

Court Security Advisory Committee
Annual Agenda—2016
Approved by E&P: _____

I. ADVISORY BODY INFORMATION

Chair:	Hon. Thomas M. Maddock
Staff:	Ed Ellestad, Supervisor, Security Operations, Real Estate and Facilities Management
Advisory Body's Charge: The Court Security Advisory Committee makes recommendations to the council for improving court security, including personal security and emergency response planning.	
<p>Advisory Body's Membership: The committee must include at least one member from each of the following categories: Appellate court justice; Appellate court administrator; Trial court judge; Trial court judicial administrator; Member of the Court Facilities Advisory Committee; and Member of the Trial Court Facility Modification Advisory Committee.</p> <p>At least one member of the committee should be from a trial court that uses a marshal for court security services; this is not, however, a separate category of membership.</p> <p>The committee currently has 10 members, including one appellate justice, four trial court judges, one appellate court administrator, and four trial court administrators, one of whom is a member of the Court Facilities Advisory Committee, and one of whom is a member of the Trial Court Facility Modification Advisory Committee.</p>	
Subgroups/Working Groups: None (Ad Hoc Short Term Subcommittee on Office of Security Functions and Duties finished its work).	
<p>Advisory Body's Key Objectives for 2016:</p> <ul style="list-style-type: none"> • Make recommendations on the necessary emergency response and security functions for the branch. • Assign Chair and Lead Staff to liaise with Trial Court Facilities Modification Advisory Committee. • Advocate for funding to support emergency and security projects identified in this Annual Agenda. 	

II. ADVISORY BODY PROJECTS

#	Project ¹	Priority ²	Specifications	Completion Date/Status	Describe End Product/ Outcome of Activity
1.	Consider new and continuing emergency- and security-related concerns for the branch, and make additional recommendations as needed.	1(f)	<p>Judicial Council Direction:</p> <ul style="list-style-type: none"> • California Rules of Court, rule 10.61(a), Area of Focus • Goal III. Modernization of Management and Administration <ul style="list-style-type: none"> ○ Objective 3. Improve safety, security—including disaster preparedness—at all court locations for all court users, judicial officers, and staff. <u>Outcome</u> (c) a. Emergency preparedness and continuity of operations plans and programs in all courts. • Goal VI: Branchwide Infrastructure for Service Excellence <ul style="list-style-type: none"> ○ Part A: Facilities Infrastructure, Objective 2. Facilitate the acquisition of sites for, and the construction, renovation, maintenance, and expeditious transfer of, court facilities. <u>Outcome</u> b. Models and guidelines for acquiring sites for new facilities and maintaining facilities and for transferring existing facilities. <u>Outcome</u> c. Shared practices in place for 	Ongoing	Reports to Judicial Council as needed

¹ All proposed projects for the year must be included on the Annual Agenda. If a project implements policy or is a program, identify it as *implementation* or a *program* in the project description and attach the Judicial Council authorization/assignment or prior approved Annual Agenda to this Annual Agenda.

² For non-rules and forms projects, select priority level 1 (must be done) or 2 (should be done). For rules and forms proposals, select one of the following priority levels: 1(a) Urgently needed to conform to the law; 1(b) Urgently needed to respond to a recent change in the law; 1(c) Adoption or amendment of rules or forms by a specified date required by statute or council decision; 1(d) Provides significant cost savings and efficiencies, generates significant revenue, or avoids a significant loss of revenue; 1(e) Urgently needed to remedy a problem that is causing significant cost or inconvenience to the courts or the public; 1(f) Otherwise urgent and necessary, such as a proposal that would mitigate exposure to immediate or severe financial or legal risk; 2(a) Useful, but not necessary, to implement statutory changes; 2(b) Helpful in otherwise advancing Judicial Council goals and objectives.

#	Project ¹	Priority ²	Specifications	Completion Date/Status	Describe End Product/ Outcome of Activity
			<p>building courthouses to better meet the needs of all court users and judicial branch staff.</p> <p><u>Outcome d.</u> Funding and operational standards for small construction and renovation projects for the courts.</p> <ul style="list-style-type: none"> ○ Part B: Technology Infrastructure, Objective 3. Ensure that all technology decisions are compatible with the judicial branch enterprise technology master plan. <p><u>Outcome a.</u> New technologies compatible with and integrated into branchwide infrastructure, including the California Courts Technology Center, telecommunications, security systems, and educational technology.</p> <ul style="list-style-type: none"> ○ Part B: Technology Infrastructure, Objective 4. Implement new tools to facilitate the electronic exchange of court information while balancing privacy and security. <p><u>Outcome c.</u> A single point of Internet access to the Judicial Council/Administrative Office of the Courts for the California courts, justice partners, and the public.</p> <ul style="list-style-type: none"> ○ Part B: Technology Infrastructure, Objective 7. Develop, support, and implement a statewide business continuity and emergency preparedness technology infrastructure—with emphasis on key system features. <p><u>Outcome a.</u> Threat and vulnerability assessment systems/technology funded and in place.</p> <p><u>Outcome b.</u> Funding structure for actual disaster recovery/continuity of operations.</p>		

