

**Data Analytics Advisory Committee**  
**Annual Agenda<sup>1</sup>—2023**

**Approved by Executive and Planning Committee: [Date]**

**I. COMMITTEE INFORMATION**

<b>Chair:</b>	Hon. Joyce D. Hinrichs, Judge, Superior Court of Humboldt County
<b>Lead Staff:</b>	Ms. Leah Rose-Goodwin, Manager, Business Management Services Ms. Kristin Greenaway, Supervising Research Analyst, Business Management Services Mr. Nicholas Armstrong, Senior Research Analyst, Business Management Services
<b>Committee’s Charge/Membership:</b> Rule <a href="#">10.68</a> of the California Rules of Court states the charge of the Data Analytics Advisory Committee, which is to make recommendations to the Judicial Council regarding the collection, use, and sharing of judicial branch data and information to inform decision-making, promote transparency, and improve the administration of justice while ensuring the security of nonpublic data and data sources.  In addition to the duties described in rule <a href="#">10.68</a> , the committee must: (1) Develop and recommend policies, or revisions to existing policies, concerning standards and measures to use in collecting, analyzing and sharing data and information that will advance the goals of increased access to justice, greater transparency and accountability, and enhanced delivery of services to the public. (2) Develop and recommend performance measures, studies, and methodologies to measure and report on court administration, practices, and procedures, including workload assessments; and (3) Identify, analyze, and report on emerging issues related to branch data and information, including usage of data and information to support branch projects and initiatives.  Rule <a href="#">10.68</a> sets forth the membership position of the committee. The Data Analytics Advisory Committee currently has 11 members. The current committee <a href="#">roster</a> is available on the committee’s web page.	

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<sup>1</sup> 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 Groups<sup>2</sup>:**

None

**Meetings Planned for 2023<sup>3</sup> (Advisory body and all subcommittees and working groups)**

Dates

January 2023: Teleconference

April 2023: Teleconference

July 2023: Teleconference

October 2023: In-person

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

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<sup>2</sup> 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.

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

## II. COMMITTEE PROJECTS

#	New or One-Time Projects <sup>4</sup>	
1.	<b>Project Title: Workload Studies (Resource Assessment Study (RAS) and Judicial)</b>	<b>Priority<sup>5</sup> 1</b>
	<b>Strategic Plan Goal<sup>6</sup> III</b>	
<p><b>Project Summary<sup>7</sup>:</b> 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 so that they continue to accurately represent staff and judicial workload. The Resource Assessment Study (RAS) is used to update the caseweights and other model parameters that are needed to estimate workload-based need for the staff in the trial courts. The RAS is used in conjunction with the Workload Formula (WF) to allocate funding to the trial courts. The Judicial Workload Study is used to update the caseweights and other model parameters that are needed to estimate the number of judgeships needed in the trial courts.</p> <p>The committee’s work in the coming year will be to expand its own expertise of the workload studies (RAS and judicial); review the workload model parameters and model inputs, and consider options for how the branch measures workload with consideration of both short-term effects of the pandemic and how they may potentially affect long-term measurement models; and provide educational sessions about the workload models to the Court Executive Advisory Committee (CEAC) and Trial Court Presiding Judges Advisory Committee (TCPJAC). The committee will also periodically revisit the models to consider whether new workload associated with court filings should be captured as an interim adjustment to the models.</p> <p><b>Status/Timeline:</b> <i>Ongoing.</i></p> <p><b>Fiscal Impact/Resources:</b> Completion of this project will be accomplished with 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>		

<sup>4</sup> 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.

<sup>5</sup> 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.

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

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

#	<b>New or One-Time Projects<sup>4</sup></b>	
	<p><b>Internal/External Stakeholders:</b> Trial courts.</p> <p><b>AC Collaboration:</b> Criminal Law Advisory Committee, Civil and Small Claims Advisory Committee, Trial Court Budget Advisory Committee, Family Law/Juvenile Advisory Committee, and Judicial Branch Budget Committee.</p>	
2.	<p><b>Project Title: Operational Metrics Review</b></p>	<p><b>Priority 1</b></p> <p><b>Strategic Plan Goal III</b></p>
	<p><b>Project Summary:</b> In connection with the required reporting per <a href="#">SB 154</a>, the committee should review existing standards and measures of judicial administration and consider whether existing standards should be updated or modified or if new standards should be adopted. Any new, updated, or modified metrics should be relevant and meaningful to court operations and further progress efficient and effective caseflow management. The committee will need to review past work on standards and measures and may want to consult with the National Center for State Courts or other entities on these standards.</p> <p><b>Status/Timeline:</b> Ongoing; the committee should work to develop a operational metrics curriculum for court leaders and utilize statewide meetings of court leaders to present on this topic. The committee will summarize its work in an informational report to the Judicial Council.</p> <p><b>Fiscal Impact/Resources:</b> Completion of this project will be accomplished with existing resources.</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><b>Internal/External Stakeholders:</b> Trial courts, Supreme Court/Courts of Appeal; Judicial Council, and National Center for State Courts.</p> <p><b>AC Collaboration:</b> Administrative Presiding Judges Advisory Committee, Criminal Law Advisory Committee, Civil and Small Claims Advisory Committee, Trial Court Budget Advisory Committee, Family and Juvenile Law Advisory Committee, Center for Judicial Education and Research Advisory Committee, and Judicial Branch Budget Committee.</p>	
3.	<p><b>Project Title: Branchwide Data Analytics Governance and Policy Development</b></p>	<p><b>Priority 1</b></p> <p><b>Strategic Plan Goal III</b></p>
	<p><b>Project Summary:</b> As part of branchwide efforts to use technology to innovate and increase access to justice and in recognition of the critical importance of data-driven decision-making, the committee will develop data standards and principles that address (1) data quality; (2) how we access, use, and share data; and (3) data security. The committee will review the work completed by the Data Analytics Workstream to develop data governance policy concepts and will consider developing or finalizing one or more policy proposals for</p>	

#	New or One-Time Projects <sup>4</sup>	
	<p>Judicial Council review and approval. The committee will develop a workplan for additional policy development. In order to educate branch leadership on the concept of data analytics and the data analytics strategy for the branch, Judicial Council staff, with guidance and support from the committee, will propose an approach to develop and deliver data educational sessions on data analytics policies and concepts for court leadership.</p> <p><b>Status/Timeline:</b> Ongoing; the committee should work to develop a data analytics governance and policy curriculum for court leaders and utilize statewide meetings of court leaders to present on this topic. The committee will prepare a roadmap for data analytics governance policy and report to the Judicial Council in December 2023.</p> <p><b>Fiscal Impact/Resources:</b> Completion of this project will be accomplished with existing resources with input from Judicial Council offices of Information Technology, Legal Services, and Center for Judicial Education and Research (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><b>Internal/External Stakeholders:</b> Trial courts.</p> <p><b>AC Collaboration:</b> TBD/As needed.</p>	
4.	<b>Project Title:</b> Trial Court Operational Metrics Annual Report (SB 154)	<b>Priority 1</b>
	<p><b>Project Summary:</b> As required by budget bill language, the Judicial Council will publish an annual report by February 1 each year to the Legislature on the operations of each trial court with various operational and budgetary metrics, including but are not limited to, time to disposition and case clearance rates by case type, backlogs by case type, court hours of operations including public counter hours, staff vacancy rates by classification, fund balance detail from the prior fiscal year, the calculated funding level of each court and the percent of funding actually provided to each court, and the funding level of each trial court as measured by the Judicial Council—approved workload formula. The committee will review the metrics and measures that are included in the year one report and provide context for data reported and quality of data. The committee may propose additional metrics and measures for years two and ongoing.</p> <p><b>Status/Timeline:</b> The year one report was completed February 1, 2023.</p> <p><b>Fiscal Impact/Resources:</b> Completion of this project will be accomplished with 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>	

#	<b>New or One-Time Projects<sup>4</sup></b>	
	<p><i>Internal/External Stakeholders:</i> Legislature.</p> <p><i>AC Collaboration:</i> TBD/As needed.</p>	
5.	<b>Project Title: Branchwide Data Collection</b>	<p><b>Priority 1</b></p> <p><b>Strategic Plan Goal III, IV</b></p>
<p><b>Project Summary:</b> The Judicial Council is required to survey the business of the courts. Branch data collection helps to inform court leaders of trends and to make business decisions based on data. The committee should review and make policy recommendations on statewide data collection, including trial court data collection via the Judicial Branch Statistical Information System (JBSIS).</p> <p><b>Status/Timeline:</b> Ongoing; the committee should receive a presentation from the JBSIS Subcommittee of CEAC concerning the status of JBSIS data collection. The committee should catalog other branch data collection efforts and draft a data roadmap for the judicial branch.</p> <p><b>Fiscal Impact/Resources:</b> Completion of this project will be accomplished with 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><b>Internal/External Stakeholders:</b> Trial and appellate courts.</p> <p><b>AC Collaboration:</b> JBSIS Subcommittee of CEAC and others TBD.</p>		
6.	<b>Project Title: Branchwide Data Analytics Education and Building a Data Analytics Community (Implementation Project)</b>	<p><b>Priority 1</b></p> <p><b>Strategic Plan Goal<sup>6</sup> V</b></p>
<p><b>Project Summary<sup>7</sup>:</b> As part of its efforts to expand data analytics capacity, the committee should identify branchwide educational opportunities for judges, justices, and court staff to become more conversant in data collection and usage in order to foster a branchwide data analytics community.</p> <p><b>Status/Timeline:</b> Ongoing; the committee should work to develop a data analytics curriculum for court leaders and utilize statewide meetings of court leaders to present on topics of general interest and determine areas of need; the committee should liaise with the Center</p>		

**# New or One-Time Projects<sup>4</sup>**

for Judicial Education and Research to include a data focus in its caseflow management course. The committee will prepare a report summarizing activities in this area at the end of the year.

**Fiscal Impact/Resources:** TBD; this project will draw on existing resources in the Judicial Council Office of Court Research.

*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 and appellate courts.

**AC Collaboration:** CJER Advisory Committee, CEAC, and TCPJAC.

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<b>Ongoing Projects and Activities<sup>4</sup></b>		
1.	<b>Project Title: Report on Standards and Measures (Gov. Code § 77001.5)</b>	<b>Priority 1</b>
		<b>Strategic Plan Goal II</b>
<p><b>Project Summary:</b> Government Code section 77001.5 requires the Judicial Council to report to the Legislature annually on judicial administration standards and measures. This reporting requirement carries over from the Workload Assessment Advisory Committee.</p> <p><b>Status/Timeline:</b> The report will be completed November 1, 2023.</p> <p><b>Fiscal Impact/Resources:</b> Completion of this project will be accomplished with existing resources.</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><b>Internal/External Stakeholders:</b> Legislature.</p> <p><b>AC Collaboration:</b> TBD/As needed.</p>		
2.	<b>Project Title: Judicial Needs Assessment Report (Gov. Code § 61614(c)(1))</b>	<b>Priority 1</b>
		<b>Strategic Plan Goal III</b>
<p><b>Project Summary:</b> 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 officer conversion requests, and to seek authorization for additional judgeships. The most recent report was issued in November 2022 to reflect the most current workload measures based on most recent Judicial Workload Study (2018).</p> <p><b>Status/Timeline:</b> The report will be completed November 1, 2024.</p> <p><b>Fiscal Impact/Resources:</b> Completion of this review will be accomplished with existing resources.</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><b>Internal/External Stakeholders:</b> Trial Courts, Legislature.</p> <p><b>AC Collaboration:</b> TBD/As needed.</p>		



**Tribal Court-State Court Forum  
Annual Agenda<sup>1</sup>—2023  
Approved by Executive and Planning Committee: [DATE]**

**I. COMMITTEE INFORMATION**

<b>Chair:</b>	Hon. Abby Abinanti, Chief Judge, Yurok Tribal Court Hon. Joyce D. Hinrichs, Judge, Superior Court of California, County of Humboldt
<b>Lead Staff:</b>	Ms. Ann Gilmour, Attorney, Center for Families, Children & the Courts
<b>Committee's Charge/Membership:</b>	
<p><a href="#">Rule 10.60</a> 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.</p> <p>Additional duties set forth in <a href="#">rule 10.60 (b)</a> are:</p> <ol style="list-style-type: none"> <li>1. Identify issues of mutual importance to tribal and state justice systems, including those concerning the working relationship between tribal and state courts in California;</li> <li>2. Make recommendations relating to the recognition and enforcement of court orders that cross jurisdictional lines, the determination of jurisdiction for cases that might appear in either court system, and the sharing of services between jurisdictions;</li> <li>3. Identify, develop, and share with tribal and state courts local rules of court, protocols, standing orders, and other agreements that promote tribal court-state court coordination and cooperation, the use of concurrent jurisdiction, and the transfer of cases between jurisdictions;</li> <li>4. Recommend appropriate activities needed to support local tribal court-state court collaborations; and</li> <li>5. Make proposals to the Center for Judicial Education and Research Advisory Committee on educational publications and programming for judges and judicial support staff.</li> </ol> <p><a href="#">Rule 10.60(c)</a> sets forth the membership position of the forum. The Forum currently has 31 members.</p> <ul style="list-style-type: none"> <li>• Fourteen tribal court judges (nominated by their tribal leadership, representing 22 of the 28 tribal courts currently operating in California; these courts serve approximately 40 tribes;</li> <li>• Five trial court judges from counties in which a tribal court is located;</li> <li>• One appellate justice;</li> </ul>	

<sup>1</sup> 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.

- Seven chairs or their designees of the following Judicial Council advisory committees:
  - 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
- Three executive branch officials responsible for tribal-related work: The Governor’s Tribal Advisor; the Director of the Attorney General’s Office of Native American Affairs; the Director of the California Department of Social Services’ Office of Tribal Affairs; and
- One retired judge (advisory).

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

**Subcommittees/Working Groups<sup>2</sup>:**

1. Ad Hoc Working Group on Options for Recognition and Enforcement of Tribal Court Child Custody Orders *(Approved on the 2022 Annual Agenda)*
2. Ad Hoc Working Group on Options to Create Uniform Standards for Discretionary Tribal Participation in Cases not Governed by ICWA *(Approved on the 2022 Annual Agenda)*
3. Ad Hoc Working Group on Options to Provide for Recognition and Enforcement of Tribal Court Orders Excluding Individuals from Tribal Lands *(Approved on the 2022 Annual Agenda)*

**Meetings Planned for 2023<sup>3</sup> (Advisory body and all subcommittees and working groups)**

Date/Time/Location or Videoconference:

1. Remote Meetings: February 9, April 13, June 8, August 10, October 12, and December 14, 2023;
2. One in-person meeting (date to be determined); and
3. Ad hoc meetings as required.

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

<sup>2</sup> 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.

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

## II. COMMITTEE PROJECTS

#	New or One-Time Projects <sup>4</sup>	
1.	<b>Project Title:</b> Legal Representation for Tribes in ICWA Cases ( <i>New/Implementation Project</i> )	<b>Priority<sup>5</sup></b> 1  <b>Strategic Plan Goal<sup>6</sup></b> I, IV, V
<p><b>Project Summary<sup>7</sup>:</b> The Judicial Council of California received ongoing funding to assist the courts in implementing section 16 of SB-124 which added section 10553.14 to the Welfare and Institutions Code. This program will fund the federally recognized California Indian Tribes to pay for attorneys in cases governed by the Indian Child Welfare Act in California juvenile courts. Consistent with its charge under Rule 10.60 (a) and (b), the Forum will serve as a resource for any education or policy recommendations to address court issues that may arise out of implementation of this program.</p> <p><b>Status/Timeline:</b> Development of court resources and attorney curriculum during the 2022-2023 fiscal year. Roll out of attorney curriculum and other resources in future years.</p> <p><b>Fiscal Impact/Resources:</b> To be accomplished mainly with existing CFCC staff resources for this current fiscal year with funding used to supplement existing resources through use of temps and contractors.</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><b>Internal/External Stakeholders:</b> Tribal ICWA attorneys and California Department of Social Services Office of Tribal Affairs.</p> <p><b>AC Collaboration:</b> Family and Juvenile Law Advisory Committee.</p>		

<sup>4</sup> 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.

<sup>5</sup> 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.

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

<sup>7</sup> A key objective is a strategic aim, purpose, or "end of action" to be achieved for the coming year.

#	<b>Ongoing Projects and Activities<sup>4</sup></b>	
1.	<b>Project Title: Prepare Recommendations for Rules and Forms to Create Uniform Standards for Discretionary Tribal Participation in Cases not Governed by ICWA</b>	<b>Priority 2(a) &amp; (b)</b> <b>Strategic Plan Goal IV</b>
<p><b>Project Summary:</b> The <i>Indian Child Welfare Act</i> (ICWA) and corresponding state law do not apply in every juvenile case involving a tribal child. ICWA has limited application in delinquency cases. Not every child affiliated with a tribe comes within the definition of “Indian child” found in federal and state law. Section 306.6 of the Welfare and Institutions Code recognizes the discretion of the court to allow tribes that do not have federal recognition to participate in cases involving children affiliated with the tribe. Section 16001.9 of the Welfare and Institutions Code recognizes certain rights of all Indian children in foster care and all children who identify as Native American to maintain their cultural ties and traditions. Rules and forms clarifying uniform standards and procedures will facilitate tribal participation and protection of these rights.</p> <p><b>Status/Timeline:</b> For development during the spring 2023 rules and forms cycle.</p> <p><b>Fiscal Impact/Resources:</b> To be completed with existing Center for Families, Children &amp; the Court (CFCC) staff resources.</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><b>Internal/External Stakeholders:</b> Tribal courts and justice partners.</p> <p><b>AC Collaboration:</b> Family and Juvenile Law Advisory Committee.</p>		
2.	<b>Project Title: Prepare Recommendations for Recognition and Enforcement of Tribal Court Child Custody Orders</b>	<b>Priority 2(a) &amp; (b)</b> <b>Strategic Plan Goal IV</b>
<p><b>Project Summary:</b> Tribal court orders that involve the custody of a child are entitled to full faith and credit under 1911(d) of the <i>Indian Child Welfare Act</i> and recognition and enforcement under the Uniform Child Custody Jurisdiction and Enforcement Act as specifically set out in Family Code sections 3402(p) and 3404. Currently, however, there is no mechanism to have tribal court child custody orders recognized and enforced within the state court system. This is causing confusion and resulting in difficulties having tribal court custody orders recognized and enforced.</p> <p><b>Status/Timeline:</b> Spring 2024 invitation to comment cycle.</p> <p><b>Fiscal Impact/Resources:</b> To be accomplished with existing CFCC staff resources.</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>		

#	<b>Ongoing Projects and Activities<sup>4</sup></b>	
	<p><b>Internal/External Stakeholders:</b> Tribal courts.</p> <p><b>AC Collaboration:</b> Family and Juvenile Law Advisory Committee.</p>	
3.	<p><b>Project Title:</b> Updates to the Bench Handbook: The Indian Child Welfare Act (<i>Implementation Project</i>)</p>	<p><b>Priority 2</b></p> <p><b>Strategic Plan Goal IV, V</b></p>
	<p><b>Project Summary:</b> The Bench Handbook on the Indian Child Welfare Act is an important resource for judicial officers published by the Center for Judicial Education and Research (CJER). It was last updated in 2013. There have been significant developments in the law since that last update, including enactment of comprehensive federal regulations governing the Indian Child Welfare Act (ICWA) in 2016 and changes to California statutes implementing the Act and corresponding changes to the California Rules of Court.</p> <p>This project was approved on the Forum’s 2021 annual agenda.</p> <p><b>Status/Timeline:</b> Ongoing. Last year committee input was integrated into the draft document. The updated document is now with CJER for editing.</p> <p><b>Fiscal Impact/Resources:</b> Work will be accomplished within existing CFCC staff resources.</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><b>Internal/External Stakeholders:</b> None.</p> <p><b>AC Collaboration:</b> CJER Advisory Committee.</p>	
4.	<p><b>Project Title:</b> Indian Child Welfare Act Compliance and Implementation Improvements (<i>Implementation Project</i>)</p>	<p><b>Priority 2</b></p> <p><b>Strategic Plan Goal I, IV, V</b></p>
	<p><b>Project Summary:</b> Improvements to California’s implementation of the <i>Indian Child Welfare Act</i> is a primary focus of the work of the Forum. In recent years, the Forum ICWA work has included rules to implement AB 3176 <i>Indian Children</i>, (Waldron; Stats. 2018, ch. 833) which amended 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 and other statutory developments, responding to comments and concerns from judicial officers, tribal leaders, tribal advocates and justice partners such as the California Department of Social Services, child welfare</p>	

**# Ongoing Projects and Activities<sup>4</sup>**

agencies and county counsel’s offices, and responding to the recommendations in the California ICWA Compliance Task Force [report](#) presented to California Attorney General Xavier Becerra in March of 2017. 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:

- 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;
- 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.

This project was approved on the committee’s 2018 annual agenda.

**Status/Timeline:** Ongoing.

**Fiscal Impact/Resources:** Work will be accomplished with existing CFCC staffing resources.

*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:** May involve collaboration with CJER staff on updating education resources.

