

Court

2022 Workplan, Budget and Allocations

Purpose

The purpose of this document is to provide the 2022 Workplan, Budget and Allocations for TechShare Court.

Workplan

Priorities

Tasks and activities to be completed in 2022 are prioritized as follows:

1. Operation

Ensuring the continued availability and reliability of TechShare.Court and for the Participants based on the approved System Support Plan related to environment evergreen, defect management and requests received for data within the system.

2. Maintenance

Applying maintenance as required by statute or rule and/or to keep the system features and functions evergreen by continual enhancement as defined within the Product Backlog. A change control and release testing process will be used to help ensure participating counties can upgrade to new versions on a timely basis.

3. Demonstration and Implementation Planning of TechShare.Court

Product demonstrations to Texas and out-of-state counties, preparation of budget proposals and implementation planning for potential new participants.

Deliverables

1. Change Requests for Software Maintenance

Each Change Request will describe how the specific changes to the software are necessary to meet the operational requirements of the requesting entity. Only Change Requests that can be completed within the approved budget will be scheduled for development.

2. Sprint Plans

For each development cycle (Sprint), a Sprint Plan will be prepared to communicate which defect corrections and Change Requests are included in the development cycle.

3. Release Notes

For each deployment to production, Release Notes will be provided describing the changes to the software, including, but not limited to, application functionality, configuration, installation and deployment.

4. Maintenance and Operations Support Reports

Periodic reports on performance in comparison with the Service Levels specified in the plan will be provided to the Participants.

	TechShare.Court	
	2021	2022
Income		
Fees for Services	\$ 430,000	\$ 685,500
Interest Income	\$ -	\$ -
Other Revenues	\$ -	\$ (6,027)
Program Revenues	\$ -	\$ -
Total Income	\$ 430,000	\$ 679,473
Association Services Fees	\$ 16,428	\$ -
Program Expenses		
Depreciation		
Computer Hardware	\$ -	\$ -
Furniture & Fixtures	\$ -	\$ -
Total Depreciation	\$ -	\$ -
IT Systems		
Software Licensing Fee	\$ -	\$ -
Software Maintenance Fee	\$ 18,834	\$ 17,286
Systems Operations Fee	\$ 64,417	\$ 40,053
Total IT Systems	\$ 83,251	\$ 57,339
Meetings		
Board	\$ -	\$ -
Committees	\$ 3,000	\$ -
Education Events	\$ -	\$ -
Membership	\$ -	\$ -
Other	\$ 1,800	\$ -
Total Meetings	\$ 4,800	\$ -
Other Expenses		
Occupancy	\$ -	\$ -
FF&E	\$ -	\$ -
Computer Software	\$ -	\$ -
Business Meals	\$ -	\$ -
Professional & Mgmt. Services	\$ -	\$ -
Misc.	\$ -	\$ -
Postage & Shipping	\$ -	\$ -
Printing & Publications	\$ -	\$ -
Supplies	\$ -	\$ -
Telecommunications	\$ -	\$ -
Business Insurance	\$ -	\$ -
Total Other Expenses	\$ -	\$ -
Staffing		
Payroll Costs		
Differential	\$ 6,004	\$ -
Salaries	\$ 120,074	\$ 296,166
ER SEP Contribution	\$ 12,608	\$ 29,617
Med Insurance	\$ 11,112	\$ 21,372
Other Insurance	\$ 1,497	\$ 2,621
ER PR Taxes	\$ 11,347	\$ 23,703
Total Payroll Costs	\$ 162,642	\$ 373,479
Consulting	\$ -	\$ -
Contract Labor	\$ -	\$ 52,000
Contingency	\$ 19,557	\$ 14,485
Total Staffing	\$ 182,199	\$ 439,963
Travel		
Lodging	\$ -	\$ -
Meals	\$ -	\$ -
Transportation	\$ -	\$ -
Travel - Other	\$ 1,200	\$ -
Total Travel	\$ 1,200	\$ -
Total Program Expenses	\$ 287,878	\$ 497,303
General Class Assessment	\$ 33,548	\$ 68,460
TechShare Indirect Assessment	\$ 105,701	\$ 113,611
Total Expense	\$ 427,127	\$ 679,373
Net Income	\$ 2,874	\$ 100

		CRT M&O	
		CY21	CY22
Income			
	Midland County	\$ -	\$ 50,131
	Potter County	\$ 22,743	\$ 33,287
	Tarrant County	\$ 407,257	\$ 596,055
Total Income		\$ 430,000	\$ 679,473

TechShare Local Government Corporation
Court Stakeholder Committee
Virtual Meeting
November 19, 2021

MINUTES

The following Committee members were present; therefore, there was a quorum:

Mr. G.K. Maenius, Tarrant County [Chairman]
Honorable Judge Gary Jackson, Potter County
Mr. Mike Atkins, Midland County

Others present:

Mr. J. Greg Shugart, Tarrant
Ms. Mary Butler, Tarrant
Mr. Troy Pickett, TechShare
Ms. Rebecca Lewis, TechShare

Chairman Maenius called the meeting to order at 09:02 a.m.

The Committee considered **Agenda Item #2**, Status Report on the Development, and Implementation of TechShare.Court 3.0. Ms. Lewis offered to demonstrate the system to Midland County so they can see the progress of the new court application. Ms. Lewis also reported that the Potter County 3.0 Development & Implementation project kickoff was held yesterday, November 18, 2021.

The Committee considered **Agenda Item #3** and received the financial reports. Ms. Lewis reported that the TechShare LGC Board authorized the return of 2021 net revenue to participants with retention of approximately 7% to continue to build a reserve once auditing of year end financials has occurred.

The Committee considered **Agenda Item #4** and received proposed budget for the 2022 Maintenance and Operations of the TechShare.Court Resource. Ms. Lewis reviewed the detailed budget with the committee and the allocation of cost by participant. On a motion by Judge Gary Jackson and seconded by Mr. Mike Atkins the following calendar year 2022 budget for maintenance and operations of TechShare.Court was approved:

		Court M&O	
		CY 2021	CY 2022
		Adj Budget	Budget
Income			
Total Income		\$ 430,000	\$ 679,473
Association Services Fees		\$ 16,428	\$ -
Depreciation		\$ -	\$ -
IT Systems		\$ 83,251	\$ 57,339
Meetings		\$ 4,800	\$ -
Other Expenses		\$ -	\$ -
Staffing		\$ 182,199	\$ 439,963
Travel		\$ 1,200	\$ -
		\$ 287,878	\$ 497,303
General Class Assessment		\$ 33,548	\$ 68,460
Indirect Assessment		\$ 105,701	\$ 113,611
Total Expenses		\$ 427,127	\$ 679,373
Total Net Income		\$ 2,873	\$ 100

The Committee considered **Agenda Item #5** meeting dates and proposed a mid-February 2022 touchpoint on a Friday. Ms. Lewis will work with Ms. Godoy to confirm the next scheduled meeting on Stakeholder calendars.

There being no further business, the meeting was adjourned at 09:18 a.m.

 Mr. G.K. Maenius
 Chairman

 Date