

Advisory Committee on Audits and Financial Accountability for the Judicial Branch
Annual Agenda¹—2020

Approved by the Executive and Planning Committee: [Date]

I. COMMITTEE INFORMATION

Chair:	Hon. David Rosenberg, Judge, Superior Court of Yolo County
Lead Staff:	Mr. Grant Parks, Principal Manager, Audit Services
Committee's Charge/Membership: <p>Rule 10.63 of the California Rules of Court states the charge of the Advisory Committee on Audits and Financial Accountability for the Judicial Branch (audit committee), which is charged with advising and assisting the council in performing its responsibilities to ensure that the fiscal affairs of the judicial branch are managed efficiently, effectively, and transparently, and in performing its specific responsibilities relating to audits and contracting, as required by law and good public policy. Rule 10.63(c) sets forth additional duties of the committee, such as to:</p> <ul style="list-style-type: none">• Review and approve of a yearly audit plan for the judicial branch,• Advise and assist the council in performing its responsibilities under the Judicial Branch Contract Law,• Review and recommend to the council proposed updates and revisions to the Judicial Branch Contracting Manual, and• Make recommendations concerning any proposed changes to the annual compensation plan for Judicial Council staff. <p>Rule 10.63(d) sets forth the membership position of the committee. The audit committee currently has eight members and one non-voting advisor. The current committee roster is available on the committee's web page.</p>	
Subcommittees/Working Groups²: There are no subcommittees or working groups operating under this advisory committee.	

¹ The annual agenda outlines the work a committee will focus on in the coming year and identifies areas of collaboration with other advisory bodies and the Judicial Council staff resources.

² California Rules of Court, rule 10.30 (c) allows an advisory body to form subgroups, composed entirely of current members of the advisory body, to carry out the body's duties, subject to available resources, with the approval of its oversight committee.

Meetings Planned for 2020³ (Advisory body and all subcommittees and working groups)

The audit committee generally meets by telephone quarterly. The advisory committee does not expect to hold any in-person meetings during the 2020 calendar year. Approximate dates for the meetings to be held in 2020 are:

- February 10, 2020
- June 30, 2020
- July 10, 2020 – Special meeting to review changes to the Judicial Branch Contracting Manual.
- September 30, 2020
- December 15, 2020

Check here if exception to policy is granted by Executive Office or rule of court.

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³ Refer to [Operating Standards for Judicial Council Advisory Bodies](#) for governance on in-person meetings.

COMMITTEE PROJECTS

#	Ongoing Projects and Activities ⁴	
1.	Project Title: Review Audit Reports and Recommend Policy Changes, As Appropriate	Priority⁵ 1
		Strategic Plan Goal⁶ II
<p>Project Summary⁷: The annual audit plan approved by the audit committee identifies both the courts to be audited and the scope of those audits. The audit committee reviews draft audit reports in closed session and discusses the results with court officials. Once approved for public release, the audit reports are posted on the judicial branch’s public website. At times, the advisory committee will note systemic issues in audit reports, such as in the areas of cash handling procedures, court procurement practices, and the accuracy of case filings data reported to the Judicial Branch Statistical Information System (JBSIS). As a result, the audit committee will periodically issue audit advisories to the courts recommending best practices. Alternatively, the audit committee at times will issue letters to other advisory committees suggesting changes to branch policy.</p> <p>Status/Timeline: Ongoing.</p> <p>Fiscal Impact/Resources: There are no direct fiscal impacts. However, the periodic recommendations made by audit committee may result in fiscal impacts that must be evaluated by those committees designated with oversight responsibilities in the given policy area (e.g., Trial Court Budget Advisory Committee, Court Executives Advisory Committee, etc.).</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: The courts we audit are external stakeholders, particularly court executive officers and financial staff.</p>		

⁴ 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.

⁵ 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.

⁶ Indicate which goal number of [The Strategic Plan for California’s Judicial Branch](#) the project most closely aligns.

⁷ A key objective is a strategic aim, purpose, or “end of action” to be achieved for the coming year.

#	Ongoing Projects and Activities⁴	
	<p>AC Collaboration: No direct collaboration with other advisory committees or working groups. Limited collaboration with external audit agencies (such as the State Auditor’s Office and State Controller’s Office), who also periodically audit judicial branch entities. Those external audits are also reviewed and discussed during open meetings of the audit committee.</p>	
2.	<p>Project Title: Recommend Updates to the Judicial Branch Contracting Manual</p>	<p>Priority⁵ 2</p>
	<p>Strategic Plan Goal⁶ II</p> <p>Project Summary⁷: The Judicial Branch Contract Law (Pub. Contract Code, §§ 19201–19210) requires the Judicial Council to adopt a contracting manual that is consistent with the Public Contract Code and substantially similar to the State Contracting Manual and State Administrative Manual. The manual contains procurement and contracting policies and procedures that must be followed by all judicial branch entities. To the extent that there are legislative amendments to the Public Contract Code that are applicable to judicial branch entities, the Judicial Council must update the Judicial Branch Contracting Manual so that the manual remains consistent with the Public Contract Code.</p> <p>Status/Timeline: Ongoing, (Generally, the audit committee holds a special meeting in July to discuss and approve suggested revisions before forwarding the changes to the council for final approval and adoption).</p> <p>Fiscal Impact/Resources: Judicial Council’s Legal Services office are responsible for monitoring changes to state procurement laws and developing proposed changes for the audit committee’s consideration at its July meeting. Legal Services absorbs the cost of this work within its existing budget.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Attorneys within Legal Services are critical to ensuring appropriate updates are made to the Judicial Branch Contracting Manual in a timely manner.</p> <p>AC Collaboration: Attorneys within Legal Services periodically communicate with a group of court procurement officials, known as the Judicial Branch Contracting Manual Working Group. This group was originally established to help create the original version of the contracting manual; however, this working group is not formally established under the audit committee and is not an official working group created by any other advisory committee.</p>	

#	Ongoing Projects and Activities ⁴	
3.	Project Title: Issue Audit Advisories, as Necessary, to Proactively Address Areas of Risk	Priority⁵ 3
	Strategic Plan Goal⁶ II	
<p>Project Summary⁷: Since the creation of the audit committee in October 2017, audit staff and the committee have issued seven audit advisories on topics such as: cash handling procedures, grant administration, court procurement practices, and data quality standards for court reporting to the Judicial Branch Statistical Information System (JBSIS). As the audit committee discusses audit findings and sees systemic and important issues that require action, it will often direct committee staff to draft audit advisories that explain to the courts the given problem, risks, and suggested recommendations for corrective action. Doing so provides each court with an opportunity to review their own practices and make changes—prior to an audit—to improve judicial administration.</p> <p>Status/Timeline: Ongoing.</p> <p>Fiscal Impact/Resources: Include JCC staff/fiscal resources, fiscal impact to JCC, trial courts, , and other relevant resource needs.</p> <p><input type="checkbox"/> This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</p> <p>Internal/External Stakeholders: None.</p> <p>AC Collaboration: None.</p>		

II. LIST OF 2019 PROJECT ACCOMPLISHMENTS

#	Project Highlights and Achievements
1.	During fiscal year 2018–19, the audit committee reviewed 18 audit reports containing 124 audit findings and recommendations. The courts agreed or generally agreed with these findings 87 percent of the time.
2.	The audit committee issued two audit advisories to all courts regarding: cash handling procedures (November 2018) and court procurement practices (March 2019).
3.	The audit committee considered and forwarded proposed revisions to the Judicial Branch Contracting Manual in July 2019, resulting in the Judicial Council approving a revised manual in September 2019.

Advisory Committee on Providing Access and Fairness
Annual Agenda¹—2020
Approved by [Oversight Committee]: [Date]

I. COMMITTEE INFORMATION

Chair:	Hon. Luis A. Lavin, Cochair, Associate Justice of the Court of Appeal, Second Appellate District, Division Three Hon. Kevin C. Brazile, Cochair, Presiding Judge of the Superior Court of California, County of Los Angeles
Lead Staff:	Ms. Jenie Chang, Attorney, Center for Families, Children & the Courts
Committee's Charge/Membership: Rule 10.55 of the California Rules of Court states the charge of the Advisory Committee on Providing Access and Fairness (PAF), which is to make recommendations for improving access to the judicial system, fairness in the state courts, diversity in the judicial branch, and court services for self-represented parties. The committee also makes recommendations to the Governing Committee of the Center for Judicial Education and Research (CJER), proposals for the education and training of judicial officers and court staff. Rule 10.55(c) sets forth the membership position of the committee. PAF has 30 members. The current committee roster is available on the committee's web page.	
Subcommittees/Working Groups²: <ol style="list-style-type: none">1. Judicial Diversity Toolkit Working Group: Review and consider ideas and recommendations in collaboration with members of the State Bar's Council on Access and Fairness (COAF) for future updates to design and content to the newly created <i>Pathways to Achieving Judicial Diversity in the California Courts</i>; lead efforts on disseminating information statewide through collaboration with justice partners.2. Language Access Subcommittee: The Language Access Subcommittee (LAS) will advise and present recommendations to PAF regarding the Language Access Plan (LAP) and its overarching goal of ensuring access to justice for all court users, especially court users with limited English proficiency. When appropriate, the LAS will make recommendations to PAF in the areas of technology, education, and translation; as well as on legislative and rule of court proposals to enhance language access services throughout the judicial branch.	

¹ The annual agenda outlines the work a committee will focus on in the coming year and identifies areas of collaboration with other advisory bodies and the Judicial Council staff resources.

² California Rules of Court, rule 10.30 (c) allows an advisory body to form subgroups, composed entirely of current members of the advisory body, to carry out the body's duties, subject to available resources, with the approval of its oversight committee.

Meetings Planned for 2020³ (Advisory body and all subcommittees and working groups)

Regular bi-monthly teleconference meetings on third Thursdays, 12:15–1:15 p.m., beginning February 2020.

April 17, 2020, annual in-person meeting in San Francisco.

Check here if exception to policy is granted by Executive Office or rule of court.

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³ Refer to [Operating Standards for Judicial Council Advisory Bodies](#) for governance on in-person meetings.

COMMITTEE PROJECTS

#	New or One-Time Projects ⁴	
1.	Project Title: ADA Bench Card Update (New)	Priority⁵ 2
<p>Strategic Plan Goal⁶ I</p> <p>Project Summary⁷: Work in collaboration with the Center for Judicial Education and Research (CJER) to review and make recommendations to update and revise the ADA Bench card for judicial officers.</p> <p>Status/Timeline: TBD 2020.</p> <p>Fiscal Impact/Resources: Center for Families, Children & the Courts (CFCC) and CJER.</p> <p><input type="checkbox"/> This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</p> <p>Internal/External Stakeholders: Trial courts.</p> <p>AC Collaboration: TBD.</p>		

⁴ 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.

⁵ 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.

⁶ Indicate which goal number of The Strategic Plan for California’s Judicial Branch the project most closely aligns.

⁷ A key objective is a strategic aim, purpose, or “end of action” to be achieved for the coming year.

#	New or One-Time Projects⁴	
2.	Project Title: Form MC-410: Request for Accommodations by Persons with Disabilities	Priority⁵ 2(b)
<p data-bbox="176 342 781 378">Project Summary⁷: PAF will do the following:</p> <ul style="list-style-type: none"> <li data-bbox="226 383 1675 418">a) Circulate the revised MC-410 form and proposed MC-410-INFO sheet and address any public comments; and <li data-bbox="226 435 1629 470">b) Implement information sheet, MC-410 INFO to accompany form MC-410 to be effective January 1, 2021. <p data-bbox="176 509 1906 651">This proposal redesigns the MC-410 and recommends the adoption of a new information sheet, the MC-410-INFO, to accompany and explain the process to request an accommodation for disability. The goal of the redesign process is to preserve the substantive and legal content of the MC-410 and present that content in plain language, with enhanced visual accessibility and compliance with standards for web accessibility of materials.</p> <p data-bbox="176 690 522 725">Status/Timeline: Ongoing.</p> <p data-bbox="176 764 1125 800">Fiscal Impact/Resources: CFCC and CJER staff with disability expertise.</p> <p data-bbox="176 808 1906 878"><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p data-bbox="176 917 684 953">Internal/External Stakeholders: None.</p> <p data-bbox="176 992 501 1027">AC Collaboration: TBD.</p>		

#	Ongoing Projects and Activities⁴	
1.	Project Title: Diversity in The Branch	Priority⁵ 1
	Strategic Plan Goal⁶ I	
<p>Project Summary⁷: PAF will do the following:</p> <ul style="list-style-type: none"> a) Continue to update the newly revised toolkit, <i>Pathways to Judicial Diversity</i> based on feedback received from users. Conduct presentations and continue the rollout of the toolkit statewide in collaboration with justice partners, provided sufficient resources are available. b) Continue to serve as subject matter resource with justice partners and stakeholders on initiatives for increasing diversity in the judicial branch. c) Continue to collaborate with CJER staff on improving and expanding educational resources in areas under PAF’s purview and expertise related to diversity, inclusion, and fairness. <p>This task was included on the committee’s prior Annual Agenda. Items <i>a</i>, <i>b</i>, and <i>c</i> were updated to include new details.</p> <p>Status/Timeline: Ongoing.</p> <p>Fiscal Impact/Resources: CFCC staff.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: CJER, State Bar’s Committee on Access and Fairness (COAF), California Judges Association, California Lawyers Association (CLA), and California Change Lawyers.</p> <p>AC Collaboration: Judicial Diversity Toolkit Working Group.</p>		
2.	Project Title: Futures Recommendations for an Early Education Program in Civil and Small Claims	Priority⁵ 1
	Strategic Plan Goal⁶ I	
<p>Project Summary⁷: Continue developing content for an education program to aid the growing number of self-represented litigants (SRLs) in civil litigation and small claims matters.</p> <p>The project is being done at the direction of the Chief Justice.</p>		

#	Ongoing Projects and Activities ⁴	
	<p>Status/Timeline: December 2020.</p> <p>Fiscal Impact/Resources: CFCC; Legal Services (LS); and Information Technology (IT) staff.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: None.</p> <p>AC Collaboration: Civil and Small Claims Advisory Committee (C&SCAC); Information Technology Advisory Committee (ITAC); Judicial Council's Digital Services Team; and TBD.</p>	
3.	<p>Project Title: Support for Implementation of California Rules of Court, Rule 1.300</p>	<p>Priority⁵ 1</p> <hr/> <p>Strategic Plan Goal⁶ I</p>
	<p>Project Summary⁷: The PAF Language Access Subcommittee will do the following:</p> <ul style="list-style-type: none"> a) Work with Judicial Council staff, trial courts and a consultant to develop solutions and recommendations to assist the courts and justice partners with implementation of rule 1.300; and b) The project scope includes consultation with stakeholders and development of recommendations and concrete solutions that will allow courts to partner with other courts and with community service providers in the use of technology and other means to expand LEP access to court-ordered services in their language. <p>Status/Timeline: Spring 2021 (for report with recommendations).</p> <p>Fiscal Impact/Resources: CFCC's Language Access Services Program staff, including program budget for consultant projects as needed (already funded) and Information Technology staff.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Trial courts, LEPs, public, community providers, and justice partners.</p> <p>AC Collaboration: PAF Language Access Subcommittee and Information Technology Advisory Committee.</p>	

#	Ongoing Projects and Activities⁴	
4.	Project Title: Language Access Signage and Technology Grants	Priority⁵ 1
		Strategic Plan Goal⁶ I
<p>Project Summary⁷: The PAF Language Access Subcommittee will do the following:</p> <ul style="list-style-type: none"> a) In coordination with the Judicial Council Executive Office, PAF Language Access Subcommittee, and the Information Technology Advisory Committee, the Center for Families, Children & the Courts (CFCC) Language Access Services Program will disburse ongoing monies (\$2.35 million each year) from the 2018 Budget as grants to trial courts for language access signage and technology initiatives on an annual basis. b) For fiscal year 2019-20, Language Access Services Program staff plans to make recommendations for Judicial Council approval in March 2020 on signage and technology projects. For fiscal year 2020-21, the grant cycle will commence in Summer 2020, to allow courts more time to apply. <p>The Language Access Signage and Technology Grant Program commenced in September 2019, following council approval.</p> <p>Status/Timeline: Ongoing.</p> <p>Fiscal Impact/Resources: CFCC, Branch Accounting and Procurement, Information Technology, ongoing monies from 2018 Budget Act.</p> <p><input checked="" type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Trial courts, LEPs, public, community providers, and justice partners.</p> <p>AC Collaboration: PAF Language Access Subcommittee and Information Technology Advisory Committee.</p>		
5.	Project Title: Public Outreach Campaign: Phase 2	Priority⁵ 1
		Strategic Plan Goal⁶ I
<p>Project Summary⁷: The PAF Language Access Subcommittee will do the following: This phase of continuing public outreach is intended to build communication channels, including through ethnic media outlets, justice partners and community organizations, and to inform the public as well as help those working directly with LEP individuals to fully access these resources.</p>		

#	Ongoing Projects and Activities⁴	
	<p>This ongoing outreach work will build on the work commenced in 2019, through a contract with the National Center for State Courts, that included developing a suite of multilingual material including print materials, audio files and videos which are now posted to the Language Access Toolkit. Phase 2 will be a public outreach campaign to inform LEP court users across the state of language services available in the court and to provide information on common court procedures.</p> <p>Status/Timeline: Spring 2021.</p> <p>Fiscal Impact/Resources: CFCC, including program budget for consultant projects as needed (already funded), Public Affairs, and Information Technology (Webcontent).</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Trial courts, LEPs, public, and justice partners.</p> <p>AC Collaboration: PAF Language Access Subcommittee.</p>	
6.	Project Title: Annual Language Access Survey	Priority⁵ 1
	<p>Strategic Plan Goal⁶ I</p> <p>Project Summary⁷: The PAF Language Access Subcommittee will do the following: As a follow-up to surveys conducted in 2016–2019, the Language Access Services Program will send out a language access survey to all 58 trial courts in the state in July 2020, using the SurveyMonkey online instrument, to determine courts’ current provision of court interpreters in all civil matters.</p> <p>The survey also includes questions regarding courts’ provision of other language access services. The survey will help the Language Access Subcommittee, PAF, and Judicial Council staff obtain a better picture of the extent to which language services are provided by the courts, as well as areas that may need improvement.</p> <p>Status/Timeline: December 2020 (Survey Report).</p> <p>Fiscal Impact/Resources: CFCC staff.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p>	

#	Ongoing Projects and Activities ⁴	
	<p><i>Internal/External Stakeholders:</i> Trial courts and public.</p> <p><i>AC Collaboration:</i> PAF Language Access Subcommittee.</p>	
7.	<p>Project Title: Guidelines for Machine Translation (including web use) and Use of Tablets to Assist LEP Court Users</p>	<p><i>Priority</i>⁵ 1</p> <p><i>Strategic Plan Goal</i>⁶ I</p>
	<p>Project Summary⁷: The PAF Language Access Subcommittee will do the following: Work on developing guidelines for courts on the appropriate use of machine translation for web, computers or tablets to assist LEP court users with accurate information in their language.</p> <p>These guidelines will help inform court staff so they are trained and ready to work with translation technology, enabling them to confidently and accurately guide LEP court users through court conversations and/or the conduct of court business.</p> <p>Development of guidelines will also support related Futures Commission and ITAC work to explore available technologies and make recommendations to the Judicial Council on the potential for a pilot project using voice-to-text language interpretation at service counters and in self-help centers.</p> <p>Status/Timeline: Spring 2021 (for report with recommendations)</p> <p>Fiscal Impact/Resources: CFCC, including program budget for consultant projects as needed (already funded) and IT staff.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Trial courts, LEP, public, community providers, and justice partners.</p> <p>AC Collaboration: PAF Language Access Subcommittee, Information Technology Advisory Committee.</p>	

#	Ongoing Projects and Activities ⁴	
8.	Project Title: Collaborate and Provide Subject Matter Expertise	Priority⁵ 1
Strategic Plan Goal⁶ I		
<p>Project Summary⁷: PAF will do the following:</p> <ul style="list-style-type: none"> a) Serve as lead/subject matter resource for issues under the committee’s charge to avoid duplication of efforts and contribute to development of recommendations for council action. b) Serve as subject matter resource for other stakeholders on subjects under the committee’s charge to increase efficiency and avoid duplication of services within the branch. c) Provide education and technical assistance to the court self-help centers; make recommendations to the Judicial Council, as needed, regarding reports to the legislature on self-help services, requests for funding for self-help and updates to the Guidelines for the Operation of Self-Help Centers in California Trial Courts as provided by California Rules of Court, rule 10.960(e). d) Continue collaborations with the Traffic Advisory Committee (TAC), Criminal Law Advisory Committee (CLAC), and other relevant Judicial Council advisory bodies and staff on recommendations to improve access and fairness in traffic court. These collaborations started in 2017 when Justice Hull (RUPRO Chair) directed PAF to collaborate with TAC and CLAC on recommendations to improve access and fairness in traffic court. This resulted in liaison relationships between the three committees as well as successful collaborations on several rules and forms, including the “Ability to Pay” rules and forms which went into effect in April 2018. PAF will continue to collaborate with and provide subject-matter expertise to CLAC and TAC as appropriate. e) Per a request from CLAC, provide subject matter expertise as CLAC undertakes a project to perform a user-centered design review of the Judicial Council’s criminal law forms. This may include recommendations regarding plain language translation, usability testing, use of informational sheets, and other factors affecting the user-friendliness of forms that CLAC seeks to review. <p>Status/Timeline: Ongoing.</p> <p>Fiscal Impact/Resources: CFCC, Governmental Affairs, and Criminal Justice Services (CJS) staff.</p> <p><input type="checkbox"/> This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</p> <p>Internal/External Stakeholders: None.</p>		

#	Ongoing Projects and Activities⁴	
	<p>AC Collaboration: This item may include collaboration with various Judicial Council advisory bodies, including, but not limited to: Family and Juvenile Law Advisory Committee, Trial Court Presiding Judges Advisory Committee (TCPJAC), Court Executives Advisory Committee (CEAC), Collaborative Justice Courts Advisory Committee (CJCAC), TAC, CLAC, C&SCAC, ITAC; and CJER Access, Ethics, and Fairness Curriculum Development Committee.</p>	
9.	<p>Project Title: Mental Health Recommendations</p>	<p>Priority⁵ 1</p> <p>Strategic Plan Goal⁶ I</p>
	<p>Project Summary⁷: Continue to review and implement recommendations referred to PAF from the Mental Health Issues Implementation Taskforce. Final Report of the Mental Health Issues Implementation Taskforce.</p> <p>The Chairs of Executive and Planning Committee and Rules and Projects Committee (RUPRO) referred mental health recommendations to various advisory committees, including PAF. This task was included on the committee’s prior annual agenda.</p> <p>Status/Timeline: Ongoing.</p> <p>Fiscal Impact/Resources: CFCC and CJER staff.</p> <p><input type="checkbox"/> This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</p> <p>Internal/External Stakeholders: None.</p> <p>AC Collaboration: Family and Juvenile Law Advisory Committee, CJCAC, CJER Advisory Committee, and TBD.</p>	
10.	<p>Project Title: Improving Access and Fairness through Technology</p>	<p>Priority⁵ 1</p> <p>Strategic Plan Goal⁶ I</p>
	<p>Project Summary⁷: PAF will do the following:</p> <p>a) Continue coordinating with the Judicial Council’s Information Technology Advisory Committee (ITAC) on developing a Self-Represented Litigant E-Portal. (See The Critical Role of the State Judiciary in Increasing Access for Self-Represented Litigants: Self-Help Access 360); and</p>	

Ongoing Projects and Activities⁴

b) Discuss and explore with ITAC other intersections between access, fairness, and technology.