**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.

5.	<b>Project Title: Implement Improvements in Addressing Domestic Violence and Related Issues in Tribal Communities</b>	<b>Priority 2</b>
		<b>Strategic Plan Goal I, IV</b>

**Project Summary***Error! Bookmark not defined.:* Coordinate with Judicial Council staff, other advisory committees, the attorney general’s office, the Commercially Sexually Exploited Children (CSEC) action team of the Child Welfare Council, tribal courts, and other stakeholders on developing and implementing recommendations to improve the justice systems response to the issues of domestic violence (DV) and related issues in tribal communities. This includes collaborating in the implementation of [AB-3099](#) “Department of Justice: law enforcement assistance with tribal issues: study” (Stats. 2020, ch 170) which mandates a study regarding resources for reporting and

#	<b>Ongoing Projects and Activities<sup>4</sup></b>	
	<p>identifying missing Native Americans in California. The Forum has historically focused on issues related to domestic violence and victimization in tribal communities much in the way it has focused on issues related to the Indian Child Welfare Act. Issues of domestic violence, trafficking, and exploitation of individuals in tribal communities is an issue of increasing importance and activity in California and it is important for the judicial branch to be part of these initiatives.</p> <p>This project was approved on the Forum’s 2022 Annual Agenda.</p> <p><b>Status/Timeline:</b> Ongoing. This year, the project was further developed through an all-day training in Sacramento on September 30, 2022, in collaboration with the Attorney General’s Office of Native American Affairs. This event, "Coming Together to Improve Safety in California Tribal Communities” brought together tribal, state and local judiciary, law enforcement, and justice partners to examine the challenges regarding access to justice and law enforcement in tribal communities in California and brainstorm solutions to these challenges. Topics included tribal access to CLETS, issues related to enforcement of tribal court DV restraining orders and other orders; implementation of AB 3099; and VAWA 2022 Reauthorization. In collaboration with the CSEC action team, substantial work has been done in developing court resources to address these issues.</p> <p><b>Fiscal Impact/Resources:</b> To be completed with 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><b>Internal/External Stakeholders:</b> Attorney General’s Office of Native American Affairs; tribal courts, law enforcement, and leaders; and CSEC action team.</p> <p><b>AC Collaboration:</b> TBD.</p>	
6.	<p><b>Project Title: Explore Options to Provide for Recognition and Enforcement of Tribal Court Orders Excluding Individuals from Tribal Lands</b></p>	<p><b>Priority 2(a) &amp; (b)</b></p> <p><b>Strategic Plan Goal IV</b></p>
	<p><b>Project Summary:</b> Tribes in California report an inability to remove unwanted individuals from within the exterior boundaries of their reservations. Tribal courts do not have criminal jurisdiction over non-Indians and in California, tribal courts are generally not exercising criminal jurisdiction at all. In 1997, the California Office of the Attorney General issued an opinion (80 OpsCal.Atty.Gen.46) concluding that violation of a tribal exclusion order did not constitute a misdemeanor under the terms of Penal Code Section 602 and that a county sheriff would not be required to take any action to enforce an exclusion order issued by a tribe. Tribal judges report that as a result, they have no effective recourse against individuals who, for example, dump hazardous waste on the reservation, and this creates a public safety concern.</p>	



#	<b>Ongoing Projects and Activities<sup>4</sup></b>	
	<p>This project was approved on the Forum’s annual agenda for 2022.</p> <p><b>Status/Timeline:</b> The Forum began work on this item by holding discussions on the problem and possible solutions. This problem was also part of the agenda at the training event the Forum held in Sacramento on September 30, 2022.</p> <p><b>Fiscal Impact/Resources:</b> To be accomplished with existing CFCC 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><b>Internal/External Stakeholders:</b> Tribal courts and Attorney General’s Office of Native American Affairs.</p> <p><b>AC Collaboration:</b> Criminal Law Advisory Committee.</p>	
7.	<b>Project Title: Policy Recommendations: Ethics (Implementation Project)</b>	<b>Priority 2</b>
	<p><b>Project Summary:</b> 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>This project was approved on the committee’s 2018 annual agenda.</p> <p><b>Status/Timeline:</b> Ongoing. Generally, new work under this item will continue to be deferred.</p> <p><b>Fiscal Impact/Resources:</b> 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><b>Internal/External Stakeholders:</b> None.</p> <p><b>AC Collaboration:</b> Advisory Committee on the Code of Judicial Ethics.</p>	



#	<b>Ongoing Projects and Activities<sup>4</sup></b>	
8.	<b>Project Title Policy Recommendation: Technological Initiatives (Implementation Project)</b>	<b>Priority 2</b> <b>Strategic Plan Goal I, V, VI</b>
<p><b>Project Summary:</b> Serve as subject matter resource regarding integrating of tribes, tribal agencies and governments into technological initiatives such as remote appearances, remote filing, remote access, court case management systems, document assembly programs, e-noticing, and the California Courts Protective Order Registry.</p> <p>This project was approved on the committee’s 2018 annual agenda.</p> <p><b>Status/Timeline:</b> Ongoing. Technological initiatives have been a fundamental part of court responses to the COVID-19 pandemic both in state and tribal justice systems. Generally, new work under this item will be deferred unless it is helpful in responding to the conditions created by the COVID-19 pandemic.</p> <p><b>Fiscal Impact/Resources:</b> Existing CFCC, CJER, and Information Technology (IT) 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><b>Internal/External Stakeholders:</b> External stakeholders include tribal courts.</p> <p><b>AC Collaboration:</b> TBD.</p>		
9.	<b>Project Title: Funding and Support for Innovative Practices and System Improvements (Implementation Project)</b>	<b>Priority 2</b> <b>Strategic Plan Goal I, IV</b>
<p><b>Project Summary:</b> 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>This project was approved on the committee’s 2018 annual agenda.</p> <p><b>Status/Timeline:</b> Ongoing. In prior years the council has sought support for innovative practices and system improvements expansion of joint jurisdiction courts and other collaborative efforts. The Forum and Tribal/State Programs Unit staff will continue to seek out available funding. The goal of facilitating innovative practices and system improvements and seeking funding for this is to improve efficiencies in cases that span both jurisdictions or could be heard in either jurisdiction. This could potentially reduce workloads for state courts and</p>		

#	<b>Ongoing Projects and Activities<sup>4</sup></b>	
	<p>improve access to justice for underserved and remote tribal communities. Generally, new work under this item will be deferred unless it is helpful in responding to the conditions created by the COVID-19 pandemic or as needed.</p> <p><b>Fiscal Impact/Resources:</b> 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><b>Internal/External Stakeholders:</b> None.</p> <p><b>AC Collaboration:</b> None.</p>	
10.	<p><b>Project Title: Increase Tribal/State Partnerships: Sharing Resources and Communicating Information About Partnerships</b></p>	<p><b>Priority 2</b></p> <p><b>Strategic Plan Goal I, IV</b></p>
	<p><b>Project Summary:</b> 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"> <li>1. Identify Judicial Council and other resources that may be appropriate to share with tribal courts.</li> <li>2. Identify tribal justice resources that may be appropriate to share with state courts.</li> <li>3. Identify grants for tribal/state court collaboration.</li> <li>4. Share resources and information about partnerships through Forum E-Update, a monthly electronic newsletter.</li> <li>5. Publicize these partnerships at conferences, on the Innovation Knowledge Center (IKC), and at other in-person or online venues.</li> <li>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"> <li>○ Grant opportunities;</li> <li>○ Publications;</li> <li>○ News stories; and</li> <li>○ Educational events.</li> </ul> </li> <li>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.</li> </ol>	

#	<b>Ongoing Projects and Activities<sup>4</sup></b>	
	<p><b>Status/Timeline:</b> 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. The goal of facilitating partnerships between state and tribal courts is to improve efficiencies in cases that span both jurisdictions or could be heard in either jurisdiction. This could potentially reduce workloads for state courts and improve access to justice for underserved and remote tribal communities. Generally, new work under this item will be deferred unless it is helpful in responding to the conditions created by the COVID-19 pandemic.</p> <p><b>Fiscal Impact/Resources:</b> 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><b>Internal/External Stakeholders:</b> None.</p> <p><b>AC Collaboration:</b> None.</p>	
11.	<p><b>Project Title: Increase Tribal/State Partnerships: Tribal/State Collaborations that Increase Resources for Courts</b></p>	<p><b>Priority 2</b></p>
	<p><b>Project Summary:</b> A primary goal of the Forum is to improve relationships between state and tribal courts and foster collaboration between those courts. There are now at least three 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><b>Status/Timeline:</b> Ongoing. This year, the Judicial Council staff are supporting these collaborations by sharing resources and agreements and offering technical assistance on collaborations. The goal of facilitating collaborations between state and tribal court judges is to improve efficiencies in cases that span both jurisdictions or could be heard in either jurisdiction. This could potentially reduce workloads for state courts and improve access to justice for underserved and remote tribal communities. Generally, new work under this item will be deferred unless it is helpful in responding to the conditions created by the COVID-19 pandemic.</p> <p><b>Fiscal Impact/Resources:</b> 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>	

#	<b>Ongoing Projects and Activities<sup>4</sup></b>	
	<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><b>Internal/External Stakeholders:</b> External stakeholders include superior courts and tribal courts.</p> <p><b>AC Collaboration:</b> None.</p>	
12.	<b>Project Title: Increase Tribal/State Partnerships: Education and Technical Assistance to Promote Partnerships and Understanding of Tribal Justice Systems (Implementation Project)</b>	<b>Priority 2</b> <b>Strategic Plan Goal I, IV, V</b>
	<p><b>Project Summary<sup>7</sup>:</b> 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"> <li>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.</li> <li>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.</li> <li>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.</li> <li>4. Make recommendation to explore, at the option of tribes, opportunities for state and federal court judges to serve as a tribal court judge.</li> <li>5. Collaborate with federal courts and federal justice partners on educational and other events related to justice and safety in tribal communities.</li> <li>6. Develop and implement strategy to seek resources for tribal/state collaborations.</li> <li>7. Continue to provide the <a href="#">State/Tribal Education, Partnerships, and Services (S.T.E.P.S.) to Justice—Domestic Violence</a> and <a href="#">Child Welfare</a> programs and provide local educational and technical assistance services.</li> <li>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 <a href="#">Court Manual</a>).</li> <li>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.</li> </ol> <p>This project was approved on the committee’s 2018 annual agenda.</p>	

#	<b>Ongoing Projects and Activities<sup>4</sup></b>	
	<p><b>Status/Timeline:</b> Ongoing. The goal of facilitating partnerships between state and tribal courts is to improve efficiencies in cases that span both jurisdictions or could be heard in either jurisdiction. This could potentially reduce workloads for state courts and improve access to justice for underserved and remote tribal communities. Generally, new work under this item will be deferred unless it is helpful in responding to the conditions created by the COVID-19 pandemic.</p> <p><b>Fiscal Impact/Resources:</b> Work accomplished within existing CFCC and CJER staff resources.</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><b>Internal/External Stakeholders:</b> None.</p> <p><b>AC Collaboration:</b> None.</p>	
13.	<b>Project Title: Education: Judicial Education</b>	<b>Priority 2</b>
	<p><b>Project Summary:</b> 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><b>Status/Timeline:</b> Ongoing.</p> <p><b>Fiscal Impact/Resources:</b> Work will be accomplished with existing CFCC and CJER staff resources.</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><b>Internal/External Stakeholders:</b> None</p> <p><b>AC Collaboration:</b> CJER Advisory Committee.</p>	

#	<b>Ongoing Projects and Activities<sup>4</sup></b>	
14.	<b><i>Project Title: Education: Truth and Healing (Implementation Project)</i></b>	<b><i>Priority 2</i></b>
	<b><i>Strategic Plan Goal I, IV, V</i></b>	
<p><b><i>Project Summary<sup>7</sup>:</i></b> 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>This project was approved on the committee’s 2019 annual agenda.</p> <p><b><i>Status/Timeline:</i></b> Ongoing. As a step towards the goal of Statewide Truth and Healing, the Forum continues to monitor the development of the Truth and Healing Council announced by Governor Gavin Newsom being organized by the Governor’s Tribal Advisor, a Forum member. Currently, the focus is on relationships with the tribal community. Courts may be brought into the Truth and Healing process later. During this year, the Forum discussed the <a href="#">Federal Indian Boarding School Initiative Investigative Report</a> and its relevance to the judicial branch and had an update on the work of the California Truth and Healing Council.</p> <p><b><i>Fiscal Impact/Resources:</i></b> 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><b><i>Internal/External Stakeholders:</i></b> Governor’s Tribal Advisor.</p> <p><b><i>AC Collaboration:</i></b> None currently.</p>		
15.	<b><i>Project Title: Legislation, Regulations, and Requests for Public Comment. Serve as Subject Matter Resource for the Judicial Council and Other Advisory Groups Regarding Tribal and Indian Law Issues to Avoid Duplication of Efforts and Contribute to the Development of Recommendations for Council Action (Implementation Project)</i></b>	<b><i>Priority 2</i></b>
<b><i>Strategic Plan Goal I, IV</i></b>		
<p><b><i>Project Summary:</i></b> Review and recommend positions on legislation, regulations, proposals from other committees, and requests for public comment related to tribal courts, tribal justice systems, and the Indian Child Welfare Act.</p> <p>This project was approved on the committee’s 2020 annual agenda.</p>		

**# Ongoing Projects and Activities<sup>4</sup>**

**Status/Timeline:** Ongoing. From time to time the federal government publishes proposed regulations and requests for public comment that may impact state and tribal justice systems in California. This year, the Forum developed and recommended comments related to the issue of payment for and appointment of counsel in ICWA cases.

**Fiscal Impact/Resources:** Accomplished with existing CFCC and Governmental Affairs staff resources.

*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:** None.

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### III. LIST OF 2022 PROJECT ACCOMPLISHMENTS

#	Project Highlights and Achievements
1.	Developed recommendations to the Judicial Council for the implementation of Assembly Bill 627 (Stats. 2021, ch. 58) related to recognition of tribal court orders dividing pension and other forms of deferred compensation assets through the adoption of two new Judicial Council forms. This proposal was approved by the Judicial Council at its meeting in September 2022, and is available <a href="#">here</a> .
2.	The joint jurisdiction court resources were finalized this year and presented during a webinar held on December 14, 2021, which included Forum cochair, Judge Abby Abinanti and incoming cochair Judge Joyce D. Hinrichs as well as Forum member, Judge Victoria L. Shaw. The webinar and the resources introduced are available on the Tribal/State Programs webpage at: <a href="#">State/Tribal Joint Jurisdictional Courts to Improve Outcomes in Domestic Violence and Criminal Cases</a> (Live Webinar recorded December 14, 2021) <a href="#">Listen: 1:28:43</a> <a href="#">(Transcript)</a> <a href="#">(Further Resources)</a> <a href="#">(Policies, Procedures, and Tips)</a>
3.	The Forum and Judicial Council Tribal/State Programs Unit staff collaborated to organize and present at the Bay Area ICWA Symposium held virtually on April 7 and 8, 2022. Judge Abby Abinanti was the keynote speaker at this event which included seven panels on issues including domestic violence in tribal communities and the Indian Child Welfare Act.
4.	Held an all-day training in Sacramento on September 30, 2022, in collaboration with the Attorney General’s Office of Native American Affairs. This event, "Coming Together to Improve Safety in California Tribal Communities” brought together tribal, state and local judiciary, law enforcement, and justice partners to examine the challenges regarding access to justice and law enforcement in tribal communities in California and brainstorm solutions to these challenges. Topics included tribal access to CLETS, issues related to enforcement of tribal court DV restraining orders and other orders; implementation of AB 3099; and VAWA 2022 Reauthorization.



**Center for Judicial Education and Research Advisory Committee**  
**Annual Agenda<sup>1</sup>—2023**

**Approved by Executive and Planning Committee: TBD**

**I. COMMITTEE INFORMATION**

<b>Chair:</b>	Hon. Darrell S. Mavis, Judge, Superior Court of California, County of Los Angeles
<b>Lead Staff:</b>	Mr. Steven G. Warner, Supervising Attorney, Center for Judicial Education and Research
<b>Committee's Charge/Membership:</b> <a href="#">Rule 10.50(b)</a> of the California Rules of Court states the charge of the Center for Judicial Education and Research (CJER) 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. <a href="#">Rule 10.50(c)</a> sets forth additional duties of the committee.  The CJER Advisory Committee currently has 16 voting members and 4 advisory members. The current committee <a href="#">roster</a> is available on the committee's webpage.	
<b>Subcommittees/Working Groups<sup>2</sup>:</b> <ol style="list-style-type: none"><li>1. Appellate Practice Curriculum Committee</li><li>2. Civil Law Curriculum Committee</li><li>3. Criminal Law Curriculum Committee</li><li>4. Family Law Curriculum Committee</li><li>5. Judicial Branch Access, Ethics &amp; Fairness Curriculum Committee</li><li>6. Judicial Branch Leadership Development Curriculum Committee</li><li>7. Juvenile Law Curriculum Committee</li><li>8. Probate Law Curriculum Committee</li><li>9. Trial Court Operations Curriculum Committee</li><li>10. B. E. Witkin Judicial College Steering Committee</li></ol>	

<sup>1</sup> 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.

<sup>2</sup> 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 2022<sup>3</sup> (Advisory body and all subcommittees and working groups)**

March 2, 2023 (teleconference)

May 9, 2023 (teleconference)

September 14, 2023 (in-person in San Francisco)

November 30, 2023 (teleconference)

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

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

## COMMITTEE PROJECTS

#	New or One-Time Projects <sup>4</sup>	
1.	<b>Design the 2024–2026 Education Plan</b>	<b>Priority<sup>5</sup> 1</b>
<p data-bbox="174 394 1976 581"><b>Project Summary<sup>7</sup>:</b> Curriculum committees and work groups collaborate with CJER staff to review the current curriculum in their subject area and undertake a needs assessment. Curriculum committees recommend products to be delivered during the two-year cycle, including suggesting the best delivery method (e.g., live in-person or live remote) for the content, to the CJER Advisory Committee. The CJER Advisory Committee conducts a cost-benefit analysis for every high-cost item and finalizes a draft two-year education plan. That draft plan is submitted to the Judicial Council for review and approval.</p> <p data-bbox="174 618 1976 686"><b>Status/Timeline:</b> A draft of the 2024–2026 Education Plan will be submitted to the Judicial Council for review and approval in November 2023.</p> <p data-bbox="174 724 716 760"><b>Fiscal Impact/Resources:</b> Not applicable.</p> <p data-bbox="174 768 1976 836"><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="174 878 800 914"><b>Internal/External Stakeholders:</b> Not applicable.</p> <p data-bbox="174 951 625 987"><b>AC Collaboration:</b> Not applicable.</p>		

<sup>4</sup> 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.

<sup>5</sup> 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.

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

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

#	<b>New or One-Time Projects<sup>4</sup></b>	
2.	<b>Placeholder for Project(s) Assigned by the Ad Hoc Workgroup on Post-Pandemic Initiatives</b>	<b>Priority 1</b>
	<b>Strategic Plan Goal V</b>	
<p><b>Project Summary:</b> The Ad Hoc Workgroup on Post-Pandemic Initiatives may recommend to the Center for Judicial Education and Research Advisory Committee a project or projects that assist courts, justice partners, and parties with access to justice during and following the COVID-19 pandemic; address otherwise urgent needs; or are mandated by legislative changes.</p> <p><b>Status/Timeline:</b> To be determined.</p> <p><b>Fiscal Impact/Resources:</b> 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><b>Internal/External Stakeholders:</b> To be determined.</p> <p><b>AC Collaboration:</b> To be determined.</p>		

# Ongoing Projects and Activities	
1.	<b>Continue to Implement the 2022–2024 Education Plan</b>
	<i>Priority 1</i>
<i>Strategic Plan Goal V</i>	
<p><b>Project Summary:</b> Continue delivering to judicial officers and court staff the educational products contained in the 2022–2024 Education Plan, which the Judicial Council approved at its January 21, 2022, meeting.</p> <p><b>Status/Timeline:</b> Ends June 30, 2024.</p> <p><b>Fiscal Impact/Resources:</b> CJER contact: Karene Alvarado.</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><b>Internal/External Stakeholders:</b> Not applicable.</p> <p><b>AC Collaboration:</b> Not applicable.</p>	
2.	<b>Continue to Expand Judicial Branch Bias Education</b>
	<i>Priority 1</i>
<i>Strategic Plan Goal V</i>	
<p><b>Project Summary:</b> Continue the expansion of bias education for judicial officers and court personnel.</p> <p><b>Status/Timeline:</b> Ongoing.</p> <p><b>Fiscal Impact/Resources:</b> CJER contact: Karene Alvarado.</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><b>Internal/External Stakeholders:</b> Not applicable.</p> <p><b>AC Collaboration:</b> Not applicable.</p>	

# Ongoing Projects and Activities	
3.	<p><b>Amend California Rules of Court, Rule 10.493</b></p>
	<p><b>Priority 1</b></p>
	<p><b>Strategic Plan Goal V</b></p>
<p><b>Project Summary:</b> In response to two public comments received on last year’s proposed revisions to education-related court rules, amend California Rules of Court, <a href="#">rule 10.493</a>, to add definitions for “e-Learning” and “asynchronous” training.</p> <p><b>Status/Timeline:</b> Rules changes would be circulated for comment in the spring 2023 cycle and submitted to the Judicial Council for review and approval in September 2023, with anticipated effective date of January 1, 2024.</p> <p><b>Fiscal Impact/Resources:</b> CJER contact: Karene Alvarado 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><b>Internal/External Stakeholders:</b> Not applicable.</p> <p><b>AC Collaboration:</b> Rules Committee.</p>	

## II. LIST OF 2022 PROJECT ACCOMPLISHMENTS

#	Project Highlights and Achievements
1.	Delivered two sessions of the B. E. Witkin Judicial College. This eliminated the backlog of new judicial officers waiting to attend the College since the March 2020 acute phase of COVID-19 and brought all judicial officers in compliance with education-related court rules.
2.	Launched the 2022–2024 Education Plan on July 1, 2022, which applied lessons learned during the pandemic. Select live programs such as Institutes will continue to be delivered remotely to maximize access.
3.	Recommended to the Judicial Council general and specific revisions to the education requirements and expectations within the California Rules of Court to ensure uniformity of language and adaptability to emerging technology while increasing courts’ discretion in meeting the educational needs of judicial officers and court personnel.
4.	Implemented recommendations from the Work Group for the Prevention of Discrimination and Harassment to expand bias education as appropriate, including adding content to the Access & Fairness podcast series and the Continuing the Dialogue video series.
5.	Implemented recommendations from the Mental Health Implementation Task Force as appropriate.
6.	Added two videos designed for new court executive officers (CEOs) to the new CEO section of CJER Online’s executive toolkit. Each video’s topic responds to a need identified by the Work Group for New CEO Education: jury management and using data to inform executive decision-making.
7.	Launched new Qualifying Ethics 8 Core Course.

**Court Security Advisory Committee**  
**Annual Agenda<sup>1</sup>—2023**

**Approved by Executive and Planning Committee: [Date]**

**I. COMMITTEE INFORMATION**

<b>Chair:</b>	Hon. Charlaine F. Olmedo, Judge, Superior Court of Los Angeles County
<b>Lead Staff:</b>	Mr. Edward Ellestad, Supervisor, Emergency Planning and Security Coordination, Facilities Services Ms. Lisa Gotch, Analyst, Emergency Planning and Security Coordination, Facilities Services
<b>Committee's Charge/Membership:</b> <a href="#">Rule 10.61(a)</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.  <a href="#">Rule 10.61(b)</a> sets forth the membership position categories of the committee. The Court Security Advisory Committee currently has 11 members. The current committee <a href="#">roster</a> is available on the committee's web page.	
<b>Subcommittees/Working Groups<sup>2</sup>:</b> None.	
<b>Meetings Planned for 2023<sup>3</sup> (Advisory body and all subcommittees and working groups):</b> Quarterly meetings via videoconference will be held on February 28, May 10, August 10, and November 2. Additional meetings will be scheduled if necessary.  <input type="checkbox"/> Check here if exception to policy is granted by Executive Office or rule of court.	

<sup>1</sup> 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.

<sup>2</sup> 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.

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



## II. COMMITTEE PROJECTS

#	New or One-Time Projects <sup>4</sup>	
1.	<b>Project Title:</b> Judicial Council of California Policy on Facilities Services’ Security Systems Program	<b>Priority<sup>5</sup></b> 1 <b>Strategic Plan Goal<sup>6</sup></b> III, VI
<p><b>Project Summary<sup>7</sup>:</b> Approve the Judicial Council of California Policy on Facilities Services’ Security Systems Program to proceed to the council for approval. The purpose is to document policy and related procedures for program staff to ensure consistent handling of program projects and equitable expenditure of funds.</p> <p><b>Status/Timeline:</b> The public comment period is not yet scheduled. Staff estimate the project will take approximately nine months and that the earliest it could reach the council for approval is September 2023.</p> <p><b>Fiscal Impact/Resources:</b> None. The Security Systems Program has its own funding as documented in ongoing project #3.</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><b>Internal/External Stakeholders:</b> Trial Court Presiding Judges Advisory Committee, trial courts, and justice partners.</p> <p><b>AC Collaboration:</b> None.</p>		

<sup>4</sup> 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.

<sup>5</sup> 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.

