

LOCAL INMATE
DATA SYSTEM
(LIDS)

Newsletter

NOVEMBER
2001

**Compensation Board's
Phone Number:**



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Website address:**



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P. O. Box 710
Richmond, VA 23218-0710

DATES TO REMEMBER

- 12/14/01 - LIDS SUBMISSION DUE DATE



BATCH UPDATE PROBLEM

Staff Contacts:

User Issues

- **Alice Coe**, Customer Service, Mgr
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- **Sue Kelly-Graham**, LIDS Technician
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Program Issues

- **Anne Wilmoth**, Information Tech. Mgr
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- **Craig Giegerich**, Systems Engineer
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- **Melanie Morrison**, Systems Engineer
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Policy/Audit Issues

- **Richard Lampman**, Policy/Planning, Mgr
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- **Oliver Bradshaw**, Audit Supervisor
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- **Mark Wood**, External Auditor
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Security/Key Fob Issues

- Anne Wilmoth ext. 222
- Melanie Morrison ext. 204
- Sue Kelly-Graham ext. 220



PROBLEM REPORTED TO THE COMPENSATION BOARD ON 10/25/01:

LIDS Technician (LT) reported a problem with the batch where an inmate was released on 9-20-01 as a served sentence by operator error. The error was discovered and reactivated in the jail management system (JMS) on 9-21-01. LT batched at least seven times since 9-21-01, and each time the active record was not accepted by LIDS. LIDS is showing him released on 9-20-01, and he is not showing up in the error file as an overlap with our jail or any other production file.

LT QUESTIONS:

- Is this a malfunction in the LIDS?
- Is this supposed to happen in this situation?

COMPENSATION BOARD ANSWER:

- Since the jail has already certified & approved September, it would require an adjustment through Reimbursement Maintenance, Option #4 -Adjust Monthly Prisoner Status to remove the release date. Batch will not process this kind of change.

It will show on the PRE-LOAD report with the following error message:

0099 PRIOR PERIOD RELEASE (2001-09-01) - RECORD SKIPPED



THANKSGIVING

The Compensation Board
wishes you and your family
a safe and
Happy Thanksgiving.



ATTENTION!

OVERLAP PROBLEMS

Several LIDS Technicians/users have reported problems with overlaps because of the delay of another facility releasing inmates on LIDS. The main reason given for the delays have been that the LIDS Technician/user was out of the office, on vacation, or the facility had no additional staff experienced to release the inmate on LIDS.

Prompt attention to overlaps is imperative due to loss of revenue in one facility and the overpayment in another facility. **This is an audit issue.**

The LIDS Advisory Committee recommended that in these type of cases each LIDS Technician should cross train a staff member on LIDS. LIDS Technicians are responsible for training other staff members. However, if it is necessary for the staff members to attend Compensation Board training, additional staff will not be reimbursed by the Compensation Board for travel expenses. Contact Sue Kelly-Graham (skelly-graham@scb.state.va.us) or Alice Coe (acoe@scb.state.va.us) if monthly Basic LIDS training is required. Each facility's cooperation is appreciated.

ATTENTION!

**THIRD OFFENSE
PETTY LARCENY**

Several LIDS users have attempted to use VCC Statute §18.2-96, entitled PETIT LARCENY—THIRD CONVICTION, VCC Code LAR-2369-F6. However, the **END DATE of this statute was 6/30/96.**

The Statute that applies **effective 7/1/96** is §18.2-104, entitled PETIT LARCENY—THIRD OR SUBSEQUENT CONVICTION, VCC Code LAR-2369-F6. The codes used on the warrant are for the crimes that he committed, but since this is the offender's third larceny offense, it is elevated to a felony. This VCC code is used for all felony and larceny misdemeanors that are elevated to a felony for a third offense.

ATTENTION!

**THIRD ANNUAL
JAIL COST REPORT FY00**

NOW AVAILABLE

The third annual Jail Cost Report FY00 prepared by the Compensation Board as required by the provisions of Item 60L of Chapter 1073, 2000 Acts of Assembly is now available on the Compensation Board's website, www.cns.state.va.us/compboard, under Reports and Publications. The Compensation Board is required to annually prepare a report detailing all expenditures and revenues of Virginia's local and regional jails and jail farms. This report contains those items for FY2000 along with a brief profile of each facility and its operating environment. The report also displays the flow of federal revenue in funding Virginia's jails. We have, for the first time, included comparative data for fiscal years 1998, 1999 and 2000.

Questions or comments regarding this report should be directed to Richard A. Lampman, Policy and Planning Manager, of the Compensation Board. He can be reached at (804) 786-0786 ext. 215 or at lampman@scb.state.va.us.