Explore how to encourage use of technologies that benefit court-users with disabilities.

Status/Timeline: Ongoing.

Fiscal Impact/Resources: CFCC and IT staff.

This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.

Internal/External Stakeholders: None.

AC Collaboration: ITAC.

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II. LIST OF 2019 PROJECT ACCOMPLISHMENTS

#	Project Highlights and Achievements
1.	<p>Futures Recommendations on Early Education Program in Civil and Small Claims: Made significant progress on the workplan for the Futures Commission recommendations on Early Education in Civil and Small Claims. Specifically:</p> <ul style="list-style-type: none"> • Developed content used in a prototype digital tool created by the Digital Services Team to test the digital version of the simple flowchart for dealing with debt collection (limited civil) matters; • After user testing, determined that release of the simple flowchart, which is complete, would leave SRLs with additional needs and questions that court self-help centers are not currently equipped to resolve; • Expanding the simple flowchart to include every step/form to complete a limited civil matter from identification of the legal issues to Judgment After Trial; • Began development of plans to collect existing training and create needed additional training to assure court self-help centers are prepared to assist with limited civil cases; • Created a prototype limited to post judgment remedies, focusing on digitizing the claim of exemption process. This prototype is published here: https://selfhelp.courts.ca.gov/debt-collection <p>Status: Ongoing; User testing will continue, and the team is expanding the concept into the overall design of the new website. User testing informs the team of needed revisions, then more user testing is needed for each revision.</p>
2.	<p>Diversity in the Branch: PAF in collaboration with members of the State Bar’s Council on Access and Fairness (COAF) completed all revisions, updates, and a redesign to the Judicial Diversity Toolkit, renamed: Pathways to Judicial Diversity. The updated and redesigned Pathways to Judicial Diversity link is also posted as a resource on the JRN website for judicial officers. The newly revised toolkit was presented throughout the state including at the California Lawyers Association (CLA) Annual Meeting, Change Lawyers and UCLA School of Law in Los Angeles, and at the Beyond the Bench Conference in December.</p> <p>Status: The redesign of the toolkit is complete. Presentations of toolkit will be ongoing in 2020.</p>
3.	<p>Language Access Rule of Court: PAF took lead responsibility for this proposal to approve and adopt new California Rules of Court, rule 1.300 and forms LA-350, LA-400, and LA-450 upon the sunset of the Language Access Plan Implementation Task Force in March 2019.</p> <p>Status: Rule 1.300 and forms LA-350, LA-400, and LA-450 went into effect 9/1/2019.</p>
4.	<p>Signage and Technology Grants: The 2018 Budget Act included \$2.35 million in ongoing funding for courts for language access signage and technology. Language Access Services (LAS) worked with courts to identify funding needs and the process to disburse this as a grant program launched in September 2019 with approval from the council.</p> <p>Status: Ongoing.</p>

#	Project Highlights and Achievements
5.	<p>Annual Language Access Survey: As a follow-up to surveys conducted in 2016–2018, the LAS sent out a language access survey to all 58 trial courts in the state in July 2019 to determine the courts’ current provision of court interpreters in all civil matters. It also asked questions regarding courts’ provision of other language access services. Status: Ongoing; Survey for FY 2018-19 completed, survey report with results is planned for release in early 2020.</p>
6.	<p>Public Outreach Campaign: The current language access services contract with the National Center for State Courts includes deliverables to help the council develop a public outreach campaign to reach limited English proficient (LEP) court users across the state. Status: Completed (Phase 1). Multilingual materials for the public outreach campaign loaded to the Language Access Toolkit.</p>
7.	<p>Gender Expression/Identity: Rules and Projects Committee (RUPRO) directed committee staff, based on PAF’s recommendations, to address the need for gender neutrality on court forms by beginning with identifying those court forms requiring changes. Status: Ongoing</p>
8.	<p>Mental Health Recommendations: PAF staff in collaboration with staff from Collaborative Justice Court Advisory Committee, developed and presented workshops on working with techniques and culturally responsive approach to effectively engage with behavioral health issues. Status: Complete.</p>
9.	<p>Form MC-410: Request for Accommodations by Persons with Disabilities: During December 2019, the revised MC-410 was tested by experts. Drafts of the revised Judicial Council form MC-410, proposed Judicial Council form MC-410-INFO and the accompanying Invitation to Comment are currently undergoing internal reviews. Status: The proposed revised form MC-410 and MC-410-INFO will be circulated during the spring cycle of 2020 with a proposed effective date of January 1, 2021.</p>
10.	<p>Comment to the State Bar: On September 23, 2019, PAF drafted and approved public comments, in coordination with Governmental Affairs and Policy Coordination and Liaison Committee, that were submitted on behalf of the Judicial Council to the State Bar Task Force on Access Through Innovation of Legal Services (ATILS) regarding the proposal on Options for Regulatory Reforms to Promote Access to Justice. Status: Complete.</p>

Center for Judicial Education and Research Advisory Committee

Annual Agenda¹—2020

Approved by Executive and Planning: [Date]

I. COMMITTEE INFORMATION

Chair:	Hon. Kimberly A. Gaab, Judge, Superior Court of California, County of Fresno
Lead Staff:	Dr. Mary Ann Koory, Senior Education Developer, Center for Judicial Education and Research
Committee's Charge/Membership: <p>Rule 10.50(b) of the California Rules of Court states the charge of the Center for Judicial Education and Research Advisory Committee, is to make recommendations to the council for improving the administration of justice through comprehensive and quality education and training for judicial officers and other judicial branch personnel. Rule 10.50(c) sets forth additional duties of the committee.</p> <p>The Center for Judicial Education and Research (CJER) Advisory Committee currently has 16 voting members and 3 advisory members. The current committee roster is available on the committee's web page.</p>	
Subcommittees/Working Groups²: <ol style="list-style-type: none">1. Appellate Practice Curriculum Committee2. Civil Law Curriculum Committee3. Criminal Law Curriculum Committee4. Family Law Curriculum Committee5. Judicial Branch Access, Ethics & Fairness Curriculum Committee6. Judicial Branch Leadership Development Curriculum Committee7. Juvenile Law Curriculum Committee8. Probate Law Curriculum Committee9. Trial and Appellate Court Operations Curriculum Committee10. B.E. Witkin Judicial College Steering Committee	

¹ The annual agenda outlines the work a committee will focus on in the coming year and identifies areas of collaboration with other advisory bodies and the Judicial Council staff resources.

² California Rules of Court, rule 10.30 (c) allows an advisory body to form subgroups, composed entirely of current members of the advisory body, to carry out the body's duties, subject to available resources, with the approval of its oversight committee.

Meetings Planned for 2020³ (Advisory body and all subcommittees and working groups)

March 3, 2020 (teleconference)

June 2, 2020 (teleconference)

September 3, 2020 (San Francisco)

December 1, 2020 (teleconference)

Check here if exception to policy is granted by Executive Office or rule of court.

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³ Refer to [Operating Standards for Judicial Council Advisory Bodies](#) for governance on in-person meetings.

COMMITTEE PROJECTS

#	New or One-Time Projects ⁴	
1.	Amend California Rules of Court, rule 10.469	<p><i>Priority</i>⁵ 1</p> <p><i>Strategic Plan Goal</i>⁶ V</p>
<p>Project Summary⁷: Pursuant to the recommendations of the Workgroup on the Prevention of Discrimination and Harassment, CJER Advisory Committee has engaged in the rulemaking process and will develop a proposal to amend rule 10.469 to make prevention of discrimination and harassment training mandatory for judicial officers.</p> <p>Status/Timeline: Proposal to Rules and Projects Committee submitted by March 3, 2020; if approved by the Judicial Council, the amendment will be effective January 2021.</p> <p>Fiscal Impact/Resources: N/A</p> <p><input type="checkbox"/> This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</p> <p>Internal/External Stakeholders: N/A</p> <p>AC Collaboration: CJER Advisory Committee sought feedback on the draft amendment from the Advisory Committee on Providing Access and Fairness, the Appellate Clerk Executive Officers, the Appellate Advisory Committee, the Administrative Presiding Justices Advisory Committee, the Trial Court Presiding Judges Advisory Committee, the Court Executive Officer Advisory Committee, and the California Judges Association.</p>		

⁴ 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.

⁵ 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.

⁶ Indicate which goal number of The Strategic Plan for California’s Judicial Branch the project most closely aligns.

⁷ A key objective is a strategic aim, purpose, or “end of action” to be achieved for the coming year.

#	New or One-Time Projects⁴	
2.	Implement Recommendations of the Workgroup on Prevention of Discrimination and Harassment	Priority⁵ 1
<p data-bbox="178 310 1965 415">Project Summary⁷: Pursuant to the recommendations of the Workgroup on the Prevention of Discrimination and Harassment, CJER Advisory Committee will increase and expand training for judicial officers and court employees in order to deliver recommended content in the prevention of harassment, discrimination, retaliation, and inappropriate workplace conduct based on a protected classification.</p> <p data-bbox="178 456 1948 521">Status/Timeline: Beginning immediately, content will be incorporated in the 2020–2022 Education Plan and continue to be developed and delivered on an ongoing basis.</p> <p data-bbox="178 561 579 594">Fiscal Impact/Resources: N/A</p> <p data-bbox="178 610 1902 675"><input type="checkbox"/> This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</p> <p data-bbox="178 716 663 748">Internal/External Stakeholders: N/A</p> <p data-bbox="178 789 485 821">AC Collaboration: N/A</p>		

#	New or One-Time Projects⁴	
3.	Begin Implementing the 2020–2022 Education Plan	Priority⁵ 1
<p data-bbox="176 305 1902 378">Project Summary⁷: Begin to deliver the classes and products specified by the 2020–2022 Education Plan for judicial branch education, approved by the Judicial Council at its January 17, 2020 meeting.</p> <p data-bbox="176 415 653 451">Status/Timeline: Begin July 1, 2020.</p> <p data-bbox="176 488 940 524">Fiscal Impact/Resources: CJER Contact: Karene Alvarado</p> <p data-bbox="176 532 1902 605"><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p data-bbox="176 643 663 678">Internal/External Stakeholders: N/A</p> <p data-bbox="176 716 485 751">AC Collaboration: N/A</p>		

#	Ongoing Projects and Activities⁴	
1.	<i>Complete the 2018–2020 Education Plan</i>	<i>Priority⁵ 1</i>
<p data-bbox="174 305 1959 375"><i>Project Summary⁷</i>: The CJER Advisory Committee will continue to oversee the execution of the 2018–2020 Education Plan launched July 1, 2018.</p> <p data-bbox="174 412 1262 448"><i>Status/Timeline</i>: The 2018–2020 Education Plan will be complete on June 30, 2020.</p> <p data-bbox="174 488 940 524"><i>Fiscal Impact/Resources</i>: CJER Contact: Karene Alvarado</p> <p data-bbox="174 532 1902 602"><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p data-bbox="174 643 663 678"><i>Internal/External Stakeholders</i>: N/A</p> <p data-bbox="174 719 485 755"><i>AC Collaboration</i>: N/A</p>		

II. LIST OF 2019 PROJECT ACCOMPLISHMENTS

#	Project Highlights and Achievements
1.	A work group appointed by the CJER Advisory Committee substantially redesigned the Criminal Primary Assignment Orientation (PAO), which is offered three times a year for judges new to the assignment, new to the bench or returning to the assignment after a significant period away. The group significantly refined the essential skills needed by participants, and shifted instructional design away from a didactic black-letter model to a skills- and analysis-focused model. In addition, the group standardized the curriculum to provide consistency across each offering of the Criminal PAO, while still allowing for individual faculty style. Completed January 2020.
2.	June 2019 marked the first full year of the California Court Leadership Certification process—a set of documents that allows court administrative staff to assess their competencies and then chart an individualized path using CJER-provided and other sources of education, as well as performing court-based projects to demonstrate the competencies they are developing. Feedback from early enrollees was solicited; live and recorded orientations were developed and delivered.
3.	Curriculum Committees conducted their 2019 review of their respective curricula. Recommended changes were incorporated in the 2020–2022 Education Plan, completed December 2019.
4.	The recommendations from the Mental Health Implementation Task Force were implemented as appropriate.
5.	The 2020–2022 Education Plan was developed by the Curriculum Committees and approved by the CJER Advisory Committee. The plan was approved by the Judicial Council at its January 17, 2020 business meeting

Collaborative Justice Courts Advisory Committee
Annual Agenda¹—2020
Approved by Executive and Planning Committee: [TBD]

I. COMMITTEE INFORMATION

Chair:	Hon. Richard Vlavianos, Chair, Judge, Superior Court of San Joaquin County Hon. Lawrence G. Brown, Vice-Chair, Judge, Superior Court of Sacramento County
Lead Staff:	Ms. Francine Byrne, Principal Manager, Criminal Justice Services Ms. Carrie Zoller, Supervising Attorney, Center for Families, Children & the Courts

Committee’s Charge/Membership:

[Rule 10.56](#) of the California Rules of Court charges the Collaborative Justice Courts Advisory Committee (CJCAC) to make recommendations to the Judicial Council on criteria for identifying and evaluating collaborative justice courts and for improving the processing of cases in these courts, which include drug courts, mental health courts, domestic violence courts, youth courts, and other collaborative justice courts. Those recommendations include ‘best practices’ guidelines and methods for collecting data to evaluate the long-term effectiveness of collaborative justice courts.

Additional duties included under rule 10.56(b):

1. Assess and measure success and effectiveness of local collaborative justice courts;
2. Identify and disseminate to trial courts locally generated best practices;
3. Recommend minimum judicial education standards and educational activities to support those standards to the Center for Judicial Education and Research Advisory Committee;
4. Advise the council of potential funding sources;
5. Make recommendations regarding grant funding programs that are administered by the Judicial Council staff for drug courts and other treatment courts; and
6. Recommend appropriate outreach activities needed to support collaborative justice courts.

[Rule 10.56\(c\)](#) sets forth the membership position of the committee. The committee currently has 24 members (nine judicial officers, two court administrators, one district attorney, one criminal defense attorney, one law enforcement officer, one treatment court coordinator, one probation officer, one treatment provider, one treatment court graduate, one representative from the mental health field, one social services representative,

¹ The annual agenda outlines the work a committee will focus on in the coming year and identifies areas of collaboration with other advisory bodies and the Judicial Council staff resources.

one non-profit community organization representative, and three public members). The current committee [roster](#) is available on the committee's web page.

Subcommittees/Working Groups²:

1. Juvenile Subcommittee
2. Mental Health Subcommittee
3. Veterans in the Courts and Military Families Subcommittee

Meetings Planned for 2020³ (Advisory body and all subcommittees and working groups)

1. Full in-person committee meeting in fall 2020.
2. Teleconferences every 4th Wednesday of the month.
3. Subcommittee meetings as needed

Check here if exception to policy is granted by Executive Office or rule of court.

² California Rules of Court, rule 10.30 (c) allows an advisory body to form subgroups, composed entirely of current members of the advisory body, to carry out the body's duties, subject to available resources, with the approval of its oversight committee.

II. COMMITTEE PROJECTS

#	New or One-Time Projects ⁴	
1.	Project Title: Explore Avenues for Permanent Funding for Collaborative Courts	Priority⁵ 1
		Strategic Plan Goal⁶ I, II, VII
	<p>Project Summary⁷: Many of the state’s collaborative courts are supported by short-term or grant funding. To ensure the success and sustainability of collaborative courts, the committee will explore and pursue potential avenues for permanent funding, and encourage the expansion of local treatment and evaluation capacity, as appropriate. The committee anticipates submitting a Budget Change Proposal (BCP) to support this effort.</p> <p>Status/Timeline: The proposed BCP will be submitted for fiscal year (FY) 2021–22.</p> <p>Fiscal Impact/Resources: This work will be conducted by existing Judicial Council staff. Potential consultation with Judicial Council staff from Budget Services.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Local trial courts and justice system partners.</p> <p>AC Collaboration: Trial Court Budget Advisory Committee and Information Technology Advisory Committee.</p>	

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⁵ 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.

⁶ Indicate which goal number of [The Strategic Plan for California’s Judicial Branch](#) the project most closely aligns.

⁷ A key objective is a strategic aim, purpose, or “end of action” to be achieved for the coming year.

#	New or One-Time Projects ⁴	
2.	Project Title: Continue to Support Development and Implementation of a Strategic Plan for Court Involved Veterans and Military Families	Priority⁵ 1 Strategic Plan Goal⁶ IV
<p>Project Summary⁷: This project began with a Department of Justice technical assistance award to the Judicial Council to provide statewide strategic planning assistance for California Veterans Treatment Courts. In conjunction with the Center for Court Innovation, court and system partners were brought together in June 2019 to begin drafting a strategic plan. It is anticipated that the California Association of Collaborative Courts will host a second convening of partners to further refine the plan and develop a strategy for implementation. The committee’s participation in the process will include identifying plan goals within judicial branch purview and assessing the feasibility of implementing those items.</p> <p>Status/Timeline: December 2020.</p> <p>Fiscal Impact/Resources: This work will be conducted by existing Judicial Council staff. <input type="checkbox"/> This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</p> <p>Internal/External Stakeholders: Department of Veteran’s Affairs, local trial courts and justice system partners, veteran’s organizations, and Center for Court Innovation, California Association of Collaborative Courts.</p> <p>AC Collaboration: None.</p>		
3.	Project Title: Develop Additional Content for the Behavioral Health Education Series, a Series of Webinars or Other Educational Sessions on Mental Health, Substance Abuse, Collaborative Justice Courts, Treatment Capacity, and Relevant Legislation	Priority⁵ 1 Strategic Plan Goal⁶ V
<p>Project Summary⁷: This project was initiated in response to courts’ requests for increased training on mental health and substance abuse and will provide educational sessions through webinars, podcasts, and/or in-person trainings. The sessions are geared towards court staff, judicial officers, and justice system partners. Educational series topics include working with court users with serious mental health disorders, collaborative court principles and practices, effective practices in drug and mental health treatment, and increasing access to treatment. The trainings will include 2 to 4 in-person trainings on mental health diversion conducted in partnership with County Behavioral Health Directors.</p> <p>Status/Timeline: 6 to 8 webinar/education sessions will be completed by December 2020.</p>		

#	New or One-Time Projects⁴	
	<p>Fiscal Impact/Resources: This work will be conducted by existing Judicial Council staff. Potential consultation with Judicial Council staff from the Center for Judicial Education and Research.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Local trial courts and justice system partners, Council on Criminal Justice and Behavioral Health, California Department of State Hospitals, County Behavioral Health Directors Association, and Council of State Governments</p> <p>AC Collaboration: None.</p>	
4.	<p>Project Title: Build Upon Pretrial Innovations in Statewide Data Sharing to Explore the Creation of a Similar Data Sharing Infrastructure for Collaborative Courts</p>	<p>Priority⁵ 1</p> <p>Strategic Plan Goal⁶ VI</p>
	<p>Project Summary⁷: In order to enable and support requests for statewide data sharing among collaborative courts, the Pretrial Pilot Program is creating a statewide data sharing infrastructure for pretrial programs. The committee will monitor the progress of the program’s data sharing infrastructure and governance and explore whether a similar infrastructure would be feasible and could benefit collaborative courts.</p> <p>Status/Timeline: This is an exploratory project that will extend beyond 2020.</p> <p>Fiscal Impact/Resources: This work will be conducted by existing Judicial Council staff. Potential consultation with Judicial Council staff from Information Technology.</p> <p><input type="checkbox"/> <i>The project includes allocations or distributions of funds to the courts, which have been reviewed and approved by Budget Services.</i></p> <p>Internal/External Stakeholders: Collaborative Courts and local justice system partners.</p> <p>AC Collaboration: Pretrial Reform Operations Workgroup (PROW). Information Technology Advisory Committee.</p>	
5.	<p>Project Title: Act as Resource to Identify Challenges and Opportunities Related to Developing Pretrial Release Responses for Defendants with Behavioral Health Issues</p>	<p>Priority⁵ 1</p> <p>Strategic Plan Goal⁶ IV</p>
	<p>Project Summary⁷: Upon request, the committee will act as a resource to ensure that the unique needs and challenges of arrested individuals with mental health and substance abuse issues are considered when pretrial programs are implemented. Activities may include identifying potential trainings or faculty, and creating resources to assist in identifying and accessing services for arrestee with behavioral health issues, etc.</p>	

