completed; doing internal review of issues. Negative balances on cases – will have to work with offices. Discussion on warrant conversion process. Preparing to complete warrant conversion from Net-Data to Odyssey with whatever status they have. At Go-Live we are going into Sheriff's data and any warrant issued by JP office prior to that – we can give list and if dispatch wants to verify or say programmatically it is an active warrant from JP Office in Odyssey and not pull the warrant but make them inactive. There are 221 of these warrants. He will leave up to Sheriff's office. Erik is working to prevent duplicate warrants. He can give list before Go-Live to verify. Botie – go ahead and give list to Sheriff's office before Go-Live.

Judge Barnett – could you briefly go over what the other judges did not hear about warrants and bring them up to speed.

Erik – if you recall, we had meeting in November to discuss how we were going to handle this. The basic condition we have is if we have warrants in Odyssey that JP Offices have sent to the Sheriff for service. Then we have warrants that are in Net-Data. We want to make sure:

- 1. All the warrants that need to be in Odyssey
- 2. Duplicate warrants.

We were going to use what was in the Sheriff's Office as the Gold Standard – going to push any warrant from Net-Data – whether it showed active status or not as inactive. Discussion at last IT Steering Meeting that some warrants not sent to Sheriff's Office for whatever reason. New approach now is – ***all warrants will be pushed from Net-Data.*** Sheriff agrees for law enforcement reasons for investigation. Couple of things

will happen. If there are warrants that the Sheriff doesn't have they will need to be scanned in or copies will need to be sent to Sheriff's Office because these will be pushed into Odyssey.

Sheriff stated he needs hard copy of all warrants. Judge Barnett – stated Sheriff's Office would make room for the hard copies.

Erik – architect for JP's produced for me a spreadsheet. From Net-Data extract we need any warrants appear to be active. Broken down by JP 1- JP 6, sorted by years and grouped into 10 year blocks. Our spreadsheet warrants total is higher than older total.

Comm. McKinney – work that had been done previously leading up, cleaning up and theirs does not reflect that, we are still trying to decide which is right.

Erik – going to ask Jane to get the raw list and see the differences. Will discuss with all the offices if there is some warrants that should be closed – giving some rules – o balance or x date. Tyler's list does not have a start date. Jane's list may not have gone back far enough. Anything before 2000 could have an inactive status.

Discussion was made as to how far back County Attorney's office wants to persecute. All agreed - warrants need to be cleaned up and JP offices are working on the clean-up.

Judge Adams – we can do what we want concerning this but if we do something that is not incongruent with the County Attorney Office to prosecute then it is a mute issue.

Clint Davis – certainly dates will count in prosecution and other factors as officer who issued ticket.

Erik – pointed out one defendant who had 7 warrants as an example.

Comm. McKinney – brings up the point of getting them all out of Net-Data then you can address them before putting them into Odyssey. The offices really need to be commended for the work they have done because it makes our balance sheet more precise.

Ann Marie Lee - it is not misleading with numbers that are not going to be collectable.

Botie Hillhouse stated when the officers make a stop and they know they are a criminal but all they have is a minor traffic offense - how important it is for officers to be able to see warrants in the field, it helps for investigation.

Sheriff Nutt – gives the Sheriff's dept. a chance to pick up defendants on JP warrants and then go from there with the investigation.

Judge Barnett – addressing the Sheriff – talk about warrants that are not valid.

Sheriff Nutt – The County has had this problem a few months ago where someone was arrested for an invalid warrant. The County was lucky to not be sued. We have to stay on top of this situation. We need to make sure the warrants are valid.

Comm. McKinney - when we were talking about partial payments – Odyssey will display the warrants. No more having to run Jail List.

Judge Barnett – if you have a Capias Pro-Fine warrant and the defendant comes in and makes payment – will warrant be recalled automatically?

Erik - it will make warrant inactive and the Sheriff can process it one of 2 ways.

1. Daily report
2. Follow up e-mail to the Sheriff's Department.

When the JP Offices take payment then the W will disappear in Odyssey from the party name, so if someone is pulled over then Dispatch will not look in a drawer because there is no Warrant icon flashing.

Judge Barnett - On the County Attorneys' side, they still owe money. If the defendant owes 400 dollars and they make a \$20 payment and the Capias Warrant is recalled then what recourse is there? If the Defendant is on a payment plan then we pull the warrant, if they default then they go to Capias Pro-Fine. Then if Defendant starts paying again and he gives \$20 – then if the computer takes warrant off when the payment is received then what recourse? In the past if I said if you pay \$200 or \$150, I would pull warrant then reissue if payment plan is not completed. We all need to get on same page. I am against it if they make a \$20 payment – they are already months behind before we do a Capias –

Erik – There are some options that can be set up as far as having to be paid in full **and you always have the option when you take the payment to not recall the warrant.**

Judge Pollock – it is going to be difficult to come up with a standard because every situation is different.

Judge Barnett - he agreed and stated the other concern the Sheriff had – if a defendant pays while his secretary is out, and the Judge writes a paper receipt – he doesn't know how to clear the warrant because that is not something he does – then defendant leaves office and gets arrested for the warrant – then we have the same scenario.

Comm. McKinney – that is why the system has to be the instrument of choice so that when it is put in there they automatically know. One of the drawbacks is not being able to do a paper receipt. Because for them to be able to trust what they see on the computer they have to believe in it and no paper receipts are floating around out there. Plus there is the financial side of it.

Ann Marie Lee - that is dangerous, how difficult is it to receipt something?

Judge Adams – as long as the system is up, if you are sitting at your office for a half day with the system down and someone comes in – if you get someone to come in to make a payment- you want to take care of business, they may not come back.