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			<p>Origin of Project: Judicial Council direction, rule 10.61.</p> <p>Resources: Judicial Council staff support from Legal Services, Real Estate and Facilities Management, and Security Operations.</p> <p>Key Objective Supported: Make recommendations on the necessary emergency response and security functions for the branch.</p>		
2.	<p>Recommendations to Judicial Council for Continuation of Security Operations unit's Emergency and Continuity of Operations Planning Program, which provides and maintains online planning system and trainings.</p> <ul style="list-style-type: none"> • Advise budget committees and decision-makers of this priority. • Advise budget committees to allow us to review and comment on security-related agenda items before decisions are made. • If no funding is made available, direct staff to 	1(f)	<p>Judicial Council Direction: Same as Project 1.</p> <p>Origin of Project: Lack of dedicated funding.</p> <p>Resources: Judicial Council staff support from Legal Services, Real Estate and Facilities Management, and Security Operations.</p> <p>Key Objective Supported: Make recommendations on the necessary emergency response and security functions for the branch.</p>	End of 2016	Recommendations to Judicial Council.

#	Project ¹	Priority ²	Specifications	Completion Date/Status	Describe End Product/ Outcome of Activity
	communicate the resulting direct cost to the courts.				
3.	<p>Recommendations to Judicial Council for Continuation of Security Operations unit's Trial Court Security Grant Program for trial courts, which provides and maintains systems such as access, camera, duress, etc.</p> <ul style="list-style-type: none"> • Advise budget committees and decision-makers of this priority. • Advise budget committees to allow us to review and comment on security-related agenda items before decisions are made. • If no funding is made available, direct staff to communicate the resulting direct cost to the courts. 	1(f)	<p>Same as Project 1. Additional Key Objectives Supported:</p> <ul style="list-style-type: none"> • Assign Chair and Lead Staff to liaise with Trial Court Facilities Modification Advisory Committee. • Advocate for funding to support emergency and security projects identified in this Annual Agenda. 	End of 2016	Recommendations to Judicial Council.
4.	<p>Recommendations to Judicial Council for Continuation of Security Operations unit's Screening Equipment Replacement Program for trial courts, which replaces and maintains x-ray machines and magnetometers.</p>	1(f)	<p>Same as Project 1. Additional Key Objectives Supported:</p> <ul style="list-style-type: none"> • Assign Chair and Lead Staff to liaise with Trial Court Facilities Modification Advisory Committee. 	End of 2016	Recommendations to Judicial Council.

#	Project ¹	Priority ²	Specifications	Completion Date/Status	Describe End Product/ Outcome of Activity
	<ul style="list-style-type: none"> • Advise budget committees and decision-makers of this priority. • Advise budget committees to allow us to review and comment on security-related agenda items before decisions are made. • If no funding is made available, direct staff to communicate the resulting direct cost to the courts. 		<ul style="list-style-type: none"> • Advocate for funding to support emergency and security projects identified in this Annual Agenda. 		
5.	<p>Recommendations to Judicial Council for Continuation of Security Operations unit’s Court Security Plans services, which involve the online planning module in Project 2, and annual review of summary data by this committee under rule 10.172(e).</p> <ul style="list-style-type: none"> • Advise budget committees and decision-makers of this priority. • Advise budget committees to allow us to review and comment on security-related agenda items before decisions are made. • If no funding is made available, direct staff to 	1(f)	<p>See 2. Additional Judicial Council Direction:</p> <ul style="list-style-type: none"> • California Rules of Court, rule 10.172, Court Security Plans 	Ongoing	Recommendations to Judicial Council.

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	communicate the resulting direct cost to the courts.				
6.	Court Security Advisory Committee survey to obtain information about the trial courts' security needs and priorities.	2(b)	Same as Project 1.	End of 2016	Information needed to support key objectives such as advocacy for BCPs for funding of security programs.

III. STATUS OF 2015 PROJECTS:

#	Project	Completion Date/Status
1	Develop recommendations on the necessary emergency response and security functions for the branch and organization of the Office of Security (aka Final Report on Directive 125).	July 28, 2015 – Report accepted by Judicial Council
2	Consider new and continuing emergency- and security-related concerns for the branch, develop annual agenda for March 2016, and make additional recommendations as needed.	In progress and ongoing

IV. Subgroups/Working Groups - Detail

Subgroups/Working Groups: N/A.
