



JUDICIAL COUNCIL OF CALIFORNIA

TECHNOLOGY COMMITTEE

www.courts.ca.gov/jctc.htm
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JUDICIAL COUNCIL TECHNOLOGY COMMITTEE

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

THIS MEETING WILL BE CONDUCTED BY TELECONFERENCE

THIS MEETING WILL BE RECORDED

Date: June 12, 2017
Time: 12:00 noon - 1:00 p.m.
Public Call-in Number: 1-877-820-7831 Passcode: 3511860

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

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 May 8, 2017 meeting and the May 17, 2017 meeting.

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

Written Comment

In accordance with California Rules of Court, rule 10.75(k)(1), public comments about any agenda item must be submitted by June 9, 2017, 12:00 noon. Written comments should be e-mailed to jctc@jud.ca.gov or mailed or delivered to 455 Golden Gate Avenue, San Francisco, CA 94102, attention: Jessica Craven Goldstein. Only written comments received by June 9, 2017, 12:00 noon will be provided to advisory body members prior to the start of the meeting.

III. DISCUSSION AND POSSIBLE ACTION ITEMS (ITEMS 1-5)

Item 1

Chair Report

Provide update on activities of or news from the Judicial Council, advisory bodies, courts, and/or other justice partners.

Presenter: Hon. Marsha G. Slough, Chair, Judicial Council Technology Committee

Item 2

Update/Report on Information Technology Advisory Committee (ITAC)

An update and report on ITAC will be provided; this will include the activities of the workstreams.

Presenter: Hon. Sheila F. Hanson, Chair, Information Technology Advisory Committee

Item 3

Request to Amend Annual Agenda of the Information Technology Advisory Committee (ITAC) to add the Digital Evidence Workstream (Action Requested)

ITAC requests that the JCTC review and consider an amendment to the advisory committee's Annual Agenda to authorize it to form a new workstream on the topic of digital evidence.

Presenters: Hon. Sheila F. Hanson, ITAC Chair, and Mr. Robert Oyung, Chief Information Officer, Judicial Council of California

Item 4

Update/Report on the Small Court Technology Summit and Statewide Technology Summit

An update and report on the Small Court Technology Summit that was sponsored by the California Trial Court Consortium (CTCC) and the JCTC and held in May 2017. An update and report on the upcoming Statewide Technology Summit to be held in conjunction with the Statewide Trial Court Presiding Judges Advisory Committee (TCPJAC) and the Court Executive Advisory Committee (CEAC) that will be held in August 2017.

Presenter: Mr. Richard Feldstein, JCTC member; and Mr. Robert Oyung

Item 5

Update/Report on the Technology Innovations Grants

An update and report on the technology related Innovations Grants.

Presenters: Mr. Robert Oyung; and Ms. Maureen Dumas, Principal Manager, Special Projects, Judicial Council of California

A D J O U R N M E N T

Adjourn



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TECHNOLOGY COMMITTEE

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JUDICIAL COUNCIL TECHNOLOGY COMMITTEE

MINUTES OF OPEN MEETING

May 8, 2017
12:00 - 1:00 PM
Teleconference

Advisory Body Members Present: Hon. Marsha G. Slough, Chair; Hon. Daniel J. Buckley, Vice-Chair; Hon. Kyle S. Brodie; Mr. Jake Chatters; Mr. Rick Feldstein; and Ms. Audra Ibarra

Advisory Body Members Absent: Hon. Ming W. Chin; David E. Gunn; Hon. Gary Nadler; and Ms. Debra Elaine Pole

Liaison Members Present: Hon. Sheila F. Hanson

Others Present: Mr. David Yamasaki; Mr. John Wordlaw; Mr. Robert Oyung, Mr. Zlatko Theodorovic; Mr. Mark Dusman; Mr. David Koon; Ms. Kathy Fink; Ms. Jamel Jones; Ms. Nicole Rosa; Mr. Patrick O'Donnell; and Ms. Andrea Jaramillo

OPEN MEETING

Call to Order and Roll Call

The chair called the meeting to order, took roll call, and advised no public comments were received.

Approval of Minutes

The advisory body reviewed and approved the minutes of the April 10, 2017 meeting.

DISCUSSION AND ACTION ITEMS

Item 1

Chair Report

Update: Hon. Marsha Slough, Chair of the Judicial Council Technology Committee (JCTC), welcomed and thanked everyone for attending. Justice Slough reviewed the agenda for the meeting, as well as provided updates on recent meetings in which she and other members represented the JCTC or reported on the JCTC activities.

Item 2

Update/Report on Information Technology Advisory Committee (ITAC)

Update: Hon. Sheila F. Hanson, Chair of ITAC, provided an update and report on the activities of the advisory committee, its subcommittees, and its workstreams.

Action: The committee discussed the activities of ITAC and received the report.

Item 3

Request to Amend Annual Agenda of the Information Technology Advisory Committee (ITAC)

Update: Mr. Patrick O'Donnell, Principal Managing Attorney, Legal Services provided an update and report on the request from ITAC that the JCTC amend the advisory committee's Annual Agenda to authorize it to form a joint ad hoc subcommittee for the purpose of developing rules on remote access to court records by parties, attorneys, and justice partners.

Action: The committee received and discussed the report. There was a clarification that when the work is completed, the ad hoc group would be dissolved. The committee voted to approve the amendment to the annual agenda.

Item 4

Annual Agenda and Tactical Planning Alignment

Update: Mr. Robert Oyung, Chief Information Officer for the Judicial Council, provided an update and report on the a potential approach for ITAC to aligning the ITAC Annual Agenda and the *Tactical Plan for Technology* development processes intended to improve and streamline planning.

Action: The committee received and discussed the report.

Item 5

Case Management System Data Exchange Operations Plan

Update: Mr. David Yamasaki, Executive Sponsor of the Data Exchange Workstream; and Mr. Robert Oyung, Chief Information Officer, Information Technology Office, Judicial Council of California provided an update and report on the work related to the Case Management System (CMS) Data Exchange (DX) workstream final Governance and Operations Plans that ITAC approved at their March 2017 meeting including the final deliverables of the workstream.

Action: The committee received and discussed the report. The JCTC voted to accept the deliverables and to approve proposal to operationalize the workstream.

A D J O U R N M E N T

There being no further business, the meeting was adjourned.



JUDICIAL COUNCIL OF CALIFORNIA

TECHNOLOGY COMMITTEE

JUDICIAL COUNCIL TECHNOLOGY COMMITTEE

MINUTES OF OPEN MEETING

May 17, 2017
12:00 - 1:00 PM
Teleconference

Advisory Body Members Present: Hon. Marsha G. Slough, Chair; Hon. Daniel J. Buckley, Vice-Chair; Hon. Kyle S. Brodie; Hon. Ming W. Chin; Hon. Gary Nadler; Mr. Jake Chatters; Mr. Rick Feldstein; and Ms. Audra Ibarra

Advisory Body Members Absent: David E. Gunn; and Ms. Debra Elaine Pole

Liaison Members Present: Hon. Sheila F. Hanson

Others Present: Mr. John Wordlaw; Mr. Robert Oyung, Ms. Virginia Sanders-Hinds; Mr. Mark Dusman; Mr. David Koon; Ms. Kathy Fink; Ms. Jamel Jones; and Ms. Jessica Goldstein

OPEN MEETING

Call to Order and Roll Call

The chair called the meeting to order, took roll call, and advised no public comments were received.

DISCUSSION AND ACTION ITEMS

Item 1

Chair Report

Update: Hon. Marsha Slough, Chair of the Judicial Council Technology Committee (JCTC), welcomed and thanked everyone for attending. Justice Slough reviewed the agenda for the meeting, as well as provided updates on recent meetings in which she and other members represented the JCTC or reported on the JCTC activities.

Item 2

Technology Budget Change Proposals

Update: Hon. Daniel J. Buckley, Vice-Chair, facilitated a discussion on potential technology Budget Change Proposals (BCPs) with FY 18/19 being the target year for funding. Prioritize BCP concepts for submission to the Judicial Branch Budget Committee at its June 2017 meeting and then the Judicial Council for approval at its July 2017 meeting.

Action: The committee reviewed the BCP Concepts and took the following action ranking the BCPs in the order listed.

1. Case Management System replacements;
2. Deploy and maintain California Court Protective Order Registry (CCPOR);
3. Phoenix System Required updates;
4. Self-Represented Litigants (SRL) Statewide E-Services Solution;
5. Digitizing Paper and Filmed Case Files for the Superior and Appellate
6. Courts; and
7. Single Source Sign-On for the Judicial Branch

A D J O U R N M E N T

There being no further business, the meeting was adjourned.

The background features a large, faint seal of the Judicial Council of Pennsylvania. The seal is circular and contains a central figure holding a scale and a sword, surrounded by the text "JUDICIAL COUNCIL OF PENNSYLVANIA" and the year "1926".

Judicial Council Technology Committee Open Meeting

June 12, 2017

Call to Order and Roll Call

- Welcome
- Open Meeting Script

*Hon. Marsha G. Slough, Chair, Judicial Council Technology
Committee*



JUDICIAL COUNCIL
OF CALIFORNIA

Chair Report

Hon. Marsha G. Slough



JUDICIAL COUNCIL
OF CALIFORNIA

Update: Information Technology Advisory Committee (ITAC)

*Hon. Sheila F. Hanson, Chair, Information Technology
Advisory Committee*



JUDICIAL COUNCIL
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Action: Request to Amend Annual Agenda of the Information Technology Advisory Committee

Hon. Sheila F. Hanson and Mr. Robert Oyung, Chief Information Officer



JUDICIAL COUNCIL
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Update: Small Court Technology Summit

Mr. Robert Oyung and Mr. Richard Feldstein, JCTC Member



JUDICIAL COUNCIL
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Update: Innovations Grants

*Mr. Robert Oyung and Ms. Maureen Dumas, Principal Manager,
Special Projects*



JUDICIAL COUNCIL
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Technology Innovations Grants by Category

#	Court	Program Name	Category	Awards ¹
49	Orange Superior Court	Improving Court Management Through the Use of Analytics	Analytics/ Dashboard	\$938,851
32	Santa Barbara Superior Court	Instant Family Law Orders	Automate manual processes	\$312,926
39	5th District Court of Appeal	Modernize the Transcript Assembly Program	Automate manual processes	\$793,000
21	Los Angeles Superior Court	Self-help Traffic Avatar (Gina) Expansion	Avatar	\$59,373
27	Riverside Superior Court	Traffic Avatar	Avatar	\$67,125
38	Yolo Superior Court	Online Interactive Multilingual Tool	Avatar	\$91,500
9	Sacramento Superior Court	Monitor and Measure the Achievement of Program Goals	Collaborative Courts Analytics/ Dashboard	\$311,849
1	Alameda Superior Court	Collaborative Court Management Information System	Collaborative Courts CMS	\$114,223
15	Sonoma Superior Court	Veterans Court Enhancements	Collaborative Courts CMS	\$56,476
46	Orange Superior Court	Automating the Courtroom Check-in	CRM & Mobile App	\$246,190
45	Monterey Superior Court	Cloud Based Disaster Recovery Solution	Disaster Recovery	\$209,361
42	Los Angeles Superior Court	E-Filing Technical Capabilities	Identity Management/ Payment Gateway	\$114,760
22	Monterey Superior Court	California Court Access App	Mobile App	\$789,940
25	Riverside Superior Court	Attorney and Litigant Electronic Courtroom Self Check-In	Mobile App	\$179,251
53	Santa Cruz Superior Court	SMS Notifications	Mobile App	\$35,760
52	San Mateo Superior Court	Automated Line Queuing System	Queuing	\$125,000
14	Sonoma Superior Court	Queuing/Appointment/Calendar System	Queuing/Mobile App	\$56,586
17	5th District Court of Appeal	Self-help and Learning Center Website	Self Help Portal	\$317,916

¹ Rounded to the nearest dollar.