#	New or One-Time Projects ⁴	
	<p>Status/Timeline: Project will continue throughout 2020.</p> <p>Fiscal Impact/Resources: This work will be conducted by existing Judicial Council staff.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: None.</p> <p>AC Collaboration: Pretrial Reform Operations Workgroup (PROW).</p>	
6.	<p>Project Title: Continue Development of a Resource Identifying Effective Practices and Address Incompetent to Stand Trial (IST) Cases</p>	<p>Priority⁵ 1</p> <p>Strategic Plan Goal⁶ IV</p>
	<p>Project Summary⁷: This project focuses on identifying and documenting existing and promising practices related to adult Incompetent to Stand Trial cases and competency evaluations. Judicial Council staff surveyed and/or interviewed key stakeholders in local jurisdictions to identify current processes and challenges, as well as local solutions and feasibility of technological solutions. With the results compiled, staff will identify promising practices and conduct research related to competency restoration programs, and identify and document best practices in competency restoration,</p> <p>Status/Timeline: Survey results were compiled, and project findings will inform next steps for information distribution and possible action items. Project will be complete in fall 2020.</p> <p>Fiscal Impact/Resources: This work will be conducted by existing Judicial Council staff.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Local trial courts, policymakers, Council for Criminal Justice and Behavioral Health, and Department of State Hospitals.</p> <p>AC Collaboration: None.</p>	

#	New or One-Time Projects ⁴	
7.	Project Title: Complete Study of Veterans and Veterans Treatment Courts as Directed by Senate Bill 339	Priority⁵ 1 Strategic Plan Goal⁶ IV
<p>Project Summary⁷: As directed by SB 339, continue work on a statewide study of Veterans and Veterans Treatment Courts (VTC) that includes a survey of VTCs that are currently in operation as well as an assessment of counties that do not operate VTCs. The study will evaluate the impact of VTCs on a number of outcomes for veterans including but not limited to recidivism, mental health and substance use disorders, and employment outcomes. In addition, the study will include an assessment of counties that do not operate VTCs and identify barriers to program implementation. The study will also explore the scope of court processing for veterans in a traditional criminal court setting, veterans’ diversion program, and/or veterans’ tracks within other collaborative court programs to address the needs of veterans in the criminal justice system. The committee will provide guidance identifying issues of relevance and reviewing report.</p> <p>Status/Timeline: Project completion date–June 2020.</p> <p>Fiscal Impact/Resources: Project is supported by funding provided to the Judicial Council specifically for the completion of this project. Resources will include council staff from Governmental Affairs.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Department of Veterans Affairs, California State Legislature, local courts, justice system partners, and public.</p> <p>AC Collaboration: None.</p>		
8.	Project Title: Effective Practices in Juvenile Collaborative Justice Courts: Juvenile Collaborative Court Briefing; Girls’ Court Study; STAR Court Evaluation	Priority⁵ 1 Strategic Plan Goal⁶ IV
<p>Project Summary⁷: Project will identify the efficacy of applied collaborative court principles in juvenile court, by completing an overview of current findings for collaborative courts in multiple types of juvenile collaborative courts, and by conducting original studies on innovative, emerging court types addressing human trafficking cases in juvenile court. The studies include a descriptive study of Girls’ Courts and an evaluation of the STAR Court in Los Angeles, one of the first such courts in the state. The committee will provide guidance identifying issues of relevance and review the report. The projects fulfill the committee charge and JCC partnerships with policymaking bodies, including the Mental Health Services Oversight and Accountability Commission and the Child Welfare Council’s Commercial Sexual Exploitation of Children (CSEC) Action Team Committee.</p>		

#	New or One-Time Projects⁴	
	<p>Status/Timeline: Juvenile Collaborative Court Briefing completion date: June 2020 Girls' Court Evaluation completion date: June 2020 STAR Court Evaluation completion date: December 2020</p> <p>Fiscal Impact/Resources The project, including staff costs, is partially funded by external funding for collaborative courts and mental health. No additional fiscal impact to Judicial Council staffing is anticipated.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Violence Against Women Project, trial courts, Mental Health Services Oversight and Accountability Commission, and the Child Welfare Council's Commercial Sexual Exploitation of Children (CSEC) Action Team Committee.</p> <p>AC Collaboration: Juvenile Collaborative Justice Courts Subcommittee, Family and Juvenile Law Advisory Committee, Violence Against Women Education Project (VAWEP).</p>	
9.	Project Title: Creation of the Homeless and Community Court Blueprint	Priority⁵ 1
	<p>Project Summary⁷: This project continues previous committee efforts to research and document homeless and community court models. The Homeless and Community Court Blueprint will provide an overview of Homeless Court and Community Court Programs to assist courts interested in developing or expanding their programs, giving example of successful courts, making implementation recommendations, and providing resource information.</p> <p>Status/Timeline: Project completion date: March 2020.</p> <p>Fiscal Impact/Resources: The project will be conducted by existing Judicial Council staff who are funded by external earmarked funding for mental health.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Consultation with local homeless and community courts.</p> <p>AC Collaboration: None.</p>	

#	New or One-Time Projects ⁴	
10.	<p>Project Title: Submit 2020 CJCAC report to the Judicial Council that Includes an Update on the Implementation of Recommendations of the Mental Health Issues Implementation Task Force and Identifies Current Issues and Provides Recommendations Related to Individuals with Mental Illness or Substance Use Disorder in the Courts</p>	<p>Priority⁵ 1</p> <hr/> <p>Strategic Plan Goal⁶ IV</p>
<p>Project Summary⁷: The committee will create a report providing an update on the implementation of recommendations of the Mental Health Issues Implementation Task Force and identifying current issues related to individuals with mental illness or substance use disorder in the courts. The report will include recommendations geared towards improving outcomes for these individuals.</p> <p>Status/Timeline: Report to be submitted in 2020.</p> <p>Fiscal Impact/Resources: This work will be conducted by existing Judicial Council staff.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: None.</p> <p>AC Collaboration: None.</p>		

#	Ongoing Projects and Activities ⁴	
1.	Project Title: Veterans and Military Families: Identify Priority Issues and Best Practices	Priority⁵ 1 Strategic Plan Goal⁶ IV
<p>Project Summary⁷: Identify priority policy issues and best practices regarding Veterans and Military Families in areas such as legislation tracking, continued implementation of the MIL-100 form, and continued support for education, research, and the improved dissemination of information as outlined below.</p> <ul style="list-style-type: none"> • MIL-100: Revise the Notification of Military Status (form MIL-100), which informs the court that a party in a court case is or was in the military, including changing the form from optional to mandatory. The revisions to the current form will enable courts to improve early identification of court litigants in all case types who have a military affiliation, will assist courts in complying with Penal Code section 858 requirements, and will make the form easier to use and file. • Track and review proposed legislation regarding court involved veterans and military families; • Continue work and support toward implementing legislation regarding court involved veterans and military families; • Leverage judicial education programs to disseminate training materials, resources, and education job aids to assist judges, court staff, and veterans’ stakeholders to better serve justice involved veterans and military families; • Identify educational materials and, at the request of relevant committees, serve as subject matter experts for areas pertaining to military families and veterans in the courts, such as Government Code section 12920, and Penal Code sections 858, 1001.3, 1001.80, 1170.9, and 1170.91; trauma informed care including post-traumatic stress disorder, traumatic brain injury, military sexual trauma, and other trauma informed services, family reunification, and reentry services for incarcerated veterans; • Collaborate with CJER and the CJER Advisory Committee or relevant judicial education educational programs, assist in implementation of educational programs through organizations of panels, identification of faculty, and content review for educational programs, such as Military Families and Veterans Court programs at the Juvenile Law Institute and Family Law Institute. Provide guidance to committee staff during each stage of content development, dissemination, and review; • Update and review Veterans Treatment Courts roster to ensure accuracy of information; • Coordinate with system partners including , American Bar Association, the State Bar, Department of Veterans Affairs, California Department of Veterans Affairs (CalVet), local veterans’ agencies, veterans’ advocacy groups, veterans’ groups and homeless groups to follow trends and developments regarding court involved veterans’ and military families, and to seek opportunities to collaborate in providing education and resources to court staff and partners; • Research and provide training and information on the website related to best practices for serving special veteran populations such as improving treatment and case processing outcomes for women veterans and military families in our courts, information on helping veterans who do not receive VA benefits due being less than honorably discharged from the military because of their sexual orientation, and ways to help address the unique challenges faced by older veterans; and, • In conjunction with the veterans court strategic planning process, assess additional unmet needs of court-involved veterans and 		

#	Ongoing Projects and Activities⁴	
	<p>military families that are within Judicial Branch purview, conferring with other Judicial Council advisory bodies, as appropriate, and determining strategies for assisting courts with improving case outcomes.</p> <p><i>Status/Timeline:</i> Ongoing.</p> <p><i>Fiscal Impact/Resources:</i> Staff partially funded through external earmarked funding for collaborative and drug courts.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p><i>Internal/External Stakeholders:</i> Local courts, California Association of Collaborative Courts, and Center for Court Innovation.</p> <p><i>AC Collaboration:</i> Center for Judicial Education and Research (CJER) Advisory Committee.</p>	
2.	Project Title: Juvenile Collaborative Justice Courts: Identify Priority Issues and Best Practices	Priority⁵ 1
	<p>Strategic Plan Goal⁶ IV</p> <p><i>Project Summary⁷:</i> Identify priority policy issues and best practices regarding juvenile collaborative justice courts in areas such as juvenile mental health courts, truancy, youth courts, trafficking, girls’ court, and delinquency and dependency drug court. Continue to assist in efforts to address juvenile competency through legislation and implementation of policy changes in this area. Continue work in support of youth and peer courts, including developing a Youth Court Toolkit, holding the annual Youth Summit in partnership with the California Association of Youth Courts, and hold youth court roundtables to provide local assistance to courts seeking to implement or improve their peer court.</p> <ul style="list-style-type: none"> • Continue to provide subject matter expertise and guidance by developing and maintaining updates of briefing papers on evidence-based practices on assessments, juvenile collaborative courts, and human trafficking. • Publish research on girls’/CSEC courts as that court model grows; • Provide subject matter expertise and guidance and coordinate with staff to other groups in the area of human trafficking; • Continue to provide subject matter expertise on educational and training programs that focus on substance use disorders and enhanced educational support in delinquency and dependency cases; • Assist in the branch coordination of efforts to support work done by the Child Welfare Council’s Commercial Sexual Exploitation of Children (CSEC) Action Team and other branch entities, including the CJER Advisory Committee, and the Violence Against Women Education Project (VAWEP) Planning Committee; 	

#	Ongoing Projects and Activities ⁴	
	<ul style="list-style-type: none"> • Assist in branch coordination efforts to address permanency for children in foster care by providing subject matter expertise and guidance to promote and expand the use of Dependency Drug Courts as a best practice model; • Provide education and technical assistance in the area of the needs of homeless youth; • Hold a youth court track at the biennial Beyond the Bench conference for youth and adults; • Collaborate with juvenile justice partners and stakeholders, including the California surgeon general’s office in order to explore alternatives for youth when juvenile hall closes, including how to address placement challenges for very young children or those who are aging out of system; and • Create a Dependency Drug Court web resource. <p>Status/Timeline: Ongoing.</p> <p>Fiscal Impact/Resources: Funded through external earmarked funding for collaborative and drug courts. <input type="checkbox"/> This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</p> <p>Internal/External Stakeholders: Local courts, California Association of Collaborative Courts, and California Association of Youth Courts.</p> <p>AC Collaboration: CJER Advisory Committee.</p>	
3.	<p>Project Title: Mental Health: Identify Priority Issues and Best Practices; Continued Implementation of Assigned Recommendations of Mental Health Issues Implementation Task Force</p>	<p>Priority⁵ 1</p> <p>Strategic Plan Goal⁶ IV</p>
<p>Project Summary⁷: Identify priority policy issues and best practices regarding working to improve court responses for individuals with mental illness in the court system through legislation tracking, continued support for education, research, and the improved dissemination of information as outlined below.</p> <ul style="list-style-type: none"> • Track and review proposed legislation that impacts mental health in adult criminal, family law, dependency, and juvenile justice cases; Identify emerging mental health legislation, policies, and best practices in areas such as competency restoration, conservatorship and Lanterman-Petris-Short Act (LPS) cases to advocate for improvements, as appropriate. • Track, review and comment, as appropriate, on all proposed rules and regulations of State departments and agencies that relate to mentally ill individuals in the courts. 		

#	Ongoing Projects and Activities ⁴
	<ul style="list-style-type: none"> • Continue to support education, research, and the improved dissemination of information including increasing the accessibility and relevancy of mental health resources on the California Courts website. • Assist in identifying emerging issues and needs for litigants with mental health issues, such as accommodation needs, issues related to incompetence to stand trial, informed consent and confidentiality, and serving veterans and military families. • Identify opportunities for collaboration with mental health stakeholders, programs, and initiatives (e.g., Stepping Up Initiative and Words to Deeds). <p>Review the recommendations from the Mental Health Issues Implementation Task Force (MHIITF) that were identified as within Judicial Council purview and in need of continuing work for implementation, and were assigned, individually or in collaboration with other Judicial Council advisory bodies, to the CJCAC. The recommendations may be found at this link.</p> <ul style="list-style-type: none"> • Ongoing review, development and implementation in coordination with advisory committees that are also assigned to review and work on the recommendation Examples of recommendations to be reviewed include, but are not limited to: <ul style="list-style-type: none"> - 13, 16: Mental health protocols/information sharing; Encourage collaborative justice courts for MH issues/local protocols for MH CJ courts; - 17: Develop teaching tool on how MH should guide case processing; - 28 (Recommendations related Incompetent to Stand Trial (IST) issues): Dedicated competency calendars; - 39: Self-help centers to provide information on MH and the courts; - 97: Youth exiting the juvenile delinquency system should receive appropriate reentry and aftercare services; - 107: Education and training related to juvenile development, mental health issues, co-occurring disorders, developmental disabilities, special education, and cultural competency related to these topics should be provided to all judicial officers; - 111: Assessments and evaluations of the current data, processes, and outcomes of juvenile competence to stand trial in California should be conducted. <p>Status/Timeline: Ongoing.</p> <p>Fiscal Impact/Resources: The project, including staff costs, is partially funded by external earmarked funding for collaborative courts and mental health.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p>

#	Ongoing Projects and Activities⁴	
	<p>Internal/External Stakeholders: Local courts and California Association of Collaborative Courts and California Association of Youth Courts.</p> <p>AC Collaboration: None.</p>	
4.	<p>Project Title: Conduct Multidisciplinary Education to Support Effective Practices and Beneficial Outcomes in Collaborative Justice Courts; Identify and Distribute Information on New or Pending Policy Changes</p>	<p>Priority⁵ 1</p> <p>Strategic Plan Goal⁶ V</p>
	<p>Project Summary⁷: Continue execution of a multi-prong outreach, educational and training approach that supports the development of effective practices and beneficial outcomes in collaborative courts. Outreach activities may include notifying collaborative courts of policy changes that may be of impact (mental health or competency issues, diversion programs, or human trafficking, etc.) and identifying promising practices developed in response to the change. Educational and training activities include developing educational recommendations and assisting in implementation of judicial and multi-disciplinary education curricula in areas related to collaborative justice.</p> <ul style="list-style-type: none"> • Continue to create, in consultation/collaboration with Center for Judicial Education and Research (CJER) as appropriate, in-person and virtual trainings and educational materials in topic areas relevant to collaborative court programs such as drug court best practice standards, mental health, substance use disorders and treatment access for adults and youth, veterans and military families, military sexual trauma, reentry, human trafficking, and relevant policy/legislative changes. • Continue to collaborate with justice system partners on training activities. Partners may include, but are not limited to, California Association of Collaborative Courts (CACC), National Association of Drug Court Professionals (NADCP), National Drug Court Institute Justice for Vets, the California Association of Youth Courts (CAYC), the California Department of Corrections and Rehabilitation (CDCR), the Department of Veterans Affairs, California Judges Association (CJA), and the American Bar Association (ABA), Commission on Homelessness and Poverty, and ABA Judicial Committee on Human Trafficking. • Continue to work with the CJER Advisory Committee to make recommendations for and assist in implementation of judicial and multidisciplinary education curricula in the area of collaborative justice. This includes providing guidance to committee staff regarding preparation of collaborative justice related educational toolkits and job aids and identification of faculty. • Continue to distribute information on effective practices through regular webinars, and hosting list-servs for collaborative court and mental health professionals. <p>Status/Timeline: Ongoing.</p>	

#	Ongoing Projects and Activities ⁴	
	<p>Fiscal Impact/Resources: Provides distance and in person education for local courts at reduced cost; provides information regarding effective/efficient court practices to reduce case processing costs and recidivism. Resources include council staff from Public Affairs and CJER.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Local courts, State Bar, Department of Veterans Affairs, California Association of Collaborative Courts, California Association of Youth Courts, Homeless Court Network, National Drug Court Institute, Center for Court Innovation, and National Center for State Courts</p> <p>AC Collaboration: CJER Advisory Committee and curriculum committees in criminal law, family and juvenile law, and probate and mental health law.</p>	
5.	Project Title: Substance Abuse Focus Grant Allocations	Priority⁵ 1
	<p>Strategic Plan Goal⁶ IV</p> <p>Project Summary⁷: Make recommendations to, and carry out the directives of the Judicial Council regarding allocations and administration of the Collaborative Justice Substance Abuse Focus Grant (SAFG), a legislatively mandated grant program, distributing funds from the State budget that are earmarked for collaborative and drug court projects and are available to support local collaborative justice and drug courts throughout California, as well as supplementing dependency drug courts with federal funding from the Court Improvement Project.</p> <ul style="list-style-type: none"> • Report to the Judicial Council on grant activities. • Recommend to the Judicial Council grant allocations to local courts based on the Judicial Council approved allocation methodology; • Review biannual reports regarding funding distribution, invoicing, and deliverables reports from local courts; • Recommend methods of allocation and grants administration for next annual funding cycle; and, • Identify methods to increase funding through the SAFG program. <p>Status/Timeline: Ongoing.</p> <p>Fiscal Impact/Resources: Funded through external earmarked funding for collaborative and drug courts. Resources include council staff from the Judicial Council’s Branch Accounting and Procurement.</p> <p><input checked="" type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p>	

#	Ongoing Projects and Activities⁴	
	<p><i>Internal/External Stakeholders:</i> Local courts, collaborative court coordinators, and California Association of Youth Courts.</p> <p><i>AC Collaboration:</i> None.</p>	
6.	<p>Project Title: Parolee Reentry Court Grant Allocations</p>	<p>Priority⁵ 1</p>
	<p>Strategic Plan Goal⁶ IV</p> <p><i>Project Summary⁷:</i> Continue the work of the Parolee Reentry Court program that distributes approximately \$1.1 million from the California Department of Corrections and Rehabilitation (CDCR) through the Judicial Council to six parolee reentry courts. Funding for the project is reevaluated annually by CDCR. This project will involve the identification of potential longer term, ongoing funding to assist parolee reentry courts in program planning in future years.</p> <p><i>Status/Timeline:</i> Current funding will expire June 30, 2021.</p> <p><i>Fiscal Impact/Resources:</i> Approximately \$1.1 is allocated to the courts and judicial council to implement the program. Resources include council staff from Branch Accounting and Procurement.</p> <p><input checked="" type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p><i>Internal/External Stakeholders:</i> Local courts.</p> <p><i>AC Collaboration:</i> None.</p>	
7.	<p>Project Title: Non-Criminal Mental Health Cases</p>	<p>Priority⁵ 2</p>
	<p>Strategic Plan Goal⁶ IV</p> <p><i>Project Summary⁷:</i> Continue to identify and address mental health issues through application of collaborative court principles in noncriminal case types, including civil, probate, family, and juvenile.</p> <p><i>Status/Timeline:</i> Ongoing.</p> <p><i>Fiscal Impact/Resources:</i> Funded through external earmarked funding for mental health.</p>	

#	Ongoing Projects and Activities ⁴	
	<p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Local courts, California Association of Collaborative Courts, and California Association of Youth Courts.</p> <p>AC Collaboration: None.</p>	
8.	<p>Project Title: Assist Local Courts to Obtain Funding and In-Kind Assistance, such as Federal or State Grants for Local Collaborative Court Projects</p>	<p>Priority⁵ 1</p> <p>Strategic Plan Goal⁶ VII</p>
	<p>Project Summary⁷: Distribute information on grants and other funding opportunities and assist local courts, upon their request, to obtain funding and other assistance for local collaborative court projects.</p> <ul style="list-style-type: none"> • Identify funding and support efforts to increase funding for courts in collaboration with partners that may include, but are not limited to, the California State Legislature, Substance Abuse and Mental Health Services Administration, Office of Juvenile Justice and Delinquency Prevention, Juvenile Court Improvement Program, and the Bureau of Justice Assistance to support existing and planned collaborative courts; • Assist local courts in identifying appropriate federal grant opportunities and preparing applications for funding of collaborative courts through the federal funding cycle; and, • Share findings from collaborative court outcome and cost studies as well as compiled reports and studies from local collaborative courts with collaborative court coordinators in quarterly meetings to assist local courts in seeking local, federal, and private funding. <p>Status/Timeline: Ongoing.</p> <p>Fiscal Impact/Resources: Increases funding for local courts; Judicial Council staff resources partially funded by external earmarked funds for collaborative and drug courts.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Local collaborative courts, California Association of Collaborative Courts, California Association of Youth Courts, National Center for State Courts, and Center for Court Innovation.</p> <p>AC Collaboration: None.</p>	