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

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

#	<b>New or One-Time Projects</b>	
2.	<b>Project Title:</b> Placeholder for Projects Assigned by Ad Hoc Workgroup on Post-Pandemic Initiatives (P3)	<b>Priority 1</b>
	<b>Strategic Plan Goal</b> TBD	
<p><b>Project Summary:</b> The Ad Hoc Workgroup on Post-Pandemic Initiatives (P3) is currently working to identify successful court practices that emerged during the COVID-19 pandemic. P3 recommendations may be referred to specific advisory bodies for development and/or implementation.</p> <p><b>Status/Timeline:</b> TBD.</p> <p><b>Fiscal Impact/Resources:</b> TBD.</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><b>Internal/External Stakeholders:</b> TBD.</p> <p><b>AC Collaboration:</b> TBD.</p>		

#	Ongoing Projects and Activities	
1.	<b>Project Title: Emergency- and Security-Related Concerns for the Branch</b>	<b>Priority 1</b>
<p data-bbox="176 305 1833 412"><b>Project Summary:</b> Consider new and continuing emergency- and security-related concerns for the branch, and make additional recommendations as needed—with special focus on assisting courts, justice partners, and parties with access to justice during and following the COVID-19 pandemic.</p> <ul data-bbox="226 418 1955 675" style="list-style-type: none"> <li>• The <u>origin</u> of this project is the committee’s charge under rule 10.61.</li> <li>• 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).</li> <li>• 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.</li> </ul> <p data-bbox="176 716 527 748"><b>Status/Timeline:</b> Ongoing.</p> <p data-bbox="176 789 1919 896"><b>Fiscal Impact/Resources:</b> 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 data-bbox="176 906 1906 976"><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 1016 1927 1123"><b>Internal/External Stakeholders:</b> 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 Court Presiding Judges Advisory Committee, trial courts, and appellate courts.</p> <p data-bbox="176 1164 1938 1271"><b>AC Collaboration:</b> 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>		

#	Ongoing Projects and Activities	
2.	<b>Project Title: Trial Courts' Screening Equipment Replacement</b>	<b>Priority 1</b>
<b>Strategic Plan Goal III, VI</b>		
<p><b>Project Summary:</b> 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"> <li>• 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.</li> <li>• 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).</li> <li>• The <u>outcome</u> would be to support and advocate for continued funding should proposed budget cuts threaten the Screening Equipment Replacement Program.</li> </ul> <p><b>Status/Timeline:</b> Ongoing.</p> <p><b>Fiscal Impact/Resources:</b> The program in project #2 has a budget of \$2.286 million funded annually through the Trial Court Trust Fund. This project will use current Judicial Council staffing and resources from the Emergency Planning and Security Coordination Unit.</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 to ensure their review of relevant materials.</i></p> <p><b>Internal/External Stakeholders:</b> Trial Court Presiding Judges Advisory Committee, and trial courts (primary users).</p> <p><b>AC Collaboration:</b> None anticipated at this time.</p>		

#	Ongoing Projects and Activities	
3.	<b>Project Title:</b> Trial Courts' Security Equipment and Systems	<b>Priority 1</b>
<p data-bbox="1575 293 1980 451"><b>Strategic Plan Goal III, VI</b></p> <p data-bbox="1575 451 1980 755"><b>Project Summary:</b> 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 data-bbox="1575 755 1980 966" style="list-style-type: none"> <li>• 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.</li> <li>• 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).</li> <li>• 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.</li> </ul> <p data-bbox="1575 966 1980 1047"><b>Status/Timeline:</b> Ongoing.</p> <p data-bbox="1575 1047 1980 1161"><b>Fiscal Impact/Resources:</b> 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 data-bbox="1575 1161 1980 1242"><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="1575 1242 1980 1291"><b>Internal/External Stakeholders:</b> Trial Court Presiding Judges Advisory Committee, and trial courts (primary users).</p> <p data-bbox="1575 1291 1980 1339"><b>AC Collaboration:</b> Information Technology Advisory Committee.</p>		

#	Ongoing Projects and Activities	
4.	<b>Project Title: Emergency and Continuity of Operations Planning</b>	<b>Priority 1</b>
<b>Strategic Plan Goal III, VI</b>		
<p><b>Project Summary:</b> 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> <ul style="list-style-type: none"> <li>• 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.</li> <li>• 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).</li> <li>• 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.</li> </ul> <p><b>Status/Timeline:</b> Ongoing.</p> <p><b>Fiscal Impact/Resources:</b> 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"/> <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><b>Internal/External Stakeholders:</b> Trial Court Presiding Judges Advisory Committee, trial courts (primary users) and Judicial Council/appellate courts (secondary users).</p> <p><b>AC Collaboration:</b> None anticipated at this time.</p>		

#	Ongoing Projects and Activities	
5.	<b>Project Title: Trial Courts' Court Security Plans</b>	<b>Priority 1</b>
<p data-bbox="1572 293 1980 412"><b>Strategic Plan Goal III, VI</b></p> <p data-bbox="1572 412 1980 755"><b>Project Summary:</b> 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 data-bbox="1572 755 1980 1047" style="list-style-type: none"> <li>• 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.</li> <li>• 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).</li> <li>• 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.</li> </ul> <p data-bbox="1572 1047 1980 1128"><b>Status/Timeline:</b> Ongoing.</p> <p data-bbox="1572 1128 1980 1218"><b>Fiscal Impact/Resources:</b> 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 data-bbox="1572 1218 1980 1291"><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="1572 1291 1980 1372"><b>Internal/External Stakeholders:</b> Trial Court Presiding Judges Advisory Committee, and trial courts (primary users of the module).</p> <p data-bbox="1572 1372 1980 1453"><b>AC Collaboration:</b> None anticipated at this time.</p>		

### III. LIST OF 2022 PROJECT ACCOMPLISHMENTS

#	Project Highlights and Achievements
1.	Ongoing: Considered new and continuing emergency- and security-related concerns for the branch, and whether to make additional recommendations—with special focus on assisting courts, justice partners, and parties with access to justice during and following the COVID-19 pandemic.
2.	Ongoing: Considered information about, and reviewed and approved projects for, Emergency Planning and Security Coordination Unit’s Security Systems Program that refreshes, maintains, replaces, improves, and installs electronic security equipment and systems.
3.	Ongoing: Considered information about Emergency Planning and Security Coordination Unit’s Emergency and Continuity of Operations Planning Program, which provides and maintains online planning system and trainings.
4.	Ongoing: Considered information about Emergency Planning and Security Coordination Unit’s Court Security Plan services—and performed annual review of submission/notification summary data under rule 10.172(e).
5.	Completed: On January 20, 2022, reviewed and approved proposed projects for the Security Systems Program and voted to approve 1 amended and 7 new projects for access and video systems totaling \$1,086,344.62.
6.	Completed: On February 9, 2022, received a presentation about a planned Emergency and Continuity Planning Program survey.
7.	Completed: On March 15, 2022, reviewed and approved proposed projects for the Security Systems Program and voted to approve 13 new projects for video and duress systems totaling \$1,900,262.69,
8.	Completed: On March 30, 2022, the chair approved an additional Security Systems Program project that was urgent—adding cameras to an existing video surveillance system for \$19,067.28.
9.	Completed: On April 21, 2022, reviewed and approved proposed projects for the Security Systems Program and voted to approve 7 new projects for video and access systems totaling \$1,408,527.63.
10.	Completed: On May 5, 2022, (1) received a presentation about in-progress Emergency and Continuity Planning Program survey on court Continuity of Operations plans; (2) received and discussed information on the Court Security Plan submissions and notifications for the February deadline specified in rule 10.172 of the California Rules of Court; (3) received information on the Security System Program expenditures/encumbrances for the Fiscal Year; and (4) discussed a request for Judicial Council support for a legislative proposal.
11.	Completed: On August 11, 2022, (1) reviewed and approved proposed projects for the Security Systems Program and voted to approve \$1 million for service calls and \$60,000 for consultant contracts, \$100,000 for asbestos and lead paint surveys, and 10 new and 2 amended projects (for duress, video, and access) for a total of \$3,232,874.53; and (2) received information about completed Emergency and Continuity Planning Program survey with details on court Continuity of Operations plans that inform future program actions to improve online planning system metrics, increase program training and assistance, and share resources.
12.	Completed: On August 29, 2022, reviewed a time-sensitive proposal requesting that the Legislation Committee consider submission of an official comment to the Federal Trade Commission (FTC) on behalf of the Judicial Council and Court Security Advisory Committee, relating to personal security. Voted to approve submission of a memo with limited comments specific to data brokers and the risks to judicial officers whose home addresses, phones, and emails are displayed—to bring awareness to the FTC discussion about whether new rules are needed to protect privacy and information. (The Legislation Committee approved distribution of the comments to the FTC.)



#	Project Highlights and Achievements
13.	Completed: On November 9, 2022, (1) reviewed and approved proposed projects for the Security Systems Program and voted to approve 3 proposed projects relating to access and video systems for a total of \$401,487.01; (2) discussed a draft policy that documents the Security Systems Program procedures and methodology for equitable distribution of funds; (3) discussed court relationships with their local emergency management offices and local emergency managers, and the importance of regularly exercising the Emergency Plan and/or Continuity of Operations Plan using a sample toolkit or other resources; and (4) received information about potential sponsorship of a Judicial Council Budget Change Proposal to address security equipment that is not covered under the Security Systems Program.

DRAFT

#	Project Highlights and Achievements
13.	Completed: On November 9, 2022, (1) reviewed and approved proposed projects for the Security Systems Program and voted to approve 3 proposed projects relating to access and video systems for a total of \$401,487.01; (2) discussed a draft policy that documents the Security Systems Program procedures and methodology for equitable distribution of funds; (3) discussed court relationships with their local emergency management offices and local emergency managers, and the importance of regularly exercising the Emergency Plan and/or Continuity of Operations Plan using a sample toolkit or other resources; and (4) received information about potential sponsorship of a Judicial Council Budget Change Proposal to address security equipment that is not covered under the Security Systems Program.

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**Court Facilities Advisory Committee**  
**Annual Agenda<sup>1</sup>—2023**

**Approved by Executive and Planning Committee: \_\_\_\_\_**

**I. COMMITTEE INFORMATION**

<b>Chair:</b>	Hon. Brad R. Hill, Administrative Presiding Justice, Court of Appeal, Fifth Appellate District
<b>Lead Staff:</b>	Ms. Pella McCormick, Director, Facilities Services Mr. Chris Magnusson, Facilities Supervisor, Facilities Services
<b>Committee's Charge/Membership:</b> <a href="#">Rule 10.62</a> 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.  <a href="#">Rule 10.62(b)</a> sets forth the membership position of the committee. The CFAC currently has 18 members. The current committee <a href="#">roster</a> is available on the committee's web page.	
<b>Subcommittees/Working Groups<sup>2</sup>:</b> 1. Courthouse Cost Reduction Subcommittee 2. Independent Outside Oversight Consultant Subcommittee 3. Subcommittee on Courthouse Names	
<b>Meetings Planned for 2023<sup>3</sup> (Advisory body and all subcommittees and working groups)</b> No meetings are planned at this time.*  *Please note: Historically, the committee has met on an ad hoc basis. This trend will continue within the 2023 calendar year, and the committee/its subcommittees is expected to meet approximately five times.  <input type="checkbox"/> Check here if exception to policy is granted by Executive Office or rule of court.	

<sup>1</sup> 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.

<sup>2</sup> 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.

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

## II. COMMITTEE PROJECTS

#	New or One-Time Projects <sup>4</sup>	
1.	<b>Project Title</b> <b>California Environmental Quality Act Objectives, Criteria, and Procedures</b>	<b>Priority<sup>5</sup> 1</b> <b>Strategic Plan Goal<sup>6</sup> VI</b>
<p><b>Project Summary<sup>7</sup>:</b> Review of the <i>California Environmental Quality Act Objectives, Criteria, and Procedures</i> developed for the Judicial Council to ensure it considers potentially significant environmental impacts of its projects as required by the California Environmental Quality Act (CEQA), and to inform Judicial Council staff how to implement CEQA and other environmental regulatory requirements within the project schedule, acquisition, contracting, design, construction, and operation processes.</p> <p><b>Status/Timeline:</b> The CFAC and Trial Court Facility Modification Advisory Committee (TCFMAC) reviewed the policy at a joint public meeting in November 2022. Following a 30-day public comment period, and in December 2022, they directed its submission to the Judicial Council for adoption at the March 2023 meeting.</p> <p><b>Fiscal Impact/Resources:</b> 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><b>Internal/External Stakeholders:</b> Trial and appellate courts; justice partners; local, state, and federal agencies; environmental nongovernmental organizations; California Native American tribes; State Public Works Board; and Governor’s Office of Planning and Research.</p> <p><b>AC Collaboration:</b> Trial Court Facility Modification Advisory Committee and Executive and Planning Committee.</p>		

<sup>4</sup> 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.

<sup>5</sup> 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.

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

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

#	New or One-Time Projects <sup>4</sup>	
2.	<b>Project Title</b> <b>Building Official Policy</b>	<b>Priority<sup>5</sup> 1</b> <b>Strategic Plan Goal<sup>6</sup> VI</b>
<p><b>Project Summary<sup>7</sup>:</b> Review of the <i>Building Official Policy</i>, which sets forth the role, responsibilities, and qualifications of the Judicial Council’s Building Official as well as establishes the process for appeal of the Building Official’s determinations.</p> <p><b>Status/Timeline:</b> The CFAC and TCFMAC reviewed the policy at a joint public meeting in November 2022. Following a 30-day public comment period, and in December 2022, they directed its submission to the Judicial Council for adoption at the March 2023 meeting.</p> <p><b>Fiscal Impact/Resources:</b> 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><b>Internal/External Stakeholders:</b> Trial and appellate courts; Office of the State Fire Marshal (fire and life safety); Division of the State Architect (ADA accessibility); Board of State and Community Corrections (in-custody detention); and justice partners.</p> <p><b>AC Collaboration:</b> Trial Court Facility Modification Advisory Committee and Executive and Planning Committee.</p>		
3.	<b>Project Title</b> <b>Judicial Branch Five-Year Infrastructure Plan for Fiscal Year (FY) 2024–25</b>	<b>Priority<sup>5</sup> 1</b> <b>Strategic Plan Goal<sup>6</sup> VI</b>
<p><b>Project Summary<sup>7</sup>:</b> Review of the <i>Judicial Branch Five-Year Infrastructure Plan</i> for FY 2024–25, which forms the basis for trial and appellate 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><b>Status/Timeline:</b> The five-year plan is proposed for the July 2023 Judicial Council meeting and due in August 2023 to the DOF.</p> <p><b>Fiscal Impact/Resources:</b> 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><b>Internal/External Stakeholders:</b> Trial and appellate courts; justice partners; DOF; Legislature; and Office of Governor.</p> <p><b>AC Collaboration:</b> Judicial Branch Budget Committee and Executive and Planning Committee.</p>		

#	New or One-Time Projects <sup>4</sup>	
4.	<b>Project Title</b> <b>Update to the California Trial Court Facilities Standards</b>	<b>Priority</b> 5 1 <b>Strategic Plan Goal</b> 6 VI
<p><b>Project Summary</b><sup>7</sup>: Review of the 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 court facilities in the state of California. Updated facilities standards are necessary, as they reflect best practices and successful solutions as the basis for design and construction of functional, durable, maintainable, efficient, and secure contemporary court facilities. Submit a recommendation for Judicial Council consideration to adopt the updated facilities standards from the latest 2020 version.</p> <p><b>Status/Timeline</b>: Judicial Council Facilities Services proposes to update the facilities standards on a three-year cycle to incorporate building code and other code updates. The update to the facilities standards from the 2020 version will be reviewed by the CFAC during 2023 and is proposed for the January 2024 Judicial Council meeting.</p> <p><b>Fiscal Impact/Resources</b>: 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><b>Internal/External Stakeholders</b>: Trial courts; justice partners; DOF; and State Public Works Board.</p> <p><b>AC Collaboration</b>: Information Technology Advisory Committee, Court Security Advisory Committee, and Executive and Planning Committee.</p>		

# Ongoing Projects and Activities <sup>4</sup>					
1.	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;"><b>Project Title</b> Judicial Branch Courthouse Construction Projects</td> <td style="width: 20%; text-align: center;"><b>Priority<sup>5</sup> 1</b></td> </tr> <tr> <td colspan="2" style="text-align: center;"><b>Strategic Plan Goal<sup>6</sup> VI</b></td> </tr> </table> <p><b>Project Summary<sup>7</sup>:</b> 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><b>Status/Timeline:</b> Ongoing.</p> <p><b>Fiscal Impact/Resources:</b> 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><b>Internal/External Stakeholders:</b> Trial and appellate courts; justice partners; DOF; and State Public Works Board.</p> <p><b>AC Collaboration:</b> Judicial Branch Budget Committee and Courthouse Cost Reduction Subcommittee.</p>	<b>Project Title</b> Judicial Branch Courthouse Construction Projects	<b>Priority<sup>5</sup> 1</b>	<b>Strategic Plan Goal<sup>6</sup> VI</b>	
<b>Project Title</b> Judicial Branch Courthouse Construction Projects	<b>Priority<sup>5</sup> 1</b>				
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2.	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;"><b>Project Title</b> Recommendations of the Independent Oversight Consultant (IOC)</td> <td style="width: 20%; text-align: center;"><b>Priority<sup>5</sup> 1</b></td> </tr> <tr> <td colspan="2" style="text-align: center;"><b>Strategic Plan Goal<sup>6</sup> VI</b></td> </tr> </table> <p><b>Project Summary<sup>7</sup>:</b> Review and monitor implementation of IOC recommendations.</p> <p><b>Status/Timeline:</b> Ongoing.</p> <p><b>Fiscal Impact/Resources:</b> 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><b>Internal/External Stakeholders:</b> Trial and appellate courts and justice partners.</p> <p><b>AC Collaboration:</b> Independent Outside Oversight Consultant Subcommittee.</p>	<b>Project Title</b> Recommendations of the Independent Oversight Consultant (IOC)	<b>Priority<sup>5</sup> 1</b>	<b>Strategic Plan Goal<sup>6</sup> VI</b>	
<b>Project Title</b> Recommendations of the Independent Oversight Consultant (IOC)	<b>Priority<sup>5</sup> 1</b>				
<b>Strategic Plan Goal<sup>6</sup> VI</b>					

#	<b>Ongoing Projects and Activities<sup>4</sup></b>	
3.	<b>Project Title</b> <b>Courthouse Construction Project Cost Reductions</b>	<b>Priority<sup>5</sup> 1</b> <b>Strategic Plan Goal<sup>6</sup> VI</b>
<p><b>Project Summary<sup>7</sup>:</b> Oversight of reductions to courthouse project costs. Submit recommendations as needed for Judicial Council consideration.</p> <p><b>Status/Timeline:</b> Ongoing.</p> <p><b>Fiscal Impact/Resources:</b> 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><b>Internal/External Stakeholders:</b> Trial and appellate courts; justice partners; DOF; and State Public Works Board.</p> <p><b>AC Collaboration:</b> Courthouse Cost Reduction Subcommittee.</p>		
4.	<b>Project Title</b> <b>Judicial Branch Capital Program Funding</b>	<b>Priority<sup>5</sup> 1</b> <b>Strategic Plan Goal<sup>6</sup> VI</b>
<p><b>Project Summary<sup>7</sup>:</b> 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><b>Status/Timeline:</b> Ongoing.</p> <p><b>Fiscal Impact/Resources:</b> 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><b>Internal/External Stakeholders:</b> Trial and appellate courts; justice partners; DOF; Legislature; and Office of Governor.</p> <p><b>AC Collaboration:</b> Judicial Branch Budget Committee and Executive and Planning Committee.</p>		



# Ongoing Projects and Activities <sup>4</sup>					
5.	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 75%;"><b>Project Title</b> Additional Funding for Existing Courthouse Operations, Maintenance, and Facility Modifications</td> <td style="width: 25%; text-align: center;"><b>Priority<sup>5</sup> 1</b></td> </tr> <tr> <td colspan="2" style="text-align: right;"><b>Strategic Plan Goal<sup>6</sup> VI</b></td> </tr> </table> <p><b>Project Summary<sup>7</sup>:</b> 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><b>Status/Timeline:</b> Ongoing.</p> <p><b>Fiscal Impact/Resources:</b> 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><b>Internal/External Stakeholders:</b> Trial and appellate courts; justice partners; DOF; Legislature; and Office of Governor.</p> <p><b>AC Collaboration:</b> Judicial Branch Budget Committee and Trial Court Facility Modification Advisory Committee.</p>	<b>Project Title</b> Additional Funding for Existing Courthouse Operations, Maintenance, and Facility Modifications	<b>Priority<sup>5</sup> 1</b>	<b>Strategic Plan Goal<sup>6</sup> VI</b>	
<b>Project Title</b> Additional Funding for Existing Courthouse Operations, Maintenance, and Facility Modifications	<b>Priority<sup>5</sup> 1</b>				
<b>Strategic Plan Goal<sup>6</sup> VI</b>					
6.	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 75%;"><b>Project Title</b> Courthouse of the Future</td> <td style="width: 25%; text-align: center;"><b>Priority<sup>5</sup> 1</b></td> </tr> <tr> <td colspan="2" style="text-align: right;"><b>Strategic Plan Goal<sup>6</sup> VI</b></td> </tr> </table> <p><b>Project Summary<sup>7</sup>:</b> Review of how the courthouse of the future will be different including pandemic <i>lessons learned</i>, the hybrid courtroom and Digital Court, and applicability to future capital projects. Submit recommendations as needed for Judicial Council consideration.</p> <p><b>Status/Timeline:</b> Ongoing.</p> <p><b>Fiscal Impact/Resources:</b> 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><b>Internal/External Stakeholders:</b> Trial and appellate courts; justice partners; DOF; Legislature; and Office of Governor.</p> <p><b>AC Collaboration:</b> Information Technology Advisory Committee, Ad Hoc Workgroup on Post-Pandemic Initiatives, Data Analytics Advisory Committee, and Courthouse Cost Reduction Subcommittee.</p>	<b>Project Title</b> Courthouse of the Future	<b>Priority<sup>5</sup> 1</b>	<b>Strategic Plan Goal<sup>6</sup> VI</b>	
<b>Project Title</b> Courthouse of the Future	<b>Priority<sup>5</sup> 1</b>				
<b>Strategic Plan Goal<sup>6</sup> VI</b>					

### III. LIST OF 2022 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.	Ongoing: Review how the courthouse of the future will be different including pandemic <i>lessons learned</i> , the hybrid courtroom and Digital Court, and applicability to future capital projects.
7.	Completed: On February 7, 2022, and for the Lake–New Lakeport Courthouse project, the CFAC reviewed and approved the Performance Criteria for submission to the DOF/State Public Works Board (SPWB).
8.	Completed: On February 7, 2022, and for the Butte County Juvenile Hall Addition and Renovation project, the CFAC reviewed and approved the 100 Percent Schematic Design for the project to proceed with Design Development.
9.	Completed: On April 19, 2022, and for the Monterey–New Fort Ord Courthouse project, the CFAC reviewed and approved the site selection of a five-acre parcel on the Main Gate site in the city of Seaside for submission to the SPWB and for the project to return for future review/approval of site acquisition.
10.	Completed: On April 19, 2022, and for the San Bernardino Juvenile Dependency Courthouse Addition and Renovation project, the CFAC reviewed and approved the 100 Percent Schematic Design for the project to proceed with Design Development in addition to further study to improve in-custody movement.
11.	Completed: On May 11, 2022, and for the Butte County Juvenile Hall Addition and Renovation project, the CFAC reviewed and approved the 100 Percent Design Development drawings/report for the project to move forward to the SPWB for approval of Preliminary Plans.
12.	Completed: On May 26, 2022, and for the Mendocino–New Ukiah Courthouse project, the CFAC reviewed and approved the Performance Criteria for submission to the DOF/SPWB.

#	Project Highlights and Achievements
13.	Completed: On May 26, 2022, and for the Nevada–Nevada City Courthouse project, the CFAC reviewed planning study findings for informational purposes only.
14.	Completed: On May 26, 2022, and for the Sixth District Court of Appeal–New Appellate Courthouse project, the CFAC reviewed feasibility study findings for informational purposes only.
15.	Completed: On June 7, 2022, the CFAC reviewed and approved the <i>Capital Program Management Policy</i> for submission to the Judicial Council for adoption. The policy updates and replaces the <i>Judicial Branch Capital Program Management Manual</i> adopted by the council in April 2014. It guides the planning, acquisition, and construction of appellate and trial court facilities, so that all projects can be managed with a common strategy and approach and common systems and processes. Subsequently, the policy was forwarded to the council, who approved it on December 2, 2022.
16.	Completed: On June 7, 2022, the CFAC reviewed and approved the draft <i>Judicial Branch Five-Year Infrastructure Plan for Fiscal Year 2023–24</i> for submission to the Judicial Council for approval and submission to DOF. This five-year plan for trial and appellate court capital-outlay projects forms the basis for capital project funding requests for the upcoming and outlying fiscal years. Subsequently, the five-year plan for FY 2023–24 was forwarded to the council, who approved it on July 15, 2022, and directed its submission to DOF to meet the deadline of August 1, 2022.
17.	Completed: On June 17, 2022, and for the Nevada–New Nevada City Courthouse project, the CFAC continued its discussion of the planning study findings presented in May 2022, as well as study updates in June 2022, and approved <i>Option 3: New Construction on a New Site</i> as the capital-outlay project’s recommended project option. For the new site, preference was indicated that land acquisition be as close to downtown Nevada City as financially and otherwise possible. Subsequently, the New Nevada City Courthouse project was included in the Judicial Council-approved <i>Judicial Branch Five-Year Infrastructure Plan for Fiscal Year 2023–24</i> , which proposes funding for its Acquisition phase in FY 2023–24 and Performance Criteria and Design-Build phases in outlying fiscal years in 2025–26 and 2026–27.
18.	Completed: On June 17, 2022, and for the Sixth District Court of Appeal–New Appellate Courthouse project, the CFAC continued its discussion of the feasibility study findings presented in May 2022 as well as study updates in June 2022 and approved <i>Option 1: Build a New Courthouse on State-owned Property</i> as the capital-outlay project’s recommended project option. Subsequently, the New Sixth Appellate District Courthouse project was included in the Judicial Council-approved <i>Judicial Branch Five-Year Infrastructure Plan for Fiscal Year 2023–24</i> , which proposes funding for its Performance Criteria phase in FY 2023–24 and Design-Build phase in FY 2024-25.
19.	Completed: On August 26, 2022, and for the San Bernardino Juvenile Dependency Courthouse Addition and Renovation project, the CFAC’s Courthouse Cost Reduction Subcommittee reviewed and approved the 100 Percent Design Development drawings/report for the project to move forward to the SPWB for approval of Preliminary Plans.

