



## Project DELTA Monthly Brief

Indiana Department of Correction

### A quick look at what you need to know



#### Welcome to 2024!

*We hope you have a nice holiday season and a good start to 2024.*

As we have, in the new year, we will continue providing as much information as possible regarding the latest improvements, upcoming developments & features, and key announcements regarding DELTA. **Please take a look at our new segment, DELTA User of the Month!**

If you have other suggestions about how to improve our communications or have any questions, please reach out to us at [ProjectDELTA@idoc.in.gov](mailto:ProjectDELTA@idoc.in.gov).

#### In this edition:

- Critical improvements available in DELTA now
- Recent bug fixes that have been made
- What's coming in the next DELTA Update
- An update on DELTA latency issues
- Action Queue Update
- A reminder about the DELTA Empowered User Program
- DELTA User of the Month

## Critical Improvements in DELTA



Our Module Owners, SMEs, Help Desk, and vendor partners have developed the **following critical improvements that are available in DELTA now:**

- **General**
  - **Admins are able to edit the Username (SID) field** after the username has been saved
- **Classification**
  - A new screen has been added for the **Annual Review Hearing Notification Letter to be generated** and allow the Classification Supervisor to generate an Annual Review Notification Letter
  - **An Offender Annual Review Notification History screen** has been added to DELTA and captures the Annual Review Notification notices. The date captured within the screen is the date the notification is printed
  - On the left-hand navigation, the list, under 'Classification' has been updated to **include 'Annual Review Notifications'**. Under the new, 'Annual Review Notifications' there is an option for 'Offender's Notification History'
  - **A new action queue type for Classification has been created to notify the offender of a Classification Annual Review.** The action queue triggers two days prior to the Annual Review due date with the Reason of "48 hour Notice of Annual Review"
  - **A print button** has been added to the bottom of the new '**Annual Review Hearing Notification**' screen to allow Classification Supervisors to print the Annual Review Notification. It prints out in PDF format and the date of notification is captured upon selecting the print button
- **Events**
  - Users are able to **add a photo** when adding **Involved Non-offender** to an Event
- **Sentencing**
  - Case Plan Credit Time updates the **remaining time calculation** for offenders who **opt in to CPCT** if the EPRD is increased or decreased from the EPRD date on January 1<sup>st</sup>, 2022
  - Case Plan Credit Time updates the **remaining time calculation** for offenders who **opt in to CPCT** if the EPRD changes and **the offender is a Parole Violator**
  - **A History / Note section has been added to the Legal Summary** to capture notes related to CPCT dates. Every time a CPCT date is generated, a comment is automatically added to the History / Note grid. The Grid also contains a '+' button that allows the user to add comments at any time
  - A field that displays the **EPRD as of the IPB Hearing Date, has been added to the Legal Summary.** An additional field is displayed to

capture the most recently calculated EPRD, assuming there is an update after the Original EPRD, for Parole Violators

- A field has been added to the **Legal Summary that displays the EPRD as of January 1<sup>st</sup>, 2022**. An additional field captures the most recently calculated EPRD, assuming there is an update after the Original EPRD. **These fields will not be populated if there are values in the 'EPRD as of Permanent Housing Facility' or 'EPRD as of IPB Hearing Date' fields**
- An additional field on the **Legal Summary has been added that displays the EPRD as of the Permanent Housing Facility**. An additional field captures the most recently calculated EPRD, assuming there is an update after the Original EPRD. **These fields will not be populated if there are values in the 'EPRD as of IPB Hearing Date'**
- A Pop-up Comment Box now appears when **placing or removing the Manual locks on CPCT dates** (as Permanent Housing Facility, as of January 1<sup>st</sup>, 2022, or as of IPB Hearing Date) to **allow user to capture relevant notes**. The notes will be added to the History / Note grid on the Legal Summary
- **The Case Plan Credit Time** has been updated to include the **available credit time calculation for an offender opted in to CPCT**.
- **The Case Plan Credit Time** has been updated to include the available credit time calculation for an offender opted in to CPCT **who is a Technical Parole Violator**
- **The Case Plan Credit Time** has been updated to include the available credit time calculation for an offender opted in to CPCT **who is a New Commit Parole Violator**
- The **calculation used to determine the number of reviews for an offender in the >6 year category** has been updated on the Case Plan Credit Time
- The **calculation used to determine the number of reviews for a Technical Parole Violator in the >6 year category** has been updated on the Case Plan Credit Time
- The **calculation used to determine the number of reviews for a New Commit Parole Violator in the >6 year category** has been updated on the Case Plan Credit Time



Bug updates  
in DELTA

## Bug Updates

Our Module Owners, SMEs, Help Desk, and vendor partners have also been working hard to address issues with DELTA.  
The **following bugs fixes have been made and are available:**

- **Conduct**
  - The issue **preventing users from saving a Critical Incident** without submitting follow up details has been updated
- **Sentencing**

- Updated **CPCT dates are now calculated as of 01/01/2022 or the IPB Hearing Date** when an additional sentence is added

What's  
coming in the  
next sprint?