Erik – in that situation you can issue a paper receipt and then call the Sheriff's dept. and report it.

Comm. McKinney – But the deputy who is out in the field going to make an arrest and the system is telling them there is a warrant.

Erik – they need to call dispatch to have them recall warrant.

Ann Marie Lee – ***you have just left yourself exposed – if someone comes in and steals that money that night you have no proof of anything- there have been officials here who have accidentally stuck it in their pocket not remembering. That is a dangerous game and you are exposing yourselves – would you go and make a car loan payment and take a paper receipt and the teller told you she will post it to your account later? It would be questionable.***

Comm. McKinney - On financial side what are the JP's Offices exposure?

Ann Marie Lee – ***money stolen, not being in system of records – what if clerk is in hospital – that is sloppy and there is no reason for it.***

Sheriff Nutt – he stated he is more anti-computer than anyone in room but he can give a receipt.

Judge Barnett – stated he can make a receipt in computer, he has directions written down but in Odyssey he doesn't know how to pull warrants.

Comm. McKinney - ***It is going to come off automatically when payment is entered.***

Ann Marie Lee – she can issue a PO and even if it is done wrong then Jennifer can fix it.

Judge Adams – it is simply not just taking money we have to look at - the defendant may want Defensive Driving or any type of deferrals so there is paperwork to be done with these, it is not

simply a receipt. And getting back to Capias Pro-Fines – if we take \$20 dollars from a defendant then we have entered into an alternative sentencing – everything that applies before applies again including show cause hearings and the whole nine yards. If we want to get some good out of somebody we can. Once again that is our call, which is why we are there to make those calls. But just be aware if we take any money you start your whole process over again in alternative sentencing including if they are put in jail coming in there and doing indigence hearings and all those things also. He stated he was interested in learning the new system that is the best way.

Judge Pollock stated he had no questions right now.

Erik – *Defensive Driving , Deferred Adjudication, there are programs built within Odyssey that will modify your fees and put your return due dates – your event due dates.*

Comm. McKinney – being able to have access to JP Warrants is the golden ring as far as he is concerned. That is what the county can use to jump into the neighborhoods they need to- the defendants who are smart enough to stay low enough to only get warrants out of the JP Offices- in my opinion will blow the whole works up for them.

Judge Adams – if we use Omni we can withhold any type of licenses in the county and there is a way of using it through Omni for checking when people register their vehicles.

Erik - Omni actually sends that data to the state so when you register your vehicle it will report if there are any warrants. Odyssey reports to Omni.

Jennifer – questions about Omni – the county attempted to do that a few years ago with Omni hold and the tax office did not want to have that reflect on their records. Is this open again? We have had the option but it was not used.

Diane Russ - Mr. Chaney did not want his employees to be involved in this.

Comm. McKinney – this will be looked at within the week.

Jennifer - with all the JP offices checking and rechecking and going through these warrants and sending everything to the Sheriff's office – if we are letting these warrants go active, she would want to recheck them all to make sure everything is right on dates, fees – how much time do we have? April?

Erik – Go-Live push is in May but next conversion push is in April. We would need some rules around it yes, actually when the spreadsheet goes out to the JP Offices we can get some rules. There is the converted data which is electronic data from Net-Data and then there is the physical warrants themselves. We have a list of all the data. If warrant is before 2000 don't convert as active warrant. This list will go out this afternoon.

Jennifer – we have hundreds of warrants we did not send before so this is a lot of work. She is not sure how quickly this would get done between regular office work. 6 should not have anything active since 2012.

Everyone agreed that Odyssey sounds good – they want to proceed- it will be easier by the automation - it is just going to be a hill to climb.

Comm. McKinney – IT Meeting is every 2 weeks so any issues can to be addressed. The JP Offices will not be abandoned once we Go-Live. This is a process.

Comm. Geeslin - if the JP's get nothing from today's meeting, there is one thing I hope you noticed, the Sheriff's Department, the courts in Phase 1 have been Live for months and we are still as a committee – twice a month, beating those issues, meeting with the vendor requesting additional resources from the vendor to make sure the clients who use Odyssey are satisfied. There is no difference just because JP's are Phase II of what happens after you Go-Live. The concentration of your data is important. We understand there will be issues.

Sheriff Nutt offered help from his employees.

Comm. Geeslin – not all JP's can attend meetings but if you can't attend, make sure all of the concerns you are having are relayed to Judge Barnett.

Clint Davis - JP's can also use the conference call.

Erik – a couple of side things – training and Go-Live planning session as we get closer to that time we start locking resources and that was done on the 15th – 120 Day Assessment was yesterday – he will be happy to supply the results to that – we are where we expect to be at this stage. Schedule will be out to JP's to do data review. Jennifer is doing offense code updates that we want to push. There are a lot of fields that have to be mapped. (295) Key risk is the warrants- we all know what direction we are taking – submitted list of closed and active. Status closed means it is fixed. Believe everyone wants to use Document Management and start scanning when we Go-Live. Will copy report to all JP's.

The JP's will all need scanners. Josh will take care of that issue.

3. Consider and Discuss IT Director Report

Josh – we have air conditioning problems. Leaking water from coil on roof and upstairs. He has asked for prices to fix from Michael Houston. Rick will be informed.

Motion made by Ken Geeslin and seconded by Botie Hillhouse to adjourn @ 3:00pm. Item passes.

Read and Approved:



County Judge, Richard Sanders

(For Filing Purposes Only)

NOTE: Any actions taken by the Henderson County I.T. Committee at this Special Meeting shall be non-binding recommendations. Any such recommendations shall subsequently, be presented to the Henderson County Commissioners' Court for the Court to consider and take action on behalf of Henderson County.