III. LIST OF 2019 PROJECT ACCOMPLISHMENTS

#	Project Highlights and Achievements
1.	Developed and executed curriculum for two regional round tables in Sacramento and San Bernardino to assist courts in implementing mental health diversion programs set forth in AB 1810. The events allowed judges and court administrators to come together to brainstorm approaches for the implementation and procedural challenges presented by the new mental health diversion law (Pen. Code §§ 1001.35, 1001.36). Discussion topics included group report status updates on AB 1810 implementation and screening and evaluation. Panel topics included collaborative court practices and principles and determining appropriate treatment and supervising treatment compliance. Judges and court administrators from 31 of the 58 superior courts (representing counties where 86 percent of Californians live) attended one of the two regional round tables.
2.	Developed a script to assist judicial officers to meet the mandates of Penal Code section 858 to inform criminal litigants of their rights at arraignment and under Penal Code sections 1170.9 and 1179.91, and of the availability of the MIL-100 form.
3.	In partnership with the Center for Court Innovation (CCI), hosted a two-day strategic planning session for Veterans Treatment Courts that was attend by over 20 participants representing local trial courts, treatment providers, defense and prosecuting attorneys, Veteran’s Affairs, and members of the Collaborative Justice Courts Advisory Committee. The session resulted in a strategic plan to support Veterans Treatment Courts in California. Committee staff worked with CCI to identify resources that will be provided to the California Association of Collaborative Courts to assist in the execution of the strategic plan.
4.	Hosted the Annual Youth Court Summit. Themed “Empowering Youth for Civic Engagement” the Summit was held at the University of Redlands and attended by nearly 200 youth and adults. Held in partnership with the California Association of Youth Courts, this year’s summit featured discussions on topics such as criminal justice reform, creative sentencing options, brain development, and ways for youth to make social impacts and change. A focus group was held at the summit for the purpose of gathering information from youth court directors to include in the Youth Court Toolkit that is being created by the juvenile subcommittee.
5.	Partnered with the California Association of Collaborative Courts on their annual conference to provide educational programs for judicial officers, collaborative court coordinators, court staff, and partners. Over 300 representatives from the trial courts and justice system partners were in attendance. Held a Youth Court Regional Roundtable at the California Association of Collaborative Courts annual conference for the purpose of training court staff and community leaders on how to create a youth court in their jurisdictions.
6.	<p>Prioritized and implemented recommendations from the Mental Health Issues Implementation Task Force as noted below.</p> <ul style="list-style-type: none"> • Assigned MHIITF completed and implemented recommendations: 17, 20, 22, 23, 24, 27, 29, 31, 32, 35, 36, 67, 90, 93, 94, 95, 96, 103, 108, 109, 110, 114, 115, 116, 117, 118, 119, 122, 124, 131 • Deferring until such time resources allow initiation of recommendation, or if out of purview, referring to partner agencies: 1, 14, 15, 18, 21, 26, 37, 38, 55, 56, 57, 58, 59, 61, 62, 64, 66, 71,72, 80, 84, 89, 92, 94, 99, 101, 102, 106, 113, 134

#	Project Highlights and Achievements
7.	Updated California Courts website to include links to national and international research on collaborative justice and mental health issues, information regarding mental health and other collaborative courts, and best practice standards for drug courts.
8.	In a joint project with members of the Family and Juvenile Law Advisory Committee, implemented the rule of court changes required by passage of AB 1214, which mandated the Judicial Council to adopt a rule of court identifying the training and experience needed for an expert to be competent in forensic evaluations of juveniles.
9.	Developed and disseminated Mental Health Services Act (Proposition 63) Information Sheet to help educate, familiarize, and assist local courts in the MHSA process for obtaining funding for court programs addressing mental health, including family law, dependency, juvenile justice, and adult criminal cases.

DRAFT

Court Facilities Advisory Committee
Annual Agenda¹—2020

Approved by Executive and Planning Committee: [Date]

I. COMMITTEE INFORMATION

Chair:	Hon. Brad R. Hill, Administrative Presiding Justice, Court of Appeal, Fifth Appellate District
Lead Staff:	Mr. Mike Courtney, Director, Facilities Services Mr. Chris Magnusson, Facilities Supervisor, Facilities Services
Committee's Charge/Membership: Rule 10.62 of the California Rules of Court states the charge of the Court Facilities Advisory Committee (CFAC), which is to make recommendations to the Judicial Council concerning the judicial branch capital program for the trial and appellate courts. Rule 10.62(b) sets forth the membership position of the committee. The CFAC currently has 21 members. The current committee roster is available on the committee's web page.	
Subcommittees/Working Groups²: 1. Courthouse Cost Reduction Subcommittee 2. Independent Outside Oversight Consultant Subcommittee 3. Subcommittee on Courthouse Names	
Meetings Planned for 2020³ (Advisory body and all subcommittees and working groups) February 5, 2020 (Teleconference). Other meetings are not planned at this time.* * Please note: Historically, the committee has met on an ad hoc basis. This trend will continue within the 2020 calendar year, and the committee/its subcommittees is expected to meet approximately six times split between in-person meetings and teleconferences. <input checked="" type="checkbox"/> Check here if exception to policy is granted by Executive Office or rule of court.	

¹ The annual agenda outlines the work a committee will focus on in the coming year and identifies areas of collaboration with other advisory bodies and the Judicial Council staff resources.

² California Rules of Court, rule 10.30 (c) allows an advisory body to form subgroups, composed entirely of current members of the advisory body, to carry out the body's duties, subject to available resources, with the approval of its oversight committee.

³ Refer to [Operating Standards for Judicial Council Advisory Bodies](#) for governance on in-person meetings.

COMMITTEE PROJECTS

#	New or One-Time Projects ⁴	
1.	Project Title Judicial Branch Five-Year Infrastructure Plan for Fiscal Year (FY) 2021–22	Priority⁵ 1 Strategic Plan Goal⁶ VI
<p>Project Summary⁷: Review of the <i>Judicial Branch Five-Year Infrastructure Plan</i> for FY 2021–22, which forms the basis for trial court capital-outlay project funding requests for the upcoming and outlying fiscal years. Submit a recommendation for Judicial Council consideration on the five-year plan’s submission to the California Department of Finance (DOF).</p> <p>Status/Timeline: The five-year plan is proposed for the July 2020 Judicial Council meeting and due in September 2020 to the DOF.</p> <p>Fiscal Impact/Resources: Coordination through lead staff to the committee with input from the Judicial Council’s offices of Facilities Services, Budget Services, and Legal Services.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Trial courts; justice partners; DOF; Legislature; and Office of Governor.</p> <p>AC Collaboration: Executive and Planning Committee.</p>		

⁴ 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.

⁵ 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.

⁶ Indicate which goal number of The Strategic Plan for California’s Judicial Branch the project most closely aligns.

⁷ A key objective is a strategic aim, purpose, or “end of action” to be achieved for the coming year.

#	New or One-Time Projects ⁴	
2.	Project Title Update to the California Trial Court Facilities Standards	Priority⁵ 1 Strategic Plan Goal⁶ VI
<p>Project Summary⁷: Review of updated <i>California Trial Court Facilities Standards</i>, which define the minimum space and the functional, technical, and security requirements for the design of new construction, renovation, and addition/renovation projects. Updated facilities standards are necessary, as they reflect best practices and successful solutions as the basis for achieving design excellence within contemporary trial court facilities. Submit a recommendation for Judicial Council consideration to adopt the updated facilities standards.</p> <p>Status/Timeline: The update to the facilities standards is proposed for the September 2020 Judicial Council meeting.</p> <p>Fiscal Impact/Resources: Coordination through lead staff to the committee with input from the Judicial Council’s offices of Facilities Services, Budget Services, and Legal Services.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Trial courts; justice partners; DOF; and State Public Works Board.</p> <p>AC Collaboration: Information Technology Advisory Committee, Court Security Advisory Committee, and Executive and Planning Committee.</p>		

# Ongoing Projects and Activities ⁴		
1.	Project Title Judicial Branch Courthouse Construction Projects	Priority⁵ 1
		Strategic Plan Goal⁶ VI
<p>Project Summary⁷: Review of Judicial Council-approved new courthouse construction and renovation projects in relation to available construction program budget. Submit recommendations for Judicial Council consideration on how projects should proceed with available project budgets.</p> <p>Status/Timeline: Ongoing.</p> <p>Fiscal Impact/Resources: Coordination through lead staff to the committee with input from the Judicial Council’s offices of Facilities Services, Budget Services, and Legal Services.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Trial courts; justice partners; DOF; and State Public Works Board.</p> <p>AC Collaboration: Judicial Branch Budget Committee and Courthouse Cost Reduction Subcommittee.</p>		
2.	Project Title Recommendations of the Independent Oversight Consultant (IOC)	Priority⁵ 1
		Strategic Plan Goal⁶ VI
<p>Project Summary⁷: Review and monitor implementation of IOC recommendations.</p> <p>Status/Timeline: Ongoing.</p> <p>Fiscal Impact/Resources: Coordination through lead staff to the committee with input from the Judicial Council’s offices of Facilities Services, Budget Services, and Legal Services.</p> <p><input type="checkbox"/> <i>The project includes allocations or distributions of funds to the courts, which have been reviewed and approved by Budget Service.</i></p> <p>Internal/External Stakeholders: Trial courts and justice partners.</p> <p>AC Collaboration: Independent Outside Oversight Consultant Subcommittee.</p>		

# Ongoing Projects and Activities ⁴					
3.	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 75%;">Project Title Courthouse Construction Project Cost Reductions</td> <td style="width: 25%;">Priority 1⁵</td> </tr> <tr> <td colspan="2">Strategic Plan Goal⁶ VI</td> </tr> </table> <p>Project Summary⁷: Oversight of reductions to courthouse project costs. Submit recommendations as needed for Judicial Council consideration.</p> <p>Status/Timeline: Ongoing.</p> <p>Fiscal Impact/Resources: Coordination through lead staff to the committee with input from the Judicial Council’s offices of Facilities Services, Budget Services, and Legal Services.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Trial courts; justice partners; DOF; and State Public Works Board.</p> <p>AC Collaboration: Courthouse Cost Reduction Subcommittee.</p>	Project Title Courthouse Construction Project Cost Reductions	Priority 1⁵	Strategic Plan Goal⁶ VI	
Project Title Courthouse Construction Project Cost Reductions	Priority 1⁵				
Strategic Plan Goal⁶ VI					
4.	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 75%;">Project Title Judicial Branch Capital Program Funding</td> <td style="width: 25%;">Priority⁵ 1</td> </tr> <tr> <td colspan="2">Strategic Plan Goal⁶ VI</td> </tr> </table> <p>Project Summary⁷: Coordinate with the Judicial Council and its Judicial Branch Budget Committee and Executive and Planning Committee to provide funding for the Judicial Branch Capital Program. Submit recommendations as needed for Judicial Council consideration.</p> <p>Status/Timeline: Ongoing.</p> <p>Fiscal Impact/Resources: Coordination through lead staff to the committee with input from the Judicial Council’s offices of Facilities Services, Budget Services, Legal Services, and Governmental Affairs.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Trial courts; justice partners; DOF; Legislature; and Office of Governor.</p> <p>AC Collaboration: Judicial Branch Budget Committee and Executive and Planning Committee.</p>	Project Title Judicial Branch Capital Program Funding	Priority⁵ 1	Strategic Plan Goal⁶ VI	
Project Title Judicial Branch Capital Program Funding	Priority⁵ 1				
Strategic Plan Goal⁶ VI					

#	Ongoing Projects and Activities ⁴	
5.	Project Title Additional Funding for Existing Courthouse Operations, Maintenance, and Facility Modifications	Priority⁵ 1 Strategic Plan Goal⁶ VI
<p>Project Summary⁷: Coordinate with the Judicial Council and its Trial Court Facility Modification Advisory Committee to seek additional funding for existing courthouse operations, maintenance, and facility modifications.</p> <p>Status/Timeline: Ongoing.</p> <p>Fiscal Impact/Resources: Coordination through lead staff to the committee with input from the Judicial Council’s offices of Facilities Services, Budget Services, and Legal Services.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Trial courts; justice partners; DOF; Legislature; and Office of Governor.</p> <p>AC Collaboration: Trial Court Facility Modification Advisory Committee.</p>		

II. LIST OF 2019 PROJECT ACCOMPLISHMENTS

#	Project Highlights and Achievements
1.	Ongoing: Review of Judicial Council-approved new courthouse construction and renovation projects in relation to available construction program budget and recommend how to proceed.
2.	Ongoing: Review and monitor implementation of IOC recommendations.
3.	Ongoing: Oversight of reductions to courthouse project costs.
4.	Ongoing: Coordinate with the Judicial Council and its Judicial Branch Budget Committee and Executive and Planning Committee to provide funding for the Judicial Branch Capital Program.
5.	Ongoing: Coordinate with the Judicial Council and its Trial Court Facility Modification Advisory Committee to seek additional funding for existing courthouse operations, maintenance, and facility modifications.
6.	Completed: On February 21, 2019, the CFAC approved the request for a scope change to include the build-out of two courtrooms, otherwise planned for shelled space, in the design for the New Modesto Courthouse project. The scope change was forwarded to the DOF for review.
7.	Completed: On February 21, 2019, and in relation to the reassessment of trial court capital-outlay projects, the CFAC approved an updated draft version of the <i>Revision of Prioritization Methodology for Trial Court Capital-Outlay Projects</i> for submission to the Judicial Council for adoption. Senate Bill 847 (Committee on Budget and Fiscal Review) revises Government Code section 70371.9 to require the Judicial Council to update its October 24, 2008, prioritization methodology as well as to reassess all trial court capital-outlay projects not fully funded up to and through the 2018 Budget Act (FY 2018–19) and to submit the reassessment by December 31, 2019, to two legislative committees. This CFAC meeting was broadcasted live via webcast video available at http://jcc.granicus.com/player/clip/964 .
8.	Completed: On February 21, 2019, the CFAC concurred with the recommendation of its Independent Outside Oversight Consultant Subcommittee, made on December 12, 2018, and approved the draft report on the closeout of the Pegasus audit for submission to the Judicial Council for adoption.
9.	Completed: On March 29, 2019, the CFAC approved an Initial Funding Request, which was a placeholder for future funding requests for trial court capital-outlay projects, for consideration by the Judicial Branch Budget Committee at its meeting in May 2019.
10.	Completed: On April 16, 2019, the CFAC approved a revision to the council’s <i>Rules and Regulations for Relocation Payments and Assistance on Judicial Branch Capital-Outlay Projects</i> for submission to the Judicial Council for adoption.

#	Project Highlights and Achievements
11.	<p>Completed: On June 21, 2019, the CFAC’s Subcommittee on Courthouse Names approved naming requests of two capital projects currently underway: for the Superior Court of Sonoma County, its new main courthouse was named the <i>Hall of Justice, Superior Court of California, County of Sonoma</i>, and for the Superior Court of Riverside County, its new civil courthouse was named the <i>Menifee Justice Center, Superior Court of California, Riverside County</i>. Both approvals were forwarded to the Judicial Council for ratification.</p>
12.	<p>Completed: On August 29, 2019, and in relation to the reassessment of trial court capital-outlay projects, the CFAC approved: (1) an updated draft version of the <i>Revision of Prioritization Methodology for Trial Court Capital-Outlay Projects</i>; and (2) an initial draft <i>Statewide List of Trial Court Capital-Outlay Projects</i> for circulation for public comment. Comments on these materials were requested by September 13, 2019, to assist Judicial Council Facilities Services with preparation for the CFAC meeting on October 1, 2019. SB 847 revises Government Code section 70371.9 to require the Judicial Council to update its October 24, 2008, prioritization methodology as well as to reassess all trial court capital-outlay projects not fully funded up to and through the 2018 Budget Act (FY 2018–19) and to submit the reassessment by December 31, 2019, to two legislative committees. This CFAC meeting was broadcasted live via webcast video available at http://jcc.granicus.com/player/clip/1257.</p>
13.	<p>Completed: On October 1, 2019, and in relation to the reassessment of trial court capital-outlay projects, the CFAC: (1) reviewed court/public comments on the drafts of the <i>Revision of Prioritization Methodology for Trial Court Capital-Outlay Projects</i> and <i>Statewide List of Trial Court Capital-Outlay Projects</i>; (2) received final updates on the methodology and list of capital projects; and (3) received an update on the finalization of Court Facility Plans for all 58 trial courts. The CFAC approved final draft versions of the methodology and list of capital projects—available for reference at www.courts.ca.gov/documents/cfac-20191001-materials.pdf—for submission to the Judicial Council. The council adopted the methodology and list of capital projects at its meeting on November 14, 2019. SB 847 revises Government Code section 70371.9 to require the Judicial Council to update its October 24, 2008, prioritization methodology as well as to reassess all trial court capital-outlay projects not fully funded up to and through the 2018 Budget Act (FY 2018–19) and to submit the reassessment by December 31, 2019, to two legislative committees. This CFAC meeting was broadcasted live via webcast video available at http://jcc.granicus.com/player/clip/1314.</p>
14.	<p>Completed: On December 19, 2019, and at a joint meeting of the CFAC and the Judicial Branch Budget Committee, the CFAC: (1) approved, with minor amendments, the draft <i>Judicial Branch Five-Year Infrastructure Plan</i> for FY 2020–21 to move forward for adoption by the Judicial Council at its January 2020 meeting; and (2) recommended to the Judicial Branch Budget Committee submission of 2020–21 Capital Outlay Budget Change Proposals (COBCPs) to the DOF, consistent with the draft five-year plan as amended. The five-year plan forms the basis for trial court capital-outlay project funding requests for the upcoming and outlying fiscal years. For consideration of funding in the 2020 Budget Act (2020–21), submission of the plan and COBCPs were required in advance of the DOF’s February 2020 Spring Finance Letter deadline. The council deferred review of the five-year plan and COBCPs at its meeting on January 17, 2020, owing to the outcome of the January 10 Governor’s Budget.</p>

Court Interpreters Advisory Panel
Annual Agenda¹—2020

Approved by the Executive and Planning Committee: [Date]

I. COMMITTEE INFORMATION

Chair:	Hon. Brian L. McCabe, Judge, Superior Court of Merced County
Lead Staff:	Ms. Sonia Sierra Wolf, Analyst, Court Interpreters Program, Center for Families, Children & the Courts
Committee's Charge/Membership: <p>Rule 10.51 of the California Rules of Court states the charge of the Court Interpreters Advisory Panel (CIAP), which is to: Assist the council in performing its duties under Government Code sections 68560 through 68566 and to promote access to spoken-language interpreters and interpreters for deaf and hearing-impaired persons, the advisory panel is charged with making recommendations to the council on:</p> <ol style="list-style-type: none">(1) Interpreter use and need for interpreters in court proceedings; and(2) Certification, registration, renewal of certification and registration, testing, recruiting, training, continuing education, and professional conduct of interpreters. <p>Rule 10.51(b) sets forth the additional duties of the panel that are: Reviewing and making recommendations to the council on the findings of the study of language and interpreter use and need for interpreters in court proceedings that is conducted by the Judicial Council every five years under Government Code section 68563.</p> <p>Rule 10.51(c) sets forth the following membership composition of the committee. CIAP currently has 14 members, which consists of 11 advisory panel members (voting) and 4 advisors (nonvoting) appointed by the Chief Justice to assist the advisory panel. A majority of the members must be court interpreters. The advisory panel must include the specified numbers of members from the following categories:</p> <ol style="list-style-type: none">(1) Four certified or registered court interpreters working as employees in trial courts, one from each of the four regions established by Government Code section 71807. For purposes of the appointment of members under this rule, the Superior Court of California, County of Ventura, is considered part of Region 1 as specified in section 71807, and the Superior Court of California, County of Solano, is considered part of Region 2 as specified in section 71807;(2) Two interpreters certified or registered in a language other than Spanish, each working either in a trial court as an independent contractor or in an educational institution;(3) One appellate court justice (position is currently vacant);	

¹ The annual agenda outlines the work a committee will focus on in the coming year and identifies areas of collaboration with other advisory bodies and the Judicial Council staff resources.

- (4) Two trial court judges; and
- (5) Two court administrators, including at least one trial court executive officer.

The current committee [roster](#) is available on the committee's web page.

Subcommittees/Working Groups²:

- 1. Professional Standards and Ethics Subcommittee – provides review and recommendations on interpreter professional development, adherence to professional standards and compliance requirements.
- 2. Interpreter Language Access Subcommittee (*Slightly Modified Name*) – works on specific projects related to language access and interpreting services, including recommendations from the *Strategic Plan for Language Access in the California Courts* that relate to court interpreters. These projects are undertaken in collaboration with the Language Access Subcommittee of the Advisory Committee on Providing Access and Fairness. This subcommittee's former name (Language Access Subcommittee) is being modified to distinguish it from the Language Access Subcommittee of the Advisory Committee on Providing Access and Fairness.

Meetings Planned for 2020³

Conference call – March 10, 2020.

In-person meeting – May 28, 2020, 9:00 a.m. to 4:00 p.m., Judicial Council of California, San Francisco.

Professional Standards and Ethics Subcommittee – Conference calls and in-person meetings as needed.

Interpreter Language Access Subcommittee – Conference calls and in-person meetings as needed.

Check here if exception to policy is granted by Executive Office or rule of court.

