MEMO

DATE: April 6, 2015
TO: IMPP Manual Users
FROM: Libby Snider, Staff Attorney/Policy Analyst
RE: Summary of Changes to IMPPs – Distribution #622

In accordance with IMPP 01-101D, any IMPPs summarized below have had their revision/introduction advanced through appropriate procedures set forth within the context of that IMPP. Additionally, policy memoranda are sometimes issued on a very limited basis, and, if included in this distribution, are similarly summarized below. The following are summaries of the revisions to policy and/or procedures resulting from these processes, and have been reviewed in an attempt to ensure consistency with statutes, regulations, and the current needs and philosophy of the Department.

Per IMPP 01-101D, new and revised policies shall be distributed, prior to their implementation, to designated staff, contract personnel, volunteers, and when appropriate to inmates/offenders and designated agencies. The yellow highlighted IMPPs listed in this document are considered “STAFF READ ONLY” and shall not be included in the distributions to agencies or organizations not authorized such access.

05-147D INFORMATION TECHNOLOGY AND RECORDS: Change and Configuration Management. This new department-wide policy consolidates KDOC IMPP 05-147 and JJA IMPP 05-108. Some definitions were modified, and some procedures were revised to incorporate provisions of JJA IMPP 05-108 and to reflect small changes in procedure. KDOC IMPP 05-147 and JJA IMPP 05-108 are revoked.

05-151D INFORMATION TECHNOLOGY AND RECORDS: Application Development and Management. This new department-wide policy consolidates KDOC IMPP 05-151 and KDOC IMPP 05-155. Provisions from both policies were incorporated, and minor changes were made to definitions. KDOC IMPP 05-151 and KDOC IMPP 05-155 are revoked.

05-153D INFORMATION TECHNOLOGY AND RECORDS: Application Structure Management. This new department-wide policy includes formatting changes consistent with IMPP 01-101D. The policy section was revised to reflect current practice, and minor changes were made to update titles and remove obsolete references. KDOC IMPP 05-153 is revoked.

NOTE: Yellow highlighting indicates that the particular IMPP is “Staff Read Only.”