



JUDICIAL COUNCIL OF CALIFORNIA

455 Golden Gate Avenue • San Francisco, California 94102-3688
Telephone 415-865-4200 • Fax 415-865-4205 • TDD 415-865-4272

MEMORANDUM

Date

March 1, 2023

Action Requested

Review and approval

To

Hon. Kyle S. Brodie, Chair
Judicial Council Technology Committee

Deadline

N/A

From

Heather Pettit, Chief Information Officer/
Director of Information Technology

Contact

Deborah Silcox, Principal Manager
Information Technology
916-532-5216
Deborah.Silcox@jud.ca.gov

Subject

Jury Management System Grant Requests for
FY 22-23, second round

Satlin Singh, Sr. Business Systems Analyst
Information Technology
916-643-6952
Satlin.Singh@jud.ca.gov

Background

The budget for the JMS Grant Program is funded by royalties generated by published Judicial Council developed jury instructions. Because of this, the amount available for grant funding can vary from year to year. For the FY 22-23, the Judicial Council approved \$665,000 in funding for the Jury Management System Grant Program. The initial grant application period opened on June 15, 2022 and closed July 15, 2022. On October 3, 2022 the Technology Committee awarded \$308,692 in grant allocation for 10 courts. This left \$356,308 in remaining funds. To utilize these funds this fiscal year, a second grant application round focused on assisting courts with implementing SB 592 was opened. SB 592 deems the list of resident state tax filers as an appropriate source list for selection of jurors and requires the Franchise Tax Board to annually furnish the Jury Commissioner of each county with a list of resident state tax filers.

The grant application period reopened on October 31, 2022 with requests due by December 30, 2022.

The Judicial Council received jury grant requests from two trial courts for two projects. After an initial review, both projects were considered for possible funding as part of the FY 22-23 JMS grant.

Projects were reviewed to ensure they complied with the scope of this round of grant funding. Specifically, this funding is for projects assisting courts in complying with implementation of requirements under SB 592. Requests for jury management systems funding could not include on-going costs such as software maintenance and support as the funding is one-time in nature.

The recommendation is to allocate a total of **\$37,650** in jury grant awards which will provide funding to two courts for two projects. A summary of court funding requests, proposed allocations, and project descriptions are in the table below in the Recommendation section of this memo.

Recommendation

Staff recommends distributing the funds as indicated in the following table.

#	Court	Description	Requested Allocation	Proposed Allocation - JMS	JMS Program Priority Category
1	Alameda	Jury+ Address Replacement Module (ARM) SB 592	\$14,750.00	\$14,750.00	Jury Management System Upgrade to comply with SB 592
			\$14,750.00	\$14,750.00	
2	San Mateo	Jury Management System Upgrade to comply with SB 592	\$22,900.00	\$22,900.00	Jury Management System Upgrade to comply with SB 592
			\$22,900.00	\$22,900.00	
Total:			\$37,650.00	\$37,650.00	

Next Steps

- Present the proposed allocations to the Judicial Council Technology Committee for review and approval.
- Notify each court of the approved allocation.
- Prepare an Intra-branch Agreement (IBA) with each court.

IT Modernization Funding Program: FY 2023-24 Cycle

Judicial Council Technology Committee

March 13, 2023



Overall data

Category	Top Funding Needs	Top Local Technology Priorities	Last Year's Branch Priorities
Infrastructure	16	25	Y
Proceedings	16	19	Y
Electronic Records Management	14	26	Y
CMS and Extensions	11	37	N
Cyber/Information Security	9	19	N

Discussion & Action Requested

Proposed Priorities for FY 2023-24

- Proceedings – focused on AB716 Compliance and BCP
- Electronic Records Management
- Infrastructure
- CMS and Extensions
- Cyber/Information Security

Next steps

- Branchwide webinar
- Applications open later this month

Appendix

Materials from last meeting, for reference.

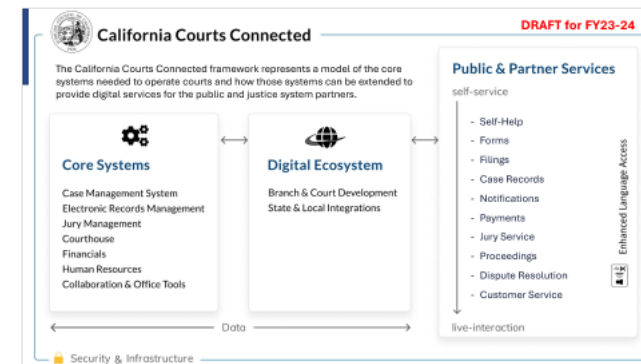
IT Mod Fund: Local Court Projects

\$12.5 million budgeted and potentially allocated annually

Appellate and trial courts submit project proposals

Aligns to judicial branch:

