

**TIJIS STEERING COMMITTEE MEETING**  
**December 17, 2007**  
**Texas Department of Public Safety Headquarters**  
**5805 North Lamar Blvd,**  
**Austin, Texas**

I. CALL TO ORDER:

- a. Meeting was convened at 3:10 p.m. with a quorum established. Those participating in the meeting were:  
By Phone: Tammy Cannon (TDCJ), Tom Sullivan (OCA), Mike Ouimet (DIR), Less Smith (Tarrant County)  
In Attendance: Don Farris (TXDPS), Stan Reid (TAC), Gayle Latham (CIRA), Kirk Greene (Galveston County), David Gavin (TXDPS), Charles Gray (CUC), Carl Reynolds (OCA)
- b. Introduction of Visitors:  
Laura Nicholes, Legislative Liaison, Texas Association of Counties

II. REPORTS AND BUSINESS:

- a. Nomination of TIJIS Co-Chairperson. Kirk Greene asked for nominations for TIJIS Co-Chairperson to be sent to him, along with a bio for the person nominated.
- b. Development of team to review NIEM artifacts. Kirk Greene has sent an e-mail requesting XML experts to review the NIEM artifacts in January. He would like to have 5-7 people on the team.. Meetings will be 1-1/2 days each week and will be held the week of January 14<sup>th</sup> and the week of January 21<sup>st</sup>.
- c. Registry for IEPD's: OCA has offered to host the registry. A subcommittee is needed to develop a process for making modifications. There was discussion about the need for agency buy-in and acceptance or adoption . This was determined to be a "NIEM" issue and not TIJIS except for the Registry. The processes to step through were identified as Publish, Adopt, Implementation and Maintenance. Carl will work with a subcommittee on this issue.
- d. TIJIS governance structure: The need to bring in the membership groups (i.e. Sheriff's Association, County & District Clerks Association, etc.) was discussed. It was suggested that a list be developed, with TIJIS members assigned to make contact with the targeted groups. The following were suggested to initiate the necessary contacts:
  - i. Stan Reid, Laura Nicholes – Sheriffs' Association
  - ii. Steve Moore – Police Chiefs
  - iii. Charles Gray – District Attorneys Association
  - iv. David Gavin – Attorney General's Office

- e. Legislation recently introduced: Les Smith discussed the interim charges from the House Committee on Corrections regarding issues with offenders returning to counties. The recommendation was to support the work of the TAC Legislative Department .

III. COMMITTEE UPDATES: None presented

IV. UNFINISHED BUSINESS: None presented

V. NEW BUSINESS:

- a. Don Farris discussed the possibility of NIEM training in Texas at the same time as the TCJIUG annual conference. Don, Kirk and Tammy will pursue this issue.
- b. Mike Ouimet suggested a pre-meeting regarding the Texas Path to NIEM discussion with DIR, the Governor's Office and the Texas Office of Homeland Security be held in early January 2008.

VI. Comments/Announcements: None presented

VII. There being no further business, the meeting was adjourned at 3:55 p.m.