Technology Innovations Grants by Category

#	Court	Proposed Program Name	Category	Awards ¹
19	Contra Costa Superior Court	California's Virtual Self-help Site	Self Help Portal	\$970,365
23	Orange Superior Court	Enhance Self-help Portal	Self Help Portal	\$326,800
26	Riverside Superior Court	Intelligent Self-help Kiosk	Self Help Portal	\$629,293
28	San Bernardino Superior Court	Customer Relationship Management Portal	Self Help Portal	\$430,756
30	San Diego Superior Court	Access to Information Made Simple	Self Help Portal	\$276,320
31	San Mateo Superior Court	Develop and Provide Expanded Online Self-help	Self Help Portal	\$336,000
43	Los Angeles Superior Court	Justice System Partner and Litigant Portal	Self Help Portal	\$637,500
47	Orange Superior Court	Conservatorship Accountability Portal	Self Help Portal	\$212,972
48	Orange Superior Court	Court User Portal	Self Help Portal	\$511,200
18	Butte Superior Court	Remote Video Conferencing Technology	Video Conferencing	\$576,140
29	San Bernardino Superior Court	Video Conferencing Child Custody Recommending Counseling	Video Conferencing	\$35,538
36	Ventura Superior Court	Internet Based Self-help Workshops	Video Conferencing	\$932,404
8/24 ²	Placer Superior Court	Video Appearances	Video hearings	\$560,000
41	Humboldt Superior Court	Interactive Video Conferencing System	Video hearings	\$170,920
44	Merced Superior Court	Video Conference Hearings Project	Video hearings	\$194,540
50	Sacramento Superior Court	Videoconferencing of Mental Health Hearings	Video hearings	\$52,860
51	San Bernardino Superior Court	Remote Video Proceedings	Video hearings	\$244,699
Grand Total				\$11,918,392

¹ Rounded to the nearest dollar.

² Split funding between Collaborative Courts and Self-help, Family and Juvenile Courts

Adjourn

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JUDICIAL COUNCIL
OF CALIFORNIA

Information Technology Advisory Committee (ITAC)

Annual Agenda—2017

Approved by: JCTC (January 9, 2017)

Amended: (#Date#)¹

I. ADVISORY BODY INFORMATION

Chair:	Hon. Sheila F. Hanson
Staff:	Ms. Jamel Jones
Advisory Body's Charge: <u>Rule 10.53. Information Technology Advisory Committee</u> (a) Areas of focus The committee makes recommendations to the council for improving the administration of justice through the use of technology and for fostering cooperative endeavors to resolve common technological issues with other stakeholders in the justice system. The committee promotes, coordinates, and acts as executive sponsor for projects and initiatives that apply technology to the work of the courts. (b) Additional duties In addition to the duties described in rule 10.34, the committee must: <ol style="list-style-type: none">(1) Oversee branchwide technology initiatives funded in whole or in part by the state;(2) Recommend rules, standards, and legislation to ensure compatibility in information and communication technologies in the judicial branch;(3) Provide input to the Judicial Council Technology Committee on the technology and business requirements of court technology projects and initiatives in funding requests;(4) Review and recommend legislation, rules, or policies to balance the interests of privacy, access, and security in relation to court technology;(5) Make proposals for technology education and training in the judicial branch;(6) Assist courts in acquiring and developing useful technologies;	

¹ Amendments reflect: (1) addition of the Joint Ad Hoc Rules for Remote Access to Records Subcommittee (approved at the 5/18/2017 JCTC meeting); (2) addition of the Digital Evidence initiative and workstream (pending approval at the 6/12/2017 JCTC meeting); (3) minor/non-substantive, clerical revisions throughout, as appropriate.

- (7) Establish mechanisms to collect, preserve, and share best practices across the state;
- (8) Develop and recommend a tactical technology plan, described in rule 10.16, with input from the individual appellate and trial courts; and
- (9) Develop and recommend the committee's annual agenda, identifying individual technology initiatives scheduled for the next year.

(c) Sponsorship of branchwide technology initiatives

(1) Oversight of branchwide technology initiatives

The committee is responsible for overseeing branchwide technology initiatives that are approved as part of the committee's annual agenda. The committee may oversee these initiatives through a workstream model, a subcommittee model, or a hybrid of the two. Under the workstream model, committee members sponsor discrete technology initiatives executed by ad hoc teams of technology experts and experienced project and program managers from throughout the branch. Under the subcommittee model, committee members serve on subcommittees that carry out technology projects and develop and recommend policies and rules.

(2) Technology workstreams

Each technology workstream has a specific charge and duration that align with the objective and scope of the technology initiative assigned to the workstream. The individual tasks necessary to complete the initiative may be carried out by dividing the workstream into separate tracks. Technology workstreams are not advisory bodies for purposes of rule 10.75.

(3) Executive sponsorship of technology workstreams

The committee chair designates a member or two members of the committee to act as executive sponsors of each technology initiative monitored through the workstream model. The executive sponsor assumes overall executive responsibility for project deliverables and periodically provides high-level project status updates to the advisory committee and council. The executive sponsor is responsible for facilitating work plans for the initiative.

(4) Responsibilities and composition of technology workstream teams

A workstream team serves as staff on the initiative and is responsible for structuring, tracking, and managing the progress of individual tasks and milestones necessary to complete the initiative. The executive sponsor recommends, and the chair appoints, a workstream team of technology experts and experienced project and program managers from throughout the branch.

Advisory Body's Membership: There are a total of 21 current ITAC members, representing the following categories:

- 3 Appellate Court Justices
- 1 Attorney (appointed by the State Bar)

- 9 Trial Court Judicial Officers
- 6 Trial and Appellate Court Judicial Administrators²
- 1 Law School Professor (public member)
- 1 Assembly Member (appointed by the State Assembly)

Subgroups/Working Groups:

Standing subcommittees:

- ITAC Rules & Policy Subcommittee
- ITAC Projects Subcommittee
- Joint Appellate Technology Subcommittee (JATS)
- **(new)** Joint Ad Hoc Rules for Remote Access to Records Subcommittee

Workstreams:

- (existing) Tactical Plan Update Workstream
- (existing) Next Generation Hosting Strategy Workstream
- (existing) Disaster Recovery Workstream
- (existing) E-Filing Strategy Workstream
- (existing) Self-Represented Litigants (SRL) E-Services Workstream
- (existing) Video Remote Interpreting Pilot Workstream
- **(new)** Intelligent Forms Phase I: Scoping
- **(new)** Digital Evidence Phase 1: Assessment

[Link to section IV. Subgroup/Working Group Detail.](#)

Advisory Body's Key Objectives for 2017:

The *Strategic Plan for Technology 2014-2018* outlines the following goals, to which ITAC's 2017 Annual Agenda aligns.

- Goal 1: Promote the Digital Court – Part 1: Foundation, Part 2: Access, Services, and Partnerships
- Goal 2: Optimize Branch Resources
- Goal 3: Optimize Infrastructure

² This includes 1 Court of Appeal Clerk/Administrator; 2 Trial Court Executive Officers; and 2 Trial Court Information/Technology Officers.

(d) Goal 4: Promote Rule and Legislative Changes

Additionally, a limited number of initiatives are classified as standing agenda items and considered core responsibilities of the committee.

II. ADVISORY BODY PROJECTS

#	Project ³	Priority ⁴	Specifications	Completion Date/Status ⁵	Describe End Product/ Outcome of Activity
1.	<p>Tactical Plan for Technology Update Tactical Plan for Technology for Effective Date 2017-2018</p> <p><i>Major Tasks:</i></p> <p>(a) Complete circulation of updated Tactical Plan for public comment and revise, as needed.</p> <p>(b) Finalize and submit for approval to the JCTC and the Judicial Council.</p>	1	<p><i>Judicial Council Direction:</i></p> <p>Technology Governance and Funding Model</p> <p><i>Origin of Project:</i></p> <p>Specific charge of ITAC per Rule 10.53 (b)(8).</p> <p><i>Resources:</i></p> <p><i>ITAC:</i> Workstream</p> <p><i>Judicial Council Staffing:</i> Information Technology</p> <p><i>Collaborations:</i></p> <p>Broad input from the branch and the public. Futures Commission outcomes will provide inputs into Strategic and Tactical Plan.</p> <p><i>Key Objective Supported:</i> Standing Item</p>	April 2017	Tactical Plan for Technology 2017-2018

³ 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.

⁴ 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.

⁵ Completion dates listed are estimates and may change.

#	Project	Priority	Specifications	Completion Date/Status	Describe End Product/ Outcome of Activity
2.	<p>Next Generation Hosting Strategy</p> <p>Assess Alternatives for Transition to a Next-Generation Branchwide Hosting Model</p> <p><i>Major Tasks:</i></p> <p>(a) Define workstream project schedule and detailed tasks.</p> <p>(b) Outline industry best practices for hosting (including solution matrix with pros, cons, example applications, and costs).</p> <p>(c) Produce a roadmap tool for use by courts in evaluating options.</p> <p>(d) Consider educational summit on hosting options, and hold summit if appropriate.</p> <p>(e) Identify requirements for centralized hosting.</p> <p>(f) Recommend a branch-level hosting strategy.</p> <p>(g) Coordinate and plan with JCIT regarding operational support, if appropriate.</p>	1	<p><i>Judicial Council Direction:</i></p> <p>Tactical Plan for Technology Goal 3: Transition to Next-Generation Branchwide Hosting Model</p> <p><i>Origin of Project:</i></p> <p>Tactical Plan; next phase of project following 2015 assessment; carryover from 2016 Annual Agenda.</p> <p><i>Resources:</i></p> <p><i>ITAC:</i> Workstream</p> <p><i>Judicial Council Staffing:</i> Information Technology</p> <p><i>Collaborations:</i> CEAC, TCPJAC, and their Joint Technology Subcommittee; CITMF</p> <p><i>Key Objective Supported:</i> Goal 3</p>	June 2017	<p>Assessment Findings: Best practices, Solution Options</p> <p>Educational Document for Courts</p> <p>Host 1-Day Summit on Hosting</p> <p>Recommendations For Branch-level Hosting</p>

#	Project	Priority	Specifications	Completion Date/Status	Describe End Product/ Outcome of Activity
3.	<p>Disaster Recovery (DR) Framework</p> <p>Document and Adopt a Court Disaster Recovery Framework</p> <p><i>Major Tasks:</i></p> <p>(a) Develop model disaster recovery guidelines, standard recovery times, and priorities for each of the major technology components of the branch.</p> <p>(b) Develop a disaster recovery framework document that could be adapted for any trial or appellate court to serve as a court's disaster recovery plan.</p> <p>(c) Create a plan for providing technology components that could be leveraged by all courts for disaster recovery purposes.</p> <p>(d) Develop recommendations for a potential BCP (e.g., if it is appropriate to fund a pilot, to assist courts, or to purchase any products). (Note: Drafting a BCP would be a separate effort.)</p> <p>(e) Coordinate and plan with JCIT regarding operational support, if appropriate.</p>	1	<p><i>Judicial Council Direction:</i></p> <p>Tactical Plan for Technology Goal 3: Court Disaster Recovery Framework and Pilot</p> <p><i>Origin of Project:</i></p> <p>Tactical Plan; next phase of project following 2015 assessment.</p> <p><i>Resources:</i></p> <p><i>ITAC:</i> Workstream</p> <p><i>Judicial Council Staffing:</i> Information Technology</p> <p><i>Collaborations:</i> Workstream members representing various court sizes; CEAC, CITMF</p> <p><i>Key Objective Supported:</i> Goal 3</p>	June 2017	<p>Disaster Recovery Framework Document and Checklist</p> <p>BCP Recommendations</p>