² California Rules of Court, rule 10.30 (c) allows an advisory body to form subgroups, composed entirely of current members of the advisory body, to carry out the body's duties, subject to available resources, with the approval of its oversight committee.

³ Refer to [Operating Standards for Judicial Council Advisory Bodies](#) for governance on in-person meetings.

COMMITTEE PROJECTS

#	New or One-Time Projects ⁴	
1.	Project Title: Support for Implementation of Revised Rule 2.891 (Development of an Interpreting Skills Assessment Process) – Professional Standards and Ethics Subcommittee	Priority⁵ 1 Strategic Plan Goal⁶ IV
<p>Project Summary⁷: This project is directly related to the recently adopted <i>California Court Interpreter Credential Review Procedures</i>. The Judicial Council approved the procedures and revised rule 2.891 of the California Rules of Court on September 24, 2019, for an effective date of January 1, 2020. The next step is development and implementation of a legally defensible process to assess an interpreter’s ability to interpret if a complaint alleging gross incompetence is lodged against the interpreter, and if following review and investigation, the complaint is deemed to have merit.</p> <p>CIAP’s Professional Standards and Ethics Subcommittee will conduct a comprehensive review of the report produced by the National Center for State Courts (NCSC), <i>Skills Assessment Options for Certified and Registered Interpreters</i>, and consider other related research and reports. The subcommittee will explore the feasibility and best available methods for:</p> <ol style="list-style-type: none"> 1) Development of a legally defensible diagnostic process to assess an interpreter’s ability to interpret if a complaint alleging gross incompetence is lodged against the interpreter and the complaint is deemed to have merit. 2) Identification of existing and possible development of options and resources that courts can utilize to strengthen an interpreter’s knowledge, skills, and abilities. <p>This project originated with Recommendation #64 of the <i>Strategic Plan for Language Access in the California Courts</i> (LAP) and Government Code section 68564(g): The Judicial Council shall establish a procedure for Judicial Council and local court review of each court interpreter's skills and for reporting to the certification entity the results of the review.</p>		

⁴ 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.

⁵ 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.

⁶ Indicate which goal number of [The Strategic Plan for California’s Judicial Branch](#) the project most closely aligns.

⁷ A key objective is a strategic aim, purpose, or “end of action” to be achieved for the coming year.

#	New or One-Time Projects⁴	
	<p>Status/Timeline: Initial research has been completed by NCSC. The anticipated completion date for the new skills assessment process is December 31, 2020. Work to be contracted is predicated on determined need, deliverables, cost, and feasibility.</p> <p>Fiscal Impact/Resources: Based on the complexity of the selected diagnostic or assessment process (language neutral or in various languages), the estimated ongoing cost is \$50,000 to \$150,000. This amount is currently funded, on an ongoing basis, as part of the Court Interpreters Program budget. Resources are: Court Interpreters Program, Legal Services, Human Resources, and CJER.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Interpreter community, judicial officers, justice partners, and court personnel who manage California court interpreters.</p> <p>AC Collaboration: Consultation with the Court Executives Advisory Committee.</p>	
2.	<p>Project Title: Implement a Policy for Limited English Proficient (LEP) Persons to Waive a Court Appointed Interpreter – Interpreter Language Access Subcommittee</p>	<p>Priority⁵ 1(e)</p> <p>Strategic Plan Goal⁶ I, IV</p>
	<p>Project Summary⁷: Develop a policy for limited English proficient (LEP) persons to waive a court-appointed interpreter. It is anticipated that a new rule of court and form will also need to be developed in conjunction with development of this policy. This project originated with LAP Recommendation #75.</p> <p>Status/Timeline: The anticipated effective date of the policy, new rule, and form(s) will be 2021.</p> <p>Fiscal Impact/Resources: There is no fiscal impact associated with this project. Resources may require consultation with the Legal Services office and Human Resources’ Labor and Employment Relations unit.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: LEP litigants, courts, justice partners, such as the State Bar and/or legal services providers.</p> <p>AC Collaboration: Rules and Project Committee (RUPRO), and the Language Access Subcommittee of the Advisory Committee on Providing Access and Fairness.</p>	

#	New or One-Time Projects ⁴	
3.	Project Title: Review the 2020 Legislatively Mandated Language Need and Interpreter Use Study	Priority⁵ 1
Strategic Plan Goal⁶ I, IV		
<p>Project Summary⁷: Review the findings in the 2020 legislatively mandated <i>Language Need and Interpreter Use Study</i> and recommend to the council needed actions and considerations, which may include recommendations to designate currently registered languages as certified, de-designate currently certified languages based on a decline in their use, expand interpreter services, and take actionable steps on other identified needs and/or trends.</p> <p>Key objectives:</p> <ul style="list-style-type: none"> • Assess the current statewide landscape concerning the need and use of interpreting services in California’s trial courts; • Evaluate trends and compare to previous studies • Develop sound recommendations for the council’s consideration; • Assist the strategic expansion of interpreters into needed areas; and • Continue to address the shortage of court interpreters in key languages. <p>This project complies with Government Code section 68563 “The Judicial Council shall conduct a study of language and interpreter use and need in court proceedings, with commentary, and shall report its findings and recommendations to the Governor and to the Legislature not later than July 1, 1995, and every five years thereafter . . .”</p> <p>Status/Timeline: The Language Access Implementation unit is in the process of developing this study. It will provide CIAP with a presentation on the study’s key findings and recommendations in March of 2020. If approved by CIAP, the final study and report will be submitted to the council in May 2020. The study is due to the Governor and Legislature by July 1, 2020.</p> <p>Fiscal Impact/Resources: There is no fiscal impact associated with this project. Resources are: Governmental Affairs, Court Interpreters Program, and the Language Access Implementation staff.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials</i></p> <p>Internal/External Stakeholders: Interpreter community, the superior courts, the Governor, and the Legislature.</p> <p>AC Collaboration: None.</p>		

#	New or One-Time Projects ⁴	
4.	Project Title: Review Rule 10.51, Court Interpreters Advisory Panel	Priority⁵ 2(b) Strategic Plan Goal⁶ I, II
<p>Project Summary⁷: Review the current membership requirements of rule 10.51 of the California Rules of Court and make recommendations for membership amendments to the council.</p> <p>Key objectives:</p> <ul style="list-style-type: none"> • Review realistic membership needs. • Consider modifications to the membership requirements to better leverage needed expertise. <p>This project originated as CIAP efforts over several nomination cycles to recruit for the appellate court justice position have been unsuccessful. Consequently, this voting position has remained vacant since September 2018. In addition, as Spanish is the most interpreted language in the courts, the committee will assess whether one of the independent contractor interpreter positions (which is currently limited to an interpreter in a language other than Spanish (OTS)) should be opened to a Spanish independent contractor. Meeting the current requirement as stipulated in the current rule has been challenging, as it has been difficult to recruit qualified OTS independent contract interpreters.</p> <p>Status/Timeline: The anticipated effective date of the amended rule will be 2021.</p> <p>Fiscal Impact/ Resources: There is no fiscal impact associated with this project. Resources are: Court Interpreters Program.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Interpreter community, appellate courts, and the trial courts.</p> <p>AC Collaboration: RUPRO and the Administrative Presiding Justices Advisory Committee.</p>		

#	Ongoing Projects and Activities⁴	
1.	Project Title: Assess the Performance of the Interpreter Credentialing Exams	Priority⁵ 2
<p data-bbox="191 310 1913 383">Project Summary⁷: Thoroughly assess the performance of all interpreter credentialing examinations and make recommendations to the council on implementation of recommended changes.</p> <p data-bbox="191 428 491 461">Key objectives include:</p> <ul data-bbox="243 472 1944 899" style="list-style-type: none"> • Thoroughly assess the performance of all interpreter credentialing examinations. • Thoroughly discuss and vet the level of the interpreter shortage in relation to the judicial branch’s needs. • Explore the feasibility of tiered testing or tiered passage for candidates who take the Bilingual Interpreting Exam (BIE) and score below the required passing score of 70 on all four sections, but are “near passers (e.g., candidates who score over 60 or 65 on one or more sections). • Explore the feasibility of providing “near passers” with an entry-level credential status that would enable them to interpret in the courts for less complex proceedings and gain in-court interpreting experience that will assist them with later passing the BIE section that they were previously not able to pass. • Identify methods to increase the number of qualified candidates taking the exams. • Identify methods to increase the exams’ passage rates. • Evaluate the current practice of California requiring that all four sections of the BIE be passed in one sitting. <p data-bbox="191 943 667 976">Make the exams more accessible by:</p> <ul data-bbox="243 987 1871 1094" style="list-style-type: none"> • Offering remote testing opportunities. • Explore ways to keep test candidates motivated and interested in interpreting for the courts as they wait for their test scores. • Offer more BIE administrations annually; currently two exam administration are offered annually. <p data-bbox="191 1138 478 1170">Other considerations:</p> <ul data-bbox="243 1182 1934 1289" style="list-style-type: none"> • Require the Oral Proficiency Exam as the screening exam for the BIE. • Offer a pre-test (as offered by the American Translators Association) to gauge candidates’ readiness, providing them with insight to improve their test-taking abilities. <p data-bbox="191 1333 1923 1406">Status/Timeline: Because of the complexity of these matters, recommendations will be developed with an estimated completion date of December 2021.</p>		

#	Ongoing Projects and Activities ⁴
	<p><i>Fiscal Impact/Resources:</i> Expenses associated with possible development of new exams or modification of existing exams. This amount is currently funded in the Court Interpreters Program budget. Resources are: Court Interpreters Program, Professional Standards and Ethics Subcommittee, and consultant(s) as needed to assess the testing program.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p><i>Internal/External Stakeholders:</i> Trial courts, interpreter community, public including LEP litigants, legal service providers, and justice partners.</p> <p><i>AC Collaboration:</i> Consultation with the Court Executives Advisory Committee.</p>

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II. LIST OF 2019 PROJECT ACCOMPLISHMENTS

#	Project Highlights and Achievements
1.	<p>Completed September 2019: Develop and Implement the Court Interpreter Discipline Process</p> <p>On September 24, 2019, the council approved and adopted <i>The California Court Interpreter Credential Review Procedures</i>. The council also repealed rule 2.891 of the California Rules of Court, <i>Periodic review of court interpreter skills and professional conduct</i>, adopted in 1979, which called for a biennial review by the courts to review all court interpreter skills. This rule was replaced with new rule 2.891, <i>Request for Court Interpreter Credential Review</i> (effective January 1, 2020).</p>
2.	<p>Completed January 2019: Affirmation of the Criteria for De-designation of Certified Languages</p> <p>On January 23, 2019, CIAP affirmed that the criteria for designation of certified languages, as set forth in Government Code section 68562 (a), also grants the council the authority to both designate and de-designate languages for certification. CIAP also voted to recommend to the council that it delegate to the Administrative Director the authority to de-designate certified languages, consistent with the Administrative Director’s current authority to designate languages for certification.</p>
3.	<p>Completed August 2019: Review and Update the Compliance Requirements for Certified Court and Registered Interpreters</p> <p>On August 15, 2019, CIAP approved recommended policy changes, updates, and the new format of the compliance requirements. The following key objectives were met:</p> <ul style="list-style-type: none"> • Provide simplified and easy to navigate compliance requirements for court interpreters and continuing education providers. • Review and make policy changes, if required, to address gaps in the current requirements. • Incorporate a new process that requires interpreters to attest to completion of their continuing education and professional assignments requirements.
4.	<p>Assess the Feasibility of a Nationally Accepted Credentialing Process for American Sign Language (ASL) Interpreters; Update Guidelines for Approval of Certification Programs for Interpreters for Deaf and Hard of Hearing Persons</p> <p>Since early 2018, NCSC has been assisting the Court Interpreters Program with conducting research and developing recommendations concerning possible development of a nationally accepted credentialing process to qualify ASL court interpreters. NCSC has completed the following work under a contract with the council:</p> <ul style="list-style-type: none"> • Step 1: Conducted a thorough review of currently and previously available ASL assessments and reviewed publicly available documentation on the development and administration practices of these assessments; • Step 2: Identified assessments from Step 1 for further research and mapping to an approved list of Knowledge, Skills, and Abilities (KSAs) for ASL court interpreters; • Step 3: Determined whether reviewed assessments identified in Step 2 could successfully be used to evaluate the KSAs required of ASL court interpreters; and

#	Project Highlights and Achievements
	<ul style="list-style-type: none"> Step 4: Conducted a feasibility study to help council staff to identify the most practicable options for a possible national ASL credentialing solution. This study addresses the one-time and ongoing costs of development of an ASL credentialing exam, the use of existing exams, and/or the development and implementation of a hybrid test that could include utilization of existing tests and new assessment tools. The study will also include estimated operational costs for administration of a possible ASL credentialing program and alternatives to creating this program. <p>The Court Interpreters Program staff consulted with the CIAP chairs and determined that the potential options and costs for ASL court interpreter exam solutions would first need to be reviewed with the CIAP chairs, the Judicial Council’s Executive Office, and potentially with the Judicial Council prior to CIAP undertaking further work on this project.</p>
5.	<p>Update Recommended Guidelines for the Use of Deaf Intermediary Interpreters</p> <p>This project anticipated any changes to the <i>Recommended Guidelines on the Use of Deaf Intermediary Interpreters</i> (DI Guidelines), following identification of appropriate exam(s) for ASL court interpreters (see Ongoing Project 4). Similar to the above, the potential options and costs of a possible ASL credentialing program first need to be reviewed by the CIAP chairs, the Judicial Council’s Executive Office and potentially with the Judicial Council prior to CIAP undertaking any changes to the DI Guidelines.</p>

Court Security Advisory Committee
Annual Agenda¹—2020

Approved by Executive and Planning Committee: [Date]

I. COMMITTEE INFORMATION

Chair:	Hon. Charlaine F. Olmedo, Judge, Superior Court of Los Angeles County
Lead Staff:	Mr. Edward Ellestad, Supervisor, Emergency Planning and Security Coordination, Facilities Services Ms. Lisa Gotch, Analyst, Emergency Planning and Security Coordination, Facilities Services
Committee's Charge/Membership: Rule 10.61(a) of the California Rules of Court states the charge of the Court Security Advisory Committee, which is to make recommendations to the council for improving court security, including personal security and emergency response planning. Rule 10.61(b) sets forth the membership position categories of the committee. The Court Security Advisory Committee currently has 11 members. The current committee roster is available on the committee's web page.	
Subcommittees/Working Groups²: None.	
Meetings Planned for 2020³ (Advisory body and all subcommittees and working groups) Quarterly meetings via teleconference are scheduled for January 13, April 7, July 14, and October 8. Additional teleconference, and no more than one in-person meeting, will be scheduled if necessary. <input type="checkbox"/> Check here if exception to policy is granted by Executive Office or rule of court.	

¹ The annual agenda outlines the work a committee will focus on in the coming year and identifies areas of collaboration with other advisory bodies and the Judicial Council staff resources.

² California Rules of Court, rule 10.30(c) allows an advisory body to form subgroups, composed entirely of current members of the advisory body, to carry out the body's duties, subject to available resources, with the approval of its oversight committee.

³ Refer to [Operating Standards for Judicial Council Advisory Bodies](#) for governance on in-person meetings.

II. COMMITTEE PROJECTS

#	Ongoing Projects and Activities ⁴	
1.	Project Title: Emergency- and Security-Related Concerns for the Branch	Priority⁵ 1
	Strategic Plan Goal⁶ III, VI	
<p>Project Summary⁷: Consider new and continuing emergency- and security-related concerns for the branch, and make additional recommendations as needed.</p> <ul style="list-style-type: none"> • The <u>origin</u> of this project is the committee’s charge under rule 10.61. • The <u>objective</u> this project supports is to make recommendations on the necessary emergency response and security functions for the branch. It aligns with the Judicial Council’s Goal III (ensure the safety and security of the work environment, and develop emergency and continuity-of-business plans for times of crisis or natural disaster) as well as Goal VI (provide and maintain safe, dignified, and fully functional facilities for conducting court business). • The <u>outcome</u> would be reports to Judicial Council, which may include recommendations that the council direct its facilities and budget advisory committees on specific or urgent priorities. <p>Status/Timeline: Ongoing.</p> <p>Fiscal Impact/Resources: Recommendations that may have a fiscal impact will be discussed with appropriate Judicial Council staff and advisory bodies first. This project will use current Judicial Council staffing and resources from the Emergency Planning and Security Coordination Unit of the Facilities Services office.</p> <p><input type="checkbox"/> This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</p>		

⁴ 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.

⁵ 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.

⁶ Indicate which goal number of [The Strategic Plan for California’s Judicial Branch](#) the project most closely aligns.

⁷ A key objective is a strategic aim, purpose, or “end of action” to be achieved for the coming year.

#	Ongoing Projects and Activities ⁴	
	<p>Internal/External Stakeholders: Depending on recommendations, stakeholders could include Judicial Council offices (Governmental Affairs, Budget Services, Business Management Services, Center for Judicial Education and Research, Leadership Support Services, and Legal Services). External stakeholders include the trial courts and appellate courts.</p> <p>AC Collaboration: Depending on recommendations, collaborators could include the Court Executives Advisory Committee, Trial Court Presiding Judges Advisory Committee, Court Facilities Advisory Committee, Trial Court Facility Modification Advisory Committee, and the Center for Judicial Education and Research Advisory Committee.</p>	
2.	Project Title: Trial Courts' Screening Equipment Replacement	<p>Priority⁵</p> <hr/> <p>Strategic Plan Goal⁶ III, VI</p>
	<p>Project Summary⁷: Make recommendations to Judicial Council to support Emergency Planning and Security Coordination Unit's Screening Equipment Replacement Program for trial courts, which replaces and maintains x-ray machines and magnetometers.</p> <ul style="list-style-type: none"> • The <u>origin</u> of this project is our July 2015 report to the Judicial Council, which identifies this program as a necessary and appropriate function. • The <u>objective</u> this project supports is to advise on, and advocate for funding to support, existing emergency- and security-related programs. It aligns with the Judicial Council's Goal III (ensure the safety and security of the work environment) as well as Goal VI (provide and maintain safe, dignified, and fully functional facilities for conducting court business). • The <u>outcome</u> would be to support and advocate for continued funding should proposed budget cuts threaten the Screening Equipment Replacement Program. <p>Status/Timeline: Ongoing.</p> <p>Fiscal Impact/Resources: The program in project #2 has a budget of \$2.286 million funded annually through the Trial Court Trust Fund. However, the demand for equipment replacement in some years is lower than in others, resulting in a lower estimated expenditure in FY 2019–20, allowing for a one-time budget reduction to \$1.3 million. This project will use current Judicial Council staffing and resources from the Emergency Planning and Security Coordination Unit.</p> <p><input type="checkbox"/> This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</p> <p>Internal/External Stakeholders: Trial courts (primary users).</p> <p>AC Collaboration: None anticipated at this time.</p>	

#	Ongoing Projects and Activities⁴	
3.	Project Title: Trial Courts' Security Equipment and Systems	Priority⁵ 1 Strategic Plan Goal⁶ III, VI
<p>Project Summary⁷: Make recommendations to Judicial Council to support Emergency Planning and Security Coordination Unit's Security Systems Program that refreshes, maintains, replaces, improves, and installs electronic security equipment and systems. The program includes (but is not limited to) video surveillance, access control, duress alarm, and specialized systems as well as services to evaluate and design new or replacement systems. In addition, it supports an online planning system, which is referenced in project #4 and #5.</p> <ul style="list-style-type: none"> • The <u>origin</u> of this project is our July 2015 report to the Judicial Council, which identifies the related work as a necessary and appropriate function. • The <u>objective</u> this project supports is to advise on, and advocate for funding to support, existing emergency- and security-related programs. It aligns with the Judicial Council's Goal III (ensure the safety and security of the work environment) as well as Goal VI (provide and maintain safe, dignified, and fully functional facilities for conducting court business). • The <u>outcome</u> would be review and approval of Security Systems Program projects, and information about costs associated with this goal for the Judicial Council's facilities and budget advisory committees and decision-makers. <p>Status/Timeline: Ongoing.</p> <p>Fiscal Impact/Resources: The program in project #3 has a budget of \$6 million funded annually through the Governor's Budget, effective FY 2019–20. As the BCP that requested those funds specified the committee's involvement, the committee regularly receives information on, and reviews and approves proposed projects. This project will use Judicial Council staffing and resources from the Emergency Planning and Security Coordination Unit.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Trial courts (primary users).</p> <p>AC Collaboration: Information Technology Advisory Committee.</p>		
4.	Project Title: Emergency and Continuity of Operations Planning	Priority⁵ 1 Strategic Plan Goal⁶ III, VI
<p>Project Summary⁷: Make recommendations to Judicial Council to support Emergency Planning and Security Coordination Unit's Emergency and Continuity of Operations Planning Program, which provides and maintains online planning system and trainings.</p>		

#	Ongoing Projects and Activities ⁴	
	<ul style="list-style-type: none"> • The <u>origin</u> of this project is our July 2015 report to the Judicial Council, which identifies this program as a necessary and appropriate function. • The <u>objective</u> this project supports is to advise on, and advocate for funding to support, existing emergency- and security-related programs. It aligns with the Judicial Council’s Goal III (ensure the safety and security of the work environment, and develop emergency and continuity-of-business plans for times of crisis or natural disaster) as well as Goal VI (provide and maintain safe, dignified, and fully functional facilities for conducting court business). • The <u>outcome</u> would be information about costs associated with this goal for the Judicial Council’s facilities and budget advisory committees and decision-makers. <p>Status/Timeline: Ongoing.</p> <p>Fiscal Impact/Resources: The program in project #4, and related module in project #5, are paid for through the Emergency Planning and Security Coordination Unit’s general fund, and any supplemental trial court training is paid by the annual funding described in project #3. This project will use current Judicial Council staffing and resources from the Emergency Planning and Security Coordination Unit.</p> <p><input type="checkbox"/> This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</p> <p>Internal/External Stakeholders: Trial courts (primary users) and Judicial Council/appellate courts (secondary users).</p> <p>AC Collaboration: None anticipated at this time.</p>	
5.	<p>Project Title: Trial Courts’ Court Security Plans</p>	<p>Priority⁵ 1</p> <p>Strategic Plan Goal⁶ III, VI</p>
	<p>Project Summary⁷: Make recommendations to Judicial Council to support Emergency Planning and Security Coordination Unit’s Court Security Plan services—specifically, through a module included in the online planning system mentioned in Project #4, and annual review of summary data by this committee under rule 10.172(e).</p> <ul style="list-style-type: none"> • The <u>origin</u> of this project is our July 2015 report to the Judicial Council, which identifies this service as a necessary and appropriate function, and rule 10.172 on Court Security Plans. • The <u>objective</u> this project supports is to advise on, and advocate for funding to support, existing emergency- and security-related programs. It aligns with the Judicial Council’s Goal III (ensure the safety and security of the work environment, and develop emergency and continuity-of-business plans for times of crisis or natural disaster) as well as Goal VI (provide and maintain safe, dignified, and fully functional facilities for conducting court business). 	

