



JUDICIAL COUNCIL OF CALIFORNIA

COURT TECHNOLOGY
ADVISORY COMMITTEE

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COURT TECHNOLOGY ADVISORY COMMITTEE

MINUTES OF OPEN MEETING

July 18, 2014
10:00 AM - 10:30 AM
Teleconference

Advisory Body Members Present: Hon. Terence L. Bruiniers, Chair; Hon. Glen M. Reiser, Vice Chair; Hon. Jeffrey B. Barton; Hon. Daniel J. Buckley; Mr. Jake Chatters; Hon. Robert B. Freedman; Prof. Dorothy J. Glancy; Ms. Diana Herbert; Hon. Thomas Hollenhorst; Hon. Daniel P. Maguire; Hon. James Mize; Hon. James D. Otto; Mr. Robert Oyung; Mr. Pat Patterson; Hon. Marsha Slough; Hon. Emily E. Vasquez; Mr. Don Willenburg; Hon. Peter J. Wilson

Advisory Body Members Absent: Hon. Joan Buchanan; Hon. Hannah-Beth Jackson; Ms. Susan Matherly; Hon. Louis R. Mauro; Hon. Theodore M. Weathers

Others Present: Hon. James E. Herman; Mr. Cory Jasperson; Ms. Jessica Craven; Mr. Mark Dusman; Ms. Renea Stewart; Ms. Fati Farmanfarmaian; Ms. Jamel Jones; Mr. Patrick O'Donnell; Ms. Julie Bagoye; Ms. Jackie Woods

OPEN MEETING

Call to Order and Roll Call

The chair called the meeting to order at 10:00 AM, and took roll call.

DISCUSSION AND ACTION ITEMS (ITEMS 1 – 5)

Item 1

Opening Remarks and Chair Report

Update: Hon. Terence L. Bruiniers reminded members that the first part of this meeting is open to the public and being recorded. There will be a closed session for members only following the completion of open meeting items.

There were no public comments submitted.

Justice Bruiniers provided an update on the membership nominations. There were 22 nominations received for 14 positions expiring October 31, 2014. The Chief will review and make final selections. Justice Bruiniers also thanked Judge Daniel J. Buckley for his service. He has been appointed to the Judicial Council. His last day with CTAC will be September 15.

There will be a training held later in July for subcommittee chairs on the new Open Meeting Rules including instructions on the necessary procedures they need to follow for subcommittee meetings going forward.

Item 2

Judicial Council's (internal) Technology Committee (JCTC) Update

Update: Judge Herman and Mr. Oyung provided an update on the Technology Planning Task Force (TPTF). The TPTF technology Governance and Funding Model, the four year Strategic Plan and two year Tactical Plan were submitted for public comment. Comments were generally supportive and language was added to the plans to emphasize that technology should not create barriers to access for the many different court users. Another key change was the role of CTAC to ITAC, Information Technology Advisory Committee. Along with increasing subject matter expertise among membership and strengthening executive sponsorship; the committee would be responsible for technology projects, rules and legislative proposals. This committee would be staffed from the appellate courts, trial courts, and JC staff.

Item 3

Joint Appellate Technology Subcommittee Report

Update: The Joint Appellate Technology Subcommittee did not report.

Item 4

Rules & Policy Subcommittee Report

Update: Hon. Daniel J. Buckley, Chair provided updates on the Rules & Policy Subcommittee's projects.

- Privacy Policies and Terms of Use for Judicial Branch Websites: Progressing with developing a comprehensive statewide privacy policy addressing electronic access and restrictions to court records and data to align with both state and federal requirements. It will outline key contents and provisions to address within a local court's privacy policy. This will be presented to CTAC and subsequently to the Judicial Council.
- Modernization of Trial Court Rules to Support E-Business: This is an ongoing project to determine what amendments are needed to permit courts and litigants to engage in e-business practices. On June 30, 2014, Rules & Policy members joined with members of the Civil and Small Claims Advisory Committee to review draft revisions to Titles 2 (Trial Court Rules) and 3 (Civil Rules) of the California Rules of Court. At the joint meeting, the revision of the two titles was largely completed. The

next step will be to work with other advisory committees to review and modernize the text of other titles of the California Rules of Court. By end of the next year, CTAC and the other committees should complete their review and make recommendations for the modernization of all the rules.

- **State of Electronic Recording in the Courts:** The subcommittee has drafted a survey to identify current usage of electronic recording in the trial courts. I will help define and evaluate areas where recordings are already used, problems with existing practice, and technology available for improved usage. The study is an evaluation of current usage and technology and does not propose expansion.

Item 5

Projects Subcommittee Report

Update:

Hon. Glen Reiser, Chair of the Projects Subcommittee provided an update on their current projects.

- **The *State of the Branch Report on E-Filing*** which outlines the results of the Projects Subcommittee 2014 E-Filing Survey was posted on Serranus at the following location: http://serranus.courtinfo.ca.gov/jc/court_tech.htm.
- **Study and Identify Opportunities to Expand Remote Video Appearances:** The first step is surveying the courts and advisory committees to examine the extent and use of remote video in the courts. Results will be consolidated into the *State of the Branch Report on Remote Video*.
- **Evaluate and Continue Development of the E-Business Webinar Series:** The subcommittee plans to evaluate the effectiveness and use of this first installment of the E-Business Webinar Series and to assess lessons learned by December 2014. The evaluation will go to the JCTC and the subcommittee will seek approval to develop the strategy, model and contents for the second installment on the topic of remote interpreting.

Item 6

Liaison Reports

- **Center for Judicial Education (CJER) Governing Committee:** Hon. Thomas Hollenhorst provided an update on the committee. CJER expanded their online access due to budget constraints for in person trainings. They also did a presentation in British Columbia with live and web content that was very tech savvy.
- **Civil & Small Claims Advisory Committee:** Hon. Daniel P. Maquire provided an update that this committee has been involved in the modernization of trial court rules.
- **Civil Jury Instructions Advisory Committee:** Hon. Robert Freedman advised there was nothing on their current agenda that impacted CTAC, but there were projects that might impact going forward.

- Criminal Law Advisory Committee: Hon. Emily E. Vasquez updated that this committee voted two months ago to support [Assembly Bill 2397](#) to allow either defendant or attorney to not be present for noncritical portions of the trial if they both consent. This would enable the court to use 2-way electronic audio/video communication between defendant and courtroom.
- Court Executives Advisory Committee (CEAC): Ms. Susan Matherly reported that this committee met with the executive office records management group regarding e-signatures and modifying sampling program. The e-signatures plan is to have the full records group together to work on this project.
- Trial Court Presiding Judges Advisory Committee: Hon. Glen M. Reiser reported that at the most recent meeting a joint working group was created with CEAC on subject matter technology and the digital court. Judge Herman will send the link to CTAC members.
- Traffic Advisory Committee: Hon. James Otto reported this committee is meeting to deal with eCitations and rule 4.104 forms.

A D J O U R N M E N T

There being no further business, the meeting was adjourned at 11:10 AM.

Approved by the advisory body on October 31, 2014.