#	Project	Priority	Specifications	Completion Date/Status	Describe End Product/ Outcome of Activity
4.	<p>E-Filing Strategy</p> <p>Update E-Filing Standards; Develop Provider Certification and a Deployment Strategy</p> <p><i>Major Tasks:</i></p> <p>(a) Develop and issue an RFP for statewide E-Filing Managers (EFMs).</p> <p>(b) Select statewide EFMs.</p> <p>(c) Develop the E-Filing Service Provider (EFSP) selection/certification process.</p> <p>(d) Develop the roadmap for an e-filing deployment strategy, approach, and branch solutions/alternatives.</p> <p>(e) Report on the plan for implementation of the approved NIEM/ECF standards, including effective date, per direction of the Judicial Council at its June 24, 2016 meeting.</p> <p>(f) Identify and select an identity management service/provider.</p> <p>(g) Coordinate and plan with JCIT regarding operational support, if appropriate.</p>	1	<p>Judicial Council Direction:</p> <p>Tactical Plan for Technology Goal 1: Promote the Digital Court E-Filing Deployment</p> <p>Origin of Project:</p> <p>Tactical Plan; carryover project from 2015 and 2016 Annual Agenda; also, directive from June 2016 Judicial Council meeting.</p> <p>Resources:</p> <p><i>ITAC:</i> Workstream</p> <p><i>Judicial Council Staffing:</i> Information Technology, Legal Services</p> <p><i>Collaborations:</i> Workstream members; CEAC, TCPJAC, and their Joint Technology Subcommittee</p> <p>Key Objective Supported: Goal 1</p>	December 2017	<p>Selection of Statewide EFMs</p> <p>Certification Program</p> <p>E-Filing Roadmap and Implementation Plan</p> <p>Selection of Identity Management Service/Provider</p>

#	Project	Priority	Specifications	Completion Date/Status	Describe End Product/ Outcome of Activity
5.	<p>SRL E-Services</p> <p>Develop Requirements and a Request for Proposal (RFP) for Establishing Online Branchwide Self-Represented Litigants (SRL) E-Services</p> <p><i>Major Tasks:</i></p> <p>(a) Develop requirements for branchwide SRL e-capabilities to facilitate interactive FAQ, triage functionality, and document assembly to guide SRLs through the process, and interoperability with the branchwide e-filing solution. The portal will be complementary to existing local court services.</p> <p>(b) Determine implementation options for a branch-branded SRL E-Services website that takes optimal advantage of existing branch, local court, and vendor resources.</p> <p>(c) Coordinate and plan with JCIT regarding operational support, if appropriate.</p> <p>Note: In scope for 2017 is development of an RFP; out of scope is the actual implementation.</p>	1	<p>Judicial Council Direction:</p> <p>Tactical Plan for Technology Goal 1: Promote the Digital Court: Implement Portal for Self-Represented Litigants (SRL)</p> <p>Origin of Project:</p> <p>Tactical Plan; next phase of project following feasibility and desirability assessment from Annual Agenda 2015 and 2016.</p> <p>Resources:</p> <p><i>ITAC:</i> Workstream</p> <p><i>Judicial Council Staffing:</i> Information Technology, Center for Families, Children and the Courts (CFCC)</p> <p><i>Collaborations:</i> Alternative Dispute Resolution (ADR) Subcommittee of the Civil and Small Claims Advisory Committee (C&SCAC) standing subcommittee; Advisory Committee Providing Access & Fairness; CEAC, TCPJAC, and their Joint Technology Subcommittee; CITMF, the Southern Regional SRL Network, and the California Tyler Users Group (CATUG)</p> <p>Key Objective Supported: Goal 1</p>	December 2017	<p>SRL Portal Requirements Document Request for Proposal (RFP)</p>

#	Project	Priority	Specifications	Completion Date/Status	Describe End Product/ Outcome of Activity
6.	<p>Video Remote Interpreting (VRI) Pilot</p> <p>Consult As Requested and Implement Video Remote Interpreting Pilot (VRI) Program</p> <p><i>Major Tasks:</i></p> <p>In cooperation and under the direction of the Language Access Plan Implementation Task Force (LAPITF) Technological Solutions Subcommittee (TSS):</p> <p>(a) Support implementation of the Assessment Period of the VRI pilot program (including kickoff, court preparations, site visits, and deployment), as requested.</p> <p>(b) Review pilot findings; validate, refine, and amend, if necessary, the technical standards.</p> <p>(c) Identify whether new or amended rules of court are needed (and advise the Rules & Policy Subcommittee for follow up).</p> <p>(d) Consult and collaborate with LAPITF, as needed, in preparing recommendations to the Judicial Council on VRI implementations.</p> <p>(e) Coordinate and plan with JCIT regarding operational support, if appropriate.</p>	2	<p>Judicial Council Direction:</p> <p>Tactical Plan for Technology Goal 1: Promote the Digital Court: Courthouse Video Connectivity</p> <p>Origin of Project:</p> <p>Tactical Plan; continuation of project from Annual Agenda 2015 and 2016.</p> <p>Resources:</p> <p><i>ITAC:</i> Workstream</p> <p><i>Judicial Council Staffing:</i> Court Operations Special Services Office, Information Technology</p> <p><i>Collaborations:</i> Language Access Plan Implementation Task Force (LAPITF) Technological Solutions Subcommittee (TSS); CEAC, TCPJAC, and their Joint Technology Subcommittee; CIOs</p> <p>Key Objective Supported: Goal 1</p>	September 2018	<p>Implementation of VRI Pilot Program</p> <p>Recommendations for Updated Technical Standards</p>

#	Project	Priority	Specifications	Completion Date/Status	Describe End Product/ Outcome of Activity
7.	<p>Intelligent Forms Phase I: Scoping</p> <p>Investigate Options for Modernizing the Electronic Format and Delivery of Judicial Council Forms</p> <p><i>Major Tasks:</i></p> <p>Investigate, prioritize and scope a project, including:</p> <p>(a) Evaluate Judicial Council form usage (by courts, partners, litigants) and recommend a solution that better aligns with CMS operability and better ensures the courts' ability to adhere to quality standards and implement updates without reengineer.</p> <p>(b) Address form security issues that have arisen because of the recent availability and use of unlocked Judicial Council forms in place of secure forms for e-filing documents into the courts; seek solutions that will ensure the forms integrity and preserves legal content.</p> <p>(c) Investigate options for redesigning forms to take advantages of new technologies, such as document assembly technologies.</p> <p>(d) Investigate options for</p>	2	<p><i>Judicial Council Direction:</i></p> <p>This project is not explicitly outlined in the Tactical Plan.</p> <p>Emerging initiative</p> <p>Strategic Plan for Technology</p> <p>Goal 1: Promote the Digital Court</p> <p><i>Origin of Project:</i></p> <p>Proposal submitted jointly by Judge Freedman and Judge Lucky, ITAC members to address concerns raised by courts and council legal/forms staff.</p> <p><i>Resources:</i></p> <p><i>ITAC:</i></p> <p>Workstream</p> <p><i>Judicial Council Staffing:</i></p> <p>Information Technology, Legal Services, Center for Children, Families and the Courts</p> <p><i>Collaborations:</i></p> <p>Workstream members; CEAC, TCPJAC, and their Joint Technology Subcommittee</p> <p><i>Key Objective Supported:</i> Goal 1</p>	September 2017	<p>Recommendations on approach to modernize forms</p> <p>BCP Recommendations</p>

#	Project	Priority	Specifications	Completion Date/Status	Describe End Product/ Outcome of Activity
	<p>developing a standardized data dictionary that would enable “smart forms” to be efficiently electronically filed into the various modern CMSs across the state.</p> <p>(e) Explore the creation and use of court generated text-based forms as an alternative to graphic forms.</p> <p>(f) Investigate whether to recommend development of a forms repository by which courts, forms publishers, and partners may readily and reliably access forms in alternate formats.</p> <p>(g) Develop recommendations for a potential BCP to support proposed solutions. (Note: Drafting a BCP would be a separate effort.)</p> <p>(h) Coordinate and plan with JCIT regarding operational support, if appropriate.</p>				

#	Project	Priority	Specifications	Completion Date/Status	Describe End Product/ Outcome of Activity
17	<p>Digital Evidence Phase I: Assessment</p> <p><u>Investigate, Assess, and Report on Statutes, Rules, Business Practice, and Technical Standards Related to Digital Evidence</u></p> <p><i>Major Tasks:</i></p> <p>(a) <u>Review existing statutes and rules of court to identify impediments to use of digital evidence and opportunities for improved processes.</u></p> <p>(b) <u>Survey courts for existing business practices and policies regarding acceptance and retention of digital evidence.</u></p> <p>(c) <u>Survey courts and justice system groups regarding possible technical standards and business practices for acceptance and storage of digital evidence.</u></p> <p>(d) <u>Report findings to ITAC and provide recommendations on next steps.</u></p> <p>(h) <u>Coordinate and plan with JCIT regarding operational support, if appropriate.</u></p> <p>(Placeholder Item)</p> <p><i>The committee anticipates</i></p>		<p>Judicial Council Direction:</p> <p><u>Tactical Plan for Technology Goal 1: Promote the Digital Court: Digital Evidence: Acceptance, Storage, and Retention</u></p> <p>Anticipated in the Tactical Plan for Technology 2017-2018</p> <p>Origin of Project:</p> <p>TBD <u>Tactical Plan for Technology 2017-2018 and ITAC members discussed need to pursue during their December 2016 annual agenda planning session and their May 5, 2017 meeting.</u></p> <p>Resources:</p> <p><u>ITAC:</u></p> <p><u>Workstream</u></p> <p><u>Judicial Council Staffing:</u></p> <p><u>Information Technology, Legal Services</u></p> <p><u>Collaborations:</u></p> <p><u>Workstream members; CEAC, TCPJAC</u></p> <p>TBD</p> <p>Key Objective Supported: <u>Goal 1</u> TBD</p>	July 2018	<u>Assessment Findings and Recommendations</u>

#	Project	Priority	Specifications	Completion Date/Status	Describe End Product/ Outcome of Activity
	<p><i>proposing an amendment to the agenda following the update of the Tactical Plan on the topic of digital evidence. Further detail, including resource information, to be provided at that time.</i></p>				

#	Project	Priority	Specifications	Completion Date/Status	Describe End Product/ Outcome of Activity
8.	<p>Modernize Rules of Court for the Trial Courts</p> <p>Modernize Trial Court Rules to Support E-Business</p> <p><i>Major Tasks:</i></p> <p>(a) In collaboration with other advisory committees, continue review of rules and statutes in a systematic manner and develop recommendations for more comprehensive changes to align with modern business practices (e.g., eliminating paper dependencies).</p> <p>Note: Projects include proposals to amend rules to conform to Judicial Council-sponsored legislation to be introduced in 2017. For example if the legislation is enacted, the rules on e-filing and e-service (Cal. Rules of Court, rule 2.250-2.275) to be amended by January 1, 2018 to replace the current “close of business” provisions in the rules. Additional codes sections that would benefit from review and amendments to modernizing them include Code Civ. Proc. § 405.23, 594, 680.010-724.260; Civ. Code § 1719; Gov. Code § 915.2; and Labor Code § 3082.</p>	2	<p><i>Judicial Council Direction:</i></p> <p>Tactical Plan for Technology Goal 4: Identify New Policy, Rule, and Legislation Change</p> <p><i>Origin of Project:</i></p> <p>Tactical Plan; standing item on annual agenda.</p> <p><i>Resources:</i></p> <p><i>ITAC:</i> Rules & Policy Subcommittee</p> <p><i>Judicial Council Staffing:</i> Legal Services, Information Technology, Office of Governmental Affairs, Center for Families, Children and the Courts (CFCC), Criminal Justice Services</p> <p><i>Collaborations:</i> ITAC Joint Appellate Technology Subcommittee; Appellate Advisory Committee, Civil & Small Claims, Criminal Law, Traffic, Family and Juvenile Law, and Probate and Mental Health advisory committees; TCPJAC, CEAC and their Joint Technology, Rules, and Legislative Subcommittees</p> <p><i>Key Objective Supported:</i> Goal 4</p>	Ongoing	Rule and/or Legislative Proposal(s), if appropriate