#	Project Highlights and Achievements
20.	Completed: On November 8, 2022, and given the shared interest of both advisory committees in the drafts of the <i>Building Official Policy</i> and <i>California Environmental Quality Act Objectives, Criteria, and Procedures</i> , the CFAC and Trial Court Facility Modification Advisory Committee (TCFMAC) discussed these policies at a joint open public meeting, directing their posting for a 30-day public comment period to consider public comments prior to taking final action to recommend them to the Judicial Council for adoption.
21.	Completed: On December 1, 2022, and for the shelled space buildout for new judgeships courtrooms in the existing Sacramento Juvenile Courthouse, the CFAC's Courthouse Cost Reduction Subcommittee reviewed and approved the 100 Percent Design Development drawings/report for the courtrooms buildout project to move forward to the SPWB for approval of Preliminary Plans.
22.	Completed: On December 29, 2022, after the passage of a 30-day public comment period and with no comments received, the CFAC and TCFMAC approved (through action by email) the drafts of the <i>Building Official Policy</i> and <i>California Environmental Quality Act Objectives, Criteria, and Procedures</i> for submission to the Judicial Council for adoption.

DRAFT

**Trial Court Facility Modification Advisory Committee**  
**Annual Agenda<sup>1</sup>—2023**  
**Approved by Executive and Planning Committee: \_\_\_\_\_**

**I. COMMITTEE INFORMATION**

<b>Chair:</b>	Hon. Donald Cole Byrd, Presiding Judge, Superior Court of Glenn County
<b>Vice-Chair:</b>	Hon. William F. Highberger, Judge, Superior Court of Los Angeles County
<b>Lead Staff:</b>	Ms. Pella McCormick, Director, Facilities Services Mr. Jagan Singh, Principal Manager, Facilities Services Ms. Katherine Albertus, Facilities Analyst, Facilities Services
<p><b>Committee’s Charge/Membership:</b>  <a href="#">Rule 10.65</a> 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"> <li>(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.</li> <li>(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.</li> <li>(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.</li> <li>(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>.</li> </ol>	

<sup>1</sup> 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.

[Rule 10.65\(c\)](#) sets forth the membership position categories of the committee. TCFMAC currently has 10 members. The current composition shown on the committee [roster's web page](#) is as follows:

- Superior court judge – 5 members
- Court executive officer – 2 members
- Deputy Court Executive Officer – 1 member
- Chair and vice-chair of the Court Facilities Advisory Committee, as non-voting members – 2 members

**Subcommittees/Working Groups<sup>2</sup>:**

None.

**Meetings Planned for 2023<sup>3</sup> (Advisory body and all subcommittees and working groups)**

<b>Meeting Date</b>	<b>Time</b>	<b>Location/Videoconference</b>
February 3, 2023	10:00 – 3:00	Sacramento*
March 10, 2023	12:00 – 1:30	Videoconference
April 10, 2023	10:00 – 3:00	Sacramento*
May 19, 2023	10:00 – 3:00	Sacramento*
July 17, 2023	10:00 – 3:00	Sacramento*
August 28, 2023	12:00 – 1:30	Videoconference
October 27, 2023	10:00 – 3:00	To be determined
December 4, 2023	12:00 – 1:30	Videoconference

\*In-person meetings are held in Sacramento unless otherwise noted and are subject to change.

Check here if the exception to policy is granted by the Executive Office.

<sup>2</sup> 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.

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

## II. COMMITTEE PROJECTS

#	New or One-Time Projects <sup>4</sup>	
1.	<b>Project Title</b> <b>Building Official Policy</b>	<b>Priority<sup>5</sup> 1</b> <b>Strategic Plan Goal<sup>6</sup> VI</b>
<p><b>Project Summary<sup>7</sup>:</b> Review of the <i>Building Official Policy</i>, which sets forth the role, responsibilities, and qualifications of the Judicial Council’s Building Official as well as establishes the process for appeal of the Building Official’s determinations.</p> <p><b>Status/Timeline:</b> The TCFMAC and Court Facilities Advisory Committee (CFAC) reviewed the policy at a joint public meeting in November 2022. Following a 30-day public comment period, and in December 2022, they directed its submission to the Judicial Council for adoption at the March 2023 meeting.</p> <p><b>Fiscal Impact/Resources:</b> 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><b>Internal/External Stakeholders:</b> Trial and appellate courts; Office of the State Fire Marshal (fire and life safety); Division of the State Architect (Americans with Disabilities Act mandated accessibility); Board of State and Community Corrections (in-custody detention); and justice partners.</p> <p><b>AC Collaboration:</b> Court Facilities Advisory Committee and Executive and Planning Committee.</p>		

<sup>4</sup> 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.

<sup>5</sup> 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.

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

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

#	New or One-Time Projects <sup>4</sup>	
2.	<b>Project Title</b> <b>California Environmental Quality Act Objectives, Criteria, and Procedures</b>	<b>Priority 1</b> <b>Strategic Plan Goal VI</b>
<p><b>Project Summary:</b> Review of the <i>California Environmental Quality Act Objectives, Criteria, and Procedures</i> developed for the Judicial Council to ensure it considers potentially significant environmental impacts of its projects as required by the California Environmental Quality Act (CEQA), and to inform Judicial Council staff how to implement CEQA and other environmental regulatory requirements within the project schedule, acquisition, contracting, design, construction, and operation processes.</p> <p><b>Status/Timeline:</b> The TCFMAC and CFAC reviewed the policy at a joint public meeting in November 2022. Following a 30-day public comment period, and in December 2022, they directed its submission to the Judicial Council for adoption at the March 2023 meeting.</p> <p><b>Fiscal Impact/Resources:</b> 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><b>Internal/External Stakeholders:</b> Trial and appellate courts; justice partners; local, state, and federal agencies; environmental nongovernmental organizations; California Native American tribes; State Public Works Board; and Governor’s Office of Planning and Research.</p> <p><b>AC Collaboration:</b> Court Facilities Advisory Committee and Executive and Planning Committee.</p>		
3.	<b>Project Title</b> <b>Judicial Branch Trial Court Real Estate Expense and Revenue</b>	<b>Priority 1</b> <b>Strategic Plan Goal VI</b>
<p><b>Project Summary:</b> Oversight of judicial branch trial court lease expenses and revenues. Revenue from leases is deposited into the Court Facilities Trust Fund and State Court Facilities Construction Fund. Expense leases are funded by the Court Facilities Trust Fund, Trial Court Trust Fund, Courthouse Construction Fund, Court Facilities Architectural Revolving Fund, and General Fund.</p> <p><b>Status/Timeline:</b> Ongoing. The lease expense and revenue forecast is reviewed by the committee each January and July.</p> <p><b>Fiscal Impact/Resources:</b> Coordination through lead staff to the committee with input from the Judicial Council’s offices of Facilities Services and Budget Services.</p>		



#	<b>New or One-Time Projects<sup>4</sup></b>	
	<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><b>Internal/External Stakeholders:</b> Trial courts and justice partners.</p> <p><b>AC Collaboration:</b> Executive and Planning Committee’s Real Estate Policies Subcommittee.</p>	
4.	<p><b>Project Title</b>  <b>Monitor the Orange Central Justice Center Fire and Life Safety (FLS) Systems Project</b></p>	<p><b>Priority 1</b>  <b>Strategic Plan Goal VI</b></p>
	<p><b>Project Summary:</b> Monitor the facility modification project at the Central Justice Center in Orange County to expand the fire and life safety systems to address the noncompliance notice issued by the Office of the State Fire Marshal. The total estimated project cost is \$70.2 million: Judicial Council’s project share (91.17 percent) is \$64.1 million, and the county’s share (8.83 percent) is \$6.1 million. General Funds were authorized for the Judicial Council in both the 2021 and 2022 Budget Acts (FY 2021–22 and FY 2022–23) as follows: \$4 million in FY 2021–22 (Year 1), \$48.8 million in FY 2021–22 (Year 2), and \$11.29 million in FY 2022–23.</p> <p><b>Status/Timeline:</b> Ongoing multi-year project with an estimated completion date in December 2025.</p> <p><b>Fiscal Impact/Resources:</b> 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><b>Internal/External Stakeholders:</b> Superior Court of Orange County and justice partners.</p> <p><b>AC Collaboration:</b> Judicial Branch Budget Committee.</p>	
5.	<p><b>Project Title</b>  <b>Monitor the San Diego Hall of Justice Building Systems Modernization Project</b></p>	<p><b>Priority 1</b>  <b>Strategic Plan Goal VI</b></p>
	<p><b>Project Summary:</b> Monitor the San Diego Hall of Justice facility modification project led by the County of San Diego. The multi-year project is to repair and modernize all major building systems including heating, ventilation, and air conditioning (HVAC), vertical transportation, and plumbing. The Judicial Council’s project share (40.24 percent) is \$27.1 million, authorized as General Funds in the</p>	

#	<b>New or One-Time Projects<sup>4</sup></b>	
	<p>2022 Budget Act (FY 2022–23). The county is managing the project in multiple phases and the committee will review the extended encumbrance and liquidation period.</p> <p><b>Status/Timeline:</b> Ongoing multi-year project.</p> <p><b>Fiscal Impact/Resources:</b> 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><b>Internal/External Stakeholders:</b> Superior Court of San Diego County, justice partners, and the County of San Diego.</p> <p><b>AC Collaboration:</b> Judicial Branch Budget Committee.</p>	
6.	<p><b>Project Title</b></p> <p><b>Monitor the San Diego, East County Regional Center FLS-Egress Project</b></p>	<p><b>Priority 1</b></p> <p><b>Strategic Plan Goal VI</b></p>
	<p><b>Project Summary:</b> Monitor the San Diego East County Regional Center facility modification project to correct fire and life safety-egress deficiencies. The total estimated project cost is \$42 million: Judicial Council’s project share (67.71 percent) is \$28.4 million, and the county’s share (32.29 percent) is \$13.6 million. General Funds were authorized for the Judicial Council in both the 2021 and 2022 Budget Acts (FY 2021–22 and FY 2022–23) as follows: \$14.9 million in FY 2021–22 and \$13.5 million in FY 2022–23.</p> <p><b>Status/Timeline:</b> Ongoing multi-year project with an estimated completion date in August 2025. FY 2021–22 funds were encumbered in June 2022, and FY 2022–23 funds must be encumbered by June 30, 2023.</p> <p><b>Fiscal Impact/Resources:</b> 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><b>Internal/External Stakeholders:</b> Superior Court of San Diego County and justice partners.</p> <p><b>AC Collaboration:</b> Judicial Branch Budget Committee.</p>	

#	<b>Ongoing Projects and Activities<sup>4</sup></b>	
1.	<b>Project Title</b> <b>Trial Court Facility Modification Quarterly Activity Reports and Annual Report</b>	<b>Priority 1</b> <b>Strategic Plan Goal VI</b>
<p><b>Project Summary:</b> Provide the Judicial Council with a report for informational purposes summarizing the committee’s allocation of facility modification funding after the end of each fiscal year quarter. The report for the last quarter also will 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><b>Status/Timeline:</b> Ongoing. Fiscal Year 2022–23 reports are proposed for the following Judicial Council meetings: January 2023 for the Q1 report; March 2023 for the Q2 report; May 2023 for the Q3 report; and September 2023 for the Q4 and Annual reports.</p> <p><b>Fiscal Impact/Resources:</b> Coordination through lead staff to the committee with input from the Judicial Council’s offices of Facilities 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><b>Internal/External Stakeholders:</b> Trial courts and justice partners.</p> <p><b>AC Collaboration:</b> Executive and Planning Committee.</p>		
2.	<b>Project Title</b> <b>Energy-Efficiency Facility Modification Projects</b>	<b>Priority 1</b> <b>Strategic Plan Goal VI</b>
<p><b>Project Summary:</b> Contingent upon TCFMAC approval and funding, develop and implement Priority 3 energy-efficiency facility modification projects for lighting and HVAC improvements within existing court facilities statewide.</p> <p><b>Status/Timeline:</b> Ongoing.</p> <p><b>Fiscal Impact/Resources:</b> 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>		

#	Ongoing Projects and Activities <sup>4</sup>	
	<p><i>Internal/External Stakeholders:</i> Trial courts and justice partners.</p> <p><i>AC Collaboration:</i> None.</p>	
3.	<p><b>Project Title</b>  <b>Courthouse Security Systems Maintenance and Replacement</b></p>	<p><b>Priority 1</b></p> <hr/> <p><b>Strategic Plan Goal VI</b></p>
<p><b>Project Summary:</b> 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 FY 2019–20, the Court Security Advisory Committee (CSAC) receives \$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 TCFMAC will continue to fund some security-related projects not covered by the new funding source and will work in collaboration with the CSAC to identify project responsibility between the two committees.</p> <p><b>Status/Timeline:</b> Ongoing.</p> <p><b>Fiscal Impact/Resources:</b> 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><b>Internal/External Stakeholders:</b> Trial courts and justice partners.</p> <p><b>AC Collaboration:</b> Court Security Advisory Committee.</p>		
4.	<p><b>Project Title</b>  <b>Develop Proposed Budget Change Proposals (BCPs)</b></p>	<p><b>Priority 1</b></p> <hr/> <p><b>Strategic Plan Goal VI</b></p>
<p><b>Project Summary:</b> Determine budget increases to be requested each fiscal year to address the following needs: fire and life and safety electrical systems study; ongoing deferred maintenance and related staffing; energy retrofit deferred maintenance, an augmentation to ongoing resources for facility modifications; water conservation facility modification projects; trial court physical security assessment program and an augmentation to ongoing resources for the operations and maintenance of existing trial courts and newly constructed courthouses.</p>		

#	<b>Ongoing Projects and Activities<sup>4</sup></b>	
	<p><b>Status/Timeline:</b> Ongoing. Typical BCPs timeline: drafts due to Judicial Council Budget Services by February 2023; reviewed by the Judicial Branch Budget Committee in March 2023 and approved in May 2023; and submitted to the California Department of Finance (DOF) in September 2023.</p> <p><b>Fiscal Impact/Resources:</b> 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><b>Internal/External Stakeholders:</b> Trial courts, justice partners, DOF, Legislature, and Office of Governor.</p> <p><b>AC Collaboration:</b> Judicial Branch Budget Committee.</p>	
5.	<p><b>Project Title</b> <b>Judicial Branch Facility Modification Projects</b></p>	<p><b>Priority 1</b> <b>Strategic Plan Goal VI</b></p>
	<p><b>Project Summary:</b> Review and approve facility modification projects proposed by the trial courts, regional service providers, 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><b>Status/Timeline:</b> Ongoing. The committee meets every 30 to 60 days to review proposed projects.</p> <p><b>Fiscal Impact/Resources:</b> 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><b>Internal/External Stakeholders:</b> Trial courts and justice partners.</p> <p><b>AC Collaboration:</b> None.</p>	

#	<b>Ongoing Projects and Activities<sup>4</sup></b>	
6.	<b>Project Title</b> <b>Judicial Branch Facility Operations and Maintenance</b>	<b>Priority 1</b> <b>Strategic Plan Goal VI</b>
<p><b>Project Summary:</b> Oversight of judicial branch facilities operations and maintenance (O&amp;M) 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. Provide oversight of facility operations and maintenance for delegated courts including review of key performance indicators. Submit recommendations as needed for Judicial Council consideration.</p> <p><b>Status/Timeline:</b> Ongoing. Budget allocations are reviewed annually and re-evaluated if the budget for O&amp;M changes. The budget status is reviewed annually. Preventive maintenance and service provider/delegated court performance is reviewed at each TCFMAC meeting.</p> <p><b>Fiscal Impact/Resources:</b> 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><b>Internal/External Stakeholders:</b> Trial courts and justice partners.</p> <p><b>AC Collaboration:</b> None.</p>		
7.	<b>Project Title</b> <b>Judicial Branch Five-Year Master Plan – Trial Court Facilities Deferred Maintenance List</b>	<b>Priority 1</b> <b>Strategic Plan Goal VI</b>
<p><b>Project Summary:</b> Develop the judicial branch <i>Fiscal Year 2023–24 Five-Year Master Plan - Deferred Maintenance Report</i> for trial court facilities for submission to DOF for consideration of funding. The report for FY 2022–23 contains a list of 22,042 projects at an estimated rough order of magnitude of \$4.54 billion, with the Judicial Council share being \$3.32 billion.</p> <p><b>Status/Timeline:</b> Ongoing. The five-year master plan is due to the DOF in September of each year.</p> <p><b>Fiscal Impact/Resources:</b> 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 Activities <sup>4</sup>	
	<p><i>Internal/External Stakeholders:</i> Trial courts and justice partners.</p> <p><i>AC Collaboration:</i> None.</p>	
8.	<p><b>Project Title</b>  <b>Deferred Maintenance Projects Funded in July 2019 (DMF-3) – Monitor Encumbrance Liquidation</b></p>	<p><b>Priority 1</b>  <b>Strategic Plan Goal VI</b></p>
<p><b>Project Summary:</b> Monitor encumbrance liquidation for DMF-3 projects funded by a one-time General Fund allocation in FY 2019–20 of \$15 million for trial courts. Funding is earmarked for fire alarm systems.</p> <p><b>Status/Timeline:</b> Monitor encumbrances for liquidation in FY 2023–24.</p> <p><b>Fiscal Impact/Resources:</b> 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><b>Internal/External Stakeholders:</b> Trial courts and justice partners.</p> <p><b>AC Collaboration:</b> None.</p>		
9.	<p><b>Project Title</b>  <b>Deferred Maintenance Projects Funded in July 2021 (DMF-4 projects) – Encumber Funds and Monitor Encumbrance Liquidation</b></p>	<p><b>Priority 1</b>  <b>Strategic Plan Goal VI</b></p>
<p><b>Project Summary:</b> In July 2021, the TCFMAC approved a proposed list of DMF-4 projects to be funded by a one-time General Fund allocation in FY 2021–22 of \$180 million for trial courts. The funding will be encumbered over three years: \$91 million in FY 2021–22, \$69 million in FY 2022–23, and the remaining \$20 million in FY 2023–24. Funding is earmarked primarily for building automation systems (BAS), roofs, and elevators.</p> <p><b>Status/Timeline:</b> Complete encumbrances in FY 2023–24 and monitor for liquidation in FY 2025–26.</p> <p><b>Fiscal Impact/Resources:</b> Coordination through lead staff to the committee with input from the Judicial Council’s offices of Facilities Services and Budget Services.</p>		

# Ongoing Projects and Activities <sup>4</sup>					
	<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><b>Internal/External Stakeholders:</b> Trial courts and justice partners.</p> <p><b>AC Collaboration:</b> None.</p>				
10.	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 75%;"><b>Project Title</b></td> <td style="width: 25%;"><b>Priority 1</b></td> </tr> <tr> <td><b>Monitor Top Five Facilities with the Highest Number of Plumbing Leak Incidents and Costs</b></td> <td><b>Strategic Plan Goal VI</b></td> </tr> </table> <p><b>Project Summary:</b> Continue to monitor the top five facilities with the highest number of plumbing leak incidents and costs and evaluate possible solutions to reduce future leaks.</p> <p><b>Status/Timeline:</b> Ongoing.</p> <p><b>Fiscal Impact/Resources:</b> Coordination through lead staff to the committee with input from the Judicial Council’s offices of Facilities 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><b>Internal/External Stakeholders:</b> Trial courts and justice partners.</p> <p><b>AC Collaboration:</b> None.</p>	<b>Project Title</b>	<b>Priority 1</b>	<b>Monitor Top Five Facilities with the Highest Number of Plumbing Leak Incidents and Costs</b>	<b>Strategic Plan Goal VI</b>
<b>Project Title</b>	<b>Priority 1</b>				
<b>Monitor Top Five Facilities with the Highest Number of Plumbing Leak Incidents and Costs</b>	<b>Strategic Plan Goal VI</b>				



### III. LIST OF 2022 PROJECT ACCOMPLISHMENTS

#	Project Highlights and Achievements
1.	Ongoing: Collaborated with the Court Security Advisory Committee to complete security-related projects.
2.	Ongoing: Reviewed and approved facility modification projects, including security-related facility modifications, proposed by the trial courts, regional service providers, and Judicial Council staff.
3.	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.
4.	Ongoing: Collaborated with the Court Facilities Advisory Committee in the development of the Judicial Branch Capital Program.
5.	Ongoing: Monitored construction progress of deferred maintenance projects funded in July 2018 (DMF-2), in July 2019 (DMF-3), and in July 2021 (DMF-4) for roof and elevator/lift/escalator replacements, BAS upgrades, and fire alarm systems in trial court facilities.
6.	Completed: In January 2022, reviewed the judicial branch trial court lease expense and revenue forecast for FY 2021–22 and in July 2022, reviewed the forecast for FY 2022–23.
7.	Completed: As informational items in January, March, May, and September 2022, the Judicial Council received FY 2021–22 quarterly activity reports and the annual report on the allocation of funding for trial court facility modifications.
8.	Completed: In January 2022, approved three Priority 3 Energy Efficiency projects for the Los Angeles Compton, El Monte, and Pomona courthouses for electric vehicle charging stations, energy star certified, 30amp 240v single port level-2 electric vehicle supply equipment to be installed in the public parking garage common areas.
9.	Completed: In January 2022, approved FY 2023–24 Budget Change Proposals (BCPs) for facility modifications, deferred maintenance, sustainability measures, operations and maintenance, and the council’s share of the County of San Diego’s project cost to modernize the San Diego Hall of Justice’s conveying (elevators and escalators) and HVAC systems.
10.	Completed: In May 2022, completed encumbrance of \$15 million in funding for DMF-3 projects for fire alarm systems.
11.	Completed: In June 2022, encumbered \$91 million in funding for DMF-4 projects for BAS, roofs, and elevators; and oversight of assessments, design, and construction.
12.	Completed: In July 2022, the Judicial Council approved and adopted the <i>Judicial Council Policy on the Use of Air Filtration Devices During Wildfires</i> .
13.	Completed: In July 2022, approved the proposed FY 2022–23 Facility Modifications budget and the Operations and Maintenance spending plan.
14.	Completed: In August 2022, approved the judicial branch’s <i>Five-Year Master Plan – Deferred Maintenance Report for Fiscal Year 2022–23</i> for submission to DOF.

#	Project Highlights and Achievements
15.	On November 8, 2022, and given the shared interest of both advisory committees in the drafts of the <i>Building Official Policy</i> and <i>California Environmental Quality Act Objectives, Criteria, and Procedures</i> , the TCFMAC and CFAC discussed these policies at a joint open public meeting, directing their posting for a 30-day public comment period to consider public comments prior to taking final action to recommend them to the Judicial Council for adoption.
16.	On December 29, 2022, after the passage of a 30-day public comment period and with no comments received, the CFAC and TCFMAC approved (through action by email) the drafts of the <i>Building Official Policy</i> and <i>California Environmental Quality Act Objectives, Criteria, and Procedures</i> for submission to the Judicial Council for adoption.
17.	Completed: In 2022, eight facility modification projects on the Architectural Revolving Fund project list were completed.

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**Advisory Committee on Providing Access and Fairness**  
**Annual Agenda<sup>1</sup>— 2023**  
**Approved by Executive and Planning Committee: [Date]**

**I. COMMITTEE INFORMATION**

<b>Chair:</b>	Hon. Victor A. Rodriguez, Co-chair, Associate Justice of the Court of Appeal, First Appellate District, Division Three Hon. Kevin C. Brazile, Co-chair, Judge of the Superior Court of California, County of Los Angeles
<b>Lead Staff:</b>	Ms. Cristina Resendiz-Johnson, Attorney, Center for Families, Children & the Courts
<p><b>Committee’s Charge/Membership:</b>  <a href="#">Rule 10.55</a> 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 Center for Judicial Education and Research (CJER) Advisory Committee, proposals for the education and training of judicial officers and court staff.</p> <p><a href="#">Rule 10.55(c)</a> sets forth the membership position of the committee. PAF has 30 members. The current committee <a href="#">roster</a> is available on the committee’s web page.</p>	
<p><b>Subcommittees/Working Groups<sup>2</sup>:</b></p> <ol style="list-style-type: none"> <li>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 Pathways to Judicial Diversity website; lead efforts on disseminating information statewide through collaboration with justice partners.</li> <li>2. Standing Language Access Subcommittee: 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; as appropriate, make recommendations to PAF in the areas of technology, education, and translation; as well as recommendations on legislative and rule of court proposals to enhance language access services throughout the judicial branch.</li> </ol>	

<sup>1</sup> 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.

