

# **TECHNOLOGY OVERSIGHT COMMITTEE**

## **CHARGE AND DESIGNATION**

**DECEMBER 2014**

**[This new Charge and Designation replaces in its entirety the former Charge & Designation]**

### **INTRODUCTION**

The Vermont Judiciary has a vision that the people of Vermont will have trust and confidence in the Vermont state courts because the courts are fair, impartial, accessible, responsive, consistent, free of discrimination, independent, and well-managed. The Technology Oversight Committee is established to (1) ensure that the Judiciary's technology initiatives effectively support and advance the Judiciary's goals and objectives for improved access to justice and the cost-effective delivery of judicial services; (2) provide guidance to Judiciary personnel responsible for the management of technology initiatives; and (3) advise the Supreme Court on matters related to Judiciary technology.

### **CHARGE**

The Committee is specifically charged to:

- Develop, maintain, and periodically review a Judiciary Technology Strategic Plan and Roadmap with a 3 to 5 year horizon that will be submitted to the Supreme Court for review and approval. This Plan and Roadmap will take into consideration the strategic objectives of the Judiciary, the need for alignment of the Plan and Roadmap with the plans and activities of state agencies and other justice partners, and other internal and external factors and best practices, as appropriate.
- Develop, maintain, and annually review a Technology Project Portfolio that ensures that technology project activities are properly aligned with the Strategic Plan and Technology Roadmap and Judiciary organizational priorities.

- Provide advice and support to ensure that priority projects in the Technology Project Portfolio can be properly resourced and budgeted.
- Provide sponsorship and advisory guidance for Technology projects and programs, including oversight of major Project and Program Steering Committees.
- Provide recommendations to the Supreme Court, Judiciary Advisory Council and/or Court Administrator, as is appropriate in the specific context from time to time, on the following:
  - Rules, administrative orders, and other policy directives involving the use and application of technology.
  - Business process and organizational improvements that will simplify and enhance the application of appropriate technology to meet the goals of the Technology Strategic Plan and Roadmap.
- Provide recommendations to the Education Oversight Committee about education of members of the Judiciary and the users of judicial services with respect to the appropriate uses and applications of Technology.
- Provide an annual review and report about the Committee's work to the Supreme Court, Judiciary Advisory Council, and Court Administrator on or before January 1<sup>st</sup> of each year.

The Committee may establish Subcommittees as needed that are overseen by the Committee. The Office of the Court Administrator shall provide the Committee with necessary administrative assistance.

## **DESIGNATION**

A Technology Oversight Committee is established of between 9 and 16 members, as determined by the Supreme Court in its discretion from time to time. The Committee shall consist of the Chief Justice ex officio, the Administrative Judge for Trial Courts ex officio, the State Court Administrator, ex officio, one Supreme Court Justice designated by the Court, an equal number of judicial officers and of Judiciary trial court employees, and such other Judiciary employees as the Court shall determine. The judicial officers shall be chosen in consultation with the Administrative Judge, and the Judiciary employees shall be chosen in consultation with the State Court Administrator. Initial Appointments shall be for staggered terms of three years, two years, and one year. Thereafter, appointments shall be for a three-year term. Whenever a member resigns or the office is otherwise vacant, the Supreme Court shall appoint a successor to fill the unexpired terms. The Chair shall be the designated Supreme Court Justice.

**EXPENSES**

In the performance of their duties, the members shall be reimbursed the normal state employee expenses. The Commissioner of Finance and Management shall pay from the Judiciary appropriation all expenses of the Committee when claims are submitted on proper vouchers approved by the Court Administrator or her designee.

Done in Chambers at Montpelier, Vermont this 11<sup>th</sup> day of December, 2014.

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Paul L. Reiber, Chief Justice

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John A. Dooley, Associate Justice

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Marilyn S. Skoglund, Associate Justice

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Beth Robinson, Associate Justice

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Harold E. Eaton, Jr., Associate Justice