#	Project	Priority	Specifications	Completion Date/Status	Describe End Product/ Outcome of Activity
9.	<p>Standards, Rules and/or Legislation for E-Signatures</p> <p>Develop Legislation, Rules, and Standards for Electronic Signatures on Documents Filed by Parties and Attorneys</p> <p><i>Major Tasks:</i></p> <p>(a) Develop rule proposal to amend Code of Civil Procedure section 1010.6(b)(2) and Cal. Rules of Court, rule 2.257, to authorize electronic signatures on documents filed by the parties and attorneys.</p> <p>(b) CEAC Records Management Subcommittee to develop standards governing electronic signatures for documents filed into the court to be included in the "Trial Court Records Manual" with input from the Court Information Technology Managers Forum (CIOs). Rules & Policy Subcommittee to review.</p>	2	<p>Judicial Council Direction:</p> <p>Tactical Plan for Technology Goal 4: Identify New Policy, Rule, and Legislation Change</p> <p>Origin of Project:</p> <p>Tactical Plan; next phase and expansion of 2014, 2015, and 2016 Annual Agenda items. Recommendation by Department of Child Support Services and attorney, Tim Perry.</p> <p>Resources:</p> <p>ITAC: Rules & Policy Subcommittee</p> <p>Judicial Council Staffing:</p> <p>Legal Services, Information Technology</p> <p>Collaborations:</p> <p>ITAC Joint Appellate Technology Subcommittee; CEAC Subcommittee on Records Management, CEAC, TCPJAC, and their Joint Rules and Legislative Subcommittees; Civil & Small Claims Advisory Committee, and the Court Information Technology Managers Forum (CITMF)</p> <p>Key Objective Supported: Goal 4</p>	December 2017, effective January 2018 (2 years)	<p>Rule and/or Legislative Proposal, if appropriate</p> <p>Recommendation of Standards for Electronic Signatures (Update to the "Trial Court Records Manual")</p>

#	Project	Priority	Specifications	Completion Date/Status	Describe End Product/ Outcome of Activity
10.	<p>Rules for Remote Access to Records for Justice Partners</p> <p>Develop Rule Proposal to Facilitate Remote Access to Trial Court Records by Local Justice Partners</p> <p><i>Major Tasks:</i></p> <p>(a) In collaboration with the Criminal Law Advisory Committee, amend trial court rules to facilitate remote access to trial court records by state and local justice partners, parties, and their attorneys.</p>	1	<p><i>Judicial Council Direction:</i></p> <p>Tactical Plan for Technology Goal 4: Identify New Policy, Rule, and Legislation Change</p> <p><i>Origin of Project:</i></p> <p>Carryover from 2016 Annual Agenda. Rules and Policy Subcommittee discussion/recommendation. Currently, the trial court rules recognize remote electronic access of trial court records in criminal cases and certain civil cases by parties, their attorneys, and persons or entities authorized by statute or rule. This rules proposal would facilitate remote access to trial court records by local justice partners.</p> <p><i>Resources:</i></p> <p><i>ITAC:</i> Rules & Policy Subcommittee</p> <p><i>Judicial Council Staffing:</i> Legal Services, Information Technology, Criminal Justice Services, Center for Families, Children & the Courts</p> <p><i>Collaborations:</i> Criminal Law Advisory Committee, CEAC, TCPJAC, and their Joint Technology Subcommittee; Family & Juvenile Law and Traffic Law Advisory Committee</p> <p><i>Key Objective Supported:</i> Goal 4</p>	December 2017, effective January 2018 (2 years)	Rule Proposal

#	Project	Priority	Specifications	Completion Date/Status	Describe End Product/ Outcome of Activity
11.	<p>Standards for Electronic Court Records as Data</p> <p>Develop Standards for Electronic Court Records Maintained as Data</p> <p><i>Major Tasks:</i></p> <p>(a) CEAC Records Management Subcommittee -- in collaboration with the Data Exchange Workstream governance body (TBD) -- to develop standards and proposal to allow trial courts to maintain electronic court records as data in their case management systems to be included in the "Trial Court Records Manual" with input from the Court Information Technology Managers Forum (CITMF). Rules & Policy Subcommittee to review.</p> <p>(b) Determine what statutory and rule changes may be required to authorize and implement the maintenance of records in the form of data; develop proposals to satisfy these changes.</p>	1	<p>Judicial Council Direction:</p> <p>Tactical Plan for Technology Goal 4: Identify New Policy, Rule, and Legislation Change</p> <p>Origin of Project:</p> <p>Carryover from 2016 Annual Agenda. Court Executives Advisory Committee (CEAC); Government Code section 68150 provides that court records may be maintained in electronic form so long as they satisfy standards developed by the Judicial Council. These standards are contained in the Trial Court Records Manual. However, the current version of the manual addresses maintaining electronic court records only as documents, not data.</p> <p>Resources:</p> <p><i>ITAC:</i> Rules & Policy Subcommittee</p> <p><i>Judicial Council Staffing:</i> Information Technology, Legal Services</p> <p><i>Collaborations:</i> Data Exchange governance body (TBD); CEAC, TCPJAC, and their Joint Technology Subcommittee</p> <p>Key Objective Supported: Goal 4</p>	December 2018 (2 years)	<p>Recommend Statutes and Rules to be Developed</p> <p>Adoption of Standards for Maintaining Electronic Court Records as Data (Update to the "Trial Court Records Manual")</p>

#	Project	Priority	Specifications	Completion Date/Status	Describe End Product/ Outcome of Activity
12.	<p>Rules for E-Filing</p> <p>Evaluate Current E-Filing Laws and Rules, and Recommend Appropriate Changes</p> <p><i>Major Tasks:</i></p> <p>(a) Evaluate current e-filing laws, rules, and amendments. Projects may include reviewing statutes and rules governing Electronic Filing Service Providers (EFSP) and filing deadlines.</p> <p>(b) Develop rule proposals to implement the legislative proposal developed in 2016, which amends e-filing laws and rules (Code of Civil Procedure section 1010.6 and California Rules of Court, rule 2.250 et seq.).</p> <p>Note: This effort will be informed by the E-Filing and SRL E-Services Workstreams, and the CMS Data Exchange governance body (TBD) for any additional rules development needed.</p>	2	<p>Judicial Council Direction:</p> <p>Tactical Plan for Technology Goal 4: Identify New Policy, Rule, and Legislation Change</p> <p>Origin of Project:</p> <p>Tactical Plan; carry over project from 2015 and 2016 Annual Agenda.</p> <p>Resources:</p> <p><i>ITAC:</i> Rules & Policy Subcommittee</p> <p><i>Judicial Council Staffing:</i> Legal Services, Information Technology</p> <p><i>Collaborations:</i> ITAC E-Filing and SRL Workstreams; DX governance body (TBD); TCPJAC/CEAC Joint Technology, Rules and Legislative Subcommittees; also Criminal Law, Civil and Small Claims, Family and Juvenile Law, and Appellate Advisory Committees</p> <p>Key Objective Supported: Goal 4</p>	December 2017, effective January 2018 (2 years)	Legislative and Rule Proposal(s)

#	Project	Priority	Specifications	Completion Date/Status	Describe End Product/ Outcome of Activity
13.	<p>Privacy Policy</p> <p>Develop Branch and Model Court Privacy Policies on Electronic Court Records and Access in Trial and Appellate Courts</p> <p><i>Major Tasks:</i></p> <p>(a) Continue development of a comprehensive statewide privacy policy addressing electronic access to court records and data to align with both state and federal requirements.</p> <p>(b) Continue development of a model (local) court privacy policy, outlining the key contents and provisions to address within a local court's specific policy.</p>	2	<p><i>Judicial Council Direction:</i></p> <p>Tactical Plan for Technology Goal 4: Promote Rule and Legislative Changes</p> <p><i>Origin of Project:</i></p> <p>Tactical Plan; carryover from Annual Agenda 2014, 2015 and 2016. Code Civ. Proc., § 1010.6 (enacted in 1999) required the Judicial Council to adopt uniform rules on access to public records; subsequently the rules have been amended in response to changes in the law and technology, requests from the courts, and suggestions from members of ITAC (formerly, CTAC), the bar, and the public.</p> <p><i>Resources:</i></p> <p><i>ITAC:</i> Rules & Policy Subcommittee, Joint Appellate Technology Subcommittee</p> <p><i>Judicial Council Staffing:</i> Legal Services, Information Technology</p> <p><i>Collaborations:</i> Identity Management Working Group; Appellate Advisory Committee, CEAC, TCPJAC, and their Joint Technology Subcommittee; Criminal Law Advisory Committee, and the Department of Justice</p> <p><i>Key Objective Supported:</i> Goal 4</p>	December 2018 (2 years)	<p>Recommendation of Branch Privacy Policy</p> <p>Recommendation of Model Local Court Privacy Policy</p>

#	Project	Priority	Specifications	Completion Date/Status	Describe End Product/ Outcome of Activity
14.	<p>Modernize Rules of Court for the Appellate Courts</p> <p>Modernize Appellate Court Rules to Support E-Business</p> <p><i>Major Tasks:</i></p> <p>(a) In collaboration with other advisory committees, continue review of rules and statutes in a systematic manner and develop recommendations for more comprehensive changes to align with modern business practices (e.g., eliminating paper dependencies).</p> <p>Note: Projects may include the appellate rules regarding format and handling of records filed electronically in the appellate courts.</p>	2	<p><i>Judicial Council Direction:</i></p> <p>Tactical Plan for Technology Goal 4: Identify New Policy, Rule, and Legislation Change</p> <p><i>Origin of Project:</i></p> <p>Tactical Plan; standing item on annual agenda. Divided from similar trial court rule project.</p> <p><i>Resources:</i></p> <p><i>ITAC:</i> Joint Appellate Technology Subcommittee</p> <p><i>Judicial Council Staffing:</i> Legal Services, Information Technology, Office of Governmental Affairs, Center for Families, Children and the Courts (CFCC), Criminal Justice Services</p> <p><i>Collaborations:</i> ITAC Rules & Policy Subcommittee; Appellate Advisory Committee, Civil & Small Claims, Criminal Law, Traffic, Family and Juvenile Law, and Probate and Mental Health advisory committees; TCPJAC, CEAC and their Joint Technology, Rules, and Legislative Subcommittees</p> <p><i>Key Objective Supported:</i> Goal 4</p>	Ongoing	Rule and/or Legislative Proposal(s), if appropriate

#	Project	Priority	Specifications	Completion Date/Status	Describe End Product/ Outcome of Activity
15.	<p>Consult on Appellate Court Technological Issues</p> <p>Consult as Requested on Technological Issues Arising In or Affecting the Appellate Courts</p> <p><i>Major Tasks:</i></p> <p>(a) The Joint Appellate Technology Subcommittee (JATS) will provide input on request on technology related proposals considered by other advisory bodies as to how those proposals may affect, or involve, the appellate courts. JATS will consult on appellate court technology aspects of issues, as requested.</p>	2	<p><i>Judicial Council Direction:</i></p> <p>Tactical Plan for Technology Goal 4: Identify New Policy, Rule, and Legislation Change</p> <p><i>Origin of Project:</i></p> <p>JATS ongoing charge. Proposed resolutions of various issues by advisory bodies will have an impact on appellate court work, or may require changes to court practices. Issues include, for example, changes in trial court e-filing practices that may affect the format of documents in the record on appeal; and e-filing implementation in the appellate courts. JATS will consult on appellate court technology aspects of issues, as requested.</p> <p><i>Resources:</i></p> <p><i>ITAC:</i> Joint Appellate Technology Subcommittee</p> <p><i>Judicial Council Staffing:</i> Information Technology, Legal Services</p> <p><i>Collaborations:</i> Appellate Advisory Committee</p> <p><i>Key Objective Supported:</i> Goal 4</p>	Ongoing (availability as issues arise)	Recommendations, as needed

