



JUDICIAL COUNCIL OF CALIFORNIA

COURT EXECUTIVES
ADVISORY COMMITTEE

www.courts.ca.gov/ceac.htm
ceac@jud.ca.gov

Request for ADA accommodations
should be made at least three business
days before the meeting and directed to:
JCCAccessCoordinator@jud.ca.gov

COURT EXECUTIVES ADVISORY COMMITTEE

JUDICIAL BRANCH STATISTICAL INFORMATION SYSTEM SUBCOMMITTEE

NOTICE AND AGENDA OF OPEN MEETING

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

THIS MEETING IS BEING CONDUCTED BY ELECTRONIC MEANS

THIS MEETING IS BEING RECORDED

Date: December 11, 2018
Time: 2:00 p.m. - 3:00 p.m.
Public Call-in Number: 1-877-820-7831 Pass Code: 9857922 (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.

Members of the public seeking to make an audio recording of the meeting must submit a written request at least two business days before the meeting. Requests can be e-mailed to ceac@jud.ca.gov.

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

Approval of Minutes

Approve minutes of the October 5, 2018, Judicial Branch Statistical Informational System (JBSIS) Subcommittee meeting.

II. PUBLIC COMMENT (CAL. RULES OF COURT, RULE 10.75(K)(1))

This meeting will be conducted by electronic means with a listen only conference line available for the public. As such, the public may submit comments for this meeting only in writing. 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, 455 Golden Gate Avenue, San Francisco, CA 94102, attention: Ms. Rose Butler. Only written

comments received by 2:00 p.m. on December 10, 2018, will be provided to advisory body members prior to the start of the meeting.

III. DISCUSSION AND POSSIBLE ACTION ITEMS (ITEMS 1)

Item 1

Judicial Branch Statistical Information System (JBSIS) Data Quality Control and Amendment Guidelines (Action Required)

Review proposed revisions to the JBSIS Manual that would outline requirements for regular data quality assurance of reported JBSIS data. Consider adopting specific guidelines to ensure that courts correct and amend JBSIS data errors. This item is in response to a request from the Judicial Council Advisory Committee for Audits and Financial Accountability for the Judicial Branch.

Presenter(s)/Facilitator(s): Mr. Jake Chatters, Chair, JBSIS Subcommittee
Ms. Leah Rose-Goodwin, Manager, Budget Services
Ms. Emily Chirk, Senior Analyst, Budget Services

IV. INFORMATION ONLY ITEMS (NO ACTION REQUIRED)

Info 1

JBSIS v3.0 Manual Revisions

Make a report on the recommendations received from participating courts.

Presenter(s)/Facilitator(s): Ms. Leah Rose-Goodwin, Manager, Budget Services

V. ADJOURNMENT

Adjourn