

Memorandum of Agreement of Henry County, Georgia

Justice Information System Policy Board

Executed November 18, 2003

A Memorandum of Agreement between the following Henry County offices to plan with the Information Systems Department for development and implementation of an automated data processing system. This will include establishment of a budget and provided services, system management/operations and acquisition of automated data processing equipment, under the cooperative title of the Henry County Consolidated Justice Group.

Whereas, all Justice-related County offices recognize the need to avoid overlapping development of major technology systems which are widely applicable across organizational lines when there is no compelling technical or functional reason for differences, whereas, the following county offices have agreed to cooperate in the implementation, operation and management of the Justice Information System (JIS):

- Henry County Superior Court, Flint Judicial Circuit
- Henry County Superior Court Clerk, Flint Judicial Circuit
- Henry County District Attorney, Flint Judicial Circuit
- Henry County State Court (Judges, Clerk, and Solicitor General)
- Henry County Magistrate Court
- Henry County Probate Court
- Henry County Juvenile Court
- Henry County Sheriff's Department
- Henry County Department of Public Safety
 - Henry County Bureau of Police Services
 - Henry County Fire Department
 - Henry County Emergency Communications
 - Henry County Code Enforcement and Animal Control
 - Henry County Community Service
- Henry County Board of Commissioners
 - Henry County Information Systems
 - Henry County Finance Department

In order to effectively manage and operate the Justice Information System, the Justice Information System Policy Board is hereby authorized to administer the cooperative Justice Information System.

The JIS Policy Board shall consist of the following elected officials and constitutional officers whom the Policy Board itself shall see fit to include in its membership.

Voting members shall be elected or appointed officials including:

- Henry County Superior Court, Flint Judicial Circuit, Judge
- Henry County Superior Court, Flint Judicial Circuit, Clerk
- Henry County, Flint Judicial Circuit, District Attorney
- Henry County State Court Judge
- Henry County Solicitor General
- Henry County Magistrate Court Judge
- Henry County Probate Court Judge
- Henry County Juvenile Court Judge
- Henry County Director of Public Safety
- Henry County Chief of Police
- Henry County Sheriff
- Henry County Board of Commissioners

Advisory members include:

- Henry County Manager
- Henry County Clerk of State Court
- Henry County Manager of Information Systems
- Henry County Chief of Fire Department
- Henry County Director of Emergency Communications

The JIS Policy Board shall exercise its authority to:

1. Develop plans/policies to guide system development and implementation.
2. Recommend to the County Commission the annual budget for JIS.
3. Administer the JIS budget according to the guidelines established by the Commission to the extent that the same are required by law.
4. Recommend JIS equipment to the Board of Commissioners.
5. Recommend JIS project consultants to the Board of Commissioners.
6. Recommend to the Board of County Commissioners the establishment of standards, including abbreviations, codes and input-output formats.
7. Approve JIS programs, procedures, design, specifications and documentation.
8. Adopt security codes as coordinated by the Board of Commissioners.
9. Authorize data elements to be entered into the JIS system and to whom they shall be distributed.
10. Review, recommend and approve all business necessary to insure the efficient and timely operation of the Justice Information System.
11. Determine departments, agencies or individuals allowed access to/from the system.

JIS Board Members:

Signature:

Date:

Commission Chairman
Leland Maddox

Leland Maddox

11-19-03

Chief Judge
Hal Craig

Hal Craig

November 13, 2003

Clerk of Superior Court
Judith Lewis

Judith Lewis

November 13, 2003

District Attorney
Tommy Floyd

Tommy Floyd

Nov 13 2003

Chief Judge
Ben Studdard

Ben Studdard

11/13/03

Solicitor General
Chuck Spahos

Chuck Spahos

11/13/03

Chief Judge
Judy Hayes

Judy Hayes

November 13, 2003

Chief Judge
Del Buttrill

Del Buttrill

11/13/03

~~Chief Judge~~
William Bartles

William Bartles

11/18/03

Director - Public Safety
Rob Magnaghi

Rob Magnaghi

11-13-03

Chief of Police
Henry White

Henry White

11-13-03

Sheriff
Donald Chaffin

Donald Chaffin

11-13-03

Be it further resolved that a designated Henry County Superior Court Judge, Flint Judicial Circuit, shall act as the Chair of the JIS Policy Board. In his/her absence, a designated alternate shall serve as the Chair.

This Memorandum of Agreement shall be signed by a majority of the JIS voting members, and the Chairman of the Board of County Commissioners on behalf of the Board of County Commissioners, and filed with the Henry County Clerk.