



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: September 19, 2018
Time: 10:00–11:00 A.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, 2850 Gateway Oaks Drive, Suite 300, Sacramento, CA 95833, attention: Corey Rada. Only written comments received by 3:00 p.m., September 18, 2018, will be provided to advisory body members.

III. DISCUSSION ITEMS

Item 1

Update of the Trial Court Records Manual

A review of the updates to the Trial Court Records Manual including new statutes and rules. If approved, these changes will be effective on January 1, 2019.

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

Item 2

Court Records as Data

Discussion regarding a proposed new section of the Trial Court Records Manual on the subject of court records that are maintained in digitalized form as data.

Presenters: Mr. Feldstein
Mr. O'Donnell

Item 3

Retention and Destruction of Original Wills

Discussion of the changes to Government Code regarding the retention of original wills.

Presenter: Mr. Feldstein
Mr. Corby Sturges, Attorney, Center for Families, Children and the Courts

Item 4

Rules and Legislation relating to Indexes and Registers of Action

Discussion regarding possible rule and statutory amendments on indexes and registers of action.

Presenters: Mr. Feldstein
Mr. O'Donnell

Item 5

CEAC Annual Agenda for 2019

Discussion regarding Records Management Subcommittee projects that should be included in the CEAC Annual Agenda for 2019.

Presenters: Mr. Feldstein
Mr. O'Donnell
Ms. Morioka

IV. ADJOURNMENT

Adjourn