Our Module Owners, SMEs, Help Desk, testers and vendor partners are **beginning development on Sprint 44 items**. Once development concludes, these items will go to DOC staff for testing. We will send an email to all staff once it is moved into DELTA. The following updates will be available once Sprint 44 is released:

#### User Stories:

- **Parole**
  - A **Print button will be added to the Parole Violation Record Vote screen** and will be enabled, once the screen is saved
- **Parole Board**
  - A **Print button will be added to the Parole Board Record Vote screen** and will be enabled, once the screen is saved
  - On the **Parole Board Acton screen for adult offenders**, a Print button will be added. The printout will also include **data from the Transmittal screen**. Printing will be enabled once the screen is submitted
  - **A Print button will be added to the Parole Board Action screen for juvenile offenders**. The printout will also include data from the transmittal screen.
- **Classification**
  - For classifications that do not involve an interfacility transfer, the Caseworker and Classification Supervisor dropdown for “Agree with the Recommendation” **will be updated to include ‘Not Recommend’ as an option. The Warden dropdown will be updated to contain ‘Deny’ and ‘Approve’**
  - For classifications that do involve an interfacility transfer, the Caseworker, Classification Supervisor, and Warden dropdown for “Agree with the Recommendation” **will be updated to include ‘Not Recommend’ as an option. The Central Office Classification Analyst dropdown will be updated to contain ‘Deny’ and ‘Approve’**
  - **DELTA will be updated to apply the Behavior Modification Plans to Department Wide Administrative Restrictive Housing reviews**. The Behavior Modification Plans will no longer be applied to the Department Wide Disciplinary Restrictive Housing
  - The **Transfer Action dropdown will be made a required field** on the Classification Designation
  - Reclassifications and/or annual reviews will **have the dropdown values for the Severity of Prior Offense include 1-5**

- The **Facility Recommendation dropdown** on the Classification Designation will **include all active facilities for the last level of approval**
- The Medical and Behavioral Health screen will be updated **to only display updated records to the Medical, Behavioral Health, and Disabilities codes**
- **Sentencing**
  - **A field**, on the Arrest & Escape History screen, under the Current Commitments panel, **will be added, titled Age at First Conviction.**
  - **The Remaining Time calculation in DELTA will be updated** when there is a change to the Original or Updated EPRD as of Received at Permanent Facility for new offenders
  - **The Remaining Time calculation in DELTA will be updated** when there is a change to the Original or Updated EPRD as of Received at Permanent Facility for Probation and CCV
  - The calculation for Individual ACTs will be updated to **“EPRD as of Received at Permanent Housing Facility Date,”** when checking if an offender is greater than or less than 6 years to their EPRD.
  - The calculation for Probation / CCV ACT calculations will be updated to **“EPRD as of Received at Permanent Housing Facility Date,”** when checking if an offender is greater than or less than 6 years to their EPRD.
  - For offenders on **a new violation or episode, the source location for determining if the EPRD has been updated** will be changed from the banner **to the updated EPRD as of Received at Permanent Housing Facility date on the Legal Summary.** the calculation will be updated
  - For offenders returning after **a probation or CCV violation, the source location for determining if the EPRD has been updated is moving** from the banner to the **updated EPRD as of Received at Permanent Housing Facility date on the Legal Summary**
- **CPCT**
  - **The calculation**, in DELTA, for identifying an **offender’s first CPCT review date if the offender is 6 years or more** from their EPRD **will be updated.**
- **Case Management**
  - **An Action Queue is being added for the Caseworker, if there is an update to the Classification Designation.** The Action Queue will trigger if there is a change to the offender’s medical, disability, or behavioral health codes. The Action Queue item will drop off once the Caseworker submits their portion of the Classification Designation
  - **The ability to edit finalized Classification Designations will be removed.** Once a Classification is finalized, all edit buttons on the scoring instrument will be inactive
- **Conduct**
  - The previous **non-discretionary level 1 definitions will be updated.** Changes will be made to Time Restriction, Curr IDOC Restrict – Criteria, Curr IDOC Restrict – Escape, and Felony Detainer
  - The system will be updated to grant the **author of a Conduct screen, Conduct Admin, Legal User, and Litigation Liaison the ability to edit the screen after the report is submitted.** Additionally, the **Hearing**

**Officer will be able to update the Appeal Form on the Appeal at Facility screen** after the appeal is saved. The **Warden will be able to edit the Appeal at Facility screen** when the status is closed or pending appeal at facility. Finally, **DOC legal will be able to edit the appeal at central office or federal court report** when the status is closed or pending appeal

- **Movement**
  - A dropdown to the External Movements screen will be added to **select the offender as an adult or juvenile if the offender is under 21 years old and has a previous episode**. The system will display the popup if the offender is less than or equal to 21
- **PREA**
  - PREA will be updated to remove the **PREA – Aggressor from the non-discretionary override reasons**. In addition, PREA abusers will not be eligible, in the system, for security level 1
  - The **PREA Annual Screening Action Queue** will be updated to **only trigger if a PREA Assessment has not been completed within the past 90 days**
- **Intake**
  - **The Intake Facility Report** will include the **Cell-House Range and Bed Assignments**
- **Programs and Work**
  - On the Assign Offender screen, users will be able to **select and/or update a start date for jobs and programs**. A popup to select the date will appear after the 'Select' button in the Offender Details grid is clicked on the Assign Offender screen