<sup>2</sup> 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. Ad Hoc Legislation Working Group: Review and receive updates on legislation from the Judicial Council Governmental Affairs in the areas of access and fairness affecting the judicial branch.
4. Ad Hoc Racial Justice Working Group: The working group will gather information on branch wide efforts in Racial Justice and bias, work with stakeholders in promoting those activities, and to consider recommendations on Racial Justice within the branch to the committee.

**Meetings Planned for 2023<sup>3</sup> (Advisory body and all subcommittees and working groups)**

Date/Time/Location or Teleconference:

Regular bi-monthly teleconference meetings on third Thursdays, 12:15–1:15 p.m., beginning February 2023.

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

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

## II. COMMITTEE PROJECTS

#	New or One-Time Projects <sup>4</sup>	
1.	<b>Project Title:</b> Public Outreach for the Online California Courts Self-Help Guide ( <i>New Implementation Project</i> )	<b>Priority</b> <sup>5</sup> 1 <b>Strategic Plan Goal</b> <sup>6</sup> I
<p><b>Project Summary</b><sup>7</sup>: The PAF Language Access Subcommittee will do the following:</p> <p>The Language Access Subcommittee will work with Judicial Council staff to gather ideas and strategies and will conduct public outreach to help ensure that multilingual resources, including new remote materials, on the <a href="#">Self-Help Guide</a> are reaching Limited English Proficient (LEP) communities.</p> <p>These materials include assistance for self-represented litigants, including infographics, flyers, brochures, videos, and public service announcements. They will provide information to help LEP court users understand if they need an interpreter, how to request an interpreter for court, and basic information about court processes (e.g., preparing for small claims trial, serving legal papers, and understanding fee waivers).</p> <p>The online California Courts Self-Help Guide will have multilingual materials through the new language drop-down menu. The languages will include: Arabic, Chinese (Simplified and Traditional), Farsi, Korean, Punjabi, Russian, Spanish, Tagalog, and Vietnamese.</p> <p><b>Status/Timeline:</b> By December 30, 2023.</p> <p><b>Fiscal Impact/Resources:</b> Center for Families, Children &amp; Courts (CFCC), Public Affairs, and Information Technology (Webcontent) staff.</p>		

<sup>4</sup> 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.

<sup>5</sup> 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.

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

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

**# New or One-Time Projects<sup>4</sup>**

*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, public including LEP court users, and justice partners.

**AC Collaboration:** PAF Language Access Subcommittee.

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#	Ongoing Projects and Activities <sup>4</sup>	
1.	<b>Project Title: Diversity in The Branch (Implementation Project)</b>	<b>Priority 1</b> <b>Strategic Plan Goal I</b>
<p><b>Project Summary:</b> PAF will do the following:</p> <ul style="list-style-type: none"> <li>a) Continue to update the newly revised toolkit, <a href="#">Pathways to Judicial Diversity</a> 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.</li> <li>b) Continue to serve as a subject matter resource with justice partners and stakeholders on initiatives for increasing diversity in the judicial branch.</li> <li>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.</li> <li>d) Work on any implementation of the recommendations from the 2021 Judicial Diversity Summit that were approved by the Judicial Council on December 2, 2022, and referred for further consideration to the Executive and Planning Committee and Legislation Committee. On March 3, 2023, the Executive and Planning Committee referred the following recommendations to PAF and its Judicial Council staff for consideration: <ul style="list-style-type: none"> <li>a. Summit recommendation 1, <i>Increase Education and Resources on Judicial Appointments and Elections Process</i>;</li> <li>b. Summit recommendation 3, <i>Strengthen Efforts to Mentor Judicial Officers on the Bench as a Crucial Component of Their Continued Professional Development and Advancement</i>; and</li> <li>c. Summit recommendation 4, <i>Strengthen and Coordinate Judicial Outreach to Connect with Diverse Younger Generations</i>.</li> </ul> </li> </ul> <p>This task was included on the committee’s prior Annual Agenda. Item <i>d</i> was updated to include new details.</p> <p><b>Status/Timeline:</b> Ongoing.</p> <p><b>Fiscal Impact/Resources:</b> CFCC and CJER 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><b>Internal/External Stakeholders:</b> California Judges Association, California Lawyers Association, and California ChangeLawyers.</p>		

#	Ongoing Projects and Activities <sup>4</sup>
	<i>AC Collaboration:</i> Judicial Diversity Toolkit Working Group, Executive and Planning Committee, Legislation Committee, CJER Advisory Committee, and Trial Court Presiding Judges Advisory Committee.

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#	<b>Ongoing Projects and Activities<sup>4</sup></b>	
2.	<b>Project Title: Ad Hoc Racial Justice Working Group (Implementation Project)</b>	<b>Priority 1</b>
	<b>Strategic Plan Goal I</b>	
<p><b>Project Summary:</b> PAF will do the following:</p> <ul style="list-style-type: none"> <li>a) Continue to review and provide updates regarding the branch’s efforts to address racial bias and fairness. The working group will gather information on branch wide efforts in racial justice and bias, work with stakeholders in promoting those activities, and consider recommendations on racial justice within the branch to the committee.</li> <li>b) Continue to develop an online Racial Justice Toolkit that would provide educational and training resources to assist local courts with increasing access and fairness in the area of racial justice.</li> </ul> <p>This task was included on the committee’s prior Annual Agenda. Item <i>b</i> was updated to include new details.</p> <p><b>Status/Timeline:</b> Ongoing.</p> <p><b>Fiscal Impact/Resources:</b> CFCC and Information Technology (IT) staff.</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><b>Internal/External Stakeholders:</b> CJER, IT, and Criminal Justice Services (CJS) staff.</p> <p><b>AC Collaboration:</b> 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), Traffic Advisory Committee (TAC), (Criminal Law Advisory Committee (CLAC), Civil and Small Claims Advisory Committee (C&amp;SCAC), Information Technology Advisory Committee (ITAC); and Judicial Branch Ethics, and Fairness Curriculum Committee.</p>		
3.	<b>Project Title: Language Access Signage and Technology Grants, Cycle 5 (Implementation Project)</b>	<b>Priority 1</b>
	<b>Strategic Plan Goal I</b>	
<p><b>Project Summary<sup>7</sup>:</b> The PAF Language Access Subcommittee will do the following:</p> <ul style="list-style-type: none"> <li>a) In coordination with the Judicial Council Executive Office, PAF Language Access Subcommittee, Information Technology Advisory Committee, and Technology Committee, the Center for Families, Children &amp; the Courts Language Access Services Program will disburse ongoing monies (\$2.35 million each year) from the 2018 Budget Act as grants to trial courts for language</li> </ul>		

#	<b>Ongoing Projects and Activities<sup>4</sup></b>	
	<p>access signage and technology initiatives on an annual basis. The grant program commenced in September 2019, following council approval.</p> <p>b) For fiscal year 2023–24, the grant cycle (Cycle 5) will commence in spring/summer 2023. Council staff will continue to develop annual reports on the grant program.</p> <p>This grant project does result in recommendations to the Judicial Council and was approved on the committee’s 2020 annual agenda. Item <i>b</i> was updated to include new details.</p> <p><b>Status/Timeline:</b> Ongoing.</p> <p><b>Fiscal Impact/Resources:</b> CFCC, Branch Accounting and Procurement, and IT staff, 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><b>Internal/External Stakeholders:</b> Information Technology; trial courts and public, including LEP court users.</p> <p><b>AC Collaboration:</b> PAF Language Access Subcommittee, ITAC, and Technology Committee.</p>	
4.	<b>Project Title: Collaborate and Provide Subject Matter Expertise (Implementation Project)</b>	<b>Priority 1</b>
	<p><b>Project Summary:</b> PAF will do the following:</p> <p>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.</p> <p>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.</p> <p>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 <a href="#">Guidelines for the Operation of Self-Help Centers in California Trial Courts</a> as provided by <a href="#">California Rules of Court, rule 10.960(e)</a>.</p> <p>Continue collaborations with the TAC, 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 the Rules Committee Chair directed PAF to</p>	

**# Ongoing Projects and Activities<sup>4</sup>**

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.

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.

Provide technical assistance to JusticeCorps program on evaluation of members’ career paths and promote program’s efforts to increase diversity in the legal system and enhance civics education.

*Post Pandemic Initiative-* Outreach on Remote Services including the SRL portal.

*Post Pandemic Initiative-* Explore partnerships with community-based organizations to assist with remote proceedings.

This task was included on the committee’s prior Annual Agenda.

**Status/Timeline:** Ongoing.

**Fiscal Impact/Resources:** CFCC, Governmental Affairs, and CJS 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:** This item may include collaboration with various Judicial Council advisory bodies, including, but not limited to: Family and Juvenile Law Advisory Committee, TCPJAC, CEAC, CJAC, TAC, CLAC, C&SCAC, ITAC; and Judicial Branch Ethics, and Fairness Curriculum Committee.

<b># Ongoing Projects and Activities<sup>4</sup></b>	
5.	<b>Project Title: Improving Access and Fairness through Technology (Implementation Project)</b>
<b>Priority 1</b>	
<b>Strategic Plan Goal I</b>	
<p><b>Project Summary:</b> PAF will do the following:</p> <ul style="list-style-type: none"> <li>a) Continue coordinating with the Judicial Council’s ITAC on the development of the online California Courts Self-Help Guide. (See <a href="#">The Critical Role of the State Judiciary in Increasing Access for Self-Represented Litigants: Self-Help Access 360</a>);</li> <li>b) Coordinate with the Judicial Council’s ITAC on development of a new reporting portal to assist courts in complying with Civil Code section 54.8 regarding assisted listening devices;</li> <li>c) Discuss and explore with ITAC other intersections between access, fairness, and technology; and</li> <li>d) Explore how to encourage the use of technologies that benefit court users with disabilities. This project does not result in recommendations to the Judicial Council and was approved on the committee’s 2016 annual agenda.</li> </ul> <p><b>Status/Timeline:</b> Ongoing.</p> <p><b>Fiscal Impact/Resources:</b> CFCC 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><b>Internal/External Stakeholders:</b> None.</p> <p><b>AC Collaboration:</b> ITAC.</p>	

### III. LIST OF 2022 PROJECT ACCOMPLISHMENTS

#	Project Highlights and Achievements
1.	<p><b>Diversity in the Branch:</b> PAF collaborated with the California Lawyers Association and California Judges Association in 2021 to present a three-day Judicial Diversity Summit with six pre-sessions by videoconference. Over 500 people attended the various events for the Judicial Diversity Summit. On December 2, 2022, the Judicial Council received the 2021 Judicial Diversity Summit Report and Recommendations and referred for further consideration and referral to appropriate advisory bodies, four recommendations to the Executive and Planning Committee, and one recommendation to the Legislation Committee. Status: Presentations of toolkit and judicial diversity data will be ongoing.</p>
2.	<p><b>Collaborate and Provide Subject Matter Expertise:</b> Staff continued to provide weekly statewide training to Self-Help Center staff on a wide variety of subject matters such as family law updates, forms changes, and customer service in remote proceedings. Status: Ongoing.</p>
3.	<p><b>Evaluate Strategies to Support Courts with Implementation of California Rules of Court, Rule 1.300 (Language Access in Court Ordered Services):</b> PAF’s Language Access Subcommittee consulted with the National Center for State Courts (NCSC) to develop strategies to support courts with California Rules of Court, rule 1.300 implementation. In August 2022, PAF approved a workplan developed by staff to work with the NCSC to develop specific work products to support rule 1.300 implementation. Status: Completed.</p>
4.	<p><b>Language Access Signage and Technology Grants: Language Access Signage and Technology Grants:</b> In coordination with the Judicial Council Executive Office, PAF Language Access Subcommittee, ITAC, and Technology Committee, CFCC Language Access Services Program disbursed ongoing monies (\$2.35 million each year) for language access signage and technology grants, which are supported by the 2018 Budget Act. In December 2022, for Cycle 4 of the grant program (FY 2022–23), the council approved grants for 26 courts. Status: Ongoing.</p>
5.	<p><b>Update Bench Card: Working with Court Interpreters:</b> PAF’s Language Access Subcommittee revised the Bench Card: Working with Court Interpreters (which was developed in January 2017, under the Language Access Plan Implementation Task Force). Revisions to the bench card include guidance for judges on appointment of interpreters, waiver by the LEP of an interpreter, and appropriate use of technology when having remote hearings that require language assistance. Status: Completed.</p>
6.	<p><b>Create Multilingual Instructional Materials for LEP Court Users on How to Participate Remotely:</b> Language Access Services staff worked with the NCSC and Information Technology to create new instructional infographics and short videos to educate LEP court users on how to participate remotely in hearings for civil and family law matters, including actions involving an interpreter, using the Zoom platform. The final materials were translated into the top eight languages and posted on the online Self-Help Guide and shared with the Language Access Representatives. Status: Completed.</p>
7.	<p><b>Align Language Access Data Analytics with Branch-wide Data Analytics Framework:</b> PAF’s Language Access Subcommittee and staff developed a shorter and more focused data analytics tool to replace the annual language access survey. The Qualtrics tool identifies a narrow set of language access metrics to complement existing data sources. Staff launched the data analytics tool in December 2022.</p>

#	Project Highlights and Achievements
	Data from the tool will be used for internal planning and to supplement the annual Language Access Metrics Report. Status: Completed.
8.	<b>Improving Access and Fairness through Technology:</b> PAF, in collaboration with the Judicial Council’s ITAC, continued developing and launched an updated online California Courts Self-Help Guide in English and Spanish. Status: Ongoing.

DRAFT

**Collaborative Justice Courts Advisory Committee**  
**Annual Agenda<sup>1</sup>— 2023**  
**Approved by Executive and Planning Committee: [Date]**

**I. COMMITTEE INFORMATION**

<b>Chair:</b>	Hon. Lawrence G. Brown, Chair, Judge of the Superior Court of Sacramento County
<b>Lead Staff:</b>	Ms. Deanna Adams, Supervising Analyst, Criminal Justice Services Ms. Carrie Zoller, Supervising Attorney, Center for Families, Children & the Courts
<p><b>Committee’s Charge/Membership:</b></p> <p><a href="#">Rule 10.56 (a)</a> of the California Rules of Court states the charge of the Collaborative Justice Courts Advisory Committee, which is to make recommendations to the Judicial Council on criteria for evaluating and improving adult and youth collaborative programs that incorporate judicial supervision, collaboration among justice system partners, or rehabilitative services.</p> <p><a href="#">Rule 10.56 (b)</a> sets forth additional duties of the committee:</p> <ol style="list-style-type: none"> <li>1. Make recommendations to the council on best practices and guidelines for collaborative programs;</li> <li>2. Assess and measure the success of collaborative programs, including assessing and recommending methods for collecting data to evaluate the effectiveness of these programs;</li> <li>3. Identify and disseminate to trial courts locally generated and nationally recognized best practices for collaborative programs, and training and program implementation activities that support collaborative programs;</li> <li>4. to the Center for Judicial Education and Research Advisory Committee minimum judicial education standards on collaborative programs, and educational activities to support those standards;</li> <li>5. the council of potential funding sources, including those that may advance collaborative programs;</li> <li>6. Make allocation recommendations regarding Judicial Council-administered grant funding programs that support collaborative programs; and</li> <li>7. Identify and disseminate appropriate outreach activities needed to support collaborative programs, including but not limited to collaborations with educational institutions, professional associations, and community-based organizations.</li> </ol> <p><a href="#">Rule 10.56 (c)</a> sets forth the membership position of the committee. The Collaborative Justice Courts Advisory Committee currently has 23 members (nine judicial officers, two court administrators, one district attorney, one criminal defense attorney, one law enforcement officer, one</p>	

<sup>1</sup> 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.

treatment court coordinator, one probation officer, one treatment provider, one treatment court graduate, one representative from the mental health field, one social services representative, one non-profit community organization representative, and two public members). The current committee [roster](#) is available on the committee's web page.

**Subcommittees/Working Groups<sup>2</sup>:**

1. Juvenile Subcommittee
2. Mental Health Subcommittee (including the joint subcommittee with the Criminal Law Advisory Committee to review mental health legislation.)
3. Veterans in the Court and Military Families Subcommittee
4. Racial Justice Equity and Inclusion Working Group (*Approved on 2022 Annual Agenda*)

**Meetings Planned for 2023<sup>3</sup> (Advisory body and all subcommittees and working groups)**

Date/Time/Location or Teleconference:

1. Full in-person committee meeting in fall 2023, if possible.
2. Teleconferences every 4th Wednesday of the month.
3. Subcommittee and working group meetings as needed.

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

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<sup>2</sup> 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.

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



## II. COMMITTEE PROJECTS

#	New or One-Time Projects <sup>4</sup>	
1.	<p><b>Project Title:</b> Report to the Judicial Council on Improving Equity and Inclusion in Collaborative Programs, and Recommendations on Priority Policy Areas for Addressing Equity Efforts and Challenges across California’s Collaborative Programs (<i>Implementation Project</i>)</p>	<p><b>Priority<sup>5</sup></b> 1</p> <p><b>Strategic Plan Goal<sup>6</sup></b> I, IV</p>
<p><b>Project Summary<sup>7</sup>:</b> The Collaborative Justice Courts Advisory Committee (CJCAC) convened an ad hoc working group in 2022 to identify best practices and priority policy areas for improving equity within collaborative programs. The working group will expand its efforts to further identify issues and policy needs related to equity in collaborative programs through legislation tracking and research and will present recommendations on equity to the committee. The committee will create a report based on this work that includes recommendations for improving equity, inclusion, access, and outcomes in collaborative programs.</p> <p><b>Status/Timeline:</b> Report to be submitted in 2023.</p> <p><b>Fiscal Impact/Resources:</b> This work will be conducted using existing resources and staffing from Criminal Justice 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><b>Internal/External Stakeholders:</b> Local courts.</p> <p><b>AC Collaboration:</b> None.</p>		

<sup>4</sup> 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.

<sup>5</sup> 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.

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

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

#	<b>New or One-Time Projects<sup>44</sup></b>	
2.	<b>Project Title: Joint Subcommittee with the Criminal Law Advisory Committee Focused on Criminal Justice and Mental Health Legislation (New/Implementation Project)</b>	<b>Priority 1</b> <b>Strategic Plan Goal III, IV</b>
<p><b>Project Summary:</b> The CJCAC will form a joint subcommittee comprising members of CJCAC’s Mental Health Subcommittee and the Criminal Law Advisory Committee to review pending legislation related to criminal justice and mental health, make recommendations as to whether the Judicial Council should support or oppose the legislation, and provide subject matter expertise on pending criminal justice and mental health legislation and related issues. This joint subcommittee will promote efficiencies due to joint review of legislation that is under the purview of both committees and allow for alignment in committee decision-making early in the legislative review process. This project aligns with the Criminal Law Advisory Committee’s new joint subcommittee outlined in its 2023 Annual Agenda, as approved by the Rules Committee on November 1, 2022.</p> <p><b>Status/Timeline:</b> Ongoing.</p> <p><b>Fiscal Impact/Resources:</b> This work will be conducted using existing resources and staffing from Criminal Justice Services and Governmental Affairs.</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><b>Internal/External Stakeholders:</b> None.</p> <p><b>AC Collaboration:</b> Criminal Law Advisory Committee and Legislation Committee.</p>		
3.	<b>Project Title: Mental Health Diversion and Incompetence to Stand Trial Training and Resource Development (New/Implementation of Senate Bills 317, 184, and 1223)</b>	<b>Priority 1<sup>5</sup></b> <b>Strategic Plan Goal II, V</b>
<p><b>Project Summary<sup>7</sup>:</b> Senate Bill 317 (Stat. 2021, ch. 599) repealed the restoration process for persons found incompetent to stand trial and who are charged with only misdemeanors or a violation of probation for a misdemeanor, and the bill authorized the courts to suspend criminal proceedings and take certain actions, including granting mental health pretrial diversion or dismissing charges. Senate Bill 184 (Stat. 2022, ch. 47) amended competency proceedings and court processes for persons found incompetent to stand trial and who are charged with at least one felony or a violation of probation for a felony, and the bill amended mental health pretrial diversion legislation. Senate Bill 1223 (Stat. 2022, ch. 735) further amended mental health pretrial diversion legislation by changing eligibility criteria and criteria for court determinations of diversion suitability. This project will develop and provide a training program and resources for courts and local collaborative justice partners focused on effective practices for implementing recent legislation changes to incompetent to stand trial processes and to mental health pretrial diversion.</p>		

#	<b>New or One-Time Projects<sup>44</sup></b>	
	<p><b>Status/Timeline:</b> Fall 2023.</p> <p><b>Fiscal Impact/Resources:</b> This work will be supported in part by Department of State Hospitals Interagency Agreement funds and existing resources and staffing from Criminal Justice 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><b>Internal/External Stakeholders:</b> Local trial courts and justice system partners, California Department of State Hospitals, and County Behavioral Health Directors Association.</p> <p><b>AC Collaboration:</b> Criminal Law Advisory Committee.</p>	
4.	<p><b>Project Title:</b> Byrne State Crisis Intervention Program Allocation (New/Implementation of Bipartisan Safer Communities Supplemental Appropriations Act)</p>	<p><b>Priority 1</b></p> <hr/> <p><b>Strategic Plan Goal IV</b></p>
	<p><b>Project Summary:</b> Make recommendations for the allocation and administration of the Byrne State Crisis Intervention Program (Byrne SCIP). Byrne SCIP provides funding for the creation and/or implementation of specialized court-based programs, such as drug courts, mental health courts, and veterans treatment courts that address the behavioral health needs of individuals likely to commit or become victims of gun violence. Byrne SCIP funding will be awarded annually over a four-year program period and will allow the Judicial Council to provide funding, training, and technical assistance to local courts. This funding is authorized by the Bipartisan Safer Communities Supplemental Appropriations Act, 2022 (Pub. L. No. 117- 159, 136 Stat. 1313, 1339); 28 U.S.C. 530C.</p> <p><b>Status/Timeline:</b> Ongoing.</p> <p><b>Fiscal Impact/Resources:</b> Approximately \$15 million will be allocated to the courts and Judicial Council to implement the program. Resources include council staff from Criminal Justice Services, Budget Services, and 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><b>Internal/External Stakeholders:</b> Local courts and the California Board of State and Community Corrections.</p> <p><b>AC Collaboration:</b> None.</p>	

#	New or One-Time Projects <sup>4</sup>	
5.	<b>Juvenile Collaborative Court Resource Repository (<i>Implementation Project</i>)</b>	<b>Priority 1</b> <b>Strategic Plan Goal I and, IV</b>
<p><b>Project Summary:</b> Create a repository of resources available for juvenile collaborative courts to help them start or improve their collaborative courts. Resource materials will be developed based on program manuals and other materials currently in use, as well as available research on effective practices, such as the Office of Juvenile Justice and Delinquency Prevention’s Juvenile Drug Treatment Court Guidelines.</p> <p><b>Status/Timeline:</b> Winter 2023.</p> <p><b>Fiscal Impact/Resources:</b> This work will be conducted using existing resources and staffing from Center for Families, Children &amp; the 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><b>Internal/External Stakeholders:</b> None.</p> <p><b>AC Collaboration:</b> None.</p>		

