CLEMIS

COURTS AND LAW ENFORCEMENT MANAGEMENT INFORMATION SYSTEM (CLEMIS) AUTHORITY

EXECUTIVE COMMITTEE

February 12, 2026
2:00 p.m.
39577 Woodward Avenue, Suite 300
Bloomfield Hills, MI 48304

MINUTES

☐ Proposed Minutes ☑ Approved Minutes

Meeting Type: ☑ Regular ☐ Special

1. Call To Order

The meeting was called to order by the Chairperson at 2:01 p.m.

2. Roll Call

Executive Committee member attendance:

Hilarie Chambers, Chairperson	☑ Present	☐ Absent
James Gallagher, Vice Chairperson	☑ Present	☐ Absent
Joe LaRussa, Secretary	☑ Present	☐ Absent
Daniel Keller, Treasurer	☑ Present	☐ Absent
David Woodward, Member	☑ Present	☐ Absent
Eric Hawkins, Member	☑ Present	☐ Absent
Greg Flynn, Member	☑ Present	☐ Absent
Laura Dodd, Member	☑ Present	☐ Absent
Troy Bevier, Member	☑ Present	☐ Absent

Other attendees: Bo Cheng, Tom Wydra, Venkat Shanmugam, Steven Schneider, Max Bryan, Rob Reid, Lance Boldrey, and Rowan Conybeare

3. Approval of Agenda

The Chairperson asked for a motion to approve the agenda of the February 12, 2026, meeting of the Executive Committee.

Moved by: Vice Chairperson Gallagher

Supported by: Member Woodward

Yes: ☑ *No:*

4. Approval of Minutes

The Chairperson asked for a motion to approve the minutes of the January 22, 2026, meeting of the Executive Committee.

Moved by: Treasurer Keller

Supported by: Member Bevier

Yes: ☑ *No:*

5. Reports

The CEO-designate presented an administrative report relating to the administrative and transition matters of the Authority. Discussions on the transition status, staffing status, technology roadmap, marketing and communications, and member services. Venkat Shanmugam and Tom Wydra contributed to the administrative report and discussions.

A financial report was given, detailing the Authority's disbursements to date.

No other reports were given.

6. Old Business

A. Resolution 2026-3-Approve Employment Contract for Chief Executive Officer

Motion to approve the employment contract for the CEO of the Authority.

Moved by: Treasurer Keller

Supported by: Member Hawkins

Brief discussion on the compensation study conducted by Oakland County.

Yes: ☑ *No:*

7. New Business

A. Resolution 2026-14-Adopt Hiring Process

Motion to adopt a hiring process for the Executive Committee to follow.

Moved by: Member Woodward

Supported by: Member Bevier

Brief discussion on the merits and integrity of a hiring process.

Secretary LaRussa moved to amend the hiring process to grant the CEO and COO the discretion to utilize the services of an executive search firm.

Moved by: Secretary LaRussa

Supported by: Member Woodward

Yes: ☑ *No:*

No further discussion on motion to adopt hiring process. Motion to adopt hiring process with amendment was called.

Yes: ☑ *No:*

B. Resolution 2026-15-Adopt Procurement Policy

Motion to adopt a procurement policy for the Executive Committee to follow. Brief explanation from legal counsel regarding the contents of the policy.

Moved by: Member Dodd

Supported by: Member Hawkins

Brief discussion regarding several specific provisions of the procurement policy, including contracts to be audited, required insurance policies, and a termination for convenience provision.

Member Woodward moved to amend the procurement policy to institute an 18-month sunset provision.

Moved by: Member Woodward

Supported by: Vice Chairperson Gallagher

Yes: ☑ *No:*

Member Woodward moved to amend the procurement policy to require notice of all contracts entered into to be provided at the next succeeding Executive Committee meeting following contract execution.

Moved by: Member Woodward

Supported by: Member Dodd

Yes: ☑ *No:*

Secretary LaRussa moved to amend the procurement policy to require all contracts that exceed five years to be approved by the Executive Committee.

Moved by: Secretary LaRussa

Supported by: Member Bevier

Yes: ☑ *No:*

No further discussion on motion to adopt procurement policy. Motion to adopt procurement policy with amendments was called.

Yes: ☑ *No:*

C. Resolution 2026-16-Authorize Contracts with Concent4 LLC and Crimson Agency for Marketing Services

Motion to authorize the Chairperson to enter into contracts with Concept4 LLC and Crimson Agency for marketing services. Brief explanation from Tom Wydra on the marketing services to be provided.

Moved by: Secretary LaRussa

Supported by: Treasurer Keller

Brief discussion regarding marketing services versus PR services.

Yes: ☑ *No:*

D. Resolution 2026-17-Authorize Contract with Blue Chip Talent Executive Search for Consulting Services

Motion to authorize the Chairperson to enter into an agreement with Blue Chip Talent Executive Search for the provision of consulting services by individuals who currently work with CLEMIS at Oakland County.

Moved by: Member Dodd

Supported by: Member Hawkins

Yes: ☑ *No:*

E. Resolution 2026-18-Authorize Contract with Simtech Solutions for Consulting Services

Motion to authorize the Chairperson to enter into an agreement with Simtech Solutions for the provision of consulting services by individuals who currently work with CLEMIS at Oakland County.

Moved by: Treasurer Keller

Supported by: Member Flynn

Yes: ☑ *No:*

F. Resolution 2026-19-Approve Entering into Michigan CLASS Participation Agreement

Motion to approve the Michigan CLASS local government investment pool as an authorized investment institution and authorize the Chairperson to enter into the Michigan CLASS Participation Agreement. Brief explanation from legal counsel regarding the structure of Michigan CLASS.

Moved by: Member Bevier

Supported by: Member Woodward

Brief discussion on different types of investments and associated risks.

Yes: ☑ *No:*

G. Resolution 2026-20-Amendment of Regular Meeting Schedule for 2026

Motion to amend the regular meeting schedule for 2026.

Moved by: Member Dodd

Supported by: Member Flynn

Brief discussion on members' schedules and availability. Agreement that the schedule will need to be revisited again.

Yes: ☑ *No:*

H. Establishing a Finance Committee

Discussion on the formation of a Finance Committee. Agreement that members of the Finance Committee should be knowledgeable in financial matters; represent small, medium, and large jurisdictions; and represent multiple disciplines.

I. Establishing an Audit Committee

Discussion on the formation of an Audit Committee. Agreement that members of the Audit Committee should be knowledgeable in financial matters; represent small, medium, and large jurisdictions; and represent multiple disciplines. Discussed the possibility of three to four committee members, and agreed to speak with the Authority's audit firm for further advice.

8. Public Comment

Rob Reid, Interim Police Chief and Police Sergeant of the City of Pleasant Ridge, gave public comment. He expressed his passion for the CLEMIS System and emphasized that the Authority cannot fail because small jurisdictions cannot afford more expensive service providers.

No other public comments made.

9. Other Business

Member Woodward asked about the Main Service Agreement and termination letter process.

Member Flynn asked for guidance on what conversations should look like with fire and EMS providers during the transition period.

No other business.

10. Adjournment

Motion to adjourn at 3:50 p.m.

Moved by: Vice Chairperson Gallagher

Supported by: Member Flynn

Yes: ☑ *No:*

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CERTIFICATION OF MINUTES

Proposed minutes respectfully submitted,

Signed by:
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Joe LaRussa
Secretary

2/17/2026
Date

Approved by the executive committee on February 26, 2026.

Joe LaRussa
Secretary

2/26/26
Date

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