#	Project	Priority	Specifications	Completion Date/Status	Describe End Product/ Outcome of Activity
16.	<p>Liaison Collaboration</p> <p>Liaise with Advisory Bodies for Collaboration and Information Exchange</p> <p><i>Major Tasks:</i></p> <p>(a) Appoint ITAC members to serve as liaisons to identified advisory bodies.</p> <p>(b) Share ITAC status reports with advisory body chairs and attend liaison committee meetings.</p> <p>(c) Identify opportunities to collaborate and share liaison feedback to ITAC, the JCTC, the Judicial Council, and the branch, as appropriate.</p>	1	<p><i>Judicial Council Direction:</i> N/A</p> <p><i>Origin of Project:</i> Standing item on the annual agenda.</p> <p><i>Resources:</i> <i>ITAC:</i> Liaisons</p> <p><i>Judicial Council Staffing:</i> Information Technology</p> <p><i>Collaborations:</i> Liaison advisory bodies</p> <p><i>Key Objective Supported:</i> Standing Item</p>	Ongoing	Liaison Reports at ITAC Meetings

III. STATUS OF 2016 PROJECTS

#	Project	Completion Date/Status
1.	<p>CMS Data Exchanges</p> <p>Develop Standardized Approaches to Case Management System (CMS) Interfaces and Data Exchanges with Critical State Justice Partners</p> <p><i>Major Tasks:</i></p> <ul style="list-style-type: none"> (a) Identify a single data exchange standard between each justice partner and the judicial branch to use as a development target for case management system vendors. (b) Provide a lead court to act as a point of contact for all case management system vendors and justice partners for each justice partner exchange; and document the current implementation status of each exchange by each vendor. (c) Identify the technical standards to be used for the implementation of all data exchanges between the judicial branch and justice partners. (d) Establish a formal governance process for exchange updates and modifications. (e) Maintain a repository of required materials that support development of standardized exchanges. (f) Promote the technical standards as the default standards for local data exchanges. 	<p>Completed.</p> <p>Governing principles, primary requirements and exchange needs were identified. The workstream established justice partner relationships and identified liaison CIOs, responsible for facilitating sessions between justice partners and vendors to further refine the exchange information. A document repository was established to house the schema information.</p> <p>At its 12/2/2016 meeting, ITAC accepted the workstream’s final report and approved closure of the workstream. JC IT is responsible for reporting back to the committee at a future date with recommendations on how it plans to continue to update and govern the exchanges, after which, the recommendations will continue to the JCTC for approval.</p>

<p>2.</p>	<p>E-Filing Strategy</p> <p>Update E-Filing Standards; Develop Provider Certification and a Deployment Strategy</p> <p><i>Major Tasks:</i></p> <ul style="list-style-type: none"> (a) Update the technical standards for court e-filing, namely, the XML specification and related schema. (b) Develop the E-Filing Service Provider (EFSP) selection/certification process. (c) Develop the roadmap for an e-filing deployment strategy, approach, and branch solutions/alternatives. 	<p>Partially completed; project extended into 2017 annual agenda.</p> <p>Year-end status:</p> <ul style="list-style-type: none"> (a) Completed. The workstream recommended the NIEM/Oasis ECF specification (https://www.oasis-open.org/committees/legalxml-court-filing) as the technical information exchange standard. ITAC, the JCTC and the Judicial Council approved this recommendation, with the directive to report back at a future meeting regarding implementation (e.g., effective date). (b) A BCP request for E-Filing Implementation and Operational Support will be presented to the Department of Finance in January 2017, which includes establishing an EFSP certification authority and process.* Meanwhile, Los Angeles court has hired a consultant to assist in the development of this process. (c) At its June 2017 meeting the Judicial Council approved the Workstream’s roadmap recommendations. Recommendations include: statewide policies, high-level functional requirements, and direction for ITAC to undertake and manage a procurement process to select multiple EFMs. <p>The workstream continues to meet and define requirements for an RFP to select more than one statewide E-Filing Manager.</p> <p>*Additionally, the BCP request being developed is to support ancillary aspects of a statewide e-filing program, for example, resources for policy and vendor management, infrastructure to leverage the state’s favorable payment processor, and identity management support and licensing.</p>
<p>3.</p>	<p>Next Generation Hosting Strategy</p> <p>Assess Alternatives for Transition to a Next-Generation</p>	<p>In progress; project extended into 2017 annual agenda.</p> <p>Year-end status:</p>

	<p>Branchwide Hosting Model</p> <p><i>Major Tasks:</i></p> <ul style="list-style-type: none"> (a) Define workstream project schedule and detailed tasks; gain approval of workstream membership. (b) Outline industry best practices for hosting (including solution matrix with pros, cons, example applications, and costs). (c) Produce a roadmap tool for use by courts in evaluating options. (d) Consider educational summit on hosting options, and hold summit if appropriate. (e) Identify requirements for centralized hosting. (f) Recommend a branch-level hosting strategy. 	<ul style="list-style-type: none"> (a) Membership approved. A high-level project schedule/plan has been developed; and is being progressively detailed as topics are completed. (b) Workstream members met in-person November 30-December 1, 2016 for finalizing initial toolset, court inventory, and services' levels; and to continue cloud solutions education session. (c) Draft initial toolset is scheduled to be completed by the end of December 2016 for workstream review. (d) The workstream held educational sessions on cloud hosting in July and December 2016. (e) Requirements for hosting court inventory solutions are currently being discussed by the workstream technical group.
4.	<p>Video Remote Interpreting (VRI) Pilot</p> <p>Consult As Requested and Implement Video Remote Interpreting Pilot (VRI) Program</p> <p><i>Major Tasks:</i></p> <ul style="list-style-type: none"> (a) In cooperation with the Language Access Plan (LAP) Implementation Task Force Technological Solutions Subcommittee (TSS), assist with identifying participants for a video remote interpreting (VRI) pilot program. Steps include identification of a court participant and issuance of an RFP for a no-cost vendor partner, per the programmatic outline developed in 2015. (b) Implement Phase I of the VRI pilot program, in cooperation with the TSS. 	<p>In progress ; project extended into 2017 annual agenda.</p> <p>Status is as follows:</p> <ul style="list-style-type: none"> (a) Completed. Three pilot courts have been identified. An RFP was issued, and three vendors were selected to participate in the program. (b) The Judicial Council approved the pilot project to proceed in June 2016. Along with pilot courts and vendors being identified, the project and workstream teams have formed. The deployment and evaluation period (also referred to as the assessment period) is tentatively scheduled to begin in March 2017, with a six month duration followed by analysis and findings. San Diego State University will perform an independent evaluation of the pilot.
5.	<p>SRL E-Services</p> <p>Develop Requirements and a Request for Proposal (RFP) for Establishing Online Branchwide Self-Represented Litigants</p>	<p>In progress ; project extended into 2017 annual agenda.</p> <p>The workstream largely used 2016 to define and study the problem including through demonstrations of existing key</p>

	<p>(SRL) E-Services</p> <p><i>Major Tasks:</i></p> <ul style="list-style-type: none"> (a) Develop requirements for branchwide SRL e-capabilities to facilitate interactive FAQ, triage functionality, and document assembly to guide SRLs through the process, and interoperability with the branchwide e-filing solution. The portal will be complementary to existing local court services. (b) Determine implementation options for a branch-branded SRL E-Services website that takes optimal advantage of existing branch, local court, and vendor resources. In scope for 2016 is development of an RFP; out of scope is the actual implementation. 	<p>services and researching possible strategies to move forward. The workstream also divided into four workgroups to help accomplish their work: (1) existing solutions, (2) technology, (3) requirements definition, and (4) document access.</p>
6.	<p>Disaster Recovery (DR) Framework and Pilot</p> <p>Document, Test, and Adopt a Court Disaster Recovery Framework</p> <p><i>Major Tasks:</i></p> <ul style="list-style-type: none"> (a) Develop model disaster recovery guidelines, standard recovery times, and priorities for each of the major technology components of the branch. (b) Develop a disaster recovery framework document that could be adapted for any trial or appellate court to serve as a court's disaster recovery plan. (c) Create a plan for providing technology components that could be leveraged by all courts for disaster recovery purposes. (d) Pilot the framework by having one or more courts use it. 	<p>In progress; project extended into 2017 annual agenda.</p> <p>Current status:</p> <ul style="list-style-type: none"> (a) Nearly complete. Members gathered information on DR definitions, expectations and requirements; applications and services that would require recovery in a DR situation; and infrastructure required to facilitate a recovery. The workstream surveyed the courts to assess existing backup posture and preparedness, and received more than an 80% response rate from the trial courts; and full participation from the trial courts and JCC. (b) Documentation has begun. The expectation is that the document will be a framework wherein courts may enter pertinent information as it relates to their court. (c) As part of the DR framework document, recommended, proven and reference technology components are being identified that courts can purchase or pursue for DR purposes. (d) Withdrawn. This deliverable has been removed from the scope of the workstream, which will defer to individual courts to voluntarily pilot the end products.

7.	<p>Modernize Rules of Court (Phase II)</p> <p>Modernize Trial and Appellate Court Rules to Support E-Business</p> <p><i>Major Tasks:</i></p> <p>(a) In collaboration with other advisory committees, continue review of rules and statutes in a systematic manner and develop recommendations for more comprehensive changes to align with modern business practices (e.g., eliminating paper dependencies).</p> <p>(b) Note: Projects may include rule proposals to amend rules to address formatting of electronic documents, a legislative proposal to provide express statutory authority for permissive e-filing and e-service in criminal cases, and changes to appellate forms to reflect e-filing practices.</p>	<p>Completed; extended into 2017 annual agenda as a standing/ongoing item.</p> <p>Current status:</p> <p>(a) Phase II of the trial and appellate court rules modernization package amending titles 2, 3, and 5 of the Rules of court was approved and will become effective January 1, 2017. The proposed amendments included substantive rule changes to facilitate modern e-business, e-filing, and e-service practices including on the topics of text searchability of e-filed documents, bookmarking of electronic exhibits, and various formatting and technical amendments.</p> <p>The full Judicial Council reports are here: Trial Court Rules Modernization Package Appellate Rules Modernization Package</p>
8.	<p>Standards, Rules and/or Legislation for E-Signatures</p> <p>Develop Legislation, Rules, and Standards for Electronic Signatures on Documents Filed by Parties and Attorneys</p> <p><i>Major Tasks:</i></p> <p>(a) Develop legislative and rule proposal to amend Code of Civil Procedure section 1010.6(b)(2) and Cal. Rules of Court, rule 2.257, to authorize electronic signatures on documents filed by the parties and attorneys.</p> <p>(b) Develop standards governing electronic signatures to be included in the <i>Trial Court Records Manual</i>.</p>	<p>Partially complete; project extended into 2017 annual agenda.</p> <p>(a) Nearly complete. This year, ITAC, the JCTC and PCLC approved a proposal of the Rules & Policy Subcommittee (RPS) recommending that the council approve a legislative proposal to amend the Code of Civil Procedure that would authorize <u>electronic signatures</u> on electronically filed documents. The Judicial Council will consider this action at its December meeting (for effective date of January 1, 2018).</p> <p>(b) The Court Executive Advisory Committee (CEAC) Records Management Subcommittee has primary responsibility for developing the Trial Court Records Manual update.</p>
9.	<p>Rules for Remote Access to Court Records by Local Justice Partners</p> <p>Develop Rule Proposal to Facilitate Remote Access to Trial</p>	<p>Not Started; project carried into 2017 agenda.</p> <p>This project was placed on hold and work will commence as part of the 2017 annual agenda.</p>