Ongoing Projects and Activities⁴

- The outcome would be information about costs associated with this goal for the Judicial Council’s facilities and budget advisory committees and decision-makers.

Status/Timeline: Ongoing.

Fiscal Impact/Resources: The program in project #4, and related module in project #5, are paid for through the Emergency Planning and Security Coordination Unit’s general fund, and any supplemental trial court training is paid by the annual funding described in project #3. This project will use current Judicial Council staffing and resources from the Emergency Planning and Security Coordination Unit.

This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.

Internal/External Stakeholders: Trial courts (primary users of module).

AC Collaboration: None anticipated at this time.

III. LIST OF 2019 PROJECT ACCOMPLISHMENTS

#	Project Highlights and Achievements
1.	<p>Met objectives to make recommendations on the necessary emergency response and security functions for the branch, and to advocate for funding to support those functions/existing emergency- and security-related programs.</p> <p>The following applies to <i>ongoing</i> projects summarized as:</p> <ul style="list-style-type: none"> • Trial Courts’ Security Equipment and Systems • Emergency and Continuity of Operations Planning • Trial Courts’ Court Security Plans <p>As documented in the last submission, related programs had a budget from the State Trial Court Improvement and Modernization Fund. However, the Trial Court Security Grant Program was eliminated when its \$1.2 million budget was redirected effective FY 2015–16. Staff attempted to regain dedicated funding for trial court security system installation, maintenance, and replacement through the BCP process, but their BCPs for FY 2015–16, 2016–17, 2017–18, and 2018–19 were not successful. In 2018, the committee advocated for funding and provided input to the Judicial Branch Budget Committee. Shortly after the 2019 annual agenda was approved, a successful BCP resulted in a \$6 million annual augmentation included in the Governor’s Budget, effective FY 2019–20, to support these programs.</p> <p>Committee actions were:</p> <ul style="list-style-type: none"> • April 2019: Reviewed court security plan summary data as described in project #5. The Emergency Planning and Security Coordination Unit provided courtesy reminders to the trial courts about the requirement and received submissions. Members reviewed information and discussed related challenges and the possibility of earlier reminders to provide more time for courts to prepare a response. Members may discuss ideas for additional improvements at future meetings and develop recommendations. • July 2019: Began receiving information on, and reviewing and approving proposed projects for, the Security Systems Program as described in project #3. Voted to allow the Chair to approve urgent proposed projects between meetings, blanket approval for duress migration project for 138 duress systems, delegation of authority for critical need projects, delegation of authority for day-to-day maintenance issues also called “time and materials” work, and blanket approval for program consultants for system evaluations. • October 2019: Received information on, and reviewed and approved proposed projects for, the Security Systems Program as described in project #3. Voted to approve nine proposed projects, most of which were for failing video surveillance systems. • October 2019: Reviewed feedback related to project #4. The Emergency Planning and Security Coordination Unit maintains an optional online planning system for courts to create/maintain Continuity of Operations (COOP) Plans, and under its contract it had three days of user workshops that it made available to the courts. Participants provided feedback, which was reviewed by the committee. Members may discuss the possibility of comprehensive trainings at future meetings and develop recommendations.

Sargent Shriver Civil Counsel Act Implementation Committee
Annual Agenda¹—2020
Approved by Executive and Planning Committee]: [Date]

I. COMMITTEE INFORMATION

Chair:	Hon. Earl Johnson, (Ret.)
Lead Staff:	Ms. Bonnie Hough, Principal Managing Attorney, Center for Families, Children & the Courts
Committee's Charge/Membership: The Sargent Shriver Civil Counsel Act Implementation Committee is required by Government Code section 68651(b)(5) to implement the Sargent Shriver Civil Counsel Act (Assem. Bill 590 [Feuer] ; Stats. 2009 ch. 457). The act requires the Judicial Council to develop one or more model pilot projects in selected courts for three-year periods. The projects will provide legal representation to low-income parties on critical legal issues affecting basic human needs. At the direction of the Judicial Council, the implementation committee will make recommendations on which pilot projects will be selected and provide input into the design of the pilot projects evaluations, which are required by the authorizing legislation. The Sargent Shriver Civil Counsel Act Implementation Committee currently has 15 members. These include: <ul style="list-style-type: none">• 1 appellate justice• 2 retired appellate justices• 1 retired judge• 2 law professors• 7 attorneys with experience in legal aid programs• 1 attorney with the State Bar of California• 1 attorney with the California Chamber of Commerce The current committee roster is available on the committee's web page.	

¹ The annual agenda outlines the work a committee will focus on in the coming year and identifies areas of collaboration with other advisory bodies and the Judicial Council staff resources.

Subcommittees/Working Groups²:

None.

Meetings Planned for 2020³ (Advisory body and all subcommittees and working groups)

March:

- Teleconference (Second week/12:00–1:30 p.m.): Working groups to review specific proposals
- In-person meeting (March 26, JCC San Francisco Office/10:00 a.m. – 5:00 p.m.): Review proposals and evaluation
- Teleconference (TBD, 12:00–1:30 p.m.): Review of report to the legislature as required by AB 330

Check here if exception to policy is granted by Executive Office or rule of court.

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² California Rules of Court, rule 10.30 (c) allows an advisory body to form subgroups, composed entirely of current members of the advisory body, to carry out the body's duties, subject to available resources, with the approval of its oversight committee.

³ Refer to [Operating Standards for Judicial Council Advisory Bodies](#) for governance on in-person meetings.

COMMITTEE PROJECTS

#	New or One-Time Projects ⁴	
1.	Project Title: Make Recommendations to the Judicial Council for the 2020–23 Grant Cycle	Priority⁵ 1
<p>Strategic Plan Goal⁶ I</p> <p>Project Summary⁷: In order to make recommendations to the Judicial Council regarding grants for the 2020–23 grant cycle as required by statute, a Request for Proposal (RFP) was circulated in January and February of 2020. The Committee will review and make recommendations to the Judicial Council in the spring of 2020.</p> <p>Status/Timeline: This review is scheduled for March 2020.</p> <p>Fiscal Impact/Resources: Center for Families, Children & the Courts staff and committee expenses are covered by an administrative allocation of grant funds.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Budget Services has reviewed and has determined that this is not within their purview since the allocations are governed by statute.</p> <p>Internal/External Stakeholders: The legal services community and partner courts are the external stakeholders.</p> <p>AC Collaboration: None.</p>		

⁴ 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.

⁵ 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.

⁶ Indicate which goal number of [The Strategic Plan for California’s Judicial Branch](#) the project most closely aligns.

⁷ A key objective is a strategic aim, purpose, or “end of action” to be achieved for the coming year.

#	Ongoing Projects and Activities ⁴	
1.	Project Title: Research and Data Collection	Priority⁵ 1
		Strategic Plan Goal⁶ II, III
<p>Project Summary⁷: Government Code section 68651 required that an evaluation of the pilot projects be submitted to Legislature on or before January 31, 2016. That evaluation was completed, and a supplemental report was submitted in August 2017. AB 330 added a requirement that an evaluation be completed every five years with the first evaluation due to the Legislature on June 30, 2020. The committee provides input on the design of the evaluation and reviews results.</p> <p>Status/Timeline: Ongoing.</p> <p>Fiscal Impact/Resources: Judicial Council staff and contractor time is covered by an administrative allocation for the grant.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: The Judicial Council will work closely with the pilot projects and contract with a research firm to assist in data collection and analysis.</p> <p>AC Collaboration: None.</p>		
2.	Project Title: Implementation and Oversight of Pilot Projects	Priority⁵ 1
		Strategic Plan Goal⁶ I, IV
<p>Project Summary⁷: The committee will provide continuing oversight of the pilot projects that were approved by the Judicial Council at its July 2017 meeting. It will further review proposals and make recommendations to the Judicial Council for the next 3-year cycle of grants which will commence on October 1, 2020. The work is required by Government Code section 68651 which requires the Judicial Council to establish pilot projects and to form an advisory committee to review applications and oversee those projects. If additional funds become available, the committee will make recommendations to the Judicial Council on distribution.</p> <p>Status/Timeline: Ongoing.</p> <p>Fiscal Impact/Resources: Center for Families, Children & the Courts staff and committee expenses are covered by an administrative allocation of grant funds.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p>		

#	Ongoing Projects and Activities⁴	
	<p>Internal/External Stakeholders: The pilot programs – legal services and their court partners are stakeholders.</p> <p>AC Collaboration: None.</p>	
3.	<p>Project Title: Review Recommendations from the Evaluation of the Sargent Shriver Civil Counsel Pilot Project</p>	<p>Priority⁵ 2</p> <p>Strategic Plan Goal⁶ I, IV</p>
<p>Project Summary⁷: In its report to the Judicial Council regarding the Evaluation of the Sargent Shriver Civil Counsel Pilot Project, the Committee made recommendations for consideration by the Judicial Council. At the Judicial Council meeting of July 27, 2017, these recommendations were referred back to the committee for further development and referral to appropriate subject matter committees.</p> <p>Status/Timeline: The committee has determined that other committees have in their annual agenda items that will address most of the recommendations from the report, including simplification of forms, expanding e-filing and expanding litigant education. The committee will make comments on proposals from those other committees as appropriate. The committee has directed that the evaluation efforts for this year focus on mandatory settlement conferences and assessment of triage strategies. The committee intends to develop short reports on these topics which can be used to develop future recommendations.</p> <p>Fiscal Impact/Resources: CFCC staff time and that of outside researchers is covered by the administrative funds set aside for the project. <input type="checkbox"/> This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</p> <p>Internal/External Stakeholders: Staff to the Shriver project will work with committee staff for the other committees to which recommendations may be made.</p> <p>AC Collaboration: The committee will work with the Advisory Committee on Providing Access and Fairness, the Civil and Small Claims Advisory Committee, the Probate and Mental Health Advisory Committee, and the Family and Juvenile Law Advisory Committee as appropriate regarding these recommendations.</p>		

II. LIST OF 2019 PROJECT ACCOMPLISHMENTS

#	Project Highlights and Achievements
1.	Recommendations were developed for the Judicial Council for distribution of the additional \$2.5 million in grant funds for the Shriver project allocated to the Judicial Council in the Fiscal Year 2019–20 budget. These were approved by the Judicial Council at its meeting on November 14, 2019.
2.	Applications were developed for the 2020–2023 grant cycle.
3.	The committee reviewed and worked to implement legislation identified by Governmental Affairs that relate to the Shriver Civil Counsel Act including Assembly Bill 330 (Gabriel) <i>Appointed legal counsel in civil cases</i> .
4.	Comprehensive evaluation is ongoing.
5.	The committee continues to monitor grants awarded that provide representation and make court services more efficient and effective for those who remain unrepresented.

Trial Court Facility Modification Advisory Committee

Annual Agenda¹—2020

Approved by Executive and Planning Committee: [Date]

I. COMMITTEE INFORMATION

Chair:	Hon. Donald Cole Byrd, Presiding Judge, Superior Court of Glenn County
Vice-Chair	Hon. William F. Highberger, Judge, Superior Court of Los Angeles County
Lead Staff:	Mr. Mike Courtney, Director, Facilities Services Mr. Jagan Singh, Principal Manager, Facilities Services
Committee's Charge/Membership: <p>Rule 10.65 of the California Rules of Court states the charge of the Trial Court Facility Modification Advisory Committee (TCFMAC), which is to make recommendations to the Judicial Council on facilities modifications, maintenance, and operations; environmental services; and utility management. In addition, the committee performs the following:</p> <ol style="list-style-type: none">(1) Makes recommendations to the Judicial Council on policy issues, business practices, and budget monitoring and control for all facility-related matters in existing branch facilities.(2) Makes recommendations to the Judicial Council on funding and takes additional action in accordance with council policy, both for facility modifications and for operations and maintenance.(3) Collaborates with the Court Facilities Advisory Committee in the development of the capital program, including providing input on design standards, prioritization of capital projects, and methods to reduce construction cost without impacting long-term operations and maintenance cost.(4) Provides quarterly and annual reports on the facilities modification program in accordance with the Judicial Council's <i>Trial Court Facility Modifications Policy</i>. <p>Rule 10.65(c) sets forth the membership position categories of the committee. TCFMAC currently has 11 members. The current composition shown on the committee roster's web page is as follows:</p> <ul style="list-style-type: none">• Superior court judge – 5 members• Court executive officer – 3 members• Deputy Court Executive Officer – 1 member• The chair and vice-chair of the Court Facilities Advisory Committee, as non-voting members – 2 members	

¹ The annual agenda outlines the work a committee will focus on in the coming year and identifies areas of collaboration with other advisory bodies and the Judicial Council staff resources.

Subcommittees/Working Groups²:

None.

Meetings Planned for 2020³ (Advisory body and all subcommittees and working groups)

Meeting Date	Time	Location / Teleconference
January 27, 2020	10:00 – 4:00	2850 Gateway Oaks Drive, Sacramento
March 9, 2020	12:00 – 1:30	Teleconference
April 13, 2020	10:00 – 4:00	2850 Gateway Oaks Drive, Sacramento
May 15, 2020	10:00 – 4:00	2850 Gateway Oaks Drive, Sacramento
July 20, 2020	10:00 – 4:00	2850 Gateway Oaks Drive, Sacramento
August 31, 2020	12:00 – 1:30	Teleconference
October 30, 2020	10:00 – 4:00	Off-site location to be determined
December 7, 2020	12:00 – 1:30	Teleconference

Check here if exception to policy is granted by Executive Office or rule of court.

² California Rules of Court, rule 10.30 (c) allows an advisory body to form subgroups, composed entirely of current members of the advisory body, to carry out the body's duties, subject to available resources, with the approval of its oversight committee.

³ Refer to [Operating Standards for Judicial Council Advisory Bodies](#) for governance on in-person meetings.

COMMITTEE PROJECTS

#	New or One-Time Projects ⁴	
1	Project Title Budget Allocations for Statewide Trial Court Facility Modifications Planning in Fiscal Year (FY) 2020–21	Priority⁵ 1 Strategic Plan Goal⁶ VI
<p>Project Summary⁷: Request the Judicial Council, per section IV.D. of the council’s <i>Trial Court Facility Modifications Policy</i>, review and approve the facility modification budget report for FY 2020–21, to direct Judicial Council staff’s implementation of facility modifications within the fiscal year based on the annual appropriation of funding from the State Court Facilities Construction Fund.</p> <p>Status/Timeline: Proposed for the July 2020 Judicial Council meeting.</p> <p>Fiscal Impact/Resources: Coordination through lead staff to the committee with input from the Judicial Council’s offices of Facilities Services and Budget Services.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Trial courts and justice partners.</p> <p>AC Collaboration: None.</p>		

⁴ 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.

⁵ 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.

⁶ Indicate which goal number of The Strategic Plan for California’s Judicial Branch the project most closely aligns.

⁷ A key objective is a strategic aim, purpose, or “end of action” to be achieved for the coming year.

#	New or One-Time Projects⁴	
2	Project Title Trial Court Facility Modification Quarterly Activity Reports for Fiscal Year 2019–20	Priority⁵ 1 Strategic Plan Goal⁶ VI
<p>Project Summary⁷: Provide the Judicial Council with a report for informational purposes summarizing the committee’s allocation of facility modification funding after the end of each quarter in FY 2019–20. The report for the last quarter will also include a summary of all facility modifications for the fiscal year. These information-only reports are submitted as required by the council’s <i>Trial Court Facility Modifications Policy</i>.</p> <p>Status/Timeline: Proposed for the following Judicial Council meetings: March 2020 for the FY 2019–20, Q1 and Q2 reports; May 2020 for the FY 2019–20, Q3 report; and September 2020 for the FY 2019–20, Q4 report.</p> <p>Fiscal Impact/Resources: Coordination through lead staff to the committee with input from the Judicial Council’s offices of Facilities Services and Budget Services.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Trial courts and justice partners.</p> <p>AC Collaboration: None.</p>		
3	Project Title Energy-Efficiency Facility Modification Projects	Priority⁵ 1 Strategic Plan Goal⁶ VI
<p>Project Summary⁷: Develop and implement Priority 3 energy-efficiency facility modification projects for lighting and heating, ventilation, and air conditioning (HVAC) improvements within existing court facilities statewide.</p> <p>Status/Timeline: Continued through FY 2019–20.</p> <p>Fiscal Impact/Resources: Coordination through lead staff to the committee with input from the Judicial Council’s offices of Facilities Services and Budget Services. Savings through energy-efficiency facility modification projects conserves Court Facilities Trust Fund (CFTF) resources.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p>		

#	New or One-Time Projects⁴	
	<p>Internal/External Stakeholders: Trial courts and justice partners.</p> <p>AC Collaboration: None.</p>	
4	<p>Project Title Courthouse Security Systems Maintenance and Replacement</p>	<p>Priority⁵ 1</p> <p>Strategic Plan Goal⁶ VI</p>
	<p>Project Summary⁷: Maintain and replace security equipment, including aging camera, access control, and duress alarm systems, within existing court facilities statewide. These projects are necessary to maintain trial court facilities at an industry level of care. Effective in FY 2019–20, the Court Security Advisory Committee (CSAC) will receive \$6 million annually for these types of projects, funded through the Governor’s Budget. CSAC will have responsibility for projects falling under that budget; however, the Trial Court Facility Modification Advisory Committee will continue to fund some security-related projects not covered by the new fund source and will work in collaboration with CSAC to identify project responsibility between the two committees.</p> <p>Status/Timeline: Continued through FY 2019–20.</p> <p>Fiscal Impact/Resources: Coordination through lead staff to the committee with input from the Judicial Council’s offices of Facilities Services and Budget Services.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Trial courts and justice partners.</p> <p>AC Collaboration: Court Security Advisory Committee.</p>	
5	<p>Project Title Develop Proposed Budget Change Proposals (BCPs) for Fiscal Year 2021–22</p>	<p>Priority⁵ 1</p> <p>Strategic Plan Goal⁶ VI</p>
	<p>Project Summary⁷: Determine budget increases to be requested for FY 2021–22 to address the following needs: operations and maintenance, leased space, energy efficiency measures, deferred maintenance and revenue shortfalls in State Court Facilities Construction Fund.</p>	

#	New or One-Time Projects ⁴	
	<p>Status/Timeline: Budget Change Concepts due to Budget Services by February 14, 2020; reviewed by the Judicial Branch Budget Committee in March 2020 and approved in May 2020; and BCPs submitted to the California Department of Finance (DOF) in September 2020</p> <p>Fiscal Impact/Resources: Coordination through lead staff to the committee with input from the Judicial Council’s offices of Facilities Services and Budget Services.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Trial courts, justice partners, DOF, Legislature, and Office of Governor.</p> <p>AC Collaboration: Judicial Branch Budget Committee.</p>	
6	<p>Project Title Facilities Operations Guidelines between Judicial Council and Superior Courts</p>	<p>Priority⁵ 1 Strategic Plan Goal⁶ VI</p>
	<p>Project Summary⁷: Approve and adopt the <i>Facilities Operations Guidelines between Judicial Council and Superior Courts</i> document. This document serves as a guide for the Trial Court Facility Modification Advisory Committee and Judicial Council staff with respect to determining which facility-related capital and operations/maintenance costs are the responsibility of the Judicial Council and which are the responsibility of the trial courts.</p> <p>Status/Timeline: Continued through 2019–20.</p> <p>Fiscal Impact/Resources: Coordination through lead staff to the committee with input from the Judicial Council’s offices of Facilities Services and Budget Services.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Trial courts and justice partners.</p> <p>AC Collaboration: Court Executives Advisory Committee.</p>	

#	New or One-Time Projects ⁴	
7	Project Title Design for Generators in Preparation for Application to California Governor’s Office of Emergency Services (Cal OES)/Federal Emergency Management Agency (FEMA) for Grant Funding	Priority⁵ 1 Strategic Plan Goal⁶ VI
<p>Project Summary⁷: Contingent upon TCFMAC approval of funding in 2020, develop design documents for 14 like-for-like emergency generator replacement projects in preparation for application to Cal-OES/FEMA for grant funding. Grant applications were submitted last year, but not approved because Cal-OES required design documents in order to move the applications forward. Completing the designs in advance will better position the Judicial Council to receive grant approval when it reapplies during the next application period. Design costs are estimated to be \$636,112.</p> <p>Status/Timeline: FY 2020–21.</p> <p>Fiscal Impact/Resources: Coordination through lead staff to the committee with input from the Judicial Council’s offices of Facilities Services and Budget Services.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Trial courts and justice partners.</p> <p>AC Collaboration: None.</p>		
8	Project Title Study to Identify Resources Available to Keep Trial Courts Operational During Public Safety Power Shutoffs	Priority⁵ 1 Strategic Plan Goal⁶ VI
<p>Project Summary⁷: Contingent upon BCP approval, conduct a study to identify what resources should be provided to address foreseeable interruptions and blackouts in electricity caused by public utility companies due to adverse weather conditions (public safety power shutoffs) in order to keep courthouses operational.</p> <p>Status/Timeline: FY 2020–1.</p> <p>Fiscal Impact/Resources: Coordination through lead staff to the committee with input from the Judicial Council’s offices of Facilities Services and Budget Services.</p>		