#	<b>Ongoing Projects and Activities<sup>4</sup></b>	
1.	<b>Project Title: Substance Abuse Focus Grant Allocations (Implementation Project)</b>	<b>Priority 1</b>
		<b>Strategic Plan Goal IV</b>
<p><b>Project Summary:</b> Implement the directives of the Judicial Council to allocate and administer 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 that 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"> <li>• Report to the Judicial Council on grant activities.</li> <li>• Recommend to the Judicial Council grant allocations to local courts based on the Judicial Council approved allocation methodology.</li> <li>• Review biannual reports regarding funding distribution, invoicing, and deliverables reports from local courts.</li> <li>• Recommend methods of allocation and grants administration for next annual funding cycle.</li> <li>• Identify methods to increase funding through the SAFG program.</li> </ul> <p><b>Status/Timeline:</b> Ongoing.</p> <p><b>Fiscal Impact/Resources:</b> Funded through external earmarked funding for collaborative and drug courts. Resources include council staff from the Judicial Council’s Budget Services and 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><b>Internal/External Stakeholders:</b> Local courts, collaborative court coordinators, and California Association of Youth Courts.</p> <p><b>AC Collaboration:</b> None.</p>		
2.	<b>Project Title: Parolee Reentry Court Grant Allocations (Implementation Project)</b>	<b>Priority 1</b>
		<b>Strategic Plan Goal IV</b>
<p><b>Project Summary:</b> 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 involves the identification of potential longer term, ongoing funding to assist parolee reentry courts in program planning in future years.</p>		

#	<b>Ongoing Projects and Activities<sup>4</sup></b>	
	<p><b>Status/Timeline:</b> Current funding will expire June 30, 2023.</p> <p><b>Fiscal Impact/Resources:</b> Funded through external earmarked funding for collaborative and drug courts, approximately \$1.1 million is allocated to the courts and Judicial Council to implement the program. Resources include council staff from the Judicial Council’s Budget Services and 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><b>Internal/External Stakeholders:</b> Local courts.</p> <p><b>AC Collaboration:</b> None.</p>	
3.	<p><b>Project Title: Assist Local Courts with Obtaining Funding and In-Kind Assistance for Local Collaborative Programs, such as Federal or State Grants or Ongoing Funding (Implementation Project)</b></p>	<p><b>Priority 1</b></p> <hr/> <p><b>Strategic Plan Goal VII</b></p>
	<p><b>Project Summary:</b> Distribute information on grants and other funding opportunities and assist local courts, upon their request, to obtain funding and other assistance for local collaborative programs.</p> <ul style="list-style-type: none"> <li>• 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.</li> <li>• Assist local courts in identifying appropriate federal grant opportunities and preparing applications for funding of collaborative programs through the federal funding cycle.</li> <li>• 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 courts in seeking local, federal, and private funding.</li> <li>• Explore and pursue potential avenues for permanent funding, including the potential submission of a Budget Change Proposal, and encourage the expansion of local treatment and evaluation capacity, as appropriate.</li> </ul> <p><b>Status/Timeline:</b> Ongoing.</p> <p><b>Fiscal Impact/Resources:</b> Increases funding for local courts.</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>	

#	<b>Ongoing Projects and Activities<sup>4</sup></b>	
	<p><b>Internal/External Stakeholders:</b> Local trial courts and justice system partners, California Association of Collaborative Courts, California Association of Youth Courts, National Center for State Courts, and Center for Court Innovation.</p> <p><b>AC Collaboration:</b> None.</p>	
4.	<b>Project Title: Mental Health: Identify Priority Issues and Best Practices (Implementation Project)</b>	<b>Priority 1</b>
	<p><b>Strategic Plan Goal IV</b></p> <p><b>Project Summary:</b> Identify priority policy issues and best practices for improving court responses to 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"> <li>• 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, diversion, and conservatorship cases to advocate for improvements, as appropriate.</li> <li>• Track, review, and comment, as appropriate, on all proposed rules and regulations of State departments and agencies that relate to individuals with mental illness who become court involved.</li> <li>• 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, and identify training and program implementation needs that support collaborative programs.</li> <li>• Assist in identifying emerging issues and needs for litigants with mental illness, such as accommodation needs, issues related to incompetence to stand trial, informed consent, confidentiality, accessing services, and serving veterans and military families.</li> <li>• Identify opportunities for collaboration with mental health stakeholders, programs, and initiatives (e.g., Stepping Up Initiative and Words to Deeds).</li> </ul> <p><b>Status/Timeline:</b> Ongoing.</p> <p><b>Fiscal Impact/Resources:</b> This work will be conducted using existing resources and staffing.</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><b>Internal/External Stakeholders:</b> Local courts and California Association of Collaborative Courts.</p> <p><b>AC Collaboration:</b> None.</p>	



#	Ongoing Projects and Activities <sup>4</sup>	
5.	<b>Project Title: Juvenile Collaborative Justice Courts: Identify Priority Issues and Best Practices (Implementation Project)</b>	<b>Priority 1</b>
	<b>Strategic Plan Goal IV</b>	
<p><b>Project Summary:</b> 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 family treatment courts. Continue work in support of youth and peer courts, including holding the annual Youth Summit in partnership with the California Association of Youth Courts, and providing local assistance to courts seeking to implement or improve their peer court.</p>		
<ul style="list-style-type: none"> <li>• 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.</li> <li>• Create webinars and other online education that will assist judicial officers, court staff, attorneys, and others working in juvenile collaborative courts.</li> <li>• Support local efforts to provide appropriate mental health screenings, access services, and medication assessments.</li> <li>• 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.</li> <li>• 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 Family Treatment Courts as a best practice model.</li> <li>• Provide education and technical assistance in the area of the needs of homeless youth.</li> <li>• Provide subject matter expertise to the National Center for Youth Law for their work developing juvenile mental health related bench guides, information sheets, and webinars on accessing services.</li> <li>• Consult with youth and those with lived experience in identifying priorities and development of tools and resources.</li> </ul>		
<p><b>Status/Timeline:</b> Ongoing.</p>		
<p><b>Fiscal Impact/Resources:</b> This work will be conducted using existing resources and staffing.</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><b>Internal/External Stakeholders:</b> Local courts, California Association of Collaborative Courts, National Center for Youth Law, and California Association of Youth Courts.</p>		
<p><b>AC Collaboration:</b> None.</p>		



#	Ongoing Projects and Activities <sup>4</sup>	
6.	<b>Project Title: Veterans and Military Families: Identify Priority Issues and Best Practices (Implementation Project)</b>	<b>Priority 1</b>
<p data-bbox="176 305 1923 410"><b>Project Summary:</b> Identify priority policy issues and best practices regarding Veterans and Military Families in areas such as legislation tracking and continued support for the Veterans Treatment Court Strategic plan developed in coordination with the Center for Court Innovation and the California Association of Collaborative Courts.</p> <ul data-bbox="226 418 1944 824" style="list-style-type: none"> <li>• Review, track, and provide comment on legislation that impacts veterans treatment courts and involve veterans and military families, as appropriate.</li> <li>• 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.</li> <li>• Continue to support the improved dissemination of information relevant to veterans and military families by updating the Veterans Treatment Courts webpage on the California Courts website.</li> <li>• Update and review Veterans Treatment Courts roster to ensure accuracy of information.</li> <li>• Coordinate with system partners including, American Bar Association, the State Bar, California Lawyers Association, United States Department of Veterans Affairs (VA), California Department of Veterans Affairs (CalVet), local veterans agencies, veterans advocacy and affinity 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.</li> </ul> <p data-bbox="176 873 525 906"><b>Status/Timeline:</b> Ongoing.</p> <p data-bbox="176 946 1367 979"><b>Fiscal Impact/Resources:</b> This work will be conducted using existing resources and staffing.</p> <p data-bbox="176 987 1902 1060"><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="176 1101 1934 1174"><b>Internal/External Stakeholders:</b> Local courts, California Association of Collaborative Courts, California Judges Association, and Center for Court Innovation.</p> <p data-bbox="176 1214 510 1247"><b>AC Collaboration:</b> None.</p>		

#	Ongoing Projects and Activities <sup>4</sup>	
7.	<b>Project Title: Conduct Multidisciplinary Education to Support Effective Practices and Beneficial Outcomes in Collaborative Programs; Identify and Distribute Information on New or Pending Policy Changes (Implementation Project)</b>	<b>Priority 1</b>  <b>Strategic Plan Goal V</b>
<p><b>Project Summary:</b> Continue to develop and execute educational and training programs that support the development of effective practices and beneficial outcomes in collaborative programs. Outreach activities may include notifying collaborative programs of policy changes that may be of impact (mental health or competency issues, diversion, or human trafficking, etc.) and identifying promising practices developed in response to the changes. Educational and training activities include developing educational recommendations and assisting in the implementation of judicial and multi-disciplinary education curricula in areas related to collaborative justice.</p> <ul style="list-style-type: none"> <li>• Continue to collaborate with justice system partners on training activities. Partners may include, but are not limited to, California Association of Collaborative Courts (CACC), California Lawyers Association, the Council of State Governments (CSG) Justice Center, County Behavioral Health Director Association (CBHDA), Council of Criminal Justice and Behavioral Health (CCJBH), National Association of Drug Court Professionals (NADCP), National Drug Court Institute Justice for Vets, the California Association of Youth Courts (CAYC), 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.</li> <li>• Continue to work with the CJER Advisory Committee to make recommendations for and assist in the implementation of judicial and multidisciplinary education curricula in the area of collaborative justice. This includes providing guidance to committee staff regarding the preparation of collaborative justice-related educational toolkits and job aids and identification of faculty.</li> <li>• Continue to distribute information on effective practices through regular webinars, and hosting listservs for collaborative court and mental health professionals.</li> </ul> <p><b>Status/Timeline:</b> Ongoing.</p> <p><b>Fiscal Impact/Resources:</b> Provides distance and in-person education for local courts at a 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"/> 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><b>Internal/External Stakeholders:</b> 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><b>AC Collaboration:</b> Center for Judicial Education and Research Advisory Committee and curriculum committees in criminal law, family and juvenile law, and probate and mental health law.</p>		

### III. LIST OF 2022 PROJECT ACCOMPLISHMENTS

#	Project Highlights and Achievements
1.	Training for Assisted Outpatient Treatment (AOT)/Laura’s Law: Hosted an in-person training and webinar for trial courts and their local justice partners. The April 2022 in-person training reached approximately 100 participants from 21 counties and focused on statutory requirements and local AOT implementation. The July 2022 webinar attracted approximately 97 registrants from 27 counties and focused on due-process concerns regarding AOT implementation.
2.	Developed preliminary recommendations on best practices and priority policy areas for improving access, equity, and outcomes in California’s collaborative programs. The CJCAC’s Racial Justice Equity and Inclusion Working Group held five full and half-day meetings to examine research and hear from experts from California collaborative courts and national subject matter experts from the National Association of Drug Court Professionals, Center for Court Innovation, American University, and National Drug Court Resource Center.
3.	Conducted three quarterly virtual meetings for collaborative court coordinators where participants discussed best practices used in local programs and identified solutions to local challenges arising out of policy changes and other impacts to collaborative programs. On average, over 30 participants representing 15 counties attended each of these meetings.
4.	Guided development of the <a href="#">Pretrial Mental Health Diversion data dashboard</a> . The dashboard presents data reported by trial courts to the Judicial Council regarding mental health diversion petitions pursuant to Penal Code section 1001.36. The interactive dashboard allows users to examine data by county and by case type.
5.	Driving Under the Influence (DUI): The DUI Subcommittee leveraged partnerships with external stakeholders to establish mechanisms for supporting collaborative training and the dissemination of best practices to the courts. This included cultivating partnerships with the California Judges Association (CJA) to support judicial education, and collaborating on April 28, 2022, Impaired Driving Workshop at the CJA conference. The DUI Subcommittee reviewed legislation related to driving under the influence of alcohol or drugs and provided in-depth guidance to support the committee’s ongoing role in reviewing proposed DUI legislation. The charge and work of the DUI Subcommittee has been completed.
6.	Provided information on funding the Substance Abuse Focus Grant (SAFG), which is published on the <a href="#">Substance Abuse Focus Grant webpage</a> . The webpage includes two webinars on the application process and new infographics which showcase data from SAFG deliverable surveys and help capture the work being done by SAFG-funded collaborative justice courts.
7.	Youth Courts: With the California Association of Collaborative courts, held the 2022 Annual Youth Court Summit. With the theme “Redesigning Youth Justice,” this virtual two-day convening featured sessions designed to improve youth courts, including workshops on adolescent development, restorative justice, and bias.
8.	Provided guidance on the development of new juvenile mental health webinars posted on the <a href="#">Mental Health webpage</a> of the California Court’s website.

# Sargent Shriver Civil Counsel Act Implementation Committee

## Annual Agenda<sup>1</sup>—2023

Approved by Executive and Planning Committee: [Date]

### I. COMMITTEE INFORMATION

<b>Chair:</b>	Hon. Terry B. Friedman, (Ret.)
<b>Lead Staff:</b>	Ms. Laura Brown, Senior Analyst, Center for Families, Children & the Courts
<b>Committee's Charge/Membership:</b> <p>The Sargent Shriver Civil Counsel Act Implementation Committee is required by <a href="#">Government Code section 68651(b)(5)</a> to implement the Sargent Shriver Civil Counsel Act (<a href="#">Assem. Bill 590 [Feuer]; Stats. 2009 ch. 457</a>) which was amended by the Appointed Legal Counsel in Civil Cases Act (<a href="#">Assem. Bill 330 [Gabriel]; Stats 2019, ch. 217</a>). The statute 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 from a competitive grant application process and provide input into the design of the pilot projects' evaluations. With the adoption of AB 330, evaluations of the pilot projects must be submitted to the Governor and the Legislature every five years, commencing June 1, 2020.</p> <p>The Sargent Shriver Civil Counsel Act Implementation Committee currently has 9 members. These include:</p> <ul style="list-style-type: none"><li>• 1 retired appellate justice</li><li>• 1 retired judge</li><li>• 1 active judge</li><li>• 1 law professor</li><li>• 4 individuals with experience in legal aid programs</li><li>• 1 representative of the State Bar of California</li></ul> <p>The current committee <a href="#">roster</a> is available on the committee's web page.</p>	

<sup>1</sup> 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 Groups<sup>2</sup>:**

None.

**Meetings Planned for 2023<sup>3</sup> (Advisory body and all subcommittees and working groups)**

January/February:

- Full committee videoconference to welcome new committee members, introduce new staff to the committee, present the 2023 annual agenda, and provide an update on the 2023–2026 grant cycle application process.

Week of February 27:

- Full committee videoconference to discuss grant applications received, the process for scoring applications, and making award recommendations.

March 10 through March 22:

- Subcommittee videoconferences for discussion of grant applications and identify issues for follow-up.

Week of March 27:

- Full committee videoconference to discuss applications and make recommendations (preliminary or final).

Week of April 10 or 17:

- Full committee videoconference to determine final recommendations for the Judicial Council (if necessary).

November/December:

- Full Committee videoconference to review status of pilot projects operating during 2020–2023 grant cycle that ends September 30, 2022.

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

<sup>2</sup> 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.

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

## II. COMMITTEE PROJECTS

#	New or One-Time Projects <sup>4</sup>	
1.	<b>Project Title:</b> Make recommendations to the Judicial Council for the 2023–2026 Grant Cycle	<b>Priority<sup>5</sup></b> 1 <b>Strategic Plan Goal<sup>6</sup></b> I
<p><b>Project Summary<sup>7</sup>:</b> To make recommendations to the Judicial Council regarding pilot projects to award funding for the 2023–2026 grant cycle as required by statute, a Request for Applications (RFA) was developed in late 2022 and was posted in January 2023. Grant applications were due in February 2023. The committee will review pilot project applications and make recommendations to the Judicial Council at its July 2023 business meeting.</p> <p><b>Status/Timeline:</b> Ongoing.</p> <p><b>Fiscal Impact/Resources:</b> Center for Families, Children &amp; the Courts (CFCC) staff and committee expenses are covered by an administrative allocation of grant funds.</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. Budget Services has reviewed and determined that this is not within their purview since the allocations are governed by statute.</p> <p><b>Internal/External Stakeholders:</b> The legal services community and partner courts are the external stakeholders.</p> <p><b>AC Collaboration:</b> None.</p>		

<sup>4</sup> 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.

<sup>5</sup> 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 a 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.

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

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

#	Ongoing Projects and Activities <sup>4</sup>	
1.	<b>Project Title</b> Research and Data Collection	<b>Priority 1</b> <b>Strategic Plan Goal II, III</b>
<p><b>Project Summary:</b> 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 in June 2020. The next report will be due in June 2025. The committee will review project data and provide input on the design of the evaluation and the draft evaluation prior to submission to the Judicial Council.</p> <p><b>Status/Timeline:</b> Ongoing.</p> <p><b>Fiscal Impact/Resources:</b> CFCC staff, committee, and contractor expenses are covered by an administrative allocation under the grant.  <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><b>Internal/External Stakeholders:</b> The Judicial Council will work closely with the pilot projects and research firm contractor to assist in data collection and analysis.</p> <p><b>AC Collaboration:</b> None.</p>		
2.	<b>Project Title</b> Implementation and Oversight of Pilot Projects	<b>Priority 1</b> <b>Strategic Plan Goal I, IV</b>
<p><b>Project Summary:</b> The committee will provide continuing oversight of the pilot projects that were approved by the Judicial Council. 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><b>Status/Timeline:</b> Ongoing.</p> <p><b>Fiscal Impact/Resources:</b> CFCC staff and committee expenses are covered by an administrative allocation of the grant.  <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>		



#	<b>Ongoing Projects and Activities<sup>4</sup></b>	
	<p><b>Internal/External Stakeholders:</b> The pilot programs – legal services and their court partners are stakeholders.</p> <p><b>AC Collaboration:</b> None.</p>	
3.	<b>Project Title: Serve as a Resource</b>	<p><b>Priority 2</b></p> <p><b>Strategic Plan Goal I, IV</b></p>
<p><b>Project Summary:</b> 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 on July 27, 2017, these recommendations were referred back to the committee for further development and referral to the appropriate subject matter committees. Subject matter committees and Judicial Council staff also request information on updated evaluation data.</p> <p><b>Status/Timeline:</b> Provide information as requested by other committees on the results of the Shriver evaluations as needed for their work.</p> <p><b>Fiscal Impact/Resources:</b> CFCC staff time and that of outside researchers is covered by the administrative funds set aside for the project.  <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><b>Internal/External Stakeholders:</b> Staff to the Shriver project will work with staff for the subject matter committees to which recommendations may be made.</p> <p><b>AC Collaboration:</b> 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>		



### III. LIST OF 2022 PROJECT ACCOMPLISHMENTS

#	Project Highlights and Achievements
1.	At its March 11, 2022, meeting, the Judicial Council approved additional grant funding for a period of June 1, 2022 to September 30, 2023 to the Justice and Diversity Center and the Superior Court of San Francisco, as recommended by the committee.
2.	The committee continued to provide information, as requested, to Judicial Council staff and committees on the results of the <i>Sargent Shriver Civil Counsel Evaluation</i> which was submitted to the Legislature on June 30, 2020, as required by <a href="#">Assembly Bill 330 (Gabriel)</a> .
3.	Comprehensive evaluation of the program and current pilot projects is ongoing.
4.	The committee continues to monitor grants awarded that provide representation and make court services more efficient and effective for those who remain unrepresented.
5.	Committee staff developed the RFA and application for the 2023–2026 grant cycle.

**Court Interpreters Advisory Panel**  
**Annual Agenda<sup>1</sup>—2023**  
**Approved by Executive and Planning Committee: TBD**

**I. COMMITTEE INFORMATION**

<b>Chair:</b>	Hon. Brian L. McCabe, Judge, Superior Court of Merced County
<b>Lead Staff:</b>	Ms. Kaytlin Hancock, Analyst, Court Interpreters Program, Center for Families, Children & the Courts
<b>Committee's Charge/Membership:</b> <p><a href="#">Rule 10.51</a> 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"><li>(1) Interpreter use and need for interpreters in court proceedings; and</li><li>(2) Certification, registration, renewal of certification and registration, testing, recruiting, training, continuing education, and professional conduct of interpreters.</li></ol> <p><a href="#">Rule 10.51(b)</a> 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><a href="#">Rule 10.51(c)</a> sets forth the following membership composition of the committee. CIAP currently has 15 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"><li>(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;</li></ol>	

<sup>1</sup> 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) 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
- (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 Groups<sup>2</sup>:**

1. Professional Standards and Ethics Subcommittee – Provides review and recommendations on interpreter professional development, as well as adherence to professional standards and compliance requirements.
2. Interpreter Language Access Subcommittee – 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. As appropriate, these projects are undertaken in collaboration with the Language Access Subcommittee of the Advisory Committee on Providing Access and Fairness.

### **Meetings Planned for 2023<sup>3</sup>**

Video conference calls – As needed.

In-person meeting – One in-person meeting if requested by the committee members and feasible.

Professional Standards and Ethics Subcommittee – Video conference calls as needed.

Interpreter Language Access Subcommittee – Video conference calls as needed.

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

<sup>2</sup> 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.

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

## II. COMMITTEE PROJECTS

#	New or One-Time Project <sup>4</sup>	
1.	<b><i>Project Title: Compliance Requirements for Certified Court and Registered Interpreters</i></b>	<b>Priority<sup>5</sup> 1</b>
		<b><i>Strategic Plan Goal<sup>6</sup> III</i></b>
	<p><b><i>Project Summary<sup>7</sup>:</i></b> The Court Interpreters Program administers the policy and procedures established by the Court Interpreters Advisory Panel concerning the annual renewal fees that interpreters are required to pay each year and the continuing education and professional assignment requirements that interpreters are required to meet every two years to maintain their credentialed status. Modifications to the annual court interpreter renewal and compliance process are needed so that it is more efficient, clear to interpreters, and in alignment with 2022 operational improvements. Updates to the <a href="#">Compliance Requirements for Certified Court and Registered Interpreters</a> are also necessary so that it incorporates modifications to the compliance process.</p> <p><b><i>Key objectives:</i></b></p> <ul style="list-style-type: none"> <li>• Consider modifications to the compliance process to incorporate the new online compliance payment and attestation system. Launched on September 15, 2022, by Language Access Services, this transition saw the manual processing of thousands of checks and hundreds of paper forms to an online platform that enables court interpreters to pay the annual renewal fee and attest to completion of their continuing education and professional assignments requirement.</li> <li>• Assess shortening the current 10-month compliance cycle, which traditionally runs from September through June.</li> <li>• Consider making the cycle end and start in the same calendar year.</li> <li>• Determine alternatives (such as long-term suspension) to permanently revoking the credentialed status of interpreters who do not fulfill the compliance requirements.</li> </ul>	

<sup>4</sup> 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.

<sup>5</sup> 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.

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

<sup>7</sup> A key objective is a strategic aim, purpose, or "end of action" to be achieved for the coming year.