	<p>Court Records by Local Justice Partners</p> <p><i>Major Tasks:</i></p> <p>(a) Amend trial court rules to facilitate remote access to trial court records by local justice partners.</p>	
10.	<p>Rules for E-Filing</p> <p>Evaluate Current E-Filing Laws and Rules, and Recommend Appropriate Changes</p> <p><i>Major Tasks:</i></p> <p>(a) Evaluate current e-filing laws, rules, and amendments. Projects may include reviewing statutes and rules governing Electronic Filing Service Providers (EFSP) and filing deadlines.</p> <p>(b) Develop legislative and rule proposals to amend e-filing laws and rules (Code of Civil Procedure section 1010.6 and California Rules of Court, rule 2.250 et seq.).</p>	<p>In progress; project extended into 2017 annual agenda.</p> <p>(a) and (b) This year, ITAC, the JCTC and PCLC approved a proposal of the Rules & Policy Subcommittee (RPS) recommending that the council approve a legislative proposal to amend the statutes governing <u>e-filing and e-service</u> in the Code of Civil Procedure. The Judicial Council will consider this action at its December meeting (for effective date of January 1, 2018). A corresponding rules proposal implementing this legislation and the E-Filing Workstream recommendations will be developed by RPS in 2017.</p>
11.	<p>Privacy Policy</p> <p>Develop Branch and Model Court Privacy Policies on Electronic Court Records and Access</p> <p><i>Major Tasks:</i></p> <p>(a) Continue development of a comprehensive statewide privacy policy addressing electronic access to court records and data to align with both state and federal requirements.</p> <p>(a) Continue development of a model (local) court privacy policy, outlining the key contents and provisions to address within a local court's specific policy.</p>	<p>Not Started; project carried into 2017 agenda.</p> <p>This project was placed on hold due to limited resources and competing priorities; work is expected to commence as part of the 2017 annual agenda.</p>
12.	<p>Standards for Electronic Court Records</p>	<p>Not Started; project carried into 2017 agenda.</p>

	<p>Develop Standards for Electronic Court Records Maintained as Data</p> <p><i>Major Tasks:</i></p> <ul style="list-style-type: none"> (a) In collaboration with the CMS Data Exchange Workstream, develop standards and proposal to allow trial courts to maintain electronic court records as data in their case management systems. (b) Include standards in update to the <i>Trial Court Records Manual</i>. 	<p>This project is dependent on CEAC to develop and provide draft standards for ITAC review.</p>
13.	<p>Appellate Rules for E-Filing</p> <p>Amend Rules to Ensure Consistency with E-Filing Practices of Appellate Courts</p> <p><i>Major Tasks:</i></p> <ul style="list-style-type: none"> (a) Review appellate rules and amend as needed to ensure consistency between the rules and current e-filing practices and to consider whether statewide uniformity in those practices would be desirable. 	<p>Completed.</p> <p>The JATS proposal to revise the e-filing rules in accordance with current e-filing practices was approved by ITAC, the JCTC, RUPRO, and the Judicial Council; and will take effective on January 1, 2017.</p>
14.	<p>Consult on Appellate Court Technological Issues</p> <p>Consult, as Requested, On Technological Issues Arising In Or Affecting the Appellate Courts</p> <p><i>Major Tasks:</i></p> <ul style="list-style-type: none"> (a) The Joint Appellate Technology Subcommittee (JATS) will provide input on request on technology related proposals considered by other advisory bodies as to how those proposals may affect, or involve, the appellate courts. JATS will consult on the appellate court technology aspects of issues, as requested. 	<p>Ongoing.</p> <p>JATS did not receive any requests from other advisory bodies for input on technology related proposals this year.</p>

15.	<p>Tactical Plan for Technology</p> <p>Update Tactical Plan for Technology for Effective Date 2017-2018</p> <p><i>Major Tasks:</i></p> <ul style="list-style-type: none"> (a) Review and update the Tactical Plan for Technology. (b) Circulate for branch and public comment. (c) Finalize and submit for approval. 	<p>Nearly complete; extended to April 2017 for approval process.</p> <ul style="list-style-type: none"> (a) Completed. The workstream convened in May, and began its work by using traditional SWOT analysis to define judicial branch business drivers; and collected input from internal stakeholders (CITMF, CEAC, TCPJAC, the JCTC) on their findings. Input was used in drafting the updated plan, along with a general solicitation for input on new ideas. Two new initiatives were added on the topics of branch resource collaboration and digital evidence. (b) The draft plan is circulating for public comment in December 2016-January 2017. (c) The team is targeting submitting a finalized plan for review and approval at the Judicial Council's April meeting.
16.	<p>Liaison Collaboration</p> <p>Liaise with Advisory Bodies for Collaboration and Information Exchange</p>	<p>Ongoing.</p> <p>ITAC assigns liaisons to peer advisory committees to share information and identify opportunities to collaborate and exchange input. This function and relationship is ongoing and will continue onto the 2017 agenda.</p>

IV. SUBGROUPS/WORKING GROUPS - Detail

Subgroups/Working Groups:

Subgroup or working group name: **ITAC Rules & Policy Subcommittee (exclusively ITAC members)**

Purpose of subgroup or working group:

In 2010, an ITAC E-Business Subcommittee was formed merging ITAC's 'Rules' and 'E-Practices' Subcommittees. At the time, the Rules Subcommittee's charter was to review Rules of Court on Electronic Access to Public Information and E-Filing and other technology-related rules and standards. The E-Practices Subcommittee was charged with developing a report and associated policy recommendations on four specific issues related to how courts should operate with electronic documents and information.

At the March 8, 2013 ITAC meeting, the committee renamed its E-Business Subcommittee to the Rules & Policy Subcommittee. The purpose of this subcommittee is to recommend rules and policies to the Judicial Council regarding e-business practices, including in the area of e-filing.

Number of advisory body members on the subgroup or working group: 6 ITAC members are on this subcommittee

Number and description of additional members (not on this advisory body): None.

Date formed: 2010

Number of meetings or how often the subgroup or working group meets: This group participates in at least three (3) teleconferences annually, with additional calls scheduled as needed. This group has not met in person.

Ongoing or date work is expected to be completed: Standing Subcommittee, Ongoing

Subgroup or working group name: **ITAC Projects Subcommittee (exclusively ITAC members)**

Purpose of subgroup or working group:

In 2010, ITAC's 'Projects' Subcommittee was renamed the 'Technology Services Subcommittee'; however, at the March 8, 2013 ITAC meeting, the subcommittee was renamed the Projects Subcommittee. The subcommittee is tasked with studying and developing guidelines around e-filing endorsements (stamps) and digital signatures; secondly, to identify ways of expanding remote video in the courts. Last year, the subcommittee surveyed the courts regarding current and potential uses of remote video technologies, and created an inventory of master agreements for technology products and services that are available to courts.

Number of advisory body members on the subgroup or working group: 7 ITAC members are on this subcommittee

Number and description of additional members (not on this advisory body): None.

Date formed: 2010

Number of meetings or how often the subgroup or working group meets: This group participates in at least three (3) teleconferences annually, with additional calls scheduled as needed. This group has not met in person.

Ongoing or date work is expected to be completed: Standing Subcommittee, Ongoing

Subgroup or working group name: **Joint Appellate Technology Subcommittee (JATS)**

Purpose of subgroup or working group:

The Joint Appellate Technology Subcommittee (JATS) makes recommendations to its oversight advisory committees (i.e., ITAC and AAC) for improving the administration of justice within the appellate courts through the use of technology; and, for fostering cooperative endeavors to resolve common technological issues within the appellate courts.

The subcommittee is needed to focus on technology issues specifically for the appellate courts and to provide recommendations to modernize relevant rules and policy. Neither advisory committee, AAC or ITAC, is equipped to adequately address appellate technology issues by itself. AAC lacks technology expertise and ITAC lacks expertise in appellate procedure and a focus on appellate-specific technology issues. The joint subcommittee provides a membership equipped to focus on technology applications in the appellate courts and to evaluate the legal and rule impacts relating to such technology.

Although this is a joint subcommittee, ITAC serves as the parent advisory group with primary reporting responsibility to the Judicial Council. There will be no additional funding allocated for this subcommittee.

Number of advisory body members on the subgroup or working group: 4 ITAC members are on this subcommittee (appointed by the chair)

Number and description of additional members (not on this advisory body): 4 AAC members are on this subcommittee (appointed by its chair). When formed, this body was approved to include at least one (1) member from the Appellate Presiding Justices Advisory Committee (APJAC), appointed by its Chair. The subcommittee membership was approved not to exceed 12 members.

Date formed: Effective January 1, 2014

Number of meetings or how often the subgroup or working group meets: The group plans to meet primarily by teleconference between 4-6 times per year, with one of those meetings being in person.

Ongoing or date work is expected to be completed:

The JATS will be a standing committee with no sunset date; however, the need for this subcommittee will be re-evaluated annually as part of the annual agenda development process for ITAC and AAC.

Subgroup or working group name: Joint Ad Hoc Rules for Remote Access to Records Subcommittee

Purpose of subgroup or working group:

The Joint Ad Hoc Rules for Remote Access to Records Subcommittee is necessary to coordinate this multi-disciplinary rule-making effort and obtain advice from experts and input from key stakeholders on this topic.

The California Rules of Court include a chapter on Public Access to Electronic Court Records. (See Cal. Rules of Court, title 2, division 4, chapter 2 [rules 2.500–2.507].) However, the rules in chapter 2 are limited in scope: “The rules in this chapter apply only to access to court records by the public. They do not limit access to court records by a party to an action or a proceeding, by the attorney of a party, or to other persons or entities that are entitled to access by statute or rule.” (Rule 2.501(b).) The difficulty is that there is little existing law on what kinds of remote access are or should be made available to parties, their attorneys, and justice partners. Basically, there is a gap in the law. As technology has advanced and parties and justice partners increasingly want and need remote access to records, this gap has become more problematic. Courts are providing remote access to parties, attorneys, and justice partners on an ad hoc basis, with little guidance. Recognizing this problem, the Tactical Plan for Technology, 2017–2018 includes as a major task to be addressed in the next two years the development of “rules, standards, and guidelines . . . for online access to court records for parties and justice partners . . .”⁵ The plan recognizes that the implementation of the major tasks identified in it will require action by various entities including the council’s internal committees, advisory committees, external stakeholders, and the Legal Services office. A review of the project for justice partner access rules indicates that its implementation will require at least some involvement by nine advisory bodies and, to effectively carry out this project.

Thus, the new joint ad hoc subcommittee will coordinate this rule-making effort and obtain advice and input from relevant experts and stakeholders. Under the leadership of ITAC, the new subcommittee would be able to draw on the expertise of members of the various committees and coordinate their suggestions and comments. In this manner, a comprehensive and effective set of rules on access should be able to be developed in the next 18 months or so.

Number of advisory body members on the subgroup or working group: 1-3 ITAC members are on this subcommittee (appointed by the chair)

Number and description of additional members (not on this advisory body): 7-11 members from partnering advisory bodies will be appointed to this subcommittee (appointed by their respective chairs). When formed, this body was approved to include at least one (1) member from the Advisory Committee on Providing Access and Fairness, the Appellate 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, Tribal Court-State Court Forum.

Date formed: Effective May 8, 2017 (per approval at the JCTC meeting).

Number of meetings or how often the subgroup or working group meets: The group plans to meet as needed by teleconference.

Ongoing or date work is expected to be completed: Anticipated to complete a main set of rules, effective January 1, 2019.

Subgroup or working group name: **Tactical Plan Update Workstream**

Purpose of subgroup or working group: To complete tasks outlined in Project #1.

Number of advisory body members on the subgroup or working group: 2

Number and description of additional members (not on this advisory body): 6

Date formed: Project approved by JCTC as part of January 2016 annual agenda. Workstream approved May 2016.

Number of meetings or how often the subgroup or working group meets: Ad-hoc

Ongoing or date work is expected to be completed: April 2017

Subgroup or working group name: **Next Generation Hosting Strategy Workstream**

Purpose of subgroup or working group: To complete tasks outlined in Project #2.

Number of advisory body members on the subgroup or working group: 2

Number and description of additional members (not on this advisory body): 13

Date formed: September 2015, approved by JCTC.