INMATE DATA INFORMATION REPORT

SCREEN 1 of 5

LMN5-A LOCAL INMATE DATA SYSTEM (LIDS) 2001-11-08
SCBM99 FORMS MAINTENANCE 10.32.01
JAIL: 740 V.08312001

OPTION: **B**

A. VIEW EXISTING REPORTS	B. OFFLINE REPORTS, QUERIES AND FILES
C. DRUNK IN PUBLIC	D. OUT-OF-STATE CONTRACT PRISONERS
E. CURRENT JAIL ROSTERS	F. MONTHLY JAIL SUMMARY
G. COMMITTED DURING PERIOD	H. LIST BY REASON RELEASED
I. RELEASED DURING PERIOD	J. HELD BY AGREEMENT
K. PRETRIAL REPORT	L. PRETRIAL RELEASE
M. HELD FOR JURISDICTION	N. HOUSED IN ANOTHER JAIL
O. JAIL CONTRACT BED LIST	P. LIST BY REASON CONFINED
Q. MONTHLY BILLING REPORT - FEDS ONLY	R. MONTHLY BILLING REPORT
S. VOUCHER COMPARISON	T. MONTH ACTIVITY COMPARISON
U. MONTHLY SCHOOL DISTRICT CENSUS	V. PRE-TRIAL CONFINEMENTS
W. PRE-TRIAL RELEASES	

SELECT OPTION THEN PRESS ENTER
OR CLEAR KEY TO EXIT

PROCEDURE: SELECT OPTION **B**, **OFFLINE REPORTS, QUERIES AND FILES** TO GET TO 'M' INMATE DATA INFORMATION REPORT

SCREEN 2 of 5

LMN5-B LOCAL INMATE DATA SYSTEM (LIDS) 2001-11-08
SCBM99 FORMS MAINTENANCE 10.35.27
JAIL # 740 V.08312001

OPTION: **M**

A. CURRENT JAIL ROSTER FILE	B. CONFINEMENTS FOR PERIOD FILE
C. RELEASES FOR PERIOD FILE	D. MONTHLY FINANCIAL DETAIL FILE
E. INSURANCE REPORT AND FILE	F. POSSIBLE ERRORS REPORT
G. OUT OF COMPLIANCE FILE	H. HISTORIC JAIL ROSTER
I. INMATES THAT REQUIRE A DNA SAMPLE	J. JAIL ROSTER FOR PERIOD
K. MONTHLY ADP COMPARISON	L. SSN VERIFICATION RESULTS
M. INMATE DATA INFORMATION REPORT	N. CURRENTLY AVAILABLE DOWNLOAD FILES

SELECT OPTION THEN PRESS ENTER
OR CLEAR KEY TO EXIT

PROCEDURE: SELECT OPTION **M**, **INMATE DATA INFORMATION REPORT**

SCREEN 3 of 5

LMN5-D LOCAL INMATE DATA SYSTEM (LIDS) 2001-11-08
FORMS MAINTENANCE 10.37.26
JAIL # 740 V.08312001

REPORT/FILE: **INMATE DATA INFORMATION REPORT**

OPTION: **3** 1 = 1 CONFINEMENT ONLY 2 = ALL CONFINEMENTS THIS JAIL
3 = ALL CONFINEMENTS

INCLUDE PAYMENT HISTORY: **N** Y = YES N = NO

INMATES SSN: **012345678**

COMMIT DATE (MMDDYYYY): **10172001** TIME (HHMMSS): **093600**

PROCEDURE: SELECT OPTION, PICK **Y** or **N** for Payment History, Enter SSN, Commit Date & Time

INMATE DATA INFORMATION REPORT (continued)

SCREEN 4 of 5

LPS2-2 INMATE DATA INFORMATION REPORT V.06212001
SCBBIDIR-001 LIDS INMATE DATA INFORMATION REPORT PAGE 1
SSN 012345678 PRODUCED 11/08/2001 10:05:40 REQUESTED BY SCBDBC
***** NAME/ALIAS *****
NAME MOUSE MICKEY
***** SSA VERIFICATION RESULTS *****
DATE SSN LAST NAME FIRST MIDDLE S DOB
05/04/1998 012345678 JACKSON MICKEY MOUSE M 03/23/1941
SSN VERIFIED ON NAME, DOB, AND SEX.
CCRE OVA886911
***** PRISONER INFORMATION *****
STATUS I CURRENT JAIL
HAIR BLK EYES BRO WEIGHT 0 HEIGHT 1 0 RACE B SEX M
SEX VERIFIED 1998-05-04 BY SSA
BIRTHDATE 03/23/1941 AGE AGE AS OF
BIRTHDATE VERIFIED 1998-05-04 BY SSA

