



*Developing & Implementing Case Management Systems  
For Public Defenders and Beyond*

October 22 - 23, 2010  
Sheraton Crystal City Hotel,  
1800 Jefferson Davis Highway, Arlington, Virginia 22202 • (703) 486-1111

**AGENDA**

**Friday, October 22, 2010 – 9:00 am to 6:00 pm**

- 9:00 am – 9:30 am Continental Breakfast & Registration Check-In
- 9:30 am – 9:45 am Welcome and Overview
- 9:45 am – 11:00 am Session I: Why We Collect and Report Data: Advocacy & Accountability
- Who are we trying to influence and what are we trying to influence them to do?
- What is our logic model / theory of change?
- How do we demonstrate our processes are effective and that we are achieving desired results?
- 11:00 am -- 11:15 am Coffee/Bathroom/Call Your Office Break
- 11:15 am -- 1:00 pm Session I, cont'd
- Reports: What information do we need to be able to generate to support our logic model / theory of change? (What we want the case management system to yield)
- Report Access Considerations
- Specific Systems Show & Tell
- 1:00 pm -- 2:00 pm Lunch (provided)
- 2:00 pm – 3:45 pm Session II: What is the Data We Collect and How
- Data: What are the indicators / outcome measures that must be gathered to produce the reports that support your logic model / theory of change? (What we want the case management system to capture)
- Specific Systems Show & Tell
- 3:45 pm -- 4:00 pm Coffee/Bathroom/Call Your Office Break

*This meeting is made possible by a grant from the Robert Wood Johnson Foundation*



- 4:00 pm -- 5:15 pm      Session II, cont'd
- Data Input Considerations  
                                 Data Access Considerations
- Technical Data Analysis & Mechanics
- 5:15 pm -- 6:00 pm      Recap of the Day: items that need follow-up, questions, concerns, plans
- Saturday, October 23, 2010 – 8:00 am to 5:00 pm
- 8:00 am -- 8:30 am      Continental Breakfast
- 8:30 am -- 8:45 am      Welcome and Overview
- 8:45 am -- 11:00 am     Session III: Designing the Case Management System
- Integration with other computerized tools
- Platforms and Software Applications
- Hardware and Systems Access
- Specific Systems Show & Tell
- 11:00 am -- Noon      Lunch (provided)
- 12:00 pm -- 2:00 pm     Session IV: Implementing the Case Management System
- Training staff
- Integrating conflict counsel & cases
- Getting & implementing feedback from the field
- Revising & updating the system
- 2:00 pm -- 2:15 pm      Coffee/Bathroom/Call Your Office Break
- 2:15 pm -- 4:15 pm      Session V: Resources, and Beyond . . .
- Design Team: Who do you need and how long will it take?
- Getting financing to build the system: How much does it cost? Can any of the existing in-house designed systems be given away for free and then modified?
- Compiling names of experts and resources
- Planning for a fully integrated criminal justice case management system
- 4:15 pm -- 5:00 pm      Recap of the Day: items that need follow-up, questions, concerns, plans

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