#	New or One-Time Project <sup>4</sup>	
	<ul style="list-style-type: none"> <li>• Consider updating the continuing education requirements to include, for the first time, refresher ethics training for interpreters who have been credentialed for more than two years.</li> <li>• Vet electronic or other options to replace the non-electronic identification badges and compliance year stickers that interpreters use to show the courts and public that their credentialed status is in good standing.</li> <li>• Discuss other ways in which the compliance process can be streamlined, modernized, and improved.</li> <li>• Update the <a href="#">Compliance Requirements for Certified Court and Registered Interpreters</a> so that it incorporates the committee’s proposed modifications to the compliance process.</li> </ul> <p><b>Status/Timeline:</b> Court Interpreters Program staff has begun developing proposed modifications to the process. It is anticipated that proposed modifications to the process and corresponding proposed revisions to the compliance procedures will be presented to the committee for its consideration by December 2023.</p> <p><b>Fiscal Impact/Resources:</b> Any expenses associated with modifications to the compliance process and revisions to the compliance procedures will be funded under the Court Interpreters Program 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><b>Internal/External Stakeholders:</b> Interpreter community, judicial officers, justice partners, language access court personnel, and the public.</p> <p><b>AC Collaboration:</b> None.</p>	
2.	<p><b>Project Title:</b> Professional Standards and Ethics for California Court Interpreters – Professional Standards and Ethics Subcommittee</p>	<p><b>Priority 2</b></p> <p><b>Strategic Plan Goal V</b></p>
<p><b>Project Summary:</b> <a href="#">The Professional Standards and Ethics for California Court Interpreters Manual</a> was last updated in 2013 and is intended to inform interpreters of their professional and ethical responsibilities. New updates are intended to modernize and improve the manual.</p> <p><b>Key objectives:</b></p> <ul style="list-style-type: none"> <li>• Update the manual to align with current interpreting practices, evolving technology, remote and hybrid courtroom environments, video remote interpreting, and contemporary ethical issues such as conduct on social media.</li> </ul>		

#	New or One-Time Project <sup>4</sup>
	<ul style="list-style-type: none"> <li>• Increase interpreters’ accessibility and engagement with the manual by adding scenarios that illustrate ethical considerations.</li> <li>• Align the content with newly designed live ethics training required for new interpreters and new online ethics refresher training for more experienced interpreters.</li> </ul> <p><b>Status/Timeline:</b> Court Interpreters Program staff has begun developing proposed updates to the manual. It is anticipated that proposed revisions will be presented to the committee for its consideration by December 2023.</p> <p><b>Fiscal Impact/Resources:</b> Any expenses associated with developing proposed updates to the manual and the electronic dissemination of the updated version will be entirely funded by the 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><b>Internal/External Stakeholders:</b> Interpreter community (including ASL interpreters), judicial officers, justice partners, language access court personnel, and the public.</p> <p><b>AC Collaboration:</b> None.</p>

#	Ongoing Projects and Activities	
1.	<b>Project Title: Passage and Credentialing Options for the Interpreting Examinations</b>	<b>Priority 1</b> <b>Strategic Plan Goal IV</b>
<p><b>Project Summary:</b> Thoroughly assess the passage and credentialing options for the interpreting examinations to explore avenues for increasing the number of passers and, thereby, qualified interpreters.</p> <p><b>Key objectives:</b></p> <ul style="list-style-type: none"> <li>• Evaluate the level of the interpreter shortage in relation to the judicial branch’s needs.</li> <li>• Explore the feasibility of tiered testing or tiered passage for candidates who take the Bilingual Interpreting Examination (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 on one or more sections).</li> <li>• 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.</li> <li>• Identify methods to increase the number of qualified candidates taking the exams.</li> <li>• Identify methods to increase the exams’ passage rates.</li> <li>• Evaluate the current practice of California requiring that all four sections of the BIE be passed in one sitting.</li> <li>• Consider how to offer a higher number of testing opportunities in more locations across the state.</li> <li>• Explore ways to keep test candidates motivated and interested in interpreting for the courts as they wait for their test scores.</li> <li>• Consider requiring the OPE as the screening exam for the BIE.</li> <li>• Consider offering a pre-test (as offered by the American Translators Association) to gauge candidates’ readiness, providing them with insight to improve their test-taking abilities.</li> </ul> <p><b>Status/Timeline:</b> On May 24, 2022, NCSC presented to the CIAP members the final research findings on court interpreter test administration and credentialing options from other states. Options for CIAP’s consideration include: (1) permitting the carryover of the Oral Examination (Bilingual Interpreting Examination (BIE)) scores for both sight translation portions; (2) utilizing different interpreting classifications to allow candidates a pathway toward full credentialing (e.g., provisional, conditionally approved, etc.); and (3) continuing to develop and implement targeted recruitment and outreach efforts to attract potential candidates to the profession of court interpretation. CIAP will consider these proposed options and develop recommendations for the council’s consideration.</p>		

#	Ongoing Projects and Activities	
	<p><b>Fiscal Impact/Resources:</b> 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 include the Court Interpreters Program, trial court Language Access Representatives, and consultant(s) as needed to conduct research and develop recommendations.</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><b>Internal/External Stakeholders:</b> Interpreter community, judicial officers, justice partners, language access court personnel, and the public.</p> <p><b>AC Collaboration:</b> Consultation with the Court Executives Advisory Committee.</p>	
2.	<p><b>Project Title: Interpreting Skills Assessment Process – Professional Standards and Ethics Subcommittee</b></p>	<p><b>Priority 1</b></p> <p><b>Strategic Plan Goal IV</b></p>
	<p><b>Project Summary:</b> This project is directly related to the <a href="#">California Court Interpreter Credential Review Procedures</a>. 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><b>Key objectives:</b></p> <ul style="list-style-type: none"> <li>• 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.</li> <li>• Identification of existing and possible development of options and resources that courts can utilize to strengthen an interpreter’s knowledge, skills, and abilities.</li> <li>• Development of recommendations concerning diagnostic tools (intake instruments, observation tools, checklists, etc.) to assist the courts and Judicial Council staff with assessing skills performance of existing court interpreters.</li> </ul> <p>This project originated with Recommendation #64 of the <a href="#">Strategic Plan for Language Access in the California Courts</a> (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>	



#	Ongoing Projects and Activities	
	<p><b>Status/Timeline:</b> The anticipated completion date for proposed skills assessment recommendations is summer 2023. The first iterations of the diagnostic tools are expected to be developed by NCSC by December 31, 2023.</p> <p><b>Fiscal Impact/Resources:</b> 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 under the Court Interpreters Program consultant budget, and skills assessment will be supported in future years from the annual program budget. Resources include the Court Interpreters Program, and additional staff time as needed from Legal Services and Human 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><b>Internal/External Stakeholders:</b> Interpreter community, judicial officers, justice partners, language access court personnel, and the public.</p> <p><b>AC Collaboration:</b> Consultation with the Court Executives Advisory Committee.</p>	
3.	<p><b>Project Title:</b> Requirements for New American Sign Language (ASL) Court Interpreters</p>	<p><b>Priority 1</b></p> <p><b>Strategic Plan Goal IV</b></p>
<p><b>Project Summary:</b> The <a href="#">2020 Language Need and Interpreter Use Study</a> made the following recommendation: “The Judicial Council should explore and develop a recommended credentialing process for certification as a California American Sign Language court interpreter” (Rec. 3). Effective January 1, 2016, the Registry of Interpreters for the Deaf, Inc. ceased administering testing for the Specialist Certificate: Legal (SC:L) credential for ASL interpreters. The SC:L credential has been the only credential accepted by the council to recognize new certified ASL court interpreters. Currently, there are only approximately 30 certified ASL court interpreters in California.</p> <p><b>Key objectives:</b></p> <ul style="list-style-type: none"> <li>• Consider recommended ASL interpreter certifications that are currently issued by other entities that could be required of new ASL court interpreters before they can interpret for the California court system.</li> <li>• Increase the number of qualified ASL court interpreters in a cost-effective manner.</li> </ul> <p><b>Status/Timeline</b> The National Center for State Courts (NCSC) has completed their contract to research and present on ASL interpreter certifications currently issued by other entities that could be accepted by the Judicial Council and required before a new ASL interpreter</p>		

#	Ongoing Projects and Activities	
	<p>can interpret for the California court system. NCSC presented its final findings to the Interpreter Language Access Subcommittee on September 13, 2022. Draft recommendations will be presented to CIAP for approval before being disseminated for public comment. A report will be submitted to the Judicial Council for its consideration by December 2023.</p> <p><b>Fiscal Impact/Resources:</b> The estimated one-time cost, which was funded under the Court Interpreters Program consultant budget for FY 2020–21, is \$200,000 for a consultant to conduct national level research, propose options for CIAP’s consideration, and develop a required online course for new ASL court interpreters. Resources include the Court Interpreters Program, and additional staff time as needed from Legal Services and Human 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><b>Internal/External Stakeholders:</b> Interpreter community (including ASL interpreters), judicial officers, justice partners, language access court personnel, and the public.</p> <p><b>AC Collaboration:</b> Consultation with the Advisory Committee on Providing Access and Fairness as needed.</p>	
4.	<p><b>Project Title:</b> Designation of Certain Languages as Certified and Registered</p>	<p><b>Priority 2</b></p> <p><b>Strategic Plan Goal I, II, IV</b></p>
	<p><b>Project Summary:</b> The <a href="#">2020 Language Need and Interpreter Use Study</a> made the following recommendation: “The Judicial Council should continue to monitor the usage of Hmong for possible future designation as a certified language” (Rec. 2).</p> <p>The 2020 study also noted that the “2015 Study recommended that Japanese and Portuguese be de-designated, but they currently remain certified languages. And, while Western Armenian and Japanese are certified languages, a bilingual interpreting exam is not available in either of these two languages. Since candidates cannot take the oral proficiency exam (OPE) to become a registered interpreter in these two languages, the Court Interpreters Advisory Panel and the Judicial Council may also need to consider at a future date whether to (1) maintain these languages as certified, or (2) recommend one or more of these languages be de-designated and reclassified as registered languages to allow candidates to take the OPE in order to become registered interpreters in one or more of these languages.”</p> <p><b>Key objectives:</b></p> <ul style="list-style-type: none"> <li>Consider the recommendations from the 2020 study and determine if changes concerning the designation (certified or registered) for the following languages should be recommended to the council: Hmong, Japanese, Portuguese, and Western Armenian.</li> </ul>	

**# Ongoing Projects and Activities**

- Seek to develop recommendations that result in none of the above-mentioned languages being removed from the list of languages for which the council provides an interpreting credential.
- Seek pathways for the continued testing and credentialing of interpreters for the above-mentioned languages that are cost-effective and create greater efficiencies.
- In regard to the above-mentioned languages, the committee will: consider the number of in-court interpretations; the level of interest in becoming an interpreter; the costs to develop and maintain examinations; the availability of existing examinations; the costs to administer testing; and the trial courts' need for more interpreters.

**Status/Timeline:** CIAP will develop recommendations for any changes by December 31, 2023.

**Fiscal Impact/Resources:** There is no cost associated with developing recommendations concerning the designation of languages as certified or registered. Certified interpreters of any languages that are de-designated (that go from certified to registered status) could maintain their certified status, and new interpreters can become registered in those languages, which benefits the public. However, the process to redesignate a registered language to certified triggers the need to develop a grace period in which registered interpreters in that language (for example, Hmong interpreters) would have to pass the certification exam in that language, which has potential labor impacts for persons who do not pass the certification exam under a grace period, which is usually 18-24 months. Thus, CIAP will have to balance the pros and cons of any recommended changes.

If a new language is recommended for certification, costs of providing interpreter education (to assist registered interpreters in that language to pass the certification exam during any grace period) will be covered under the existing Court Interpreters Program budget.

Additional resources are the Court Interpreters Program, Legal Services, Human Resources, trial court Language Access Representatives, and Regional Bargaining Chairs.

*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:** Interpreter community, judicial officers, justice partners, language access court personnel, and the public.

**AC Collaboration:** Consultation with the Court Executives Advisory Committee.

### III. LIST OF 2022 PROJECT ACCOMPLISHMENTS

#	Project Highlights and Achievements
1.	<b>Interpreting Skills Assessment Process</b> The Professional Standards and Ethics Subcommittee reviewed a draft preliminary 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.	<b>Requirements for New American Sign Language (ASL) Court Interpreters</b> The Interpreter Language Access Subcommittee met twice virtually in 2022. In March, the subcommittee received a presentation from NCSC regarding research it conducted on behalf of the council concerning ASL interpreter certifications, currently issued by other entities, that could be accepted by the council and required before a new ASL interpreter can interpret for the California court system. The subcommittee also met in September to receive additional information that it requested. NCSC also presented its final research findings and options for the subcommittee’s consideration.

**Advisory Committee on Audits and Financial Accountability for the Judicial Branch**  
**Annual Agenda<sup>1</sup>—2023**

**Approved by Executive and Planning Committee: [Date]**

**I. COMMITTEE INFORMATION**

<b>Chair:</b>	Hon. David Rosenberg, Judge, Superior Court of Yolo County
<b>Lead Staff:</b>	Ms. Dawn Tomita, Manager, Audit Services
<b>Committee's Charge/Membership:</b> <p><a href="#">Rule 10.63</a> 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. <a href="#">Rule 10.63(c)</a> sets forth additional duties of the committee, such as to:</p> <ul style="list-style-type: none"><li>• Review and approve of a yearly audit plan for the judicial branch,</li><li>• Advise and assist the council in performing its responsibilities under the Judicial Branch Contract Law,</li><li>• Review and recommend to the council proposed updates and revisions to the Judicial Branch Contracting Manual, and</li><li>• Make recommendations concerning any proposed changes to the annual compensation plan for Judicial Council staff.</li></ul> <p><a href="#">Rule 10.63(d)</a> sets forth the membership position of the committee. The audit committee currently has seven members and one non-voting advisor. The current committee <a href="#">roster</a> is available on the committee's web page.</p>	
<b>Subcommittees/Working Groups<sup>2</sup>:</b> There are no subcommittees or working groups operating under this advisory committee.	

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<sup>1</sup> 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.

<sup>2</sup> 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 2023<sup>3</sup> (Advisory body and all subcommittees and working groups)**

As needed based on the availability of audit reports, generally quarterly.

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

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

## II. COMMITTEE PROJECTS

#	Ongoing Projects and Activities <sup>4</sup>	
1.	<b>Project Title: Review Audit Reports and Recommend Policy Changes, As Appropriate</b>	<b>Priority<sup>5</sup> 1</b>
		<b>Strategic Plan Goal<sup>6</sup> II</b>
<p><b>Project Summary<sup>7</sup>:</b> The audit committee reviews audit reports issued by external entities (i.e., the State Controller’s Office and State Auditor’s Office) and periodically issues public audit advisories or internal memoranda to highlight systemic and important issues for trial court management. Some of the audit reports presented to the audit committee are required by law. Section 77206(h) of the Government Code requires the State Controller’s Office (SCO) to audit the revenues, expenditures, and fund balances of each trial court on a cyclical basis. The annual budget act appropriates \$540,000 for these audits each year. Similarly, section 19210 of the Public Contract Code requires the California State Auditor’s Office (CSA) to audit the procurement practices of at least five trial courts and the Judicial Council on an alternating biennial schedule. The annual budget act appropriates \$325,000 to reimburse CSA each year. Audit reports issued by both the SCO and the CSA are discussed by the committee in public session for transparency.</p> <p>Section 77206(g) of the Government Code authorizes the Judicial Council to inspect, review, and perform comprehensive oversight and analysis of court financial records wherever they may be located. State law also authorizes council staff to investigate allegations of financial impropriety or mismanagement. The Judicial Council’s audit staff often review court compliance with key financial, operational, and procurement-related policies in high-risk areas, such as: cash handling procedures, the reporting of case filings data to the Judicial Branch Statistical Information System (JBSIS); and vendor payment practices. Trial court management may address the audit committee in closed session to share their perspectives on any draft audit findings. To promote transparency, the final audit reports (along with those from the SCO and CSA) are posted publicly on the judicial branch’s website following the audit committee’s approval.</p> <p><b>Status/Timeline:</b> Ongoing</p>		

<sup>4</sup> 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.

<sup>5</sup> 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.

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

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

#	<b>Ongoing Projects and Activities<sup>4</sup></b>	
	<p><b>Fiscal Impact/Resources:</b> There are no direct fiscal impacts. However, the periodic recommendations made by the 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><b>Internal/External Stakeholders:</b> The courts we audit are external stakeholders, particularly court executive officers and financial staff.</p> <p><b>AC Collaboration:</b> 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 periodically audit judicial branch entities.</p>	
2.	<b>Project Title: Recommend Updates to the Judicial Branch Contracting Manual</b>	<b>Priority 2</b>
	<p><b>Project Summary:</b> 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><b>Status/Timeline:</b> 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><b>Fiscal Impact/Resources:</b> Staff from the Judicial Council’s Legal Services office monitor 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><b>Internal/External Stakeholders:</b> Attorneys within Legal Services are critical to ensuring appropriate updates are made to the Judicial Branch Contracting Manual in a timely manner.</p>	



#	<b>Ongoing Projects and Activities<sup>4</sup></b>	
	<p><b>AC Collaboration:</b> 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>	
3.	<p><b>Project Title: Issue Audit Advisories, as Necessary, to Proactively Address Areas of Risk</b></p>	<p><b>Priority 2</b></p>
	<p><b>Strategic Plan Goal II</b></p> <p><b>Project Summary:</b> Since the creation of the audit committee in October 2017, audit staff and the committee have issued 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 may 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><b>Status/Timeline:</b> Ongoing.</p> <p><b>Fiscal Impact/Resources:</b> None.</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><b>Internal/External Stakeholders:</b> None.</p> <p><b>AC Collaboration:</b> None.</p>	

### III. LIST OF 2022 PROJECT ACCOMPLISHMENTS

#	Project Highlights and Achievements
1.	During fiscal year 2021–22, the audit committee reviewed 13 audit reports focusing on procurement and financial activities of the courts. The reports contained over 24 recommendations where the courts agreed, partially agreed, or disagreed with the audit report’s conclusions.

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**Trial Court Presiding Judges Advisory Committee**  
**Annual Agenda<sup>1</sup>—2023**

**Approved by the Executive and Planning Committee: Amended (Date)**

**I. COMMITTEE INFORMATION**

<b>Chair:</b>	Hon. Kimberly Merrifield, Presiding Judge, Superior Court of Butte County
<b>Lead Staff:</b>	Mr. Corey Rada, Senior Analyst, Trial Court Leadership
<p><b>Committee's Charge/Membership:</b></p> <p><a href="#">Rule 10.46(a)</a> of the California Rules of Court states the charge of the Trial Court Presiding Judges Advisory Committee (TCPJAC), which is to contribute to the statewide administration of justice by monitoring areas of significance to the justice system and making recommendations to the Judicial Council on policy issues affecting the trial courts. In addition to this charge, <a href="#">rule 10.46(b)</a> sets forth the additional duties of the committee.</p> <p>Per rule 10.46(c), the TCPJAC is comprised of the presiding judges of all 58 superior courts. Additionally, rule 10.46 (d) establishes an Executive Committee consisting of the committee chair, vice-chair, and members in the following categories:</p> <ul style="list-style-type: none"><li>(a) All presiding judges from superior courts with 48 or more judges;</li><li>(b) Two presiding judges from superior courts with 2 to 5 judges, who are elected by the members in this court category;</li><li>(c) Three presiding judges from superior courts with 6 to 15 judges, who are elected by the members in this court category; and</li><li>(d) Four presiding judges from superior courts with 16 to 47 judges, who are elected by the members in this court category.</li></ul> <p>The current committee <a href="#">roster</a> is available on the committee's web page.</p>	

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<sup>1</sup> 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 Groups<sup>2</sup>:**

1. TCPJAC/CEAC Joint Legislation Subcommittee
2. TCPJAC/CEAC Joint Rules Subcommittee.

**Meetings Planned for 2023<sup>3</sup> (Advisory body and all subcommittees and working groups)**

Date/Time/Location or Teleconference:

Joint TCPJAC/CEAC and TCPJAC Statewide Meetings:

- January 26–27, 2023 (in person, Sacramento)
- August 24–25, 2023 (in-person, location TBD)

Joint TCPJAC/CEAC and TCPJAC Executive Committee Meetings:

- May 3, 2023 (in-person, Sacramento)
- October 18, 2023 (in-person, Sacramento)

Specific subcommittee/working group meeting dates are to be determined at this time. Meeting occurrences are estimates for 2023 and may be subject to change.

TCPJAC/CEAC Joint Legislation Subcommittee – 15 teleconferences

TCPJAC/CEAC Joint Rules Subcommittee – 5 teleconferences

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

Assistant presiding judges are permitted to attend and be reimbursed for travel expenditures to statewide meetings in addition to members of the Trial Court Presiding Judges Advisory Committee.

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<sup>2</sup> 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.

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

## COMMITTEE PROJECTS

#	New or One-Time Projects <sup>4</sup>	
1.	<b>Project Title: Projects Assigned by the Ad-Hoc Workgroup on Post-Pandemic Initiatives (P3) (One-Time)</b>	<b>Priority<sup>5</sup> 1</b> <b>Strategic Plan Goal<sup>6</sup> II, IV, VI</b>
<p><b>Project Summary<sup>7</sup>:</b> The Ad Hoc Workgroup on Post-Pandemic Initiatives (P3) has requested that TCPJAC provide input on two recommendations that were referred to the Court Executives Advisory Committee (CEAC): <i>Expand Options for E-Filing and E-Signatures, and Staggering Calendar Sessions/Appointment System for Court Clerks.</i></p> <p><b>Status/Timeline:</b> December 2023</p> <p><b>Fiscal Impact/Resources:</b></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><b>Internal/External Stakeholders:</b> Superior courts</p> <p><b>AC Collaboration:</b> CEAC</p>		

<sup>4</sup> 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.

<sup>5</sup> 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 a voids 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.

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

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

2.	<b>Project Title: Report to the Legislature: Recommendations to Increase Uniformity in Transcription Rate Expenditures in California (One-Time)</b>	<b>Priority 1<sup>5</sup></b> <b>Strategic Plan Goal<sup>6</sup> VI</b>
<p><b>Project Summary<sup>7</sup>:</b> As required by Government Code section 69950.5, the Judicial Council shall report to the Legislature recommendations to increase uniformity in transcription rate expenditures in California.</p> <p>TCPJAC and CEAC will lead the effort to create this report while working in collaboration with key stakeholder groups, including the California Court Reporters Association, exclusively recognized employee organizations representing court reporters, and the Court Reporters Board of California. As stated in statute, the intent of the report is not to reduce the rate of pay or overall compensation to reporters or jeopardize collective bargaining agreements.</p> <p><b>Status/Timeline:</b> January 1, 2024</p> <p><b>Fiscal Impact/Resources:</b> Trial Court Leadership, Governmental Affairs, and Policy &amp; Research 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><b>Internal/External Stakeholders:</b> <i>Internal:</i> Governmental Affairs, Legal Services, Human Resources, and Budget Services. <i>External:</i> California Court Reporters Association, employee organizations representing court reporters, and the Court Reporters Board of California.</p> <p><b>AC Collaboration:</b> Court Executives Advisory Committee, and other advisory bodies as needed.</p>		

<b>Ongoing Projects and Activities<sup>4</sup></b>					
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<b>Project Title: TCPJAC/CEAC Joint Rules Subcommittee</b>	<b>Priority 1<sup>5</sup></b>				
<b>Strategic Plan Goal<sup>6</sup> II, III, VI</b>					

3. <b>Project Title: Strengthen the Role of Presiding Judges in Outreach to the Legislative and Executive Branches</b>	<b>Priority 2<sup>5</sup></b>
<b>Strategic Plan Goal<sup>6</sup> II</b>	
<p><b>Project Summary<sup>7</sup>:</b> In consultation with the Judicial Council’s Administrative Director, Governmental Affairs, and Budget Services, TCPJAC will support Judicial Council outreach with the legislature with a focus on legislative staff in both the local districts and in the Capitol. This effort will entail the development of materials for presiding judges and perhaps educational sessions with legislative staff to educate them on the judicial branch budget and the fiscal/operational needs of the trial courts. TCPJAC will also assist in strengthening communication with the executive branch and with the Department of Finance in particular.</p> <p><b>Status/Timeline:</b> Ongoing.</p> <p><b>Fiscal Impact/Resources:</b> Judicial Council’s Administrative Director; Trial Court Leadership, Budget Services, and Governmental Affairs 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><b>Internal/External Stakeholders:</b> None.</p> <p><b>AC Collaboration:</b> None.</p>	
4. <b>Project Title: Serve as a Resource</b>	<b>Priority 2<sup>5</sup></b>
<p><b>Project Summary<sup>7</sup>:</b> Serve as a subject matter resource for Judicial Council divisions and other council advisory groups to avoid duplication of efforts and contribute to the development of recommendations for council action.</p> <p><b>Status/Timeline:</b> Ongoing.</p> <p><b>Fiscal Impact/Resources:</b> Judicial Council and Trial Court Leadership.</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><b>Internal/External Stakeholders:</b> Superior courts.</p> <p><b>AC Collaboration:</b> CEAC and various advisory bodies as needed.</p>	



## II. LIST OF 2022 PROJECT ACCOMPLISHMENTS

#	Project Highlights and Achievements
1.	<b>Educational Opportunities.</b> TCPJAC and CEAC leadership collaborated with Judicial Council staff to conduct four business meetings in 2022. These meetings covered topics including budget priorities, legislative updates, information technology updates, emergency preparedness and response, court operations, and COVID-19 pandemic response and management. Participants included presiding judges, assistant presiding judges, court executive officers, and assistant court executive officers.
2.	<b>TCPJAC/CEAC Joint Legislation Subcommittee.</b> Remained active throughout 2022, holding 15 conference calls to, on behalf of the TCPJAC and CEAC, provide review and make recommendations to the Legislation Committee on 44 different bills identified by Governmental Affairs as having significant operational or administrative impact on the trial courts. In December 2022, the subcommittee meeting schedule will be set according to the Legislation Committee’s 2023 meeting schedule. The subcommittee will continue to meet to review proposals to create, amend, or repeal statutes to achieve cost savings or greater efficiencies for the trial courts, and recommend proposals for future consideration.
3.	<b>TCPJAC/CEAC Joint Rules Subcommittee.</b> Remained active throughout 2022, on behalf of the TCPJAC and CEAC, and reviewed 37 rule proposals throughout the course of the year. The subcommittee provided comment on 16 rule proposals that may have a significant fiscal or operational impact on the trial courts. This subcommittee will continue to be active in 2022 and meet as needed.

