



JUDICIAL COUNCIL OF CALIFORNIA

INFORMATION TECHNOLOGY
ADVISORY COMMITTEE

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

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INFORMATION TECHNOLOGY ADVISORY COMMITTEE

NOTICE AND AGENDA OF OPEN IN-PERSON MEETING

Open to the Public (Cal. Rules of Court, rule 10.75(c)(1) and (e))

THIS MEETING IS BEING RECORDED

Date:	December 3, 2018
Time:	10:00 a.m. - 2:15 p.m.
Location:	Ronald M. George State Office Complex William C. Vickrey Judicial Council Conference Center, 3rd Floor Malcolm M. Lucas Board Room 455 Golden Gate Avenue San Francisco, California 94102-3688
Call-in Number:	This is an in-person meeting for ITAC members. A call-in number is being provided for the public. 1 -877-820-7831 Listen Only Code: 1437245 #

Meeting materials will be posted on the advisory body web page on the California Courts website at least three business days before the meeting.

Members of the public seeking to make an audio recording of the meeting must submit a written request at least two business days before the meeting. Requests can be e-mailed to itac@jud.ca.gov.

Agenda items are numbered for identification purposes only and will not necessarily be considered in the indicated order.

I. OPEN MEETING (CAL. RULES OF COURT, RULE 10.75(C)(1))

Call to Order and Roll Call

Approval of Minutes

Approve minutes of the following Information Technology Advisory Committee meetings:

1. October 26, 2018 (teleconference)

Updated 11/19/2018

II. PUBLIC COMMENT (CAL. RULES OF COURT, RULE 10.75(K)(1)-(2))

In-Person Public Comment

Members of the public requesting to speak during the public comment portion of the meeting must place the speaker's name, the name of the organization that the speaker represents if any, and the agenda item that the public comment will address, on the public comment sign-up sheet. The sign-up sheet will be available at the meeting location at least **1 hour** prior to the meeting start time. The Chair will establish speaking limits at the beginning of the public comment session. While the advisory body welcomes and encourages public comment, time may not permit all persons requesting to speak to be heard at this meeting.

Written Comment

In accordance with California Rules of Court, rule 10.75(k)(1), written comments pertaining to any agenda item of a regularly noticed open meeting can be submitted up to one complete business day before the meeting. For this specific meeting, comments should be e-mailed to itac@jud.ca.gov or mailed or delivered to 455 Golden Gate Avenue, 8th Floor, San Francisco 94102, attention: **Jackie Woods**. Only written comments received by **10 a.m. on November 30** will be provided to advisory body members prior to the start of the meeting.

III. DISCUSSION AND POSSIBLE ACTION ITEMS (ITEMS 1-9)

Item 1

Chair's Report

Presenter: Hon. Sheila F. Hanson, Chair

Item 2

Judicial Council Technology Committee Update (Report)

Update on activities and news coming from this internal oversight committee.

Presenter: Hon. Marsha Slough, Chair, JCTC

Item 3

Privacy Resource Guide (Discussion/Action Requested)

Present the draft Privacy Resource Guide. Invite members to comment. Decide report's readiness to recommend to the Judicial Council Technology Committee for acceptance.

Presenters: Hon. Julie Culver, Privacy Resource Guide Lead
Ms. Kristi Morioka, Attorney, Legal Services

Note: Times are estimated. Actual start and end times may vary.

Item 4

Branch IT Symposium Debrief (Report)

Provide a debrief on the IT Symposium held on 11/1-11/2, including results from the post-meeting survey.

Presenters: Ms. Jamel Jones, Supervisor, Information Technology
Ms. Jessica Craven-Goldstein, Senior Business Systems Analyst,
Information Technology

Item 5

Tactical Plan Update (Report)

Provide an update on the Tactical Plan Workstream efforts.

Presenter: Hon. Sheila Hanson, ITAC Chair; and
Executive Sponsor for the Tactical Plan Workstream

Item 6

Comments and Questions Regarding Written Futures Commission Directive Reports

Intelligent Chat for Self-Help Services

Hon. Michael Groch, Executive Sponsor

Voice-to-Text Language Services Outside the Courtroom

Hon. James Mize, Executive Sponsor

Remote Video Appearances for Most Non-Criminal Hearings

Hon. Samantha Jessner, Executive Sponsor

Item 7

Comments and Questions Regarding Written Workstream and Subcommittee Reports

Video Remote Interpreting (VRI) Workstream

Hon. Samantha Jessner, Executive Sponsor

E-Filing Strategy Workstream

Hon. Sheila F. Hanson, Executive Sponsor

Note: Times are estimated. Actual start and end times may vary.

Identity and Access Management Strategy Workstream

Mr. Snorri Ogata, Executive Sponsor

Self-Represented Litigants (SRL) E-Services Workstream

Hon. James M. Mize and Hon. Michael Groch, Executive Sponsors

IT Community Development Workstream

Hon. Alan Perkins and Ms. Jeannette Vannoy, Executive Sponsors

Intelligent Forms Strategy: Research & Scope – Phase 1 Workstream

Hon. Jackson Lucky, Executive Sponsor

Data Analytics: Assess and Report – Phase 1 Workstream

Hon. Tara Desautels and Mr. David Yamasaki, Executive Sponsors

Disaster Recovery (DR) – Phase 2 Workstream

Mr. Paras Gupta, Executive Sponsor

Next Generation Hosting Strategy – Phase 2 Workstream

Mr. Brian Cotta, Executive Sponsor

Rules & Policy Subcommittee

Hon. Peter Siggins, Chair

Joint Appellate Technology Subcommittee

Hon. Louis Mauro, Chair

Item 8

Annual Agenda Discussion (Action Requested)

Review of proposals for the *ITAC 2019 Annual Agenda*. The committee will discuss and assess proposals in the following order:

- (1) Existing Subcommittees
- (2) Futures Commission Directives
- (3) Existing Workstreams
- (4) Newly Expected Workstreams per *Tactical Plan* additions
- (5) Potential Ideas

The committee will be requested to vote to approve the contents of the final agenda.

Note: Times are estimated. Actual start and end times may vary.

Facilitators: Mr. Richard Blalock, Senior Business Systems Analyst, Information Technology
Ms. Camilla Kieliger, Senior Business Systems Analyst, Information Technology

BREAK

Item 8 (cont'd)

(Continuation of Annual Agenda discussion above.)

Item 9

Budget Change Proposal (BCP) Planning (Discussion)

Review in progress BCPs for FY19-20. Gather committee input on potential BCP topics for FY20-21.

Presenter: Mr. Robert Oyung, Chief Operating Officer

IV. ADJOURNMENT

Adjourn

ITAC Meetings Schedule for 2019:

- February - TBD

Important Dates:

- December 10, 2018 – JCTC Meeting
- December 10-12, 2018 – eCourts Conference

(Note: Travel/registration expenses are the responsibility of the attendee.)

Note: Times are estimated. Actual start and end times may vary.