COMMITTEE/WORKING GROUP CHARTER
ARJIS TECHNICAL WORKING GROUP

PURPOSE

The purpose of the ARJIS Technical Working Group is to provide recommendations to the Chiefs'/Sheriff's Management Committee on state of the art information technology that enhances both officer and public safety.

LINE OF REPORTING

The ARJIS Technical Working Group reports to the Chiefs/Sheriff's Management Committee who in turn makes recommendations to SANDAG's Public Safety Committee (PSC), who will in turn report to the SANDAG Board of Directors on actions and recommendations of the PSC.

RESPONSIBILITIES

Responsibilities of the ARJIS Technical Working Group include making recommendations to the Chiefs'/Sheriff's Management Committee relating to: 1) the review and evaluation of new technologies for regional deployment that are consistent with the ARJIS Strategic Plan and support the overall public safety mission for the region, 2) development and recommendation of a technical strategy and architecture for ARJIS regional public safety projects; 3) recommended approval of the ARJIS annual work program from a technical perspective; and 4) participation on ad-hoc technical user groups in support of specific ARJIS projects; and 5) agency representation on ARJIS Wireless, Network and Security Working Groups.

MEMBERSHIP

Voting members must be representatives from ARJIS member agencies, and in good standing. Members are selected by the respective member agency Department Head. Voting members shall have one alternate that is also designated by the Department Head of the member agency. Membership is renewed annually at the beginning of each calendar year. A quorum must be present (one more than half the Working Group membership) in order for the Working Group to take action. Voting members will consist of those ARJIS members who provide data to the ARJIS enterprise system. All other members will be considered Advisory and are encouraged to attend the meetings, but may not vote.

Members should have a background in computers, software, and databases and serve a technical role within their agency or their agencies' IT department. They should have the skills and understanding to evaluate technology projects and make recommendations based on agency, industry, and regional best practices.

MEETING TIME AND LOCATION

The ARJIS Technical Working Group will meet bi-monthly on the 4th Wednesday at every other month or as needed.

SANDAG

SELECTION OF THE CHAIR

The voting members shall select a chair person at the beginning of the calendar year; with endorsement from the Chiefs/Sheriff's Management Committee. The vice-chair shall also be selected by the voting members of the Committee and confirmed by the Chiefs'/Sheriff's Management Committee.

DURATION OF EXISTENCE

The ARJIS Technical Working Group shall be in existence until terminated by the Chiefs'/Sheriff's Management Committee or until no longer needed.