- Strategic and Tactical Plans for Technology
- California Courts Connected (CCC) framework



Guiding Principles for the program

- Allocate funding based on the CCC framework
- Promote courts' ability to be innovative and forward-looking
- Take an adaptive approach to distribution methodology
- Align with Strategic and Tactical Plans; and Access 3D
- Collaborate, collaborate, collaborate!
- Keep it simple – support a streamlined and efficient process
- Be responsive to court priorities

Project Requirements for courts

- Benefit the public
- Comply with branchwide policies and standards
- Be vetted and approved by the Technology Committee
- Fall within at least one of the approved program categories
- Initiate project activities immediately after approved (July 2023)
- Show demonstrable progress by the following quarter (October 2023)
- Expend or encumber funds by end of the fiscal year (June 30, 2024)
- Project completion by end of the third fiscal year (June 30, 2026)
- Report quarterly on measurable, successful outcomes

Timeline

WE
ARE
HERE

February Preparations

- Court Technology Assessment Tool

March Kickoff New Program Cycle

- Tech Comm finalize branch priorities (March 13)
- Outreach to branch for ITAC Workstream participation
- Branchwide webinar
- Application opens (est. March 27)

April Applications

- ITAC Workstream Kickoff and information on evaluation process
- Application closes (est. April 21)
- Tech Comm education on types of allocation methodologies (April or May)

May Review

- ITAC Workstream reviews project proposals

June Review & Recommendations

- ITAC approves project recommendations
- Tech Comm approves project recommendations and allocations

July Approvals

- Judicial Council reviews and approves allocations

August-September Disbursements

- Intra-Branch Agreements (IBAs) executed and funds distributed

Remainder of FY Progress Reports

Workstream meets to review progress reports in:

- November 2023
- February 2024
- May 2024

- **Next Step** – March 13 public meeting to set branch priorities

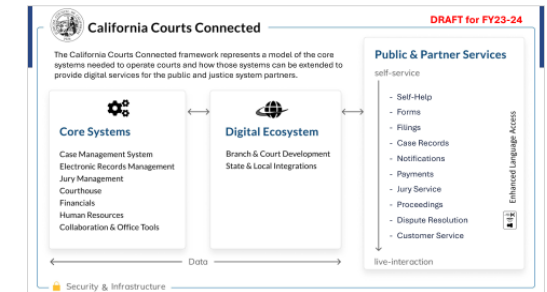
Boxes indicate Technology Committee activities.

Branch Data and Considerations



1. Court Technology Assessment Tool

- Formerly “court technology inventory”
- Courts self-assess local technology posture, local priorities, funding needs
- Aligns to the CCC framework categories
- Response rate
 - Appellate Courts-** 100% - all Courts of Appeal and Supreme Court
 - Trial Courts-** 94% (55 of 58 courts; missing Marin, Santa Clara, Plumas)



Results: Technology Priorities

Categories listed most frequently as court priorities

Appellate and Trial Courts	
CMS and Extensions	37
Electronic Records Management	26
Infrastructure	25
Cyber/Information Security	19
Proceedings	19



Appellate Courts	
CMS and Extensions	4
Electronic Records Management	4
Infrastructure	4
Cyber/Information Security	3
Collaboration & Office Tools	2
Data	2

Trial Courts	
CMS and Extensions	33
Cyber/Information Security	16
Electronic Records Management	22
Infrastructure	21
Proceedings	19

CMS = Case Management Systems

Results: Funding Needs

Categories where funding for FY 23-24 was most requested

Appellate and Trial Courts			
	Yes	Maybe	No
Infrastructure	16	4	1
Proceedings	16	2	
Electronic Records Management	14	3	2
CMS and Extensions	11	4	14
Cyber/Information Security	9		2



Appellate Courts			
	Yes	Maybe	No
Electronic Records Management	1	1	1
Infrastructure	1	1	
CMS and Extensions		1	
Filings		1	
Websites		1	
Data			1

Trial Courts			
	Yes	Maybe	No
Proceedings	16	2	
Infrastructure	15	3	1
Electronic Records Management	13	2	1
CMS and Extensions	11	3	14
Cyber/Information Security	9		2

CMS = Case Management Systems

2. Other Funding Considerations

- AB 716 – funding for audio upgrades
- IT Modernization Fund – for branchwide Information Security Office
- Language Access & Signage Technology Grant
- Jury Management Systems Grant
- Model Self-Help Grant

Priorities set last year and result

Branch priorities last cycle

- Electronic Records Management (includes digitization of court records)
- Remote Access
 - Remote Appearances
 - Remote Access to Proceedings (for the public)
 - Remote Records Access and Search
- Infrastructure (ensuring components in place to support and connect systems and services)
- Innovative Branch Solutions

Distribution methodology:

Funded \$5m for digitization of records, small court priority #1s without digitization; and remainder as pro rata