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October 25, 2016

**The Honorable Greg Abbott
The Honorable Dan Patrick**

**The Honorable Joe Straus
Members of the Texas Legislature**

Subject: Records Management Interagency Coordinating Council's Biennial Report

Ladies and Gentlemen:

The Records Management Interagency Coordinating Council (RMICC) is required by §441.203 of the Government Code to report on records management issues. RMICC consists of the Attorney General, Comptroller of Public Accounts, State Auditor, Secretary of State, Executive Director of the Department of Information Resources, Director and Librarian of the State Library and Archives Commission or their designees, and three auxiliary members: one faculty member of a public senior college or university and two individuals who serve as information resources managers for state agencies in the executive branch of government.

Enclosed is a copy of RMICC's biennial report that includes an executive summary on page 3.

Please call on us if you require further information on the findings or other material included in this report, or if you have question about the report's recommendations.

Sincerely,



Margaret E. Hermesmeier, Chair
Office of the Attorney General of Texas (permanent, voting member)
Division Chief, Information Governance and Logistical Operations Division

Todd Kimbriel, Vice Chair
Department of Information Resources (permanent, voting member)
Deputy Executive Director

Hope Morgan
Health and Human Services Commission (auxiliary, voting member)
Director of Technology Research

Morgan Gieringer
University of North Texas Libraries (auxiliary, voting member)
Head, Special Collections Department

Stephen Quick
Office of the Comptroller of Public Accounts (permanent, voting member)
Records Management Officer

Vincent Houston
Office of the Secretary of State (permanent, voting member)
Director, Administrative Services Division

Michael Reagor
State Auditor's Office (permanent, non-voting member)
Audit Research Specialist

Daniel Julien
Texas Historical Commission (auxiliary, voting member)
Information Technology Coordinator

Mark Smith
Texas State Library and Archives Commission (permanent, voting member)
Director and Librarian