



JUDICIAL COUNCIL OF CALIFORNIA

TRIAL COURT BUDGET
ADVISORY COMMITTEE

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TRIAL COURT BUDGET ADVISORY COMMITTEE FUNDING METHODOLOGY SUBCOMMITTEE

MINUTES OF OPEN MEETING

February 20, 2020
10:00 a.m. - 2:00 p.m.
455 Golden Gate Ave., 3rd Floor, San Francisco, CA 94102; Sequoia Room

Advisory Body Members Present: Judges: Hon. Daniel J. Buckley (Cochair), Hon. Mark Ashton Cope, and Hon. Patricia L. Kelly

Executive Officers: Ms. Rebecca Fleming (Cochair), Ms. Sherri R. Carter, Mr. Michael D. Planet, and Mr. David Yamasaki.

Advisory Body Members Absent: Hon. B. Scott Thomsen, Ms. Nancy Eberhardt, and Mr. Neal Taniguchi.

Others Present: Mr. Zlatko Theodorovic, Ms. Fran Mueller, Ms. Brandy Sanborn, Ms. Michele Allan, Ms. Oksana Tuk, Mr. Catrayel Wood, Ms. Leah Rose-Goodwin, and Ms. Kristin Greenaway.

OPEN MEETING

Call to Order and Roll Call

The cochairs called the meeting to order at 10:01 a.m. and took roll call.

Approval of Minutes

The subcommittee reviewed and approved the minutes of the October 9, 2019 Funding Methodology Subcommittee (FMS) meeting.

DISCUSSION AND ACTION ITEMS (ITEMS 1-6)

Item 1

Operating Expenses and Equipment (OE&E) Review (Action Required)

Discuss findings of extensive review of OE&E for inclusion in the Workload Formula.

Presenter(s)/Facilitator(s): Ms. Leah Rose-Goodwin, Manager, Business Management Services

Action: The FMS voted unanimously to forward the following recommendations made by the OE&E review group, effective July 1, 2020, for consideration by the Trial Court Budget Advisory Committee (TCBAC) at its next meeting as follows:

1. Include or exclude the accounts as recommended and make any necessary adjustment for the

- revenue accounts;
2. Recommend that the Court Executives Advisory Committee and the Judicial Council Trial Court Administrative Services (TCAS) division include these accounts as part of existing efforts to standardize usage of the chart of accounts;
 3. Review work breakdown structure (WBS) elements periodically for new WBS elements added / eliminated each year; and
 4. Recommend that TCAS create a new general ledger (GL) specifically for Civil Transcripts so that it can be aligned with revenue for this workload. Currently, the GL being used for transcripts does not differentiate between criminal and civil.

Item 2

Cluster 2 Findings (Action Required)

Discuss findings regarding cluster 2.

Presenter(s)/Facilitator(s): Ms. Kristin Greenway, Supervising Analyst, Business Management Services

Action: The FMS voted unanimously to approve the recommendation by staff that no further work be done to evaluate the cluster 2 Bureau of Labor Statistics and small court adjustment contributions, and to share the findings report with the TCBAC as an informational item.

Item 3

Court Interpreters Program (CIP) Funding Shortfall and Update on Methodology (Action Required)

Consider a recommendation to address a projected 2020-21 funding shortfall in the CIP, which includes an update on the status of the Interpreter Ad Hoc Subcommittee on its charge to continue its development of a methodology that addresses anticipated, ongoing funding shortfalls and review existing methodologies.

Presenter(s)/Facilitator(s): Mr. Catrayel Wood, Sr. Budget Analyst, Budget Services

Action: The FMS voted unanimously to approve the following recommendation for consideration by the TCBAC at its next meeting:

Allocate up to \$11.1 million of unrestricted fund balance from the Trial Court Trust Fund to address the projected 2020-21 shortfall in the CIP while the Interpreter Ad Hoc Subcommittee continues its work in conjunction with the Judicial Council Budget Services and Business Management Services offices.

Item 4

Allocation Methodology of Trial Court Funding in 2020-21 Governor's Budget (Action Required)

Consider recommendations on methodologies to allocate trial court funding included in 2020-21 Governor's Budget.

Presenter(s)/Facilitator(s): Ms. Brandy Sanborn, Manager, Budget Services

Action: The FMS voted unanimously to approve the following recommendations for consideration by the TCBAC at its next meeting as below:

\$61.7 Million

Approve a recommendation that gives each trial court (except base funding and graduated funding floor courts) a three percent increase based on their 2019-20 Workload Formula allocation, including an initial reduction for security funding, and allocate the remaining dollars via pro rata based on the amount of new funding received.

\$45.9 Million

Approve a recommendation that first includes a reduction for security funding, and then allocates the remaining funds via the most recently approved Workload Formula methodology.

Item 5

Workload Formula Adjustment Request Process (ARPs) (Action Required)

Discuss two ARPs submitted to the Judicial Council Administrative Director.

Presenter(s)/Facilitator(s): Ms. Kristin Greenway, Supervising Analyst, Business Management Services

Action: The FMS voted unanimously to approve the following recommendation for consideration by the TCBAC at its next meeting:

To change San Francisco's cluster assignment, effective July 1, 2020, from cluster 4 to cluster 3 based on the court's current number of Authorized Judicial Positions and its Resource Assessment Study workload. In addition, create an ad hoc subcommittee to reevaluate the cluster system and floor funding, and add that project to the Work Plan (item 6).

Item 6

Funding Methodology Subcommittee Work Plan (Action Required)

Discuss updates to the Funding Methodology Subcommittee Work Plan.

Presenter(s)/Facilitator(s): Mr. Zlatko Theodorovic, Deputy Director, Budget Services

Action: The FMS voted unanimously to approve the following recommendations for consideration by the TCBAC at its next meeting:

1. Identify which items should be marked complete or removed
 - Mark as complete the following items for 2019-20: item 3, item 5, and item 6.
2. Identify any new items that should be added
 - Add new item to 2019-20 to read as follows:
Initiate ad hoc subcommittee to reevaluate cluster system and floor funding.

A D J O U R N M E N T

There being no further business, the meeting was adjourned at 11:27 a.m.

Approved by the advisory body on June 2, 2020.