**Court Executives Advisory Committee  
Annual Agenda<sup>1</sup>—2023**

**Approved by the Executive and Planning Committee: Amended (Date)**

**I. COMMITTEE INFORMATION**

<b>Chair:</b>	Ms. Rebecca J. Fleming, Court Executive Officer, Superior Court of Santa Clara County
<b>Lead Staff:</b>	Ms. Donna Ignacio, Senior Analyst, Trial Court Leadership
<b>Committee's Charge/Membership:</b> Under <a href="#">rule 10.48(a)</a> of the California Rules of Court, the Court Executives Advisory Committee (CEAC) is charged with making recommendations to the council on policy issues affecting the trial courts. In addition to this charge, <a href="#">rule 10.48(b)</a> sets forth the additional duties of the committee.  <a href="#">Per rule 10.48(c)</a> , CEAC consists of the court executive officers from the 58 California superior courts. <a href="#">Rule 10.48(d)</a> establishes the Executive Committee of CEAC. The Executive Committee consists of 18 members.  The current committee <a href="#">roster</a> is available on the committee's web page.	
<b>Subcommittees/Working Groups<sup>2</sup>:</b> <ol style="list-style-type: none"><li>1. TCPJAC/CEAC Joint Legislation Subcommittee</li><li>2. TCPJAC/CEAC Joint Rules Subcommittee</li><li>3. ITAC/CEAC Joint Information Security Governance Subcommittee (<i>NEW</i>)</li><li>4. CEAC Child Support Services Subcommittee</li><li>5. CEAC Judicial Branch Statistical Information System Subcommittee</li><li>6. CEAC Jury Administration and Management Subcommittee</li><li>7. CEAC Nominations Subcommittee</li><li>8. CEAC Records Management Subcommittee</li><li>9. CEAC Trial Court Financial Policies Subcommittee</li></ol>	

<sup>1</sup> 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.

<sup>2</sup> 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 2023<sup>3</sup> (Advisory body and all subcommittees and working groups)**

Joint TCPJAC/CEAC and CEAC Statewide Meetings:

- January 26-27, 2023 (in-person, Sacramento)
- August 24–25, 2023 (in-person, location TBD)

Joint TCPJAC/CEAC and CEAC Executive Committee Meetings:

- May 3, 2023 (in-person, Sacramento)
- October 18, 2023 (in-person, Sacramento)

Specific subcommittee/working group meeting dates are to be determined at this time. Meeting occurrences are estimates for 2023 and may be subject to change.

TCPJAC/CEAC Joint Legislation Subcommittee – 15 teleconferences

TCPJAC/CEAC Joint Rules Subcommittee – 5 teleconferences

ITAC/CEAC Joint Information Security Governance Subcommittee – 4 teleconferences

CEAC Child Support Services Subcommittee – 5 teleconferences

CEAC Judicial Branch Statistical Information System Subcommittee – 4 teleconferences

CEAC Jury Administration and Management Subcommittee – 4 teleconferences

CEAC Nominations Subcommittee – 6 teleconferences

CEAC Records Management Subcommittee – 3 teleconferences

CEAC Trial Court Financial Policies Subcommittee – 1 teleconference

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

Assistant court executive officers are permitted to attend and be reimbursed for travel expenditures to statewide meetings in addition to members of the Court Executive Advisory Committee.

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

## II. COMMITTEE PROJECTS

#	New or One-Time Projects <sup>4</sup>	
1.	<b>Project Title:</b> Projects Assigned by the Ad Hoc Workgroup on Post-Pandemic Initiatives (P3) (One-Time)	<b>Priority<sup>5</sup></b> 1 <b>Strategic Plan Goal<sup>6</sup></b> II, IV, VI
<p><b>Project Summary<sup>7</sup>:</b> The Ad Hoc Workgroup on Post-Pandemic Initiatives (P3) has referred four recommendations to the CEAC for review, development, and/or implementation: <i>Expand Options for E-Filing and E-Signatures, Maintain or Improve Online Self-Help Services and Live Chat and Court Websites, Staggering Calendar Sessions/Appointment System for Court Clerks, and Improving the Juror Experience</i>. CEAC will work collaboratively with the Information Technology Advisory Committee (ITAC) and the Trial Court Presiding Judges Advisory Committee (TCPJAC) in the development of these efforts.</p> <p><b>Status/Timeline:</b> December 2023.</p> <p><b>Fiscal Impact/Resources:</b> Information Technology, Legal Services, and Trial Court Leadership 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><b>Internal/External Stakeholders:</b> Superior courts.</p> <p><b>AC Collaboration:</b> P3 Workgroup liaisons, ITAC, TCPJAC, and other advisory bodies as needed.</p>		

<sup>4</sup> 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.

<sup>5</sup> 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 a 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 a voids 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.

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

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

#	New or One-Time Projects <sup>4</sup>	
2.	<b>Project Title:</b> ITAC/CEAC Joint Information Security Governance Subcommittee (NEW)	<b>Priority<sup>5</sup></b> 1 <b>Strategic Plan Goal<sup>6</sup></b> II, VI
<p><b>Project Summary<sup>7</sup>:</b> The Joint Information Security Governance Subcommittee will review and provide feedback on security-related recommendations made by the Office of Information Security and other entities. The subcommittee will also review and recommend policies and other security-related proposals for action by ITAC and CEAC.</p> <p><b>Status/Timeline:</b> Ongoing.</p> <p><b>Fiscal Impact/Resources:</b> Information Technology, Legal Services, and Trial Court Leadership 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><b>Internal/External Stakeholders:</b> Courts of Appeal and superior courts.</p> <p><b>AC Collaboration:</b> ITAC and other advisory bodies as needed.</p>		

#	New or One-Time Projects <sup>4</sup>	
3.	<b>Project Title: Report to the Legislation: Recommendations to Increase Uniformity in Transcription Rate Expenditures in California (One-Time)</b>	<b>Priority<sup>5</sup> 1</b> <b>Strategic Plan Goal<sup>6</sup> VI</b>
<p><b>Project Summary<sup>7</sup>:</b> As required by Government Code section 69950.5, the Judicial Council shall report to the Legislature recommendations to increase uniformity in transcription rate expenditures in California.</p> <p>TCPJAC and CEAC will lead the effort to create this report while working in collaboration with key stakeholder groups, including the California Court Reporters Association, exclusively recognized employee organizations representing court reporters, and the Court Reporters Board of California. As stated in statute, the intent of the report is not to reduce the rate of pay or overall compensation to reporters or jeopardize collective bargaining agreements.</p> <p><b>Status/Timeline:</b> January 1, 2024.</p> <p><b>Fiscal Impact/Resources:</b> Trial Court Leadership, Governmental Affairs, and Policy &amp; Research 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><b>Internal/External Stakeholders:</b> <i>Internal:</i> Governmental Affairs, Legal Services, Human Resources, and Budget Services. <i>External:</i> California Court Reporters Association, employee organizations representing court reporters, and the Court Reporters Board of California.</p> <p><b>AC Collaboration:</b> Trial Court Presiding Judges Advisory Committee and other advisory bodies as needed.</p>		

#	Ongoing Projects and Activities <sup>4</sup>	
1.	<b>Project Title:</b> TCPJAC/CEAC Joint Legislation Subcommittee	<b>Priority<sup>5</sup> 1</b> <b>Strategic Plan Goal<sup>6</sup> II, III</b>
<p><b>Project Summary<sup>7</sup>:</b> The TCPJAC/CEAC Joint Legislation Subcommittee (JLS) is charged with developing, reviewing, commenting, and making recommendations on proposed legislation to establish new or amend existing laws. The subcommittee monitors proposed and existing legislation that has a significant operational or administrative impact on the trial courts. The subcommittee also reviews proposals to create, amend, or repeal statutes to achieve cost savings or greater efficiencies for the trial courts and recommends proposals for future consideration by the Legislation Committee.</p> <p><b>Status/Timeline:</b> Ongoing.</p> <p><b>Fiscal Impact/Resources:</b> Governmental Affairs and Trial Court Leadership 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><b>Internal/External Stakeholders:</b> None.</p> <p><b>AC Collaboration:</b> TCPJAC and Legislation Committee.</p>		
2.	<b>Project Title:</b> TCPJAC/CEAC Joint Rules Subcommittee	<b>Priority<sup>5</sup> 1</b> <b>Strategic Plan Goal<sup>6</sup> II, III, IV</b>
<p><b>Project Summary<sup>7</sup>:</b> The TCPJAC/CEAC Joint Rules Subcommittee (JRS) is charged with developing, reviewing, and providing input on proposals to establish, amend, or repeal the California Rules of Court, Standards of Judicial Administration, and Judicial Council forms to improve the efficiency or effectiveness of the trial courts. The subcommittee focuses on those proposals that may lead to a significant fiscal or operational impact on the trial courts and makes recommendations to the Rules Committee concerning the overall rule making process. Additionally, JRS is charged with reviewing non-rule related invitations to comment that may have an impact on the trial courts.</p> <p><b>Status/Timeline:</b> Ongoing.</p> <p><b>Fiscal Impact/Resources:</b> Legal Services and Trial Court Leadership staff.</p>		

#	<b>Ongoing Projects and Activities<sup>4</sup></b>	
	<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><b>Internal/External Stakeholders:</b> None.</p> <p><b>AC Collaboration:</b> TCPJAC, Rules Committee, and various advisory bodies.</p>	
3.	<b>Project Title: CEAC Child Support Services Subcommittee</b>	<b>Priority<sup>5</sup> 2</b>
	<p><b>Project Summary<sup>7</sup>:</b> Through the Child Support Services Subcommittee, CEAC will work in consultation with the Judicial Council Center for Families, Children &amp; the Courts (CFCC) to provide information about significant fiscal and/or operational impacts on trial courts regarding proposed policy or operational changes by the program or the Department of Child Support Services (DCSS). In addition, the subcommittee will develop comments and/or recommendations (for CEAC’s approval) concerning recommendations proposed by the Data Analytics Advisory Committee regarding the development of Assembly Bill (AB) 1058 data for the Judicial Branch Statistical Information System (JBSIS). The subcommittee will also convene to address any other critical issues related to the Plan of Cooperation (POC) and AB 1058 court contract that might arise in the interim.</p> <p>Child Support Services Subcommittee will meet to review the AB 1058 court contracts for FY 2023–24 and provide feedback to the program on changes to the contract terms. The subcommittee will also meet with State DCSS representatives and CFCC staff to discuss and resolve concerns prior to the POC’s distribution to the trial courts and local child support agencies. As the POC’s are for two-year terms, the subcommittee will meet biannually in spring on an ongoing basis to review the POC’s.</p> <p><b>Status/Timeline:</b> Ongoing.</p> <p><b>Fiscal Impact/Resources:</b> CFCC, Trial Court Leadership, and Research and Evaluation 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><b>Internal/External Stakeholders:</b> DCSS.</p> <p><b>AC Collaboration:</b> Data Analytics Advisory Committee (DAAC), Family and Juvenile Law Advisory Committee, and Trial Court Budget Advisory Committee.</p>	



#	Ongoing Projects and Activities <sup>4</sup>	
4.	<b>Project Title: CEAC Judicial Branch Statistical Information System Subcommittee</b>	<b>Priority</b> 5 2
<b>Strategic Plan Goal</b> 6 III		
<p><b>Project Summary</b><sup>7</sup>: CEAC will continue to provide oversight responsibility over Judicial Branch Statistical Information System (JBSIS) through the JBSIS Subcommittee. JBSIS is authorized through California Rules of Court, rule 10.400, and CEAC has oversight responsibility of JBSIS as defined in rule 10.48, which governs CEAC.</p> <p>The subcommittee identified the following projects:</p> <p><b>Developing the JBSIS 4.0 Implementation Plan</b>  The Judicial Council approved the JBSIS 4.0 data at its July 15, 2022, meeting. The subcommittee will work with the ITAC and the Judicial Council’s Information Technology Office to recommend an implementation plan for the JBSIS 4.0 standards. The plan will include details about how to align JBSIS data submission with JBSIS 4.0 standards as well as how to update the existing JBSIS data warehouse, associated databases, and related applications and interfaces.</p> <p><b>Updating and Clarifying JBSIS 3.0 Guidance</b>  The subcommittee will work with the Judicial Council’s Office of Court Research to complete a technical, non-substantive revise of the JBSIS manual. This revision will include updating form and code section references, expanding reporting guidance in certain sections, and making minor formatting changes. Upon completion of this project, the subcommittee will distribute the revised manual to court data contacts.</p> <p><b>Repeal California Standards of Judicial Administration, Standard 2.2 (m)</b>  Standard 2.2(m) of the California Standards of Judicial Administration requires trial courts to report exceptional criminal case aging in JBSIS. Subdivision (m) of Standard 2.2 recommends that courts track the age of exceptional criminal cases, stating:</p> <p style="padding-left: 40px;">An exceptional criminal case is not exempt from the time goal in (j), but case progress should be separately reported under the Judicial Branch Statistical Information System (JBSIS) regulations.  (Cal. Stds. Jud. Admin., std. 2.2(m).)</p> <p>The judicial branch does not currently have a data collection method that would enable courts to meet this standard. The resources required to meet the standard in subdivision (m) are substantial, and potential gains of implementing compliance efforts appear to be limited. The subcommittee will work with the Judicial Council’s Office of Court Research to review and develop a rule proposal to revise Standard 2.2 to repeal subdivision (m) to become effective January 1, 2024.</p> <p><b>Status/Timeline:</b> Ongoing.</p>		

#	<b>Ongoing Projects and Activities<sup>4</sup></b>	
	<p><b>Fiscal Impact/Resources:</b> Information Technology, Trial Court Leadership, and Office of Court Research 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><b>Internal/External Stakeholders:</b> Superior courts and case management system vendors.</p> <p><b>AC Collaboration:</b> DAAC, ITAC, and Rules Committee.</p>	
5.	<b>Project Title: CEAC Jury Administration and Management Subcommittee</b>	<b>Priority5 2</b>
	<p><b>Strategic Plan Goal<sup>6</sup> IV</b></p> <p><b>Project Summary<sup>7</sup>:</b> Through the Jury Administration and Management Subcommittee, CEAC will review jury operations. The subcommittee will make recommendations and identify best practices in jury operations, reform, and other post-pandemic issues.</p> <p><b>Status/Timeline:</b> Ongoing.</p> <p><b>Fiscal Impact/Resources:</b> Office of Court Research and Trial Court Leadership 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><b>Internal/External Stakeholders:</b> None.</p> <p><b>AC Collaboration:</b> Ad Hoc Workgroup on Post-Pandemic Initiatives.</p>	
6.	<b>Project Title: CEAC Nominations Subcommittee</b>	<b>Priority5 1</b>
	<p><b>Strategic Plan Goal<sup>6</sup> I</b></p> <p><b>Project Summary<sup>7</sup>:</b> Pursuant to California Rules of Court, rule 10.48(e)(2), the Executive Committee of CEAC must review and recommend to the council’s Executive and Planning Committee candidates for the following:</p> <ul style="list-style-type: none"> <li>• Members of CEAC’s Executive Committee;</li> <li>• Nonvoting court administrator members of the council; and</li> <li>• Members of other advisory committees who are court executives or judicial administrators.</li> </ul>	

#	Ongoing Projects and Activities <sup>4</sup>	
	<p><b>Status/Timeline:</b> Ongoing.</p> <p><b>Fiscal Impact/Resources:</b> Trial Court Leadership 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><b>Internal/External Stakeholders:</b> None.</p> <p><b>AC Collaboration:</b> Executive and Planning Committee and various advisory bodies receiving nominations.</p>	
7.	<p><b>Project Title:</b> CEAC Records Management Subcommittee</p>	<p><b>Priority</b>5 2</p> <hr/> <p><b>Strategic Plan Goal</b>6 III</p>
	<p><b>Project Summary</b><sup>7</sup>: Through the Records Management Subcommittee, CEAC will continue to develop and publish updates to the <i>Trial Court Records Manual</i> (TCRM), with a focus on ensuring that content reflects current law and promoting best practices. The subcommittee will monitor the progress of proposed 2023 Judicial Council-sponsored legislations, other legislation affecting court records management, and relevant amendments to the California Rules of Courts and Judicial Council of California forms.</p> <p>In addition, the Records Management Subcommittee will review the <i>Privacy Resource Guide</i> (PRG). In 2018, the PRG was created to assist the trial and appellate courts in protecting the privacy interests of the public while providing the public with reasonable access to the courts and the records to which they are entitled. The subcommittee will review, suggest changes or additions, and update the PRG as needed. This project is contingent upon P3’s work and consideration of remote access to court records.</p> <p><b>Status/Timeline:</b> TCRM Updates – Ongoing. Government Code sections 68152(a)(6) and 68153 – 2023.</p> <p><b>Fiscal Impact/Resources:</b> CFCC, Criminal Justice Services, Governmental Affairs, Information Technology, Legal Services, and Trial Court Leadership 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><b>Internal/External Stakeholders:</b> None.</p> <p><b>AC Collaboration:</b> Possible consultation with Criminal Law Advisory Committee, Family and Juvenile Law Advisory Committee, ITAC, Probate Mental Health Advisory Committee, P3, and TCPJAC.</p>	

#	Ongoing Projects and Activities <sup>4</sup>	
8.	<b>Project Title: CEAC Trial Court Financial Policies Subcommittee</b>	<b>Priority 5 2</b> <b>Strategic Plan Goal 6 II, III</b>
<p><b>Project Summary<sup>7</sup>:</b> Through the Trial Court Financial Policies Subcommittee, CEAC will work with Judicial Council’s Branch Accounting and Procurement (BAP) to review and identify needed revisions to the <i>Trial Court Financial Policies and Procedures Manual (TCFPPM)</i>.</p> <p>Pursuant to the California Rules of Court, rule 10.804, the Judicial Council of California is required to adopt financial policies and procedures for the superior courts. The TCFPPM was established in 2001 which set out a system of fundamental internal controls that enable the superior courts to monitor their use of public funds, provide consistent and comparable financial statements, and demonstrate accountability. Annually, the manual is reviewed, and any suggested updates are submitted to the Judicial Council for approval. Throughout the year, BAP works with representatives from various courts to compile and draft recommendations for the next version of the manual. Prior to presentation to the Judicial Council, the rule 10.804(1)(b) requires that the amendments to the manual be made available to the superior courts, the Department of Finance, and the State Controller’s Office for comment.</p> <p>The subcommittee will be reviewing proposed edits to the <i>Trial Court Financial Policies and Procedures Manual</i> including but not limited to, transfers from the general fund to the enhanced collections fund, negative unassigned fund balances in special revenue funds, purchase card receipts, escheatment of stale dated checks related to civil filing fee refunds, escheatment of eminent domain funds, and reference to court funded facilities request process.</p> <p><b>Status/Timeline:</b> Ongoing.</p> <p><b>Fiscal Impact/Resources:</b> BAP, Budget Services, and Trial Court Leadership 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><b>Internal/External Stakeholders:</b> Superior courts.</p> <p><b>AC Collaboration:</b> None.</p>		

#	<b>Ongoing Projects and Activities<sup>4</sup></b>	
9.	<b>Project Title: Strengthen the Role of Court Executive Officers in Outreach to the Legislative and Executive Branches</b>	<b>Priority5 2</b> <b>Strategic Plan Goal6 II</b>
<p><b>Project Summary<sup>7</sup>:</b> In consultation with the Judicial Council’s Administrative Director, Governmental Affairs, and Budget Services, CEAC will support Judicial Council outreach with the legislature with a focus on legislative staff in both the local districts and in the Capitol. This effort will entail the development of materials for court executive officers and perhaps educational sessions with legislative staff to educate them on the judicial branch budget and the fiscal/operational needs of the trial courts. CEAC will also assist in strengthening communication with the executive branch and with the Department of Finance in particular.</p> <p><b>Status/Timeline:</b> Ongoing.</p> <p><b>Fiscal Impact/Resources:</b> Judicial Council’s Administrative Director; Trial Court Leadership, Budget Services, and Governmental Affairs 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><b>Internal/External Stakeholders:</b> None.</p> <p><b>AC Collaboration:</b> None.</p>		
10.	<b>Project Title: Serve as a Resource</b>	<b>Priority5 2</b>
<p><b>Project Summary<sup>7</sup>:</b> Serve as a subject matter resource for Judicial Council divisions and other council advisory groups to avoid duplication of efforts and contribute to the development of recommendations for council action.</p> <p><b>Status/Timeline:</b> Ongoing.</p> <p><b>Fiscal Impact/Resources:</b> Various Judicial Council divisions as 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><b>Internal/External Stakeholders:</b> None.</p> <p><b>AC Collaboration:</b> Various advisory bodies as needed.</p>		

## LIST OF 2022 PROJECT ACCOMPLISHMENTS

#	Project Highlights and Achievements
1.	<b>Educational Opportunities.</b> TCPJAC and CEAC leadership collaborated with Judicial Council staff to hold four business meetings in 2022. These meetings covered topics including budget priorities, legislative updates, information technology updates, emergency preparedness and response, court operations, and COVID-19 pandemic response and management. Participants included presiding judges, assistant presiding judges, court executive officers, and assistant court executive officers.
2.	<b>TCPJAC/CEAC Joint Legislation Subcommittee.</b> Remained active throughout 2022, holding 15 conference calls to, on behalf of the TCPJAC and CEAC, provide review and make recommendations to the Legislation Committee on 44 different bills identified by Governmental Affairs as having significant operational or administrative impact on the trial courts. In December 2022, the subcommittee meeting schedule will be set according to the Legislation Committee’s 2023 meeting schedule. The subcommittee will continue to meet to review proposals to create, amend, or repeal statutes to achieve cost savings or greater efficiencies for the trial courts, and recommend proposals for future consideration.
3.	<b>TCPJAC/CEAC Joint Rules Subcommittee.</b> Remained active throughout 2022, on behalf of the TCPJAC and CEAC, and reviewed 37 rule proposals throughout the course of the year. The subcommittee provided comment on 16 rule proposals that may have a significant fiscal or operational impact on the trial courts. This subcommittee will continue to be active in 2023 and meet as needed.
4.	<b>Child Support Services Subcommittee.</b> The subcommittee reviewed and provided input on a change in policy and instructions to be included in the grant accounting manual on allowing courts to contract for their full allocation even if the court does not have a specific line item in the budget for which to designate these funds and the methodology of designating these funds or return them during the mid-year reallocation process.
5.	<b>JBSIS Subcommittee.</b> In 2022, the subcommittee made progress on several of its ongoing projects. The subcommittee focused its efforts on streamlining and modernizing JBSIS reporting. The subcommittee drafted a new JBSIS framework and sought feedback from relevant Judicial Council advisory bodies. With this feedback, the subcommittee submitted a report to the Judicial Council recommending the approval of the new data standards and directing relevant staff and committees to begin implementation planning. The Judicial Council approved the subcommittee’s recommendation at its July 15, 2022, meeting. In addition, the subcommittee reviewed issues related to the current JBSIS data standards. The subcommittee discussed current and possible future guidance for the reporting of petition filings, case aging, and civil commitment cases. Finally, the subcommittee approved a technical, non-substantive revision to the JBSIS manual to clarify and update JBSIS 3.0 data reporting guidance.
6.	<b>Nominations Subcommittee.</b> During the 2022 nominations cycle, the subcommittee identified, assessed, and recommended court executive officer/judicial administrator candidates for membership on the Judicial Council, CEAC Executive Committee, and other council advisory bodies.
7.	<b>Records Management Subcommittee.</b> The subcommittee is working on updates on the TCRM to include legislatively mandated updates and best practices for court records.
8.	<b>Trial Court Financial Policies Subcommittee.</b> The subcommittee completed the TCFPPM–12th edition and was submitted and approved at the May 11, 2022, Judicial Council meeting for publication on July 1, 2022