

Establishing a Video Conference Connection with CCA from a Remote Work Station

Technical Requirements:

It is recommended you consult with your IT professional before purchasing hardware or software solutions. From a technical perspective any video conferencing solution that supports standards based H.323 video should work to connect to the CCA system. The video conferencing system must be properly configured to place IP based H.323 video calls via the Internet. Currently the court is using a Polycom DX7000 system to connect to CCA. Common manufacturers of video conference equipment include Polycom, Cisco, Vidyo, Sony and many others.

Polycom also has a software based solution that has been tested by the court. The Polycom RealPresence Desktop software can be installed on a Windows or Mac OS X based computer and used with a webcam to provide video conferencing capability to CCA. See <http://www.polycom.com/content/www/en/products-services/hd-telepresence-video-conferencing/realpresence-desktop/realpresence-desktop.html>

The Polycom website can be consulted for system requirements for their software as well as a list of supported webcams. <http://www.polycom.com/products-services/realpresence-platform.html>

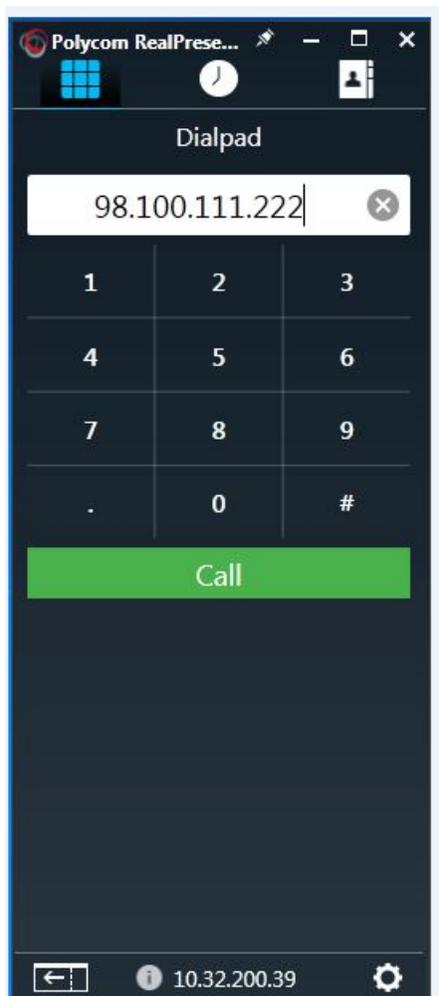
Scheduling a Client/Attorney Video Conference with CCA:

Before establishing a connection you must contact the office at the CCA facility and make arrangements to schedule time for your client. E-mails to schedule a video conference should be sent on weekdays between 8:00 AM and 4:00 PM. To schedule, contact: Connie Phelps/Corrections Corporation of America (CCA) by e-mail at: connie.phelps@cca.com. The following information will be required:

- Inmate's name
- Attorney's Name and Contact Information
- Date preferred (optimally, the video conference should be scheduled 24 hours in advance).
- Time preferred (video conferences will be scheduled between 8:00 AM and 1:00 PM and between 3:00 PM and 4:00 PM, as Facility Count is scheduled at 2:00 PM daily).

Connecting to the CCA Video Conference System:

The IP address to connect to CCA is 98.100.111.222. Please consult your equipment or software documentation for additional information.



If you are unable to establish a connection, please report your issues to Kim_Leininger@ksd.uscourts.gov in Kansas City or Karen_Manza@ksd.uscourts.gov in Topeka.