#### **Bug Improvements:**

- **Conduct**
    - The issue **preventing users from saving the Hearing Report with only Postponement details** will be updated
  - **Grievance**
    - The issue where **duplicate grievances are being displayed for an offender** will be updated. In addition, **the continuance options will be updated to allow users to save and submit rather than delete**
  - **Parole**
    - The issue where **offender's drug history results are not being removed after selecting the "Remove" button on the Drug Screening History screen** will be updated
    - The issue where **Parole offenders are missing the Completed Release Date in the FSSA Weekly Incarcerated and Release file** will be update
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The DELTA team, IT team, and our vendor partners have been working hard to make further updates to DELTA to address system. **Shared in the latest email, “Fixes Completed for DELTA System Slowness,” several fixes (re-shared below) were deployed to combat these issues.**

In addition to the recent fixes, **DELTA leadership has established the “Latency Working Group.”** This group is comprised of approximately 10 individuals from each Facility and Parole District and meets regularly to identify issues and discuss solutions. As a direct result, a few minor issues were identified, and fixes are already being developed.

Since December, the DELTA team, IT team, and our vendor partners have made the following updates to alleviate system slowness:

#### **Sprint 43 Release:**

- Session State Locking Issue: Session state locking is a way in which the system prevents unauthorized use of the system without the user logging off. Our team identified an issue that was causing slowdowns in specific edge cases (*uncommon scenarios*). Our IT team has made direct changes to reduce session state locking and improvements to system slowness were recorded in testing.
- Single Sign On (SSO) Login Redirect Issue: When a user’s login expires (without them logging out), the system should redirect the user to the login screen when they attempt to login again. This issue was fixed as a part of Sprint 43, with additional technical logic applied to handle edge cases (*uncommon scenarios*) of expired logins. Through additional testing, it was determined this did not impact system slowness.

**Tuesday, January 16<sup>th</sup> Evening:** The following items were pushed to DELTA and have demonstrated improvements in system slowness:

- Specific targeted code improvements, to help streamline the system, were made to the following pages:
  - RMS Home Plan screen within Release
  - Discipline screens within Conduct
  - The Legal Summary screen in Sentence Computation
- A fix for Arrest & Escape history page that was preventing the entering of ARS codes

**Wednesday, January 17<sup>th</sup> Evening:** The following items were pushed to DELTA and have demonstrated improvements in system slowness:

- Specific targeted code improvements, to help streamline the system, were made to the following pages:
  - Intake Interview Screen

- Intake Summary Screen
- Rule Violation Summary Screen
- Transportation Queue
- A fix for Trigger Classification error that users were receiving

If you are continuing to experience system slowness issues, please submit a Troubleshooting ticket [HERE](#). *When submitting, please include as much information, screenshots, and additional content as possible to help our teams review the issue(s).*

As more information is available, we will continue to keep everyone informed. Thank you for your continued patience and if you have any questions, please don't hesitate to reach out to me or the DELTA Mailbox, at [ProjectDELTA@idoc.in.gov](mailto:ProjectDELTA@idoc.in.gov).

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## Action Queue Update



The DELTA team, IT team, and our vendor partners are aware of the issue where action items are not being removed from the Action Queue once they have been completed. We have received tickets and reports across several modules in DELTA. In addition, we have determined that some Action Queues are being assigned to the incorrect system roles and, therefore, staff are not being alerted to actions that are needed.

We want to assure you that the team is working diligently to address this issue. Our team is currently reviewing each queue and each individual issue to identify and resolve, not only the reported activity completion error, but also the root cause. Team members have been meeting repeatedly to diagnosis this issue.

We understand that this can cause some inconveniences and delays. We appreciate your continued patience and understanding as we work towards a solution. We will continue to provide updates as we make progress.

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## Empowered User Program



As a friendly reminder, our **DELTA Empowered User Program launched in December**. At each facility, designated staff are on-hand to provide real-time assistance with any issues you encounter in DELTA. They have partnered with the Help Desk to be able to address many of the questions that occur throughout the day.

Please reach out to an Empowered User to get your issue resolved before submitting a ticket.



For a full list of the Empowered Users, by facility and Parole District, please select [this link](#). You can also access the link on the DELTA Intranet site under the Empowered User Program tab on the home page.

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## DELTA User of the Month



We are thrilled to announce the launch of our DELTA User of the Monthly, which aims to celebrate and recognize the outstanding work you do using our system.

You are invited to nominate a peer, leader, or any staff member for the DELTA User of the Month.

### **This could be:**

- Someone who understands DELTA very well
- An individual who has helped you with an issue in DELTA
- A staff member or peer who has coached you on the system

Every month, a staff member will be selected and featured in the following months newsletter and on our facility SCOOP Boards.

To submit a user, please complete the short (*2 minutes or less*) form found [HERE](#).