



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

EXECUTIVE COMMITTEE

RESOLUTION 2026-34
Establish Finance Committee


The executive committee (the “**Executive Committee**”) of the Courts and Law Enforcement Management Information System (CLEMIS) Authority (the “**Authority**”) hereby resolves:

- that, pursuant to section 5.1 of the bylaws of the Executive Committee (the “**Bylaws**”), a finance committee is established as an advisory body (the “**Finance Committee**”);
- that the Finance Committee shall consist of three (3) members of the board of the Authority, including the following:
 - (1) Sam Marzban;
 - (2) Daniel Keller; and
 - (3) Joe LaRussa;
- that a majority of the members of the Finance Committee shall be members of the Executive Committee;
- that the members of the Finance Committee shall be appointed annually to a one-year term by the Executive Committee and may be subsequently reappointed at the discretion of the Executive Committee;
- that a member of the Finance Committee may be removed by a majority vote of the Executive Committee;
- that a simple majority of members of the Finance Committee shall constitute a quorum for the transaction of business;
- that the minutes of all meetings of the Finance Committee shall be recorded and submitted to the Executive Committee;
- that the Finance Committee shall, not less than once per year, advise the Executive Committee on fees and other charges sufficient to pay the expenses of the CLEMIS System and the Authority;
- that the Finance Committee shall make a recommendation on the adoption of all budgets and budget amendments to the Executive Committee;
- that the Finance Committee shall be responsible for all of the following:
 - (1) assisting Authority staff in developing the annual operating and capital budgets to be presented to the Executive Committee for approval;

- (2) reviewing quarterly financial statements (income, expenditures) and comparing actual results against the budget;
 - (3) ensuring that the Executive Committee receives regular, accurate, and meaningful financial reports;
 - (4) functioning as the Audit Committee described in section 5.2 of the Bylaws, reviewing the annual audit of the financial affairs of the Authority performed by an independent Certified Public Accountant in accordance with the law, and presenting the Finance Committee's view to the Executive Committee;
 - (5) overseeing the Authority staff's development and implementation of internal financial policies and procedures, and recommending to the Executive Committee amendments to those policies that the Finance Committee finds advisable; and
 - (6) overseeing the Authority staff's administration of the Authority's investment policies and management of assets and recommending to the Executive Committee amendments to those policies that the Finance Committee finds advisable; and
- that the Finance Committee shall establish a meeting schedule and frequency necessary to fulfill its duties and responsibilities.

Secretary's Certification:

I hereby certify that this resolution was duly adopted by the executive committee of the Courts and Law Enforcement Management Information System (CLEMIS) Authority at a properly noticed open meeting held with a quorum present on March 26, 2026.



Joe LaRussa
Secretary