



JUDICIAL COUNCIL OF CALIFORNIA

INFORMATION TECHNOLOGY
ADVISORY COMMITTEE

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INFORMATION TECHNOLOGY ADVISORY COMMITTEE

MINUTES OF OPEN MEETING

December 2, 2019

10:00 AM - 3:00 PM

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

Advisory Body Members Present: Hon. Sheila F. Hanson, Chair; Hon. Louis R. Mauro, Vice Chair; Mr. Jake Chatters; Mr. Brian Cotta; Mr. Adam Creiglow; Mr. Alan Crouse; Hon. Julie R. Culver; Hon. Tara Desautels; Ms. Alexandra Grimwade; Hon. Michael S. Groch; Mr. Paras Gupta; Senator Robert Hertzberg; Hon. Samantha P. Jessner; Hon. Kimberly Menninger; Hon. James Miz; Mr. Snorri Ogata; Mr. Darrel Parker; Hon. Donald Segerstrom; Hon. Peter Siggins; Ms. Jeannette Vannoy; Mr. Don Willenburg; Mr. David H. Yamasaki

Advisory Body Members Absent: Assemblymember Marc Berman; Hon. Bruce Smith; Hon. Joseph Wiseman

Others Present: Hon. Kyle Brodie; Ms. Heather Pettit; Mr. Mark Dusman; Ms. Jamel Jones; Mr. Alex Barnett (Sen. Hertzberg); Mr. Richard Blalock; Ms. Camilla Kieliger; Ms. Andrea Jaramillo; Ms. Nicole Rosa; Ms. Jessica Craven; Ms. Jackie Woods; and other JCC staff present

OPEN MEETING

Call to Order and Roll Call

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

Approval of Minutes

The advisory body reviewed and approved the minutes of the October 4, 2019, Information Technology Advisory Committee meeting.

No public comments were received.

DISCUSSION AND ACTION ITEMS (ITEMS 1-7)

Item 1

Chair's Report

Presenter: Hon. Sheila F. Hanson, Chair

Update: Judge Hanson welcomed members to the last meeting of 2019. She acknowledged Senator Robert Hertzberg, who was able to attend in person. Also, welcoming new members Assistant Presiding Judge Theodore Zayner from Santa Clara County and Mr. Alan Crouse, Deputy Court Executive Officer from San Bernardino County, who were both attending their first in person meeting.

Judge Hanson noted that Vice-Chair Justice Mauro has volunteered to be the liaison to the Access & Fairness Advisory Committee the chairs are looking for a Judicial Co-Sponsor for the Branchwide Information Security Roadmap Workstream. Mr. Brian Cotta has volunteered to serve as the Executive Sponsor. There is also a liaison opening to the Criminal Law Advisory Committee. If interested, please inform the ITAC chairs.

The 2020 ITAC meeting dates will be sent out once they are finalized and formal invitations will follow.

Item 2

Judicial Council Technology Committee (JCTC)

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

Presenter: Hon. Kyle S. Brodie, Chair, JCTC

Update: Judge Brodie noted that updates on Small Courts Summit and Budget Change Proposals (BCPs) will be discussed in the next two agenda items. One of his goals is to make sure that ITAC and JCTC work is done as a team to move items forward. JCTC will be reviewing the BCPs being submitted.

Item 3

Small Court Technology Summit

Receive a debrief from the Small Court Technology Summit, which was held on October 24, 2019.

Presenters: Hon. Sheila F. Hanson, Executive Sponsor
Mr. Richard Blalock, Senior Business Systems Analyst, Information Technology

Update: Judge Hanson, noted that it was a exciting and both small and large courts were attended. summit and Ms. Amy Kong, California State CIO attended and that was encouraging for courts to see not only branchwide, but statewide representation in attendance. Mr. Blalock gave a debrief and shared feedback statistics. Of the 41 participating courts, 100% agree that this event was a good use of their time and 90% agree content was valuable. The exhibit hall, new this year, was useful in showcasing court services. All session received top scores and 95% liked program length and would like annually. The top two highest score programs were the Security & Disaster Preparedness and Innovate through Community. The slides from this event are located on the Judicial Resources Network (JRN).

Item 4

FY21/22 Technology Budget Change Proposal (BCP)

Overview and input regarding the FY21/22 technology concepts for funding, which precede full BCP development.

Presenters: Ms. Heather Pettit, Chief Information Officer, Judicial Council

Update: Ms. Pettit advised members that budget concepts are put together and vetted prior to being submitted to Department of Finance (DoF) and finally included in the Governor's budget. The past several years have been successful using models like workstream to get funding, since they are transparent and provide data.

