



**COURTS AND LAW ENFORCEMENT MANAGEMENT INFORMATION SYSTEM
(CLEMIS) AUTHORITY**

EXECUTIVE COMMITTEE

March 12, 2026
2:00 p.m.
Farmington City Hall
236000 Liberty Street
Farmington, MI 48335

MINUTES

Proposed Minutes Approved Minutes

Meeting Type: Regular Special

1. Call To Order

The meeting was called to order by the Chairperson at 2:10 p.m.

2. Roll Call

Executive Committee member attendance:

Hilarie Chambers, Chairperson	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
James Gallagher, Vice Chairperson	<input type="checkbox"/> Present	<input checked="" type="checkbox"/> Absent
Joe LaRussa, Secretary	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Daniel Keller, Treasurer	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
David Woodward, Member	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Eric Hawkins, Member	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Greg Flynn, Member	<input type="checkbox"/> Present	<input checked="" type="checkbox"/> Absent
Laura Dodd, Member	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Troy Bevier, Member	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent

Other attendees: Bo Cheng (remote), Tom Wydra, Venkat Shanmugam, and Lance Boldrey

3. Approval of Agenda

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

Moved by: Member Dodd

Supported by: Secretary LaRussa

Yes: No:

4. Approval of Minutes

The Chairperson asked for a motion to approve the minutes of the February 26, 2026, meeting of the Executive Committee.

Moved by: Member Bevier

Supported by: Member Hawkins

Yes: No:

5. Reports

The CEO 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. Tom Wydra and Venkat Shanmugam contributed to the administrative report and discussions.

A financial report was provided, detailing the Authority's disbursements to date and contracts entered into since the last Executive Committee meeting.

No other reports were given.

6. Old Business

No old business.

7. New Business

- A. Resolution 2026-29-Authorize Chief Executive Officer to Initiate Hiring Process of Executive Team Members in Absence of Chief Operating Officer

Motion to authorize the CEO to initiate the hiring of members of the Executive Team in the absence of the COO to ensure that the Authority maintains a smooth transition process. The CEO will follow the process detailed in Resolution 2026-14, and this Resolution 2026-29 will expire upon the hiring of the COO.

Moved by: Member Woodward

Supported by: Member Hawkins

Brief discussion on whether the Executive Committee should be required to approve employment contracts of Executive Team Members.

Yes: No:

- B. Resolution 2026-30-Adopt Municipal Employees' Retirement System of Michigan's Benefits Plan

Motion to adopt a retirement benefits plan for Authority employees through the Municipal Employees’ Retirement System of Michigan (“MERS”).

Moved by: Secretary LaRussa

Supported by: Treasurer Keller

Yes: No:

C. Resolution 2026-31-Adopt CoStaff Services’ Health Benefits Plan

Motion to adopt a health benefits plan for Authority employees through CoStaff Services in compliance with the requirements of Public Act 152 of 2011 (“PA 152”).

Moved by: Secretary LaRussa

Supported by: Member Bevier

Brief discussion on the requirements of PA 152 and the co-employment relationship.

The Secretary conducted a roll call vote.

Hilarie Chambers, Chairperson	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent
James Gallagher, Vice Chairperson	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Absent
Joe LaRussa, Secretary	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent
Daniel Keller, Treasurer	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent
David Woodward, Member	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent
Eric Hawkins, Member	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent
Greg Flynn, Member	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Absent
Laura Dodd, Member	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent
Troy Bevier, Member	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent

The motion was approved by the requisite majority vote, and Resolution 2026-31 was adopted.

D. Resolution 2026-32-Designate Chief Administrative Officer

Motion to designate the Executive Director as the chief administrative officer.

Moved by: Secretary LaRussa

Supported by: Member Hawkins

Yes: No:

E. Resolution 2026-33-Adopt Amended Freedom of Information Act Procedures and Guidelines and Public Summary

Motion to adopt amended FOIA Procedures and Guidelines and Public Summary to explicitly include exception for law enforcement records management system pursuant to section 5(9) of FOIA and designate the Executive Director as the FOIA Coordinator.

Moved by: Member Woodward

Supported by: Member Dodd

Yes: No:

8. Public Comment

No public comments made.

9. Other Business

No other business.

10. Adjournment

Motion to adjourn at 3:20 p.m.


Moved by: Member Dodd

Supported by: Member Hawkins

Yes: No:

CERTIFICATION OF MINUTES

Proposed minutes respectfully submitted,

Signed by:

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Joe LaRussa
Secretary

3/18/2026

Date

Approved by the executive committee on March 26, 2026.

Joe LaRussa
Secretary

Date

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