

**Minutes<sup>1</sup>**  
**Texas Integrated Justice Information Systems (TIJIS)**  
**Steering Committee Meeting**  
**Location: Texas Conference of Urban Counties**  
**Friday, November, 17, 2006**  
**Hilton, Waco, Texas 10am - 4:00pm**

The TIJIS Steering Committee met on November 17, 2006 at the Hilton Waco, Texas. A quorum was established and the member agencies represented were: Tarrant County, Galveston County, North Central Texas Council of Governments, Governors Office Criminal Justice Division, Governors Office Homeland Security, Department of Information Resources, Department of Public Safety, Office of Court Administration, Conference of Urban Counties, Texas Association of Counties, Harris County, Texas Department of Criminal Justice Houston P.D., County Information Resource Agency, Texas Homeland Security Alliance. Additional guests' organizations present were the University of Texas at Arlington, University of Texas at Dallas and SEARCH.

The June 1, 2006 minutes were approved and Les Smith introduced G.K. Maenius to provide a brief history of the Texas Integrated Justice initiative that began in 2002. Mr. Maenius explained that although this project has been four years in development, the concept and funding has been finalized today. Mr. Maenius explained that "in the big picture" and the number of organizations involved in the project, four years is actually a short period of time. Les Smith explained that the University of Texas at Arlington and Dallas were instrumental in keeping the exchange mode project viable and if were not for their efforts we would not be here today.

David Gavin with the Texas Department of Public Safety explained that funding has been secured for Phase I of the TIJIS Justice Information Exchange Reference Model (TJIEM) project however, it would be necessary to have a formal request for proposal (RFP) facilitated by the State of Texas. Mr. Gavin did not provide the exact amount of funding but indicated it was significant. He explained that funding for this project includes a collaboration of State agencies. He also explained that a project manager will be hired by the DPS as soon as possible. The RFP process for Phase I of the project (projected) could begin in January 2007 with a 21 day timeline. Actual work on Phase I of the project could begin as early as February 2007 and end August 2007. (The aforementioned timelines are *projections* only at this time)

Charles Gray presented a project "concept and approach" strategy and a resolution to support the State's proposal. It was recommended that the concept/approach strategy be emailed to the TIJIS Steering committee on Monday, November 20, 2006.

The TIJIS Steering Committee agreed to accept the state funding strategy that included the need for a project manager and establish a TIJIS sub-committee to obtain input for the development of a request for proposal. The following resolution was read into the record and passed by the TIJIS Steering Committee as part of this agreement:

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<sup>1</sup> The minutes were recorded by Les Smith, Tarrant County Administrator's Office.

The TIJIS Steering Committee endorses the State of Texas Project to develop the first iteration of the TIJIS Justice Information Exchange Reference Model in accordance with GJXDM and NIEM standards and the Update to the State of Texas TJI3 Plan. The TIJIS Steering Committee offers its assistance to the State by appointing an advisory committee and focus group to work toward successful completion of the project.

In order to save money and time, the Steering Committee also addressed the need to have future TIJIS meetings in a teleconference format and facilitated by various Council of Governments throughout Texas. A TIJIS advisory committee is being developed to provide input to the RFP process will begin meeting within two weeks. It was recommended that a teleconference strategy be developed for these meetings. The meeting adjourned at approximately 12:00 noon, November 17, 2006.