#	New or One-Time Projects ⁴
	<p data-bbox="178 191 1900 259"><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p data-bbox="178 300 1018 332">Internal/External Stakeholders: Trial courts and justice partners.</p> <p data-bbox="178 373 955 406">AC Collaboration: Trial Court Budget Advisory Committee.</p>

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#	Ongoing Projects and Activities⁴	
1.	Project Title Judicial Branch Facility Modification Projects	Priority⁵ 1 Strategic Plan Goal⁶ VI
<p>Project Summary⁷: Review and approve facility modification projects proposed by the trial courts, regional service providers, VFA, Inc. (an asset management firm of deferred facility modification projects), and Judicial Council staff. Approve projects receive funding allocations for execution by Judicial Council staff. Submit recommendations as needed for Judicial Council consideration.</p> <p>Status/Timeline: Ongoing. The committee meets every 30 to 60 days to review proposed projects.</p> <p>Fiscal Impact/Resources: Coordination through lead staff to the committee with input from the Judicial Council’s offices of Facilities Services and Budget Services.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Trial courts and justice partners.</p> <p>AC Collaboration: None.</p>		
2.	Project Title Judicial Branch Facility Operations and Maintenance	Priority⁵ 1 Strategic Plan Goal⁶ VI
<p>Project Summary⁷: Oversight of judicial branch facilities operations and maintenance spending through annual budget allocation approval and re-evaluation as needed. Oversight of policy issues on operations and maintenance of existing facilities, noncapital-related real estate transactions, energy management, and environmental management and sustainability, including but not limited to, review of the Judicial Council’s preventive maintenance and energy management plans. Submit recommendations as needed for Judicial Council consideration.</p> <p>Status/Timeline: Ongoing.</p> <p>Fiscal Impact/Resources: Coordination through lead staff to the committee with input from the Judicial Council’s offices of Facilities Services and Budget Services.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p>		

#	Ongoing Projects and Activities⁴	
	<p>Internal/External Stakeholders: Trial courts and justice partners.</p> <p>AC Collaboration: None.</p>	
3.	<p>Project Title Judicial Branch Capital Program</p>	<p>Priority⁵ 1</p> <p>Strategic Plan Goal⁶ VI</p>
<p>Project Summary⁷: Collaborate with the Court Facilities Advisory Committee in the development of the Judicial Branch Capital Program, including providing input to design standards, prioritization of capital projects, and methods to reduce construction costs without impacting long-term operations and maintenance cost.</p> <p>Status/Timeline: Ongoing.</p> <p>Fiscal Impact/Resources: Coordination through lead staff to the committee with input from the Judicial Council’s offices of Facilities Services and Budget Services.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Trial courts and justice partners.</p> <p>AC Collaboration: Court Facilities Advisory Committee.</p>		

II. LIST OF 2019 PROJECT ACCOMPLISHMENTS

#	Project Highlights and Achievements
1.	Ongoing: Reviewed and approved facility modification projects, including security-related facility modifications, proposed by the trial courts, regional service providers, VFA, Inc. (an asset management firm of deferred facility modification projects), and Judicial Council staff.
2.	Ongoing: Oversaw judicial branch facilities operations and maintenance spending and policy issues on operations and maintenance of existing facilities, non-capital-related real estate transactions, energy management, and environmental management and sustainability.
3.	Ongoing: Collaborated with the Court Facilities Advisory Committee in the development of the Judicial Branch Capital Program.
4.	Ongoing: Reviewed and approved Court-Funded Facilities Requests including but not limited to facility modifications, expansions of existing space, temporary space, lease extensions, and feasibility studies.
5.	Ongoing: Monitored progress of deferred maintenance list projects (DMF I and II) for roof, and elevator/lift/escalator replacements and building automation system upgrades (BAS) in trial court facilities.
6.	Ongoing: Develop and implement Priority 3 energy-efficiency facility modification projects for lighting and heating, ventilation, and air conditioning (HVAC) improvements within existing court facilities statewide.
7.	Completed: As informational items in March, May, and November 2019, the Judicial Council received FY 2018–19 quarterly activity reports on the allocation of funding for trial court facility modifications.
8.	Completed: On March 8, 2019, approved the submittal of the report on <i>Facilities Funding Responsibilities between Judicial Council and Superior Courts</i> for public and court comment.
9.	Completed: On April 8, 2019, approved release of the <i>Court Building Seismic Renovation Studies Project</i> report to the public.
10.	Completed: On April 8, 2019, approved reallocation of 1) \$1 million from Priority 2 Facility Modifications less than \$100,000 to Priority 1 Emergency Facility Modifications and 2) \$750,000 from Unplanned Facility Modifications over \$100,000 to Priority 1 Emergency Facility Modifications.

#	Project Highlights and Achievements
11.	Completed: On April 8, 2019, approved two FY 2020–21 initial funding requests for submission to the Judicial Branch Budget Committee and prioritized them as follows: (1) Trial Court Facility Operations and Maintenance Funding: \$51.5 million General Fund in 2020–21 and ongoing for Maintenance and Utilities, inclusive of 25 staff positions and (2) Trial and Appellate Court Deferred Maintenance Funding: \$100 million General Fund in 2020–21.
12.	Completed: On May 17, 2019, approved an additional FY 2020–21 Budget Change Proposal Initial Funding Request for Trial Court Leasing Funding in the amount of \$8 million submitted to the Judicial Branch Budget Committee for consideration at its May meeting.
13.	Completed: On July 19, 2019, approved the projected facility modifications budget for FY 2019–20.
14.	Completed: On July 19, 2019, approved a \$1 million contingency for Deferred Maintenance Funding projects.
15.	Completed: On August 26, 2019, approved nine Fire Alarm projects to be funded from \$15 million in Deferred Maintenance Funding (DMF III).
16.	Completed: On August 26, 2019, approved the spending plan for increased operations and maintenance funding in 2019–20 state budget to be used for preventive and/or proactive maintenance projects.
17.	Completed: On September 6, 2019, approved the judicial branch’s Five-Year Master Plan – Trial Court Facilities Deferred Maintenance List for FY 2020–21 for submission to the DOF.
18.	Completed: On November 14, 2019, and as an informational item, the Judicial Council received the TCFMAC’s annual report for FY 2018–19.
19.	Completed: On December 2, 2019, approved the <i>Report to the Legislature: 2018–19 Court Facilities Trust Fund Expenditures</i> for submittal to the Judicial Council.

Tribal Court–State Court Forum
Annual Agenda¹—2020

Approved by Executive and Planning Committee: [Date]

I. COMMITTEE INFORMATION

Chair:	Hon. Abby Abinanti, Chief Judge, Yurok Tribal Court Hon. Suzanne N. Kingsbury, Presiding Judge, Superior Court of California, County of El Dorado
Lead Staff:	Ms. Ann Gilmour, Attorney, Center for Families, Children & the Courts
<p>Committee’s Charge/Membership:</p> <p>Rule 10.60 of the California Rules of Court states the charge of the Tribal Court–State Court Forum (Forum), which is to make recommendations to the Judicial Council for improving the administration of justice in all proceedings in which the authority to exercise jurisdiction by the state judicial branch and the tribal justice systems overlap. Rule 10.60 (b) sets forth additional duties of the Forum. Rule 10.60(c) sets forth the membership position of the forum. The Forum currently has 29 members.</p> <ul style="list-style-type: none">• Thirteen tribal court judges (nominated by their tribal leadership, representing 19 of the 23 tribal courts currently operating in California; these courts serve approximately 35 tribes. There is currently one vacancy due to a resignation.);• Five trial court judges from counties in which a tribal court is located;• One appellate justice;• Seven chairs or their designees of the following Judicial Council advisory committees:<ul style="list-style-type: none">○ Advisory Committee on Providing Access and Fairness○ Center for Judicial Education and Research Advisory Committee○ Civil and Small Claims Advisory Committee○ Criminal Law Advisory Committee○ Family and Juvenile Law Advisory Committee○ Probate and Mental Health Advisory Committee○ Traffic Advisory Committee• Two executive branch officials responsible for tribal-related work—the Governor’s Tribal Advisor and the Director of the California Department of Social Services’ Office of Tribal Affairs; and• One retired judge (advisory); <p>The current roster is available on the committee’s web page.</p>	

¹ The annual agenda outlines the work a committee will focus on in the coming year and identifies areas of collaboration with other advisory bodies and the Judicial Council staff resources.

Subcommittees/Working Groups²:

1. Participate in the joint ad hoc rules and forms subcommittee to implement Tactical Plan for Technology.
2. Subcommittee on the Indian Child Welfare Act (ICWA) to review and respond to California ICWA Compliance Task Force Report (ongoing project #1) and federal *Regulations for State Courts and Agencies in Indian Child Custody Proceedings and Guidelines for Implementing the Indian Child Welfare Act* enacted in 2016 and AB 3176 *Indian Children* (Waldron; 2018 Chaptered as 833) (ongoing project #2).

Meetings Planned for 2020³ (Advisory body and all subcommittees and working groups)

1. In Person Meeting: March 19, 2020, 9:30 a.m. to 4:30 p.m., Judicial Council San Francisco office.
2. Telephone Meetings: April 9, June 11, August 13, October 8, and December 10, 2020, 12:15 p.m. to 1:00 p.m.
3. Ad hoc meetings as required.

Check here if exception to policy is granted by Executive Office or rule of court.

² California Rules of Court, rule 10.30 (c) allows an advisory body to form subgroups, composed entirely of current members of the advisory body, to carry out the body's duties, subject to available resources, with the approval of its oversight committee.

³ Refer to [Operating Standards for Judicial Council Advisory Bodies](#) for governance on in-person meetings.

COMMITTEE PROJECTS

#	New or One-Time Projects ⁴	
1.	Project Title: Explore the Feasibility of a Pilot Project to Provide Appointed Counsel to Tribes in Indian Child Welfare Act (ICWA) Cases Under Proposed Legislation Assembly Bill 685	Priority⁵ 2 Strategic Plan Goal⁶ I.4-5,
<p>Project Summary⁷: The 2017 ICWA Compliance Task Force Report to the California Attorney General’s Bureau of Children’s Justice notes many issues that contribute to an inability for many tribes to effectively participate in cases involving their children governed by the Indian Child Welfare Act.⁸ Among these is the fact that tribes are often the only party in a dependency proceeding that is not entitled to court appointed counsel. For tribes with limited resources and out of state tribes, this presents a real barrier to effective participation (see task force report p 44). AB 685 (Reyes) was introduced in February of 2019. As introduced it would appropriate \$1 million for a pilot project to be administered by the State Bar to provide attorneys for tribes in ICWA cases. The author has asked if the Judicial Council might be willing to administer funds for the pilot projects in lieu of the State Bar.</p> <p>Status/Timeline: Subject to legislative approval and appropriation it is anticipated that a pilot project could take three years to complete with evaluation to follow.</p> <p>Fiscal Impact/Resources: During the current annual agenda period, work will be accomplished within existing resources. If money is appropriated for Judicial Council use in the future, additional resources may be available and allocated.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Judicial Council’s Governmental Affairs</p> <p>AC Collaboration: None at this time.</p>		

⁴ 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.

⁵ 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.

⁶ Indicate which goal number of *The Strategic Plan for California’s Judicial Branch* the project most closely aligns.

⁷ A key objective is a strategic aim, purpose, or “end of action” to be achieved for the coming year.

⁸ The report is available at: <https://www.caltribalfamilies.org/wp-content/uploads/2019/06/ICWAComplianceTaskForceFinalReport2017-1.pdf>

#	New or One-Time Projects ⁴	
2.	Project Title: Implement Assembly Bill 686 Mandating the Judicial Council Implement a Rule to Permit Remote Appearances by Tribes in Cases Governed by the Indian Child Welfare Act by July 1, 2021	Priority⁵ 1c Strategic Plan Goal⁶ I, VI
<p>Project Summary⁷: On October 2, 2019, Governor Newsom signed AB 686 (Waldron). This bill revised section 224.2 of the Welfare and Institutions Code by adding subsection (k) as follows: (k) The Judicial Council, by July 1, 2021, shall adopt rules of court to allow for telephonic or other remote appearance options by an Indian child’s tribe in proceedings where the federal Indian Child Welfare Act of 1978 (25 U.S.C. Sec. 1901 et seq.) may apply. Telephonic or other computerized remote access for court appearances established under this subdivision shall not be subject to fees.</p> <p>Status/Timeline: To be undertaken during the spring 2020 RUPRO cycle with an anticipated effective date of January 1, 2021.</p> <p>Fiscal Impact/Resources: Work will be accomplished within existing Center for Families, Children & the Court (CFCC) staff resources. <input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: None.</p> <p>AC Collaboration: Family and Juvenile Law Advisory Committee and Probate and Mental Health Advisory Committee.</p>		

# Ongoing Projects and Activities⁴	
1.	Project Title Implement Assembly Bill 3176 <i>Indian Children</i> (Waldron; Stats. 2018, ch. 833)
Priority⁵ 2, 2(a)	
Strategic Plan Goal⁶ I, IV, V	
<p>Project Summary⁷: AB 3176 <i>Indian Children</i>, amends provisions of the Welfare and Institutions Code to conform California law to the requirements of the federal Indian Child Welfare Act Regulations and Guidelines adopted in 2016. The legislation directs the Judicial Council to enact rules and forms necessary to implement the legislation.</p> <p>Status/Timeline: Much of the critical implementation work was done during the spring 2019 RUPRO cycle with an effective date of January 2020. Some implementation work is ongoing in minor supplemental RUPRO items to be completed in the spring 2020 RUPRO cycle and in updating job aids, educational resources, and training materials. The supplemental RUPRO items include establishing a mechanism for taking consent to a temporary foster care placement of an Indian child before a judicial officer as mandated by AB 3176 and creating an optional tribal information sheet to facilitate tribal input on key ICWA issues.</p> <p>Fiscal Impact/Resources: Work will be accomplished with existing CFCC staffing resources.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: May involve collaboration with Center for Judicial Education and Research (CJER) staff on updating education resources.</p> <p>AC Collaboration: Family and Juvenile Law Advisory Committee and Probate and Mental Health Advisory Committee with respect to recommendations that impact the work of those bodies.</p>	
2.	Project Title Review and Respond to California ICWA Compliance Task Force Report and Recommendations
Priority⁵ 2	
Strategic Plan Goal⁶ I, IV, V	
<p>Project Summary⁷: In March of 2017, the California ICWA Compliance Task Force presented its report to California Attorney General Xavier Becerra. The report includes issues and recommendations related to compliance with the Indian Child Welfare Act in California. Several of the findings and recommendations relate to the work of the judicial branch. These recommendations include:</p> <ul style="list-style-type: none"> • Mandating increased ICWA training for bench officers, attorneys, and Court Appointed Special Advocates (see recommendations 6 and 7 of the task force report); • Support the development and implementation of consolidated ICWA courts or calendars and joint jurisdiction courts (see recommendations 16 and 17 of the task force report); • Facilitate remote appearances by tribes in ICWA cases; 	

#	Ongoing Projects and Activities⁴	
	<ul style="list-style-type: none"> • Addressing challenges of out-of-state tribes and their members located in California in ICWA cases; • Seek funding for appointed counsel for tribes in ICWA cases; and • Ensure that tribes get access to all paperwork, pleadings and minutes on the same basis as other parties. <p>Status/Timeline: Continue to work on implementing recommendations from the California ICWA Compliance Task Force report as feasible.</p> <p>Fiscal Impact/Resources: Work will be accomplished within existing resources.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: May require collaboration with CJER, Governmental Affairs, and Legal Services staff.</p> <p>AC Collaboration: Family and Juvenile Law Advisory Committee, Probate and Mental Health Advisory Committee, and the Center for Judicial Education and Research Advisory Committee, with respect to recommendations that impact the work of those bodies.</p>	
3.	<p>Project Title Develop a Legislative Proposal to Facilitate Recognition of Tribal Court Orders Regarding the Division of Marital Assets as “Qualified Domestic Relations Order” Within the Meaning of 29 USC §1056(d)(3)(B) to Divide Pensions and Other Benefits Within the Scope of the Employee Retirement Income Security Act (ERISA) and Other Pension Plans</p>	<p>Priority⁵ 2</p> <hr/> <p>Strategic Plan Goal⁶ I, IV</p>
	<p>Project Summary⁷: As part of its charge under rule 10.60(b)(2) the Forum is to make recommendations relating to the recognition and enforcement of court orders that cross jurisdictional lines. Domestic relations is an area where tribal courts in California are increasingly exercising jurisdiction. The effectiveness of these orders is undermined when they are not fully recognized and enforced. Tribal courts report that some of their clients are having difficulty having division of marital assets orders issued with respect to pension benefits subject to ERISA recognized by plan administrators. As part of its statute governing the recognition and enforcement of foreign money judgements, Oregon has adopted a provision to recognize qualifying tribal court orders as domestic relations orders for ERISA purposes. The Judicial Council sponsored legislation in 2014 to establish the Tribal Court Civil Money Judgement Act (Code of Civ. Proc. §§1730-1742). A provision could be added, like the Oregon provision, to clarify that qualifying tribal court orders must be considered as domestic relations orders for ERISA purposes under California law.</p> <p>Status/Timeline: Subject to approval by Judicial Council and Legislature, likely effective date would be January 1, 2022.</p>	

#	Ongoing Projects and Activities⁴	
	<p>Fiscal Impact/Resources: Work will be completed within existing CFCC and Governmental Affairs staff resources.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Governmental Affairs and potentially members of family law bar and pension plan administrators.</p> <p>AC Collaboration: Family and Juvenile Law Advisory Committee.</p>	
4.	<p>Project Title: Policy Recommendations: Judge to Judge Communication Between State and Tribal Court Judges</p>	<p>Priority⁵ 2</p> <p>Strategic Plan Goal⁶ I, IV</p>
	<p>Project Summary⁷: As part of the Forum’s charge under rule 10.60(1) and (2), the Forum considers whether, in different case types, it is necessary and appropriate to facilitate judge to judge communication between state and tribal courts to promote the recognition and enforcement of orders across jurisdictional lines. Provision for such communication is included in California Code of Civil Procedure section 1740 and in Family Code section 3410. As tribal courts in California expand their activities, it may be appropriate to include such provisions in relation to other case types.</p> <p>Status/Timeline: Ongoing.</p> <p>Fiscal Impact/Resources: Work will be accomplished within existing CFCC resources</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: None.</p> <p>AC Collaboration: None.</p>	
5.	<p>Project Title: Policy Recommendations: Legislation to Improve the Recognition and Enforcement of Tribal Court Orders</p>	<p>Priority⁵ 2</p> <p>Strategic Plan Goal⁶ I, IV</p>
	<p>Project Summary⁷: As part of its mandate under rule 10.60(b)(2) to make recommendations relating to the recognition and enforcement of court orders that cross jurisdictional lines, the Forum continuously looks for areas where legislative action would be appropriate. In the past the Forum has partnered with the Civil and Small Claims Advisory Committee to recommend legislation (SB 406) which established the Tribal Court Civil Money Judgement Act (Code of Civ. Proc. §§1730-1742). As originally passed, that Act was to sunset on January 1,</p>	

#	Ongoing Projects and Activities⁴	
	<p>2018. During 2017 the Forum worked with staff of the Judicial Council’s Governmental Affairs to provide information to the California Law Revision Commission studying the effect of the Act and other statutes governing recognition and enforcement of foreign orders. Legislation was finalized that lifted the sunset.</p> <p>Status/Timeline: Ongoing as feasible.</p> <p>Fiscal Impact/Resources: Work will be accomplished within existing CFCC and Governmental Affairs staff resources.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: None at this time.</p> <p>AC Collaboration: None at this time.</p>	
6.	Project Title: Policy Recommendations: Ethics	Priority⁵ 2
	<p>Strategic Plan Goal⁶ I, IV</p> <p>Project Summary⁷: State and tribal court judges may sit on each other’s benches and hear cases in the other jurisdiction through a joint-jurisdiction court or on an ad hoc or ongoing basis. The Forum will continue to work with the California Supreme Court’s Advisory Committee on the Code of Judicial Ethics and make recommendations and request advisory opinions or amendments to the canons as appropriate and necessary to facilitate such collaborations.</p> <p>Status/Timeline: Ongoing.</p> <p>Fiscal Impact/Resources: Work will be accomplished by existing CFCC staff.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: None.</p> <p>AC Collaboration: Advisory Committee on the Code of Judicial Ethics.</p>	