Number of meetings or how often the subgroup or working group meets: Ad-hoc, quarterly

Ongoing or date work is expected to be completed: June 2017

Subgroup or working group name: **Disaster Recovery Workstream**

Purpose of subgroup or working group: To complete tasks outlined in Project #3.

Number of advisory body members on the subgroup or working group: 2

Number and description of additional members (not on this advisory body): 24

Date formed: Workstream approved by JCTC as part of January 2016 annual agenda.

Number of meetings or how often the subgroup or working group meets: Bi-weekly

Ongoing or date work is expected to be completed: June 2017

Subgroup or working group name: **E-Filing Strategy Workstream**

Purpose of subgroup or working group: To complete tasks outlined in Project #4.

Number of advisory body members on the subgroup or working group: 3

Number and description of additional members (not on this advisory body): 16

Date formed: Workstream approved January 2015, as part of the annual agenda; member list approved by JCTC September 2015.

Number of meetings or how often the subgroup or working group meets: Bi-weekly

Ongoing or date work is expected to be completed: December 2017

Subgroup or working group name: SRL E-Services Workstream

Purpose of subgroup or working group: To complete tasks outlined in Project #5.

Number of advisory body members on the subgroup or working group: 7

Number and description of additional members (not on this advisory body): 13

Date formed: Workstream approved by JCTC as part of January 2016 annual agenda.

Number of meetings or how often the subgroup or working group meets: Monthly

Ongoing or date work is expected to be completed: December 2017

Subgroup or working group name: Video Remote Interpreting (VRI) Pilot Workstream

Purpose of subgroup or working group: To complete tasks outlined in Project #6.

Number of advisory body members on the subgroup or working group: 2 or more

Number and description of additional members (not on this advisory body): 13

Date formed: Workstream approved by JCTC as part of January 2015 annual agenda; members not yet identified.

Number of meetings or how often the subgroup or working group meets: TBD

Ongoing or date work is expected to be completed: September 2018

Subgroup or working group name: Intelligent Forms Phase I Workstream

Purpose of subgroup or working group: To complete tasks outlined in Project #7.

Number of advisory body members on the subgroup or working group: 1 or more

Number and description of additional members (not on this advisory body): TBD

Date formed: New

Number of meetings or how often the subgroup or working group meets: TBD

Ongoing or date work is expected to be completed: September 2017

Subgroup or working group name: Digital Evidence Phase I Workstream

Purpose of subgroup or working group: To complete tasks outlined in Project #17.

Number of advisory body members on the subgroup or working group: 1 or more

Number and description of additional members (not on this advisory body): TBD

Date formed: New

Number of meetings or how often the subgroup or working group meets: TBD

Ongoing or date work is expected to be completed: July 2018

Technology Innovations Grants by Category

#	Court	Program Name	Category	Amount
49	Orange Superior Court	Improving Court Management Through the Use of Analytics Establish an interactive, real-time data dashboard with relevant case information from a variety of data systems.	Analytics/Dashboard	\$938,851.34
32	Santa Barbara Superior Court	Instant Family Law Orders Enhance the way a copy of the court's orders after a hearing are produced by integrating a Microsoft Surface Pro tablet with the court's case management system to produce an order after the hearing within minutes of the conclusion of the court's proceedings.	Automate manual process	\$312,926.00
39	5th District Court of Appeal	Modernize the Transcript Assembly Program Enhance the current Transcript Assembly Program software being utilized in the majority of trial courts within the 5th District Court of Appeal to automate the manual staff process.	Automate manual process	\$793,000.00
21	Los Angeles Superior Court	Self-help Traffic Avatar (Gina) Expansion Establish a self-help traffic avatar in both Monterey and Merced Superior Courts to assist customers with paying tickets, scheduling court dates, and registering for traffic school.	Avatar	\$59,373.00
27	Riverside Superior Court	Traffic Avatar Establish an interactive virtual avatar that will assist online customers with traffic related inquiries.	Avatar	\$67,124.93
38	Yolo Superior Court	Online Interactive Multilingual Tool Establish an online interactive multilingual tool (avatar) for Small Claims, Unlawful Detainer and Traffic cases.	Avatar	\$91,500.00

Technology Innovations Grants by Category

#	Court	Program Name	Category	Amount
9	Sacramento Superior Court	Monitor and Measure the Achievement of Program Goals Enhance the existing collaborative courts by increasing its capacity to monitor and measure the achievement of program goals and effectiveness by inputting data into a case management system designed specifically for collaborative courts, developing data collection tools and protocols, and developing and issuing dashboard reports.	Collaborative Courts Analytics/Dashboard	\$311,849.00
1	Alameda Superior Court	Collaborative Court Management Information System Enhance the existing management information system for use across collaborative court programs to better promote collaborative justice principles through more effective program analysis and evaluation.	Collaborative Courts CMS	\$114,223.00
15	Sonoma Superior Court	Veterans Court Enhancements Enhance the existing Veterans Court by increasing the current caseload, creating of program materials, expanding treatment services, creating a greater website presence, improving overall case management and coordination, and developing a participant tracking system.	Collaborative Courts CMS	\$56,476.00
46	Orange Superior Court	Automating the Courtroom Check-in Establish an application to automate the courtroom check-in process and the payment of trial court fees utilizing a Customer Relationship Management platform to save and track customer information and incorporate mobile technology with functionality to send text reminders to litigants and attorneys.	CRM & Mobile App	\$246,190.00
45	Monterey Superior Court	Cloud Based Disaster Recovery Solution Establish a cost-effective and resilient solution for a timely recovery of vital network and computer systems necessary for business continuity and restoring essential court functions and services to the public.	Disaster Recovery	\$209,361.00

Technology Innovations Grants by Category

#	Court	Program Name	Category	Amount
42	Los Angeles Superior Court	E-filing Technical Capabilities Establish Identity Management which ensures secure and consistent access to digital services across providers, and affordable financial gateways to lower the overall costs of digital commerce that all Electronic Filing Managers and Electronic Filing Service Providers will need to leverage to ensure e-filers have a consistent and cost-effective e-filing experience.	Identify Management /Payment Gateway	\$114,760.00
22	Monterey Superior Court	California Court Access App Establish and deploy a mobile application for smartphones and devices, advanced online access, and a cloud-hosted solution to serve as a remote Clerk's Office available to court users around the clock.	Mobile App	\$789,940.00
25	Riverside Superior Court	Attorney and Litigant Electronic Courtroom Self Check-in Establish a wireless proximity sensor technology outside each courtroom to enable attorneys and litigants to electronically "touch and check-in to" the courtroom and receive a "check-in alert," all by using their smartphone.	Mobile App	\$179,250.67
53	Santa Cruz Superior Court	SMS Notifications Establish a solution that interfaces with the court jury system and the case management system to provide SMS notifications to court users and jurors in Santa Cruz County.	Mobile App	\$35,760.00
52	San Mateo Superior Court	Automated Line Queuing System Establish an automated queuing management system to triage requests for services at the court clerk windows, plan and assign staffing to meet that demand, and to relieve congestion in the clerk offices.	Queuing	\$125,000.00
34	Sonoma Superior Court	Queuing/Appointment/Calendar System Establish a new queuing system to include appointments, remote check-in, and email and/or text message (SMS) notifications.	Queuing/Mobile App	\$56,586.00

Technology Innovations Grants by Category

#	Court	Program Name	Category	Amount
17	5th District Court of Appeal	Self-help and Learning Center Website Establish a self-help and learning center website that would include Judicial Council approved fillable forms, virtual assistance and interviews to assist with forms and document completion, interactive learning, and you-tube instructional videos for self-represented litigants or attorneys unfamiliar with the appellate process.	Self Help Portal	\$317,916
19	Contra Costa Superior Court	California's Virtual Self-help Site Enhance the current California Virtual Self Help Site by adding animated or virtual help/assistance in four languages, incorporating a "My Case Tracker" portal into the site, Self-Represented Litigant assisted electronic filing and education, and case management system integration.	Self Help Portal	\$970,365
23	Orange Superior Court	Enhance Self-help Portal Enhance the current Self-help Portal by installing self-check-in kiosks, build and implement a mobile application for cell phones and tablets, integrate the Self-help Portal with the Court's case management system, and purchase hardware to help court users navigate through the court facilities.	Self Help Portal	\$326,800.00
26	Riverside Superior Court	Intelligent Self-help Kiosk Establish intelligent kiosk systems at all courthouses that will give customers information and direct them to court offices to eliminate the need to wait in line for that same information.	Self Help Portal	\$629,292.70
28	San Bernardino Superior Court	Customer Relationship Management Portal Establish a Customer Relationship Management Portal to help self-represented litigants access general legal and procedural information about their case type and available options, complete and submit forms for review prior to filing, communicate with self-help staff, register for workshops, and track the status of their active case(s).	Self Help Portal	\$430,755.51

Technology Innovations Grants by Category

#	Court	Program Name	Category	Amount
30	San Diego Superior Court	Access to Information Made Simple Establish a video appointment system and electronic message board to assist litigants with understanding procedures, completing paperwork, and generally navigating the family court process in a simple and convenient manner.	Self Help Portal	\$276,320.00
31	San Mateo Superior Court	Develop and Provide Expanded Online Self-help Enhance the court's self-help services by adding on-site and countywide kiosks/workstations, online "live-chat" and "inquiry chat" technology, and updated web-based video and written content for Family Law, Domestic Violence, Guardianships, Conservatorships, and Small Claims.	Self Help Portal	\$336,000.00
43	Los Angeles Superior Court	Justice System Partner and Litigant Portal Establish a court case access portal that will enable access to certain case data and documents through queries for justice partners and litigants in seven counties (Contra Costa, Los Angeles, Monterey, Orange, San Diego, Santa Clara, and Orange).	Self Help Portal	\$637,500.00
47	Orange Superior Court	Conservatorship Accountability Portal Enhance the conservatorship accounting process, improve the court's ability to protect assets, and to allow a simplified accounting report process for conservators, guardians, and fiduciaries.	Self Help Portal	\$212,972.00
48	Orange Superior Court	Court User Portal Establish a new website to serve as a court user portal to allow the public to register for phone/text reminders, submit electronic correspondence to the court, make payments, and view case information.	Self Help Portal	\$511,200.00
18	Butte Superior Court	Remote Video Conferencing Technology Establish the use of remote video conferencing technology to 13 rural courts (Butte, Glenn, Humboldt, Inyo, Imperial, Lake, Modoc, Nevada, Placer, Shasta, Siskiyou, Tehama, and Trinity) and ensure each court has adequate bandwidth and technological infrastructure to support a self-help program	Video Conferencing	\$576,140.00

