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COMMONWEALTH OF VIRGINIA

Compensation Board

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

February 6, 2013

EMAIL MEMORANDUM

TO: Sheriffs with Jails, Regional Jail Superintendents

FROM: Robyn M. de Socio, Executive Secretary

RE: LIDS-CORIS Inmate Data System Conversion

I am writing to provide you with background information and a status update on the Compensation Board's conversion from the Local Inmate Data System (LIDS) to the new LIDS-CORIS system that will go live on April 24, 2013.

As many of you know, LIDS was implemented in December, 1996. While LIDS continues to be a stable system and reliable source of information, its maintenance costs continue to increase. In order to curb ever-increasing IT computer services charges, we will be implementing a new system that will run under the Department of Corrections' (DOC) Correctional Information System (CORIS). LIDS-CORIS, the replacement for LIDS, is a fully web-based system that takes advantage of the technological improvements made over the past 17 years. Additional features and functionality will be available in the new system, including your jail's ability to store pictures and images in LIDS-CORIS to assist in inmate recognition. Also, certain information stored in LIDS-CORIS will be accessible by staff at the DOC where appropriate, helping to improve data quality for all parties.

In the past year, I have communicated through conferences and meetings with you regarding the replacement of the LIDS system with LIDS-CORIS. Additionally, a number of communications have been provided to your jail management team and LIDS Technicians, as well as your jail management system vendors, regarding the coming changes and requirements in order to transition smoothly. I am writing now to ensure your awareness of the timeline for transition, and to encourage your follow-up with staff and software developers to ensure they are on track for the changes.

For your software developers and those responsible for your local jail management system, it is extremely important they be aware of the project and working toward the transition. The revised batch file layout is available on our website and will go into effect on April 24, 2013 (4/24/13). Additionally, we are suggesting the addition of the CORIS-ID to your jail management system; doing so will speed up data transmissions and ensure the data captured is associated with the correct individual.

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The LIDS Technician in your jail has been receiving additional information since the beginning of January and will continue to receive bi-weekly status reports from the LIDS-CORIS project team, including directions on testing connectivity, data transmissions and verifications. I ask that you verify with your staff their receipt of these communications and their compliance in meeting deadlines for system testing and transition. Their last day for entering information into LIDS will be April 17, 2013, after which point both systems will be down for data conversion and testing from LIDS to LIDS-CORIS. When LIDS-CORIS goes live on April 24, 2013, your LIDS Technician will be certifying March, 2013 inmate data and uploading data for the week during which the conversion was taking place, and then all future activity will occur in LIDS-CORIS.

Finally and most importantly, training will be conducted for LIDS Technicians on the LIDS-CORIS system in March, during the weeks of March 11-22, 2013. Your LIDS Technicians have been assigned dates for training in various areas throughout the Commonwealth, and I appreciate your support in ensuring a smooth transition by supporting this training schedule. Specifically assigned dates have already been communicated to your LIDS Technician.

Thank you for your support in this transition, and please let me know if you have any questions. For more information, you may contact me at robyn.desocio@scb.virginia.gov or 804-225-3439 or Anne Wilmoth, Chief Information Officer at anne.wilmoth@scb.virginia.gov or 804-225-3307.