



# JUDICIAL COUNCIL OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION  
ADVISORY COMMITTEE

[www.courts.ca.gov/tcfmac.htm](http://www.courts.ca.gov/tcfmac.htm)  
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## TRIAL COURT FACILITY MODIFICATION ADVISORY COMMITTEE

### MINUTES OF OPEN SESSION OF MEETING

August 26, 2019

12:00 PM - 1:30 PM

Judicial Council of California – Teleconference

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**Advisory Body Members Present:** Hon. Donald Cole Byrd, Chair  
Hon. William F. Highberger, Vice-Chair  
Hon. Jennifer K. Rockwell  
Hon. Vanessa W. Vallarta  
Mr. Darrel E. Parker  
Mr. Jarrod Orr  
Mr. W. Samuel Hamrick, Jr.

**Advisory Body Members Absent:** Hon. Brad R. Hill  
Hon. Patricia M. Lucas

**Staff Present:** The following Judicial Council staff were present:  
Mr. John Wordlaw, Chief Administrative Officer, Judicial Council  
Ms. Pella McCormick, Deputy Director, Facilities Services  
Mr. Jagan Singh, Principal Manager, Facilities Services  
Mr. Jim Peterson, Principal Manager, Facilities Services  
Ms. Mimi Morris, Principal Manager, Facilities Services  
Ms. Maria Atayde-Scholz, Manager, Facilities Services  
Mr. Andre Navarro, Manager, Facilities Services  
Ms. Karen Baker, Manager, Facilities Services  
Ms. Nanci Connelly, Supervisor, Facilities Services  
Mr. Paul Fitzgerald, Supervisor, Facilities Services  
Ms. Donna Jorgensen, Supervisor, Facilities Services  
Mr. Glenn Mantoani, Supervisor, Facilities Services  
Mr. Randy Swan, Supervisor, Facilities Services  
Mr. Paul Terry, Supervisor, Facilities Services  
Mr. Steve Shelley, Supervisor, Facilities Services  
Mr. Patrick Treanor, Supervisor, Facilities Services  
Mr. Charles Martel, Supervising Attorney, Legal Services  
Mr. Ed Ellestad, Supervisor, Facilities Service  
Ms. Rose Livingston, Senior Analyst, Judicial Council  
Ms. Kate Albertus, Facilities Analyst, Facilities Services  
Ms. Akilah Robinson, Associate Analyst, Facilities Services  
Ms. Sadie Varela, Administrative Specialist, Facilities Services

**Others Present:**

**OPEN SESSION OF MEETING**

**Call to Order, Opening Remarks, and Roll Call**

The chair called the open session of the meeting to order at 12:00 PM, roll was taken, and opening remarks were made.

**Approval of Minutes**

The advisory committee voted to approve the open session minutes of its meeting held on July 19, 2019. (*Motion: Highberger; Second: Orr*)

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**PUBLIC WRITTEN COMMENTS**

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No public comments were received.

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**OPEN SESSION - ACTION ITEMS (ITEMS 1-5)**

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**Action Item 1 – List A – Emergency Facility Modification Funding (Priority 1)**

**Summary:** Ratify emergency facility modifications from List A.

**Action:** *Reviewed and approved 52 projects for a total of \$1,394,125 to be paid from Facility Modification program funds previously encumbered. (Motion: Highberger; Second: Parker)*

**Action Item 2 – List B – Facility Modifications Less than \$100K (Priority 2)**

**Summary:** Ratify facility modifications less than \$100K from List B.

**Action:** *Reviewed and approved 50 projects for a total of \$610,166 to be paid from Facility Modification program funds previously encumbered. (Motion: Vallarta; Second: Highberger)*

**Action Item 3 – List D – Facility Modifications Over \$100K**

**Summary:** Review recommended facility modifications over \$100K from List D and P3 projects.

**Action:** *Reviewed and approved 1 project for a total cost to the Facility Modification Program funds of \$164,971. (Motion: Rockwell; Second: Highberger)*

**Action Item 4 – Deferred Maintenance – Revised DMF-3 Project List**

**Summary:** Review revised list of DMF-3 projects for funding reduction from \$40M to \$15M.

**Action:** *The committee reviewed and approved the revised short list of DMF-3 projects for \$15M. Staff recommended the 9 projects be approved based on the higher fire life safety risks for high rise buildings and the notices of non-compliance from the State Fire Marshall. (Motion: Rockwell; Second: Highberger)*

**Action Item 5 – Increased Operations and Maintenance Funding in 2019/2020 State Budget**

**Summary:** Review spending plan for increased operations and maintenance funding in 2019/2020 state budget.

*Action: Reviewed and approved the spending plan for increased operations and maintenance funding in 2019/2020 state budget. The funding will be used for preventive and/or proactive maintenance projects. (Motion: Vallarta; Second: Orr)*

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**OPEN SESSION - DISCUSSION ITEMS (ITEMS 1-2)**  
**(NO ACTION REQUIRED)**

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**Discussion Item 1 – List E – Approved Court-Funded Requests (CFRs)**

**Summary:** Review and discuss CFR projects approved by the Facilities Services Deputy Director since the last meeting. 4 CFRs were approved during this period.

**Discussion Item 2 – List F – Funded Facility Modifications on Hold**

**Summary:** Standard list of previously funded FMs on hold.

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**OPEN SESSION – INFORMATION-ONLY ITEMS (ITEMS 0)**  
**(NO ACTION REQUIRED)**

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**ADJOURNMENT TO CLOSED SESSION AND ADJOURNMENT**

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There being no further open session business, the open session of the meeting was adjourned at 1:03 PM, and the advisory committee moved to the closed session of the meeting. The closed session of the meeting—which was closed to the public for discussion of security-related items (per Cal. Rules of Court, Rule 10.75(d))—was adjourned at 1:30 PM.

Approved by the advisory body on October 11, 2019.