Developing BCPs for FY21-22 between December and February. Topics for consideration are: Branchwide Security Operations Center; California Courts Protective Order Registry (CCPOR) Mobile Access; Expansion of Remote Video Solutions; Expansion of Online Traffic Adjudication Program; Judicial Virtual Customer Service Center (Live Chat); Trial Court Digital Services; and Automated Email and Text Reminders. Topics are sent to a vast range of people to get their feedback. JCTC will review, prioritize and approve BCPs to be submitted to the Judicial Council for their approval.

Item 5

Privacy Resource Guide – Next Steps

Provide suggestions and input on potential ownership and next steps for the guide.

Presenters: Hon. Peter Siggins, Chair, Rules and Policy Subcommittee

Action: Justice Siggins noted this guide is on the branch website and this guide is a good resource for the public to understand privacy in the courts. The question is who takes ownership of the guide to keep it updated? Justice Siggins noted that the guide could use updates currently with new laws. This is no longer a technology project and the Judicial Council said it would provide staffing. One thought the Trial Courts Presiding Judges Advisory Committee (TCPJAC) might be a good home and Judge Culver agrees and would be able to help move this forward. This document is more judicial officers focused as well as the public. Judicial Education was also considered as a potential home. Judge Culver and Justice Siggins will reach out to the TCPJAC to begin a discussion about taking ownership.

Item 6

Status Report Review & Annual Agenda Discussion

Review of December 2019 project status reports and proposals for the *ITAC 2020 Annual Agenda*. The committee will discuss and assess project proposals in the following order:

- (1) Existing Subcommittees

- (2) Futures Commission Directives and Workstreams
- (3) Potential Ideas

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

Action: Mr. Blalock and Ms. Kieliger began the review of existing subcommittees beginning with the Joint Appellate Technology Subcommittee (JATS). Justice Mauro listed their current projects, also in the status report and indicated there are no new proposed projects for the 2020 annual agenda. Rules & Policy Subcommittee do not have any new projects, but will continue to update rules as necessary. Consensus is to approve the above to be included in the annual agenda. Also, continuing the approved Joint Ad hoc Subcommittee on Rules for Remote Video Appearances. Justice Mauro indicated that ITAC is very interested in Senator Hertzberg's assistance with moving some of ITAC's projects forward.

Remote Video Appearances, all case types for 2020 workstream. JCTC wants to address all types of proceedings including criminal, especially in cases that are not as impactful when parties are in agreement.

Judge Mize noted that Voice-to-Text Language Services outside the courtroom is revolutionary, even with privacy and document retention in consideration, this option is very close to a reality for the courts. This project continues with a testing website to test scripts and then will report back to ITAC. The possible recommendation is for a phase 2 that would pilot with a vendor in a couple courts to test live usage with court users. Members would approve phase 2 once phase one is complete. Phase 2 would then be added to the 2020 annual agenda.

Identity and Access Management Strategy a deadline extension through June 2020 was approved. This is a good candidate for a collaboration with the Security workstream and will be added to the annual agenda, section C.

IT Community Development will be extended to April 2020 and included in the annual agenda.

Digital Evidence will be included in the annual agenda.

Data Analytics has secured Gartner to help with the governance aspect. Also, if anyone knows someone who would be useful to help with perspective with governance, please share about this group. Judge Brodie has agreed to join the workstream. Approved for annual agenda.

Disaster Recovery Phase 2 will be working towards being able to move the case management system to the cloud in case of disaster. Approved for the annual agenda.

Online Dispute Resolution (ODR) guiding principles are to look at and confirm needs and making sure there is measuring along process that should be added to the agenda.

Judge Zayner will join workstream and others are welcome to join. Perhaps Senator Hertzberg can assist with a student for this project.

Security Roadmap is looking for a judicial co-sponsor, also aligns with the new BCP for security. The key objectives should be updated to show collaboration. Approved for annual agenda.

Tactical Plan is in the final year, so suggesting it is added to annual agenda to update plan for the next cycle. Key objectives can be updated as necessary. Approved for the annual agenda.

No new items were suggested for the 2020 annual agenda. Next steps are CIO review, edits, and then an email vote if non substantive changes are made.

Item 7

Liaison Reports

Reports from members appointed as liaisons to/from other advisory bodies.

Update: Appellate Advisory Committee continues work on rules modernization and responding to legislation and Supreme Court opinion by updating the rules.

Access & Fairness Advisory Committee the deadline is December 3 to apply for a share of the \$2.35 Million grant funding for the language access signage and equipment needs support.

Criminal Law Advisory Committee's new liaison is Judge Menninger.

ADJOURNMENT

There being no further business, the meeting was adjourned at 12:05 PM.

Approved by the advisory body on January 8, 2020.