



JUDICIAL COUNCIL
OF CALIFORNIA

COURT EXECUTIVES
ADVISORY COMMITTEE

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COURT EXECUTIVES ADVISORY COMMITTEE (CEAC)

RECORDS MANAGEMENT SUBCOMMITTEE

OPEN MEETING AGENDA

Open to the Public (Cal. Rules of Court, rule 10.75(c)(1))

THIS MEETING IS BEING RECORDED

Date: March 19, 2018
Time: 3:00–4:00 P.M.
Location: Conference Call
Public Call-In Number 1-877-820-7831, Passcode: 589050 (Listen Only)

Meeting materials will be posted on the advisory body web page on the California Courts website at least three business days before the meeting.

Agenda items are numbered for identification purposes only and will not necessarily be considered in the indicated order.

I. OPEN MEETING (CAL. RULES OF COURT, RULE 10.75(C)(1))

Call to Order and Roll Call

II. PUBLIC COMMENT (CAL. RULES OF COURT, RULE 10.75(K)(2))

Written Comment

In accordance with California Rules of Court, rule 10.75(k)(1), written comments pertaining to any agenda item of a regularly noticed open meeting can be submitted up to one complete business day before the meeting. For this specific meeting, comments should be e-mailed to ceac@jud.ca.gov or mailed or delivered to Judicial Council of California, 2860 Gateway Oaks Drive, Suite 400, Sacramento, CA 95833, attention: Corey Rada. Only written comments received by 3:00 p.m., March 16, 2018, will be provided to advisory body members.

III. DISCUSSION ITEMS

Item 1

Review of ITAC's rule proposal concerning electronic signatures.

Review the rule proposal created by ITAC's Rule and Policy subcommittee to comply with recently enacted legislation. Assembly Bill 976 requires that, when a

document to be filed requires a signature made under penalty of perjury, the document is considered signed by the person if: “The person has signed the document using a computer or other technology pursuant to the procedure set forth in a rule of court adopted by the Judicial Council by January 1, 2019.” The council is required to adopt a rule by 2019 prescribing the procedure for filers to sign documents filed electronically with the courts.

The ITAC’s Rule and Policy subcommittee has developed a proposed rule, on which the Records Management Subcommittee should provide comments.

Presenters: Mr. Richard D. Feldstein, Chair, CEAC Records Management
Subcommittee
Mr. Patrick O’Donnell, Principal Managing Attorney, Legal Services

Item 2

Privacy Resource Guide draft review.

Review a draft of the *Privacy Resource Guide* (PRG) that is being developed by the Information Technology Advisory Committee (ITAC) and its Rules and Policy Subcommittee.

Presenters: Mr. Feldstein
Mr. O’Donnell

Item 3

Next Steps

Presenter: Mr. Feldstein

IV. ADJOURNMENT

Adjourn