F2 F3 F4 F6 F8 F10
DELETE EXIT PRINT LAST NEXT NEXT
REPORT PAGE PAGE PAGE SCREEN

PROCEDURE: ENTER F10 TO GO TO NEXT SCREEN

SCREEN 5 of 5

LPS2-2 INMATE DATA INFORMATION REPORT V.06212001
SCBBIDIR-001 LIDS INMATE DATA INFORMATION REPORT PAGE 2
SSN 012345678 PRODUCED 11/08/2001 10:05:40 REQUESTED BY SCBDBC
***** CONFINEMENT INFORMATION *****
JAIL 740 COMMIT 04/10/2000 09:36:00 REASON 20 PAYMENT STATUS LD
RELEASE 04/25/2000 17:13:00 REASON 19
LOCAL PRISONER ID 37251
----- OFFENSE INFORMATION -----
SEQ 1 TRACKING NUMBER OFFENSE DATE 06/05/1998
CHARGED OFFENSE TYPE A NAR3022F5 POSSESSION
COURT 740 DOCKET # CR98-2255
SENTENCE DATE 04/10/2000 SENTENCE LENGTH 0/ 10/ 0/ CONCURRENT N
SENTENCED OFFENSE TYPE A NAR3022F5 POSSESSION

F2 F3 F4 F5 F6 F7 F8 F9 F10
DELETE EXIT PRINT 1ST LAST PREV NEXT PREV NEXT
REPORT PAGE PAGE PAGE PAGE SCREEN SCREEN

CURRENTLY AVAILABLE DOWNLOAD FILES

SCREEN 1 of 5

LMN5-A LOCAL INMATE DATA SYSTEM (LIDS) 2001-11-08
SCBM99 FORMS MAINTENANCE 13.21.16
JAIL: 740 V.08312001

OPTION: **B**

- | | |
|---------------------------------------|--|
| A. VIEW EXISTING REPORTS | B. OFFLINE REPORTS, QUERIES AND FILES |
| C. DRUNK IN PUBLIC | D. OUT-OF-STATE CONTRACT PRISONERS |
| E. CURRENT JAIL ROSTERS | F. MONTHLY JAIL SUMMARY |
| G. COMMITTED DURING PERIOD | H. LIST BY REASON RELEASED |
| I. RELEASED DURING PERIOD | J. HELD BY AGREEMENT |
| K. PRETRIAL REPORT | L. PRETRIAL RELEASE |
| M. HELD FOR JURISDICTION | N. HOUSED IN ANOTHER JAIL |
| O. JAIL CONTRACT BED LIST | P. LIST BY REASON CONFINED |
| Q. MONTHLY BILLING REPORT - FEDS ONLY | R. MONTHLY BILLING REPORT |
| S. VOUCHER COMPARISON | T. MONTH ACTIVITY COMPARISON |
| U. MONTHLY SCHOOL DISTRICT CENSUS | V. PRE-TRIAL CONFINEMENTS |
| W. PRE-TRIAL RELEASES | |

SELECT OPTION THEN PRESS ENTER
OR CLEAR KEY TO EXIT

PROCEDURE: SELECT OPTION **B**, OFFLINE REPORTS, QUERIES AND FILES

SCREEN 2 of 5

LMN5-B LOCAL INMATE DATA SYSTEM (LIDS) 2001-11-08
SCBM99 FORMS MAINTENANCE 13.27.29
JAIL # 740 V.08312001

OPTION: **N**

- | | |
|--------------------------------------|--|
| A. CURRENT JAIL ROSTER FILE | B. CONFINEMENTS FOR PERIOD FILE |
| C. RELEASES FOR PERIOD FILE | D. MONTHLY FINANCIAL DETAIL FILE |
| E. INSURANCE REPORT AND FILE | F. POSSIBLE ERRORS REPORT |
| G. OUT OF COMPLIANCE FILE | H. HISTORIC JAIL ROSTER |
| I. INMATES THAT REQUIRE A DNA SAMPLE | J. JAIL ROSTER FOR PERIOD |
| K. MONTHLY ADP COMPARISON | L. SSN VERIFICATION RESULTS |
| M. INMATE DATA INFORMATION REPORT | N. CURRENTLY AVAILABLE DOWNLOAD FILES |

SELECT OPTION THEN PRESS ENTER
OR CLEAR KEY TO EXIT

PROCEDURE: SELECT OPTION **N**, CURRENTLY AVAILABLE DOWNLOAD FILES

SCREEN 3 of 5

LMN5-M LOCAL INMATE DATA SYSTEM (LIDS) V.08312001
SCBM99M

DOWNLOADABLE FILE REPORT

YOUR REPORT REQUEST HAS BEEN SUBMITTED FOR PROCESSING, YOU CAN USE
THE VIEW EXISTING REPORTS OPTION TO VIEW THE REPORT.

