



JUDICIAL COUNCIL OF CALIFORNIA

INFORMATION TECHNOLOGY
ADVISORY COMMITTEE

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

INFORMATION TECHNOLOGY ADVISORY COMMITTEE

MINUTES OF OPEN MEETING

August 25, 2016

12:00 - 1:30 PM

Teleconference

Advisory Body Members Present: Hon. Terence L. Bruiniers, Chair; Hon. Robert B. Freedman, Vice Chair; Mr. Brian Cotta; Hon. Julie R. Culver; Prof. Dorothy J. Glancy; Hon. Michael S. Groch; Hon. Sheila F. Hanson; Hon. Samantha P. Jessner; Hon. Jackson Lucky; Hon. Louis R. Mauro; Mr. Darrel Parker; Mr. Snorri Ogata; Mr. Robert Oyung; Hon. Alan G. Perkins; Hon. Peter J. Siggins; Mr. David H. Yamasaki

Advisory Body Members Absent: Mr. Terry McNally; Hon. James Mize; Hon. Mark Stone; Mr. Don Willenburg; Hon. Joseph Wiseman

Others Present: Hon. Douglas P. Miller; Hon. Daniel J. Buckley; Mr. Mark Dusman; Ms. Kathy Fink; Ms. Fati Farmanfarmaian; Ms. Jamel Jones; Mr. Patrick O'Donnell; Ms. Tara Lundstrom; Ms. Jenny Phu; Ms. Donna Keating; Ms. Nicole Rosa; Mr. Tony Rochon; Ms. Jessica Craven; Ms. Diana Glick; Ms. Jackie Woods

OPEN MEETING

Call to Order and Roll Call

The chair called the meeting to order at 12:00 PM, and took roll call.

Approval of Minutes

The advisory body reviewed and approved the minutes of the August 1, 2016 meeting of the Information Technology Advisory Committee (ITAC).

DISCUSSION AND ACTION ITEMS (ITEMS 1-3)

Hon. Terence L Bruiniers, Chair announced upcoming changes to ITAC beginning September 15. The new ITAC chair will be Hon. Shelia F. Hanson and vice-chair will be Hon. Louis R. Mauro. Additionally, there will be two new members Hon. Kimberly Menninger, Orange County Superior Court and Ms. Alexandra Grimwade, CIO, Twentieth Century Fox Television. Both new members will be participate in the new member orientation meeting late September. Professor Glancy will be leaving ITAC; Justice Bruiniers thanked her for her contributions especially around rules and policy with the subcommittee. Mr. Patrick O'Donnell has hired a new attorney to assistant ITAC, Andrea Jaramillo is familiar with ITAC as she once interned with ITAC when it was formally CTAC.

Item 1

Legislative Proposal to Authorize E-Service in Probate Proceedings (Action Required)

Review public comments received and decide whether to recommend proposed amendments to a legislative proposal that would amend the Probate Code and Welfare and Institutions Code sections 728 and 5362 to authorize e-service by consent of notices and other papers in guardianship, conservatorship, and other probate matters.

Action: Hon. Peter J. Siggins and Mr. Patrick O'Donnell provided an update on this proposal. Developed in coordination with Probate and Mental Health Advisory committee. Six public comments were received, all comments approved. Comments included clarification, typographical errors and future project suggestions.

Motion to approve the recommendation of proposed amendments to the legislative proposal amending the Probate Code and Welfare and Institutions Code sections 728 and 5326 as specified.

Approved

Item 2

Legislative Proposal to Authorize E-Service and E-Filing in Juvenile Proceedings (Action Required)

Review public comments received and decide whether to recommend proposed amendments to a legislative proposal that would amend the Welfare and Institutions Code to allow for e-service by consent and e-filing in juvenile dependency and delinquency proceedings.

Action: Justice Siggins advised these are changes on juvenile proceedings. Ms. Diana Glick provided a general update regarding comments. There were 5 comments received. Suggested changes included language and redundancy and document was tightened up. It is believed the encryption standard in the proposal meets standards under HIPA as well.

Motion to approve the recommendation of proposed amendments to the legislative proposal amending the Welfare and Institutions Code to allow for e-service by consent and e-filing in juvenile dependency and delinquency proceedings.

Approved

Item 3

Annual Agenda Planning

Info: Justice Bruiniers asked Ms. Kathy Fink and Ms. Jamel Jones to review the annual agenda process. This is the document that authorizes ITAC's work for the coming year and the projects need to align to the Tactical Plan for the branch. A draft is developed by ITAC and approved by Judicial Council Technology Committee (JCTC). Amendments must be submitted and also approved by JCTC. A project request form is used for new forms, redline existing annual agenda, and for carry over projects.

Following today's meeting an email will be sent inviting members to redline the annual agenda and their suggestions are due by September 23. ITAC will meet in October to review and prepare materials for the December in person meeting. Final draft will be sent to ITAC before submission to JCTC.

Justice Bruiniers added, that the workstream approach relies on trial court resources. Some concerns about over stretching trial courts resources, will need to find additional branch resources; also judicial council staff resource need to be considered.

A D J O U R N M E N T

There being no further business, the meeting was adjourned at 12:31 PM.

Approved by the advisory body on October 14, 2016.