

IOWA COUNTY ATTORNEY'S CASE MANAGEMENT PROJECT

BOARD OF DIRECTORS MEETING

Minutes for Tuesday

July 25, 2023 at 12:00 p.m.

Via Zoom

Members Present: Andrew Van Der Maaten, Gayle Keiser, Ronda Burnes, Beverly Heronemus, Matt Speers, Ryan Baldrige, Lisa Brown, Andrew Ritland, Matt Wilber

Members Absent: Ronda Burnes

Staff: Jessica Trobaugh, Molly Hill, Molly Steffen, Nick Johnson

Call to Order: Andrew Van Der Maaten called the meeting to order at 12:00 p.m.

Minutes from previous meetings: Motion to approve the minutes from the April 12, 2023, Executive Board Meeting was made by Beverly Heronemus, seconded by Ryan Baldrige. Motion carried unanimously.

Agenda Items:

- I. Reports:
 - a. Financial Report:

Molly Hill reviewed the Balance Sheet and Income Statement. Motion to accept the financial report as presented was made by Boone County, seconded by Linn County. Motion carried unanimously.
 - b. Program Report:

Jessica Trobaugh provided the Program report. The first week of July, Jessica pushed out the new charge code, but it was discovered there were some errors with the marijuana charges. This has now been corrected and everyone should now have the correct charges. The Attorney General's Area of Prosecution Division went live with Karpel the week of July 17th. The next few months will be focused on moving Johnson County to Karpel.
- II. Old Business
 - a. Update on Trial Information Exchange:

We are still working with the Courts on the Trial Information Exchange. Currently the Courts are unable to accept more than one document at a time through the Exchange so this needs to be fixed. Once this is corrected, we will do more beta testing in Karpel followed by beta testing in Prolaw. The new timeline for this to be pushed out to everyone will most likely not be until November or December.

- b. Other old business
None

III. New Business

- a. Information on Exchanges

A Juvenile Exchange will be coming and will work similar to the current Complaint Exchange. The difference is that the new exchange will send the County Attorney and the Juvenile Court Services a copy of the juvenile referral from the beginning and will not go to the Courts first. This info will come into your system through the Import Referrals area if using PbK or as a new CJIS case if using Prolaw. Once this Exchange is up and running, we will get this out to everybody.

- b. Set date for ICACMP Budget and Annual Governing Board Meetings

- Budget meeting scheduled for September 27, 2023, at noon via Zoom.
- Annual Governing Board meeting scheduled for October 11, 2023, at noon via Zoom.

- c. Other new business
None

Motion to adjourn the meeting was made by Sioux County, seconded by Adams County. Meeting adjourned at 12:18 p.m.