IN THE CIRCUIT COURT OF THE SEVENTEENTH
JUDICIAL CIRCUIT IN AND FOR BROWARD COUNTY, FLORIDA

Administrative Order 2026-23-Gen

TECHNOLOGY GOVERNANCE COMMITTEE

(a) Pursuant to Article V, section 2(d) of the Florida Constitution, and section 43.26, Florida Statutes, the chief judge of each judicial circuit is charged with the authority and the power to do everything necessary to promote the prompt and efficient administration of justice.

(b) The Florida Supreme Court has directed each circuit court chief judge to establish a technology governance committee through administrative order. *See* AOSC26-10.

(c) In accordance with the authority vested in the chief judge pursuant to Article V, section 2(d) of the Florida Constitution, section 43.26, Florida Statutes, and under mandate from the Florida Supreme Court, it is hereby **ORDERED** as follows:

(1) **Purpose, Objective and Responsibilities of the Technology Governance Committee**:

(a) This Administrative Order establishes a circuit-wide Technology Governance Committee (the "Committee") to prioritize local technology initiatives and ensure the continued functionality of the Circuit's Court Application Processing System (CAPS). The Committee will assist in managing technology initiatives and issues related to electronic access to the courts in the Seventeenth Judicial Circuit by facilitating efficient system integrations, improving workflow processes, and providing stakeholders with a forum to communicate specific circuit technology concerns.

(b) The Committee will address data-sharing requirements within the circuit by clarifying each justice system partner's responsibilities and ensuring compatibility and security with the local CAPS solution. The Committee will also address electronic document and court record processes, electronic case management tools, security, and the judiciary's and the clerk's maintenance needs. The Committee will also address the standardization of electronic workflow processes related to CAP's ongoing functionality, address data inconsistencies, system modifications, and software upgrades.

(c) The Committee will provide circuit oversight and guidance by making strategic technology policy recommendations, enhancements, and implementations to support technology operations and reduce workloads. The Chair of the Committee will submit an annual report to the Florida Courts Technology Commission (the "Commission"). The Commission's Enhanced Resource Management Workgroup will determine the timeframe and requirements for the annual report.

(2) **Composition**:

(a) The Chief Judge or Chief Judge's designee shall be the Chair of the Technology Governance Committee. The Chief Judge has final authority on all action items. The Chair shall facilitate meetings, set agendas, and ensure alignment with the Commission. The Chair shall establish a liaison role responsible for communication with the Commission. The Chair will also ensure that support staff is available for meetings, agendas, or other tasks to facilitate the Committee's operations.

(b) The Chair shall select the Vice-Chair of the Committee from among the court technology leadership representatives on the Committee. The Vice-Chair shall assist the Chair, coordinate with technology leadership, and oversee the execution of actionable items.

(c) The members of the Technology Governance Committee shall also include: the Trial Court Administrator, the Circuit's Chief Technology Officer, Circuit and/or County judges, judicial assistants, a case management designee, and the Broward Clerk of Court or the Clerk's designee. The Chair may also appoint information technology leadership representatives from the following judicial partners, including the Broward State Attorney's Office, the Broward Public Defender's Office, the Broward Sheriff's Office, The Florida Bar, the Florida Department of Corrections, and any other agency designee as directed by the Chair.

(d) The members of the Committee will contribute to discussions, provide feedback and updates on local agency information technology structures, and ensure follow-through on assigned tasks.

(e) Attendance at the Committee meetings by the members of the Committee and the Vice-Chair is mandatory and may only be excused in writing by the Chair of the Committee.

(3) **Agenda Coordination and Committee Procedures**:

(a) The Committee will align agendas and meetings with the Commission's quarterly meetings, or as determined by the Chair of the Committee. The Committee shall meet at least semi-annually, and as otherwise determined by the Chair.

(b) The Chair or their designee shall distribute the latest Commission meeting summaries to members of the Committee prior to the Committee meetings. Members shall review the Commission actions and any local concerns.

(c) The Chair or their designee shall collect agenda items from local agency stakeholders before Committee meetings.

(d) The Chair or their designee shall distribute draft agendas to members before the Committee meetings. The agendas shall clearly define action items and items up for Committee decision.

(e) Any decisions made by the Committee will be made through consensus with input from all represented agencies. The Chief Judge has final decision-making authority on all Committee decisions. The Committee will assign action items to responsible parties with implementation deadlines. The Committee will also track progress on action items during subsequent meetings to ensure follow-through on technology initiatives.

(f) Agenda items may include, but are not limited to, the following:

i. Budgetary requirements per initiative
ii. System and data integration issues
iii. Electronic document workflow issues
iv. Interagency technical issues
v. Interagency business process opportunities
vi. New statewide technology initiatives
vii. Strategic technology planning
viii. Automation and innovation opportunities
ix. Technology training needs
x. Cybersecurity and security standards
xi. Disaster recovery planning

DONE AND ORDERED in Chambers, Fort Lauderdale, Florida, this 18th day of June, 2026.

/s/ Carol-Lisa Phillips
Carol-Lisa Phillips, Chief Judge