



## Legislation Text

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**File #:** 21-4640, **Version:** 1

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**Department:** Universal Services

**Department Head/Elected Official:** Rick Noriega, Executive Director & CIO

**Regular or Supplemental RCA:**

- ☒ Regular RCA  
☐ Supplemental RCA

**Type of Request:** Commercial Paper

**Project ID (if applicable):**

**Vendor/Entity Legal Name (if applicable):**

**MWDBE Participation (if applicable):**

**Request Summary (Agenda Caption):**

Request for approval of a Preliminary Investment Memo for Universal Services for the eCitation with Digital Signatures project for \$200,000 and commercial paper funding in the initial amount of \$200,000, contingent upon project approval.

**Background and Discussion:**

Currently, with Supereon, Law Enforcement (LE) officers in the field complete electronic citations. The LE officer prints the citation for signature by the offender. The LE officer signs and submits a paper copy of the citation to the Justice Courts. With digital signatures, the offender and LE officer both sign the citation digitally rather than printing the citation and applying a "wet signature" or physically marking the citation. The LE officer would then be able to submit the e-citation directly to the Justice Courts. The digitally signed citation can be secured and not altered in any way that would invalidate it, making it more secure than a "wet signature".

No CP has been allocated to this project.

**Expected Impact:**

This project improves and automates LE processing of citations. eCitations would reduce time spent by the Justice Courts processing paper copies of the citations by providing a way to directly upload the citation data into the Harris County Law Enforcement Records Management System (RMS) and the Justice of the Peace case management system. This efficiency provides opportunities for lost fine & fee collections (tickets dismissed due to signed citation copies not being turned in) for Harris County due to quick synchronization and submission of data wirelessly.

**Alternative Options:**

Alternative would be to keep the current citation solution without digital signatures, and continue to provide non-electronic / hardcopy citations.

**Alignment with Goal(s):**

- ☒ Justice and Safety  
☐ Economic Opportunity  
☐ Housing  
☐ Public Health

- ☐ Transportation  
☐ Flooding  
☐ Environment

☐ Governance and Customer Service **Prior Court Action (if any):**

**Location:**

Address (if applicable list below):

- ☒ Countywide  
☐ Precinct 1  
☐ Precinct 2

☐ Precinct 3

<input type="checkbox"/> Precinct 4				
<b>Fiscal and Personnel Summary</b>				
<b>Service Name</b>	<u>Public Safety Applications</u>	<b>FY 21-22</b>	<b>Estimates</b>	
			<b>FY 22</b>	<b>Next 3 FYs</b>
<b>Incremental Expenditures</b>				
Labor Expenditures		200K	520K	415K
Non-Labor Expenditures		-	9,280K	1,285K
<b>Total Incremental Expenditures</b>		<b>200K</b>	<b>9,800K</b>	<b>1,700K</b>
<b>Funding Sources</b> (General Fund, PIC Fund, Debt or CP, Grants, or Other - Please Specify)				
Existing Budget	-	-	-	-
	-	-	-	-
	-	-	-	-
<b>Total Current Budget</b>		-	-	-
<b>Additional Budget Requested</b>	<b>Commercial Pap</b>	200K	9,800K	1,700K
	-	-	-	-
	-	-	-	-

Total Additional Budget Requested	200K	9,800K	1,700K
<b>Total Funding Sources</b>	<b>200K</b>	<b>9,800K</b>	<b>1,700K</b>
<b>Personnel</b> (Fill out section only if requesting new PCNs)			
Current Position Count for Service	-	-	-
Additional Positions Requested	-	-	-
<b>Total Personnel</b>	-	-	-

**Anticipated Implementation Date:** September 14<sup>th</sup>, 2021

**Emergency/Disaster Recovery Note:**

- ☒ Not an emergency, disaster recovery, or COVID-19 related item
- ☐ Emergency Item
- ☐ COVID-19 related Item
- ☐ Disaster Recovery related Item

**Contact(s) name, title, department:**

Lauren Chang, Financial Analyst, Universal Services

**Attachments (if applicable):**

- Preliminary investment memo
- RCA CP letter