PROCEDURE: PRESS ENTER TO CONTINUE

CURRENTLY AVAILABLE DOWNLOAD FILES (Continued)

SCREEN 4 of 5

LMN5-A LOCAL INMATE DATA SYSTEM (LIDS) 2001-11-08
SCBM99 FORMS MAINTENANCE 13.32.08
JAIL: 740 V.08312001

OPTION: **A**

A. VIEW EXISTING REPORTS	B. OFFLINE REPORTS, QUERIES AND FILES
C. DRUNK IN PUBLIC	D. OUT-OF-STATE CONTRACT PRISONERS
E. CURRENT JAIL ROSTERS	F. MONTHLY JAIL SUMMARY
G. COMMITTED DURING PERIOD	H. LIST BY REASON RELEASED
I. RELEASED DURING PERIOD	J. HELD BY AGREEMENT
K. PRETRIAL REPORT	L. PRETRIAL RELEASE
M. HELD FOR JURISDICTION	N. HOUSED IN ANOTHER JAIL
O. JAIL CONTRACT BED LIST	P. LIST BY REASON CONFINED
Q. MONTHLY BILLING REPORT - FEDS ONLY	R. MONTHLY BILLING REPORT
S. VOUCHER COMPARISON	T. MONTH ACTIVITY COMPARISON
U. MONTHLY SCHOOL DISTRICT CENSUS	V. PRE-TRIAL CONFINEMENTS
W. PRE-TRIAL RELEASES	

PROCEDURE: SELECT OPTION **A**, THEN PRESS ENTER
OR CLEAR KEY TO EXIT

SCREEN 5 of 5

LPS2-1 LOCAL INMATE DATA SYSTEM (LIDS) V.06212001
DATE: 2001-11-08 REPORTS INDEX TIME: 14.36.48
S DATE TIME USER-ID TITLE JAIL: 740

_ 06072001 094947 740BATCH QTRLY VOUCHER COMPARISON JAIL: 740 QTR: 1
_ 06062001 081448 740BATCH ADP COMPARISON REPORT
_ 06072001 094600 740BATCH FISCAL VOUCHER COMPARISON JAIL: 740 QTR: 1
_ 11082001 101449 SCBCBAF MONTHLY INMATE SCHOOL DISTRICT CENSUS
_ 06072001 125314 SCBBATCH MONTHLY JAIL ACTIVITY SUMMARY JAIL: 740 05/2001
_ 06052001 125127 740BATCH SSN VERIFICATION RESULTS
_ 06072001 164331 740BATCH DNA REQUIRED LIST
_ 09212001 130055 SCBDBCG JAIL 740 CURRENT CONFINES BY SSN CNT= 23

V = VIEW REPORT OR D = DELETE OR P = PRINT (BATCH) REPORT

ENTER = NEXT JAIL F3 = EXIT

PROCEDURE: PRINT REPORT IF NEEDED

REMINDER FUTURE LIDS ENHANCEMENTS

You will be notified at a later date when the following LIDS enhancements will be placed into production:

Estimated Completion Date

- December 2001 Confinement Pick List
- December 2001 Ability to get the Insurance (INS) Report by SSN, Name or INS#
- December 2001 Insurance Report should list inmate once & Optional commit listing
- January 2002 DNA Medical Alert Flag on 1st screen switch with Prisoner
- January 2002 Report listing only the verified bad SSN's
- January 2002 Add Duplication Query Report to Forms Maintenance menu
- January & July 2002 List of files created that can be downloaded by jail like existing report in Forms Maintenance, Option A - View Existing Reports
- January 2002 Update Transfer Status Screen to reflect DOC Intake/Out of Compliance
- July 2002 Capability to view all reports in Forms Maintenance, Option A (View Existing Reports) that can be downloaded from Option B (Offline Reports, Queries & Files)
- July 2002 Help button for years sentenced (special years, i.e. life, death)
- July 2002 New DNA table to allow entry separately using SID, OTN or the Court Docket # for Juveniles
- July 2002 Report by Age Report, Forms Maintenance

REMINDER

LIDS ACCESS AVAILABLE TO ALL SHERIFFS' OFFICES

Local Inmate Data System (LIDS) access is available to all Sheriffs' offices regardless of whether or not the office has a jail. The benefits of having LIDS access are:

- Tracking Inmates - Offices which participate in regional jails can track inmates by checking to see if inmate has been to court, has been sentenced, or has been released
- Serving Warrants - Offices without jails may have the responsibility of serving warrants. LIDS provides valuable information, and can discern whether or not the person wanted on the warrant is being housed in another facility.
- Cost Effective - Offices become more efficient with their staff's time and travel, which is cost effective.

If you would like to have LIDS access, please contact Alice Coe via e-mail: acoe@scb.state.va.us or telephone: (804) 786-0786 Ext. 207.