#	Ongoing Projects and Activities⁴	
7.	Project Title: Policy Recommendation: Tribal Access to the Child Abuse Central Index	Priority⁵ 2
	Strategic Plan Goal⁶ I, IV	
<p>Project Summary⁷: The Tribal Access to the Child Abuse Central Index (Index) is used to aid law enforcement investigations and prosecutions, and to provide notification of new child abuse investigation reports involving the same suspects and/or victims. Information is also used to help screen applicants for licensing or employment in child care facilities, foster homes, and adoptive homes. The purpose of allowing access to this information on a statewide basis is to quickly provide authorized agencies, including tribal agencies, with relevant information regarding individuals with a known or suspected history of abuse or neglect.</p> <p>While tribal agencies can obtain information from the Index, they cannot readily submit information to the Index.</p> <p>This practice poses several problems:</p> <ol style="list-style-type: none"> (1) Suspected or known abusers may remain in the home of a child posing safety risks; (2) Unnecessary duplication of effort by agencies; (3) Delays in entry into the Index due to double investigations; and (4) Barriers to sharing information among tribal and nontribal agencies that should be working together to protect children. The forum will explore consulting with the Department of Justice to consider executive branch action to permit tribal access to the Index. <p>Status/Timeline: Ongoing.</p> <p>Fiscal Impact/Resources: Work will be accomplished within existing CFCC staff.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: California Department of Justice.</p> <p>AC Collaboration: Family and Juvenile Law Advisory Committee.</p>		

#	Ongoing Projects and Activities⁴	
8.	Project Title: Policy Recommendation–Technological Initiatives	Priority⁵ 2
	Strategic Plan Goal⁶ I, IV,VI	
<p>Project Summary⁷:</p> <p>(A) Both federal and state law require mutual full faith and credit for domestic violence restraining orders issued by tribal and state courts. A crucial aspect of promoting the mutual recognition and enforcement of such court orders is facilitating knowledge between state and tribal courts as to the protective orders issued by their respective courts. The Forum and staff have worked to provide tribal courts with the ability to read orders contained in the California Courts Protective Order Registry (CCPOR) and to facilitate entry of appropriate orders issued by tribal courts into CCPOR.</p> <p>Status/Timeline: Ongoing.</p> <p>Fiscal Impact/Resources: Existing CFCC, CJER, and Information Technology (IT) staff.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: External stakeholders include tribal courts.</p> <p>AC Collaboration: None.</p> <p>(B) Since its inception, the Forum has been exploring ways to improve and simplify the process of doing inquiry and providing notice in cases governed by the Indian Child Welfare Act (ICWA). The Forum will continue to explore these opportunities, including whether document assembly programs might be helpful in reducing the time required and errors in ICWA inquiry and populating forms with the information gathered. The Forum will also monitor any ongoing e-notice pilot programs or other technological advances in other jurisdictions and make recommendations to the Judicial Council on replicating those in California.</p> <p>Status/Timeline: This is an ongoing Forum charge.</p> <p>Fiscal Impact/Resources: Existing IT and CFCC staff with document assembly expertise.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: None.</p> <p>AC Collaboration: None.</p>		

#	Ongoing Projects and Activities⁴	
9.	Project Title: Policy Recommendation: Funding for Innovative Practices and System Improvements	Priority⁵ 2 Strategic Plan Goal⁶ I, IV
<p>Project Summary⁷: The Forum seeks to support innovative practices and system improvements including seeking funding for such initiatives as a pilot program to facilitate tribal participation and improve outcomes in ICWA cases by providing appointed counsel for tribes in these cases.</p> <p>Status/Timeline: Ongoing. In 2017 the Judicial Council submitted a federal grant application which would have provided inter alia funding for a pilot project to provide appointed counsel to tribes in ICWA cases. The Forum and Tribal/State Programs Unit staff will continue to seek out available funding.</p> <p>Fiscal Impact/Resources: Existing CFCC staff.</p> <p><input type="checkbox"/> This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</p> <p>Internal/External Stakeholders: None.</p> <p>AC Collaboration: None.</p>		
10.	Project Title: Increase Tribal/State Partnerships: Sharing Resources and Communicating Information About Partnerships	Priority⁵ 2 Strategic Plan Goal⁶ I, IV
<p>Project Summary⁷: One of the guiding principles of the Forum is to improve access to justice by providing tribal and state courts access to resources for capacity building and collaboration on an equal basis, sharing resources, and seeking out additional resources.</p> <ol style="list-style-type: none"> 1. Identify Judicial Council and other resources that may be appropriate to share with tribal courts. 2. Identify tribal justice resources that may be appropriate to share with state courts. 3. Identify grants for tribal/state court collaboration. 4. Share resources and information about partnerships through Forum E-Update, a monthly electronic newsletter. 5. Publicize these partnerships at conferences, on the Innovation Knowledge Center (IKC), and at other in-person or online venues. 6. Disseminate information to tribal court judges and state court judges monthly through the Forum E-Update, a monthly electronic newsletter with information on the following: <ul style="list-style-type: none"> ○ Grant opportunities; ○ Publications; 		

#	Ongoing Projects and Activities⁴	
	<ul style="list-style-type: none"> ○ News stories; and ○ Educational events. <p>7. Foster tribal court/state court partnerships, such as the Superior Court of Los Angeles County’s Indian Child Welfare Act Roundtable and the Bay Area Collaborative of American Indian Resources—court-coordinated community response to ICWA cases in urban areas and the providing technical assistance to the joint-jurisdiction collaborations between the Yurok Tribe and the Superior Court of California, County of Humboldt and the Shingle Springs Band of Miwok Indians and the Superior Court of California, County of El Dorado.</p> <p>Status/Timeline: Ongoing. During this year two tribal court systems were provided with access to unlocked Judicial Council Juvenile, Family, Probate, and Domestic Violence forms that the staff of the court systems adapted for their use.</p> <p>Fiscal Impact/Resources: Work will be accomplished with existing CFCC staff.</p> <p><input type="checkbox"/> This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</p> <p>Internal/External Stakeholders: None.</p> <p>AC Collaboration: None.</p>	
11.	Project Title: Increase Tribal/State Partnerships: Tribal/State Collaborations that Increase Resources for Courts	Priority⁵ 2
	<p>Strategic Plan Goal⁶ I, IV</p> <p>Project Summary⁷: A primary goal of the Forum is to improve relationships between state and tribal courts and foster collaboration between those courts. There are currently two active joint-jurisdiction projects ongoing between Forum member state and tribal courts—the Superior Court of California, County of El Dorado collaborative with the Shingle Springs Band of Miwok Indians Tribal Court and the Superior Court of California, County of Humboldt collaboration with the Yurok Tribal Court. The Forum will explore ways to assist courts that wish to expand their joint-jurisdiction programs to include veteran’s programs or other specialized focus areas. The Forum will explore ways to support and increase the numbers of joint jurisdiction courts and other innovative models such as regional ICWA courts and dedicated ICWA courts or calendars, including providing education, developing tools and resources and seeking opportunities for additional grant funding to support such courts.</p> <p>Status/Timeline: Ongoing. This year the JCC staff are supporting these collaborations by sharing resources and agreements and offering technical assistance on collaborations.</p>	

#	Ongoing Projects and Activities⁴	
	<p>Fiscal Impact/Resources: Collaboration and joint-jurisdiction courts should provide fiscal savings by improving the sharing of resources across jurisdictions. CFCC staff will continue to provide support to this project.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: External stakeholders include superior courts and tribal courts.</p> <p>AC Collaboration: None.</p>	
12.	<p>Project Title: Increase Tribal/State Partnerships: Education and Technical Assistance to Promote Partnerships and Understanding of Tribal Justice Systems</p>	<p>Priority⁵ 2</p> <p>Strategic Plan Goal⁶ I, IV, V</p>
	<p>Project Summary⁷: The Forum will continue to develop educational events, resources and tools, and provide technical assistance to promote partnerships and understanding between state and tribal justice systems including:</p> <ol style="list-style-type: none"> 1. Make recommendation to Judicial Council staff to continue providing educational and technical assistance to local tribal and state courts to address domestic violence and child custody issues in Indian country. 2. Make recommendation to Judicial Council staff to provide technical assistance to evaluate the joint jurisdictional court and to courts wishing to replicate the model. 3. Make recommendation to the Judicial Council staff to continue developing civic learning opportunities for youth that exposes them to opportunities and careers in tribal and state courts. 4. Make recommendation to explore, at the option of tribes, opportunities for state and federal court judges to serve as a tribal court judge. 5. Collaborate with federal courts and federal justice partners on educational and other events related to justice and safety in tribal communities. 6. Develop and implement strategy to seek resources for tribal/state collaborations. 7. Continue to provide the State/Tribal Education, Partnerships, and Services (S.T.E.P.S.) to Justice—Domestic Violence and Child Welfare programs and provide local educational and technical assistance services. 8. Continue the first joint jurisdictional court in California. The Superior Court of El Dorado County, in partnership with the Shingle Springs Band of Miwok Indians, is operating a family wellness court and next year will provide technical assistance to evaluate the joint jurisdictional court. (See Court Manual). 9. Establish partnership between the Superior Court of Humboldt County and the Yurok Tribal Court to develop civics learning opportunity for youth in the region. 	

#	Ongoing Projects and Activities⁴	
	<p>Status/Timeline: Ongoing.</p> <p>Fiscal Impact/Resources: Work accomplished within existing CFCC and CJER staff resources. <input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: None.</p> <p>AC Collaboration: None.</p>	
13.	Project Title: Education: Judicial Education	<p>Priority⁵ 2</p> <hr/> <p>Strategic Plan Goal⁶ I, IV, V</p>
	<p>Project Summary⁷: CJER toolkits, located on the Judicial Resources Network, will be updated to include federal Indian law. Develop 10-minute educational video to be posted online and shared statewide with justice partners. In collaboration with the CJER Curriculum Committees, consult on and participate in making recommendations to revise the CJER online toolkits so that they integrate resources and educational materials from the forum’s online federal Indian law toolkit. Forum judges are working together with committee representatives from the following curriculum committees: (1) Access, Ethics, and Fairness, (2) Civil, (3) Criminal, (4) Family, (5) Juvenile Dependency and Delinquency, and (6) Probate.</p> <p>Status/Timeline: Ongoing. This past year Forum members and staff of the Tribal/State Programs Unit are collaborated with CJER to create a “Continuing the Dialogue” episode on the Indian Civil Rights Act of 1968 which was screened by CJER and is now available on the CJER and Tribal/State Programs webpages. In the upcoming year the focus will be on a toolkit on tribal issues in human trafficking cases.</p> <p>Fiscal Impact/Resources: Work will be accomplished with existing CFCC and CJER staff resources. <input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: None</p> <p>AC Collaboration: Center for Judicial Education and Research Advisory Committee.</p>	

#	Ongoing Projects and Activities⁴	
14.	Project Title: Education: Truth and Healing	Priority⁵ 2
		Strategic Plan Goal⁶ I, IV, V
	<p>Project Summary⁷: Consider collaboration among the three branches of state government in partnership with tribal governments to promote a truth and healing project that acknowledges California’s history, as described in Professor Benjamin Madley’s book, <i>An American Genocide: The United States and the California Indian Catastrophe</i>, with respect to indigenous peoples, fosters an understanding of our shared history, and lays a foundation for healing, which promotes a call to action.</p> <p>Status/Timeline: Ongoing. As a step towards the goal of Statewide Truth and Healing, the Forum’s annual in person meeting this past year featured a screening of the documentary “Dawnland” about the Main Truth and Healing Commission and a presentation from two of the commissioners from Main about that experience. Subsequently Governor Gavin Newsom announced the establishment of a Truth and Healing Council in California to be organized by the Governor’s Tribal Advisor, a Forum member. At this time the focus is on relationships with the tribal community. Courts may be brought into the Truth and Healing process at a later time.</p> <p>Fiscal Impact/Resources: This work will be accomplished with existing CFCC staff.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Governor’s Tribal Advisor.</p> <p>AC Collaboration: None at this time.</p>	
15.	Project Title: Legislation, Regulations, and Requests for Public Comment	Priority⁵ 2
		Strategic Plan Goal⁶ I, IV
	<p>Project Summary⁷: Review and recommend positions on legislation, regulations and requests for public comment related to tribal courts, tribal justice systems and the Indian Child Welfare Act.</p> <p>Status/Timeline: Ongoing</p> <p>Fiscal Impact/Resources: Accomplished with existing CFCC and Governmental Affairs staff resources.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p>	

#	Ongoing Projects and Activities ⁴
	<p data-bbox="178 240 682 272"><i>Internal/External Stakeholders:</i> None.</p> <p data-bbox="178 321 504 354"><i>AC Collaboration:</i> None.</p>

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II. LIST OF 2019 PROJECT ACCOMPLISHMENTS

#	Project Highlights and Achievements
1.	In collaboration with CJER, Forum staff and member Judge Sunshine Sykes served as faculty for a “10 Minute Mentor” video for judicial officers on the judge’s role in ensuring proper ICWA inquiry under the new requirements of AB 3176. This video is available on the CJER website at: http://www2.courtinfo.ca.gov/cjer/judicial/3553.htm .
2.	The Forum and Family and Juvenile Law Advisory Committee developed a comprehensive rules and forms proposal to implement the requirements of AB 3176. This proposal developed a new rule of court, amended 16 other rules of court, created 3 new forms and revised 27 other forms. The proposal was adopted by the Judicial Council at its meeting on September 24, 2019, as item 195 on that agenda. The changes become effective January 1, 2020.
3.	The Forum developed comments on three federal requests for public comment published in the federal register: 1) comments on OMB Control Number 1076-0111 related to payment for appointed counsel in ICWA cases; 2) comments on RIN 1076-AF46 related to list of tribal courts maintained by the Bureau of Indian Affairs; and comments on OMB Control Number 1076-0186 Information Collected on State Court Proceedings under the Indian Child Welfare Act. These comments were ultimately approved and submitted on behalf of the Judicial Council by the Executive and Planning Committee.
4.	Forum members and staff planned and participated in the first ever Northern California Judges’ Dinner event held in collaboration with the Tribal Justice Collaborative. The event brings together state and tribal court judges and justice partners to recognize achievements in promoting collaboration and ICWA compliance. The northern California event was held in Oakland on October 3, 2019.
5.	Forum members and staff planned and participated in the second annual Bay Area ICWA Symposium held at the Judicial Council offices in San Francisco. The event took place on June 4, 2019.

Workload Assessment Advisory Committee
Annual Agenda¹—2020
Approved by Executive and Planning Committee: [Date]

I. COMMITTEE INFORMATION

Chair:	Hon. Lorna Alksne, Superior Court of San Diego County
Lead Staff:	Ms. Leah Rose-Goodwin, Manager, Business Management Services Ms. Kristin Greenaway, Supervising Research Analyst, Business Management Services
<p>Committee's Charge/Membership: Per Rule 10.66 adopted effective January 1, 2015, the committee makes recommendations to the council on judicial administration standards and measures that provide for the equitable allocation of resources across courts to promote the fair and efficient administration of justice. The committee must recommend:</p> <ol style="list-style-type: none"> (1) Improvements to performance measures and implementation plans and any modifications to the Judicial Workload Assessment and the Resource Assessment Study Model; (2) Processes, study design, and methodologies that should be used to measure and report on court administration; and (3) Studies and analyses to update and amend case weights through time studies, focus groups, or other methods. <p>Rule 10.66(c) sets forth the membership position categories of the committee. The Workload Assessment Advisory Committee currently has 14 members. The current committee roster is available on the committee's web page.</p>	
<p>Subcommittees/Working Groups²: None.</p>	

¹ The annual agenda outlines the work a committee will focus on in the coming year and identifies areas of collaboration with other advisory bodies and the Judicial Council staff resources.

² California Rules of Court, rule 10.30 (c) allows an advisory body to form subgroups, composed entirely of current members of the advisory body, to carry out the body's duties, subject to available resources, with the approval of its oversight committee.

Meetings Planned for 2020³ (Advisory body and all subcommittees and working groups)

February 2020 – Date TBD, San Francisco, 10:00 a.m. – 2:00 p.m.

Teleconference dates – TBD (estimate May and August)

Check here if exception to policy is granted by Executive Office or rule of court.

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³ Refer to [Operating Standards for Judicial Council Advisory Bodies](#) for governance on in-person meetings.

COMMITTEE PROJECTS

#	New or One-Time Projects ⁴	
1.	Project Title: Adjustment Request Process (ARPs) Submissions (New)	Priority⁵ 2
<p>Strategic Plan Goal⁶ III</p> <p>Project Summary⁷: The Workload Formula Adjustment Request Process (ARP) is a process that provides courts the opportunity to request an adjustment to the Workload Formula. These requests are directed to the Trial Court Budget Advisory Committee (TCBAC) and then directed to the appropriate committee with the subject matter expertise related to the request. Three ARPs have been directed to WAAC.</p> <p>Status/Timeline: To be completed by June 2020.</p> <p>Fiscal Impact/Resources: Changes made will be accomplished within existing resources. The trial courts may need to be consulted to help define the changes needed. Completion of this project will be accomplished with 1.0 FTE Senior Analyst, .10 FTE Analyst, and .25 of Supervising Analyst for a period of 5 months (existing resources).</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Trial courts.</p> <p>AC Collaboration: TCBAC.</p>		

⁴ 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.

⁵ 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.

⁶ Indicate which goal number of The Strategic Plan for California’s Judicial Branch the project most closely aligns.

⁷ A key objective is a strategic aim, purpose, or “end of action” to be achieved for the coming year.

#	Ongoing Projects and Activities⁴	
1.	Project Title: Resource Assessment Study (RAS) Update	Priority⁵ 1 Strategic Plan Goal⁶ III
<p>Project Summary⁷: In October 2013, the Workload Assessment Advisory Committee approved a motion stating that the workload studies (both staff and judicial) should be updated every five years, though not concurrently. The resource assessment study (RAS) is used to update the caseweights (i.e., time per filing) and other model parameters that are needed to estimate workload-based need for trial court staff.</p> <p>The committee’s work in the coming year will be to review RAS processes and policies and make any recommended changes as necessary. This review and assessment will begin the preparation for implementation of the next RAS update in the trial courts. When necessary, the chair will make presentations to the Trial Court Presiding Judges Advisory Committee (TCPJAC) and Court Executives Advisory Committee so that committee members can be apprised of the work of the committee.</p> <p>Status/Timeline: Ongoing; expected completion date of process/policy review is 2020–21; expected completion of next RAS update is 2023.</p> <p>Fiscal Impact/Resources: Completion of this project will be accomplished with 1.5 FTE Senior Analyst, 1.0 FTE Analyst, and .50 of Supervising Analyst for a period of 1 year (existing resources).</p> <p><input checked="" type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Trial courts, Department of Finance, and Legislature.</p> <p>AC Collaboration: TBD/As needed.</p>		
2.	Project Title: Judicial Needs Assessment	Priority⁵ 1 Strategic Plan Goal⁶ III
<p>Project Summary⁷: Government Code section 61614(c)(1) requires the Judicial Council to prepare biennial updates of the Judicial Needs Assessment in even-numbered years. The needs assessment is used as the basis for Budget Change Proposals for new judgeships, Subordinate Judicial Officers conversion requests, and to seek authorization for additional judgeships. An assessment was issued in November 2018, but the workload analysis was done on the basis of the old caseweights. An updated assessment was issued in November 2019 to reflect the most current workload measures based on Judicial Workload Study update.</p>		

#	Ongoing Projects and Activities⁴	
	<p>Status/Timeline: Will be completed November 1, 2020.</p> <p>Fiscal Impact/Resources: Completion of this report requires 0.25 FTE of an analyst (existing position) for a two-month period of time. <input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Trial Courts, Department of Finance, and Legislature</p> <p>AC Collaboration: None.</p>	
3.	<p>Project Title: Report on Standards and Measures (Gov. Code § 77001.5)</p>	<p>Priority⁵ 1</p>
	<p>Project Summary⁷: Government Code section 77001.5 requires the Judicial Council to report to the Legislature annually on judicial administration standards and measures.</p> <p>Status/Timeline: Will be completed November 1, 2020.</p> <p>Fiscal Impact/Resources: Completion of this project will be accomplished with .20 FTE Senior Analyst/Analyst for a period of 2 months. <input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: None.</p> <p>AC Collaboration: None.</p>	

#	Ongoing Projects and Activities ⁴	
4.	Project Title: Workload Modeling (various, TBD)	Priority⁵ 2 Strategic Plan Goal⁶ III
<p>Project Summary⁷: The judicial branch seeks to become a more data-driven organization; as part of that effort, the branch may need to implement new workload models to allocate resources more effectively. Previously, WAAC partnered with TCBAC and the Family and Juvenile Law Advisory Committee to develop a new allocation methodology for AB 1058 funding. Similarly, WAAC may be called upon to provide its expertise in developing funding models for other funding streams.</p>		
<p>Status/Timeline: Ongoing/TBD.</p>		
<p>Fiscal Impact/Resources: Unknown/TBD. Scope of work as yet to be determined.</p>		
<p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p>		
<p>Internal/External Stakeholders: Trial courts, Department of Finance, and Legislature.</p>		
<p>AC Collaboration: TBD/As needed.</p>		
5.	Project Title: Interim Updates to Workload Models	Priority⁵ 2 Strategic Plan Goal⁶ III
<p>Project Summary⁷: As new laws are passed or changes in court data collected are made, updates may need to be made to the workload models (both staff (RAS) and judicial) to reflect those changes. As needed, WAAC will review and propose changes to the models.</p>		
<p>Status/Timeline: Ongoing/TBD</p>		
<p>Fiscal Impact/Resources: Changes made will be accomplished within existing resources. Depending on scope of work could be up to .25 FTE Senior Analyst/Analyst. The trial courts may need to be consulted to help define the changes needed.</p>		
<p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p>		
<p>Internal/External Stakeholders: Trial Courts, Department of Finance, and Legislature.</p>		
<p>AC Collaboration: TBD/As needed.</p>		

II. LIST OF 2019 PROJECT ACCOMPLISHMENTS

#	Project Highlights and Achievements
1.	Judicial Workload Study update, approved by Judicial Council September 2019.
2.	Judicial Needs Assessment, submitted to Legislature November 2019.
3.	Report on Standards and Measures (Gov. Code § 77001.5), submitted to Legislature November 2019

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