Technology Innovations Grants by Category

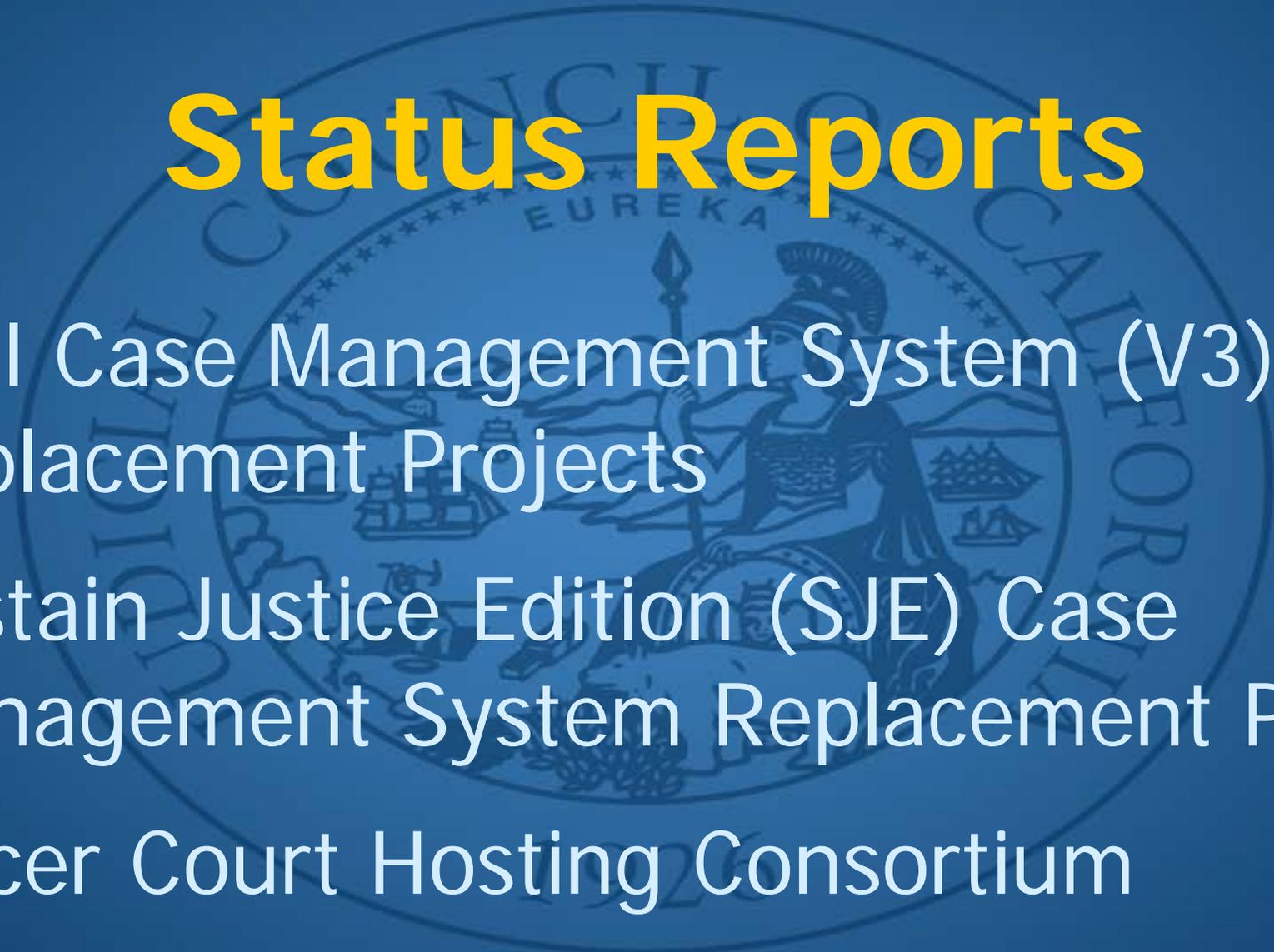
#	Court	Program Name	Category	Amount
		that can be used collaboratively by sharing self-help resources between participating courts.		
29	San Bernardino Superior Court	<p>Video Conferencing Child Custody Recommending Counseling Establish Video Conferencing Child Custody Recommending Counseling at three courthouses (San Bernardino, Victorville, and Joshua Tree) to enable all parties to see one another and communicate more effectively through verbal and body language interactions.</p>	Video Conferencing	\$35,537.60
36	Ventura Superior Court	<p>Internet Based Self-help Workshops Enhance self-help services by offering live, interactive video workshops with groups of up to 25 self-represented litigants on the topics of Dissolution/Legal Separation/Nullities and Request for Orders in Family Law matters, as well as Civil Harassment Restraining Orders, Guardianships and Unlawful Detainers.</p>	Video Conferencing	\$932,404.00
8/24 ¹	Placer Superior Court	<p>Video Appearances Develop a central solution for video appearances across functional areas in the court by installing video conferencing hardware and software in 14 courtrooms and two administrative locations.</p>	Video Hearings	\$560,000.00
41	Humboldt Superior Court	<p>Interactive Video Conferencing System Establish an interactive video conferencing system to conduct hearings required by the Lanterman-Petris-Short Act in order to reduce undue stress on patients, as well as reduce public safety risks associated with patient transport.</p>	Video Hearings	\$170,919.87

Technology Innovations Grants by Category

#	Court	Program Name	Category	Amount
44	Merced Superior Court	Video Conference Hearings Project Establish video conferencing equipment in four courtrooms to help streamline the justice process for both criminal defendants and civil respondents by implementing video hearings for preliminary hearings and civil cases with the judge hearing cases located at the Merced Courthouse and the defendant or respondent located in a courtroom at the Los Banos Courthouse.	Video Hearings	\$194,540.00
50	Sacramento Superior Court	Video Conferencing of Mental Health Hearings Establish video conferencing to conduct mental health hearings, including petitions for writs of habeas corpus, for Riese medication capacity determination, and for time extensions.	Video Hearings	\$52,860.00
51	San Bernardino Superior Court	Remote Video Proceedings Establish video hearings within the city of Big Bear Lake for traffic infraction arraignments and misdemeanor probation modification matters from the Big Bear jurisdiction.	Video Hearings	\$244,698.58

¹ Split funding between Collaborative Courts and Self-help, Family and Juvenile Courts

Status Reports



- Civil Case Management System (V3) Replacement Projects
- Sustain Justice Edition (SJE) Case Management System Replacement Projects
- Placer Court Hosting Consortium



JUDICIAL COUNCIL OF CALIFORNIA

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MEMORANDUM

Date	Action Requested
May 26, 2017	Please Review
To	Deadline
Hon. Marsha G. Slough, Chair	N/A
Hon. Daniel J. Buckley, Vice-Chair	
Judicial Council Technology Committee	Contact
	Kathleen Fink, Manager
From	415-865-4094
Kathleen Fink, Manager,	kathleen.fink@jud.ca.gov
Judicial Council Information Technology	
Subject	
Civil Case Management System (V3)	
Replacement Projects – Status April 25- May	
26, 2017	

Project: Civil Case Management System (CMS) (V3) Replacement projects for the Superior Courts of Orange, Sacramento, San Diego, and Ventura Counties

Status: Intra-Branch Agreements (IBAs) for the fiscal year 2016/2017 have been fully executed for Ventura and Sacramento Superior Courts. IBAs for Orange and San Diego Superior Courts are in progress for execution.

The first monthly project status meeting with the courts was held on May 15. A schedule for recurring monthly meetings was agreed on, with the quarterly review of the written reports every three months. Ventura is close to wrapping up the contract with Journal Technologies, and is in the process of scheduling a kickoff. Sacramento is planning to complete their configuration analysis with Thomson Reuters this year and kickoff the conversion when that is complete. San Diego targets completing their contract with Tyler in May, with a project kickoff shortly

April 25, 2017

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thereafter. Orange is continuing their analysis and developing alternatives, based on the results of their gap analysis with Tyler. They are targeting a decision in 1 - 2 months.

Next Steps: Regular planning and status reporting has begun with the courts on their transition to a new civil case management system. The next monthly meeting is scheduled for June 12.



JUDICIAL COUNCIL OF CALIFORNIA

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Date
May 26, 2017

To
Hon. Marsha G. Slough, Chair
Hon. Daniel J. Buckley, Vice-Chair
Judicial Council Technology Committee

From
Rick Feldstein, Judicial Council
Technology Committee member

Subject
Sustain Justice Edition (SJE) Replacement
Projects - Status April 26 - May 26, 2017

Action Requested

Please Review

Deadline

N/A

Contact

Rick Feldstein, JCTC Member
Richard.Felstein@napa.courts.ca.gov

Members of the Judicial Council Technology Committee:

As requested, this communication provides my written update regarding the progress of the Sustain Courts and Judicial Council efforts to find funding to migrate away from the current Sustain Justice Edition case management system to an updated CMS platform.

Project: Sustain Justice Edition (SJE) Replacement projects for the Superior Courts of Humboldt, Lake, Madera, Modoc, Plumas, San Benito, Sierra, Trinity, and Tuolumne counties.

Status: On January 10, 2017, the Governor released an initial proposed budget for Fiscal Year 2017-2018 that included funding for the SJE Budget Change Proposal. The Governor's May revise of the State Budget was released and the funding for the replacement of the SJE case management system remained.

Next Steps: The final budget will be approved by the Legislature and signed by the Governor in June 2017.

Further updates will be provided in upcoming meetings.
Thank you.

Monthly Project Monitoring Report

Report Period: 04/01/2017-4/30/2017

Report Date:05/24/2017

Court Name: Placer

Prepared By: Greg Harding/Jake Chatters

Project Name	Placer Court Hosting Center
Court Project Manager	Greg Harding
IBA Number	1033111
IBA Effective Date	11/1/2016
IBA End Date	4/30/2019
Project Start Date	October 2015
Estimated Finish Date	January 2018
Estimated % Complete	30%

1. Accomplishments / Plans

Accomplishments during *this Reporting Period*:

- Citrix Xenapp servers fully configured for each court
- Sustain SJE database servers built for all courts
- All SJE reports database location updated
- DMV LU's basic testing
- AT&T Connectivity project Kicked off
- Infrastructure requirements review ed

Plans during the *next Reporting Period*:

- Firew all and core sw itch review
- On-site visits to Lake and San Benito for site survey
- Group Policy and environment review
- Login Script and drive mappings for each court

2. Risks and Issues

Issue Status (Issues requiring resolution or others that may affect the proposed approach baseline):

- Journal Technologies has not signed the proposed contract. Placer Court received comments from Journal's attorney in late March requesting revisions.

Change Status (Considerations or new course of actions that change the proposed approach):

- N/A

Risk Status (Report risks to the current approach, any risks discovered, and proposed risk responses):

- The contract with SAIC is pending, awaiting confirmation that it is approved.

3. Scheduled Milestones / Deliverables

List any Milestones that are late as well as Milestones due in the next 4 to 6 weeks (as applicable).

Milestone	Due Date (Actual)	Status
Network and Connectivity Implemented with connectivity to CCTC	June 2017	On Schedule

4. Payment Schedule and Milestones

List IBA payment milestones that have been completed, are yet to be completed, total IBA amount and payments remaining to be made.

IBA Installment Payments	IBA Installment Amount	IBA Payment Date	IBA Actual Payment
Court signs executed contracts with vendors	\$265,599.00		
Court develops all hardware and software specifications	\$470,901.00		
Total IBA Amount	\$736,500.00		
Remaining IBA Amount To Be Paid	\$736,500.00		
Project Tracking Milestones	Project Milestone Target Date	Project Milestone Actual Date	N/A For Project Milestone Tracking
WBS 1 – CCTC Requirements Document Completed	NOV 16	DEC 16	
WBS2 – Server Design	MAR17	FEB 17	
WBS3 – Server Build	APR17	APR17	
WBS4 – Network and Connectivity Design	JAN 17	JAN 17	
WBS5 – Network and Connectivity Implemented with connectivity to CCTC	MAY 17	TBD	
WBS6 – Information Systems Framework and Security Policies Developed and Implemented	JUL17	TBD	
WBS7 – DMV Service Transition	JUL 17	TBD	
WBS7.1 – DMV DISA Approval	MAR 17	FEB 17	
WBS7.2 – DMV Connectivity Configured and implemented	JUN 17	APR17	
WBS9 – Interface rework completed	JUL 17	TBD	
WBS10 – SJE Core Environments Created	MAY 17	TBD	
WBS11 – Initial SJE Data Copy	MAY 17	TBD	
WBS12 – Non-CMS Applications Installed	JUN 17	TBD	
WBS 13 – UAT of CCTC connectivity	AUG 17	TBD	
WBS14 –UAT of SJE and interfaces including DMV	AUG 17	TBD	
WBS15 – UAT of “managed court” services	SEPT 17	TBD	
WBS 15.1 – Plumas/Sierra go-live plan created	AUG 17	TBD	
WBS 15.2 – Plumas/Sierra CMS hosting transition complete	SEPT 17	TBD	
WBS 15.3 – Plumas/Sierra Managed Court services transition complete	SEPT 17	TBD	

