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Special Edition

The LIDS Gazette



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BUDGET REDUCTION/COST AVOIDANCE

The Compensation Board staff has been working to increase the efficiency of LIDS and reduce the computer services charges for the operation of LIDS. While we have been successful in improving the overall efficiency of LIDS, we have not been able to achieve the savings to our computer services bill that are necessary in these tough economic times.

In a special edition of the LIDS Gazette dated September 2008 we informed you that **batch uploads should only contain commits that have changed since the last upload**. Uploads should not continue to pull information that has been previously submitted. Usually, only data from the last 24 hours should be uploaded. If it is a Monday, data from Friday through Sunday should be uploaded.

We also addressed these and other reminders in the October, 2008 LIDS Gazette. **Uploads should only occur once a day, batches should not be resubmitted after errors have been corrected**. Anything that is corrected in your jail management system after the upload will update to LIDS in the following day's batch. To date, only a few jail management systems have been modified to meet these requirements. As the batch upload processes account for approximately 75% of our computer services charges, we will need to make additional changes to the batch upload procedure.

Effective January 26, 2009 jails that have not altered their batch upload process to fully meet Compensation Board requirements will have their batch upload jobs run after hours, starting at 6PM. This will allow the Compensation Board to take advantage of the reduced rates during non-peak hours. This means that while you may submit your batch job during normal business hours, it will not actually run until 6PM. Your download from the batch upload process will not be available until after 7PM, and will still be available for downloading the next business day. Those jails that have fully met the requirements listed above will be able to upload and process their batch files during normal work hours.

(Continued from page 1)

We strongly encourage those jails not complying with the batch upload procedures; contact their Jail Management System vendors to determine when the changes will be made.

Some jail management systems provide for unattended uploading and downloading from LIDS. This means that the LIDS upload automatically runs during non-peak hours and once completed, the download of the batch error reports automatically take place without human intervention. We have heard that several LIDS technicians have adjusted their schedules so as to perform the upload/download procedures during non-peak hours; we certainly appreciate these efforts, and we encourage you to contact your software provider to see if unattended upload and download procedures can be developed.

Jails Having Fully Met Upload Requirements

Southwest Virginia Regional Jail - all facilities

Fairfax Adult Detention Center

Henrico County

Roanoke County

Newport News City Jail

Newport News City Farm

If you should have any questions, please feel free to contact Anne Wilmoth or Kari Bullock.