



# JUDICIAL COUNCIL OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION  
ADVISORY COMMITTEE

[www.courts.ca.gov/tcfmac.htm](http://www.courts.ca.gov/tcfmac.htm)  
[tcfmac@jud.ca.gov](mailto:tcfmac@jud.ca.gov)

Request for ADA accommodations should be made at least three business days before the meeting and directed to:  
[JCCAccessCoordinator@jud.ca.gov](mailto:JCCAccessCoordinator@jud.ca.gov)

## TRIAL COURT FACILITY MODIFICATION ADVISORY COMMITTEE

### NOTICE AND AGENDA OF OPEN MEETING WITH CLOSED SESSION

Open to the Public Unless Indicated as Closed (Cal. Rules of Court, rule 10.75(c), (d), and (e)(1))

THIS MEETING IS BEING CONDUCTED BY ELECTRONIC MEANS

OPEN PORTION OF THIS MEETING IS BEING RECORDED

---

**Date:** July 20, 2020  
**Time:** 10:00 – 3:30  
**Public Call-In Number:** 1-877-820-7831; passcode 4502468 (Listen Only)

---

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

Members of the public seeking to make an audio recording of the open meeting portion of the meeting must submit a written request at least two business days before the meeting. Requests can be e-mailed to [tcfmac@jud.ca.gov](mailto:tcfmac@jud.ca.gov).

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 (Action Required)

Approve minutes of the May 15, 2020 and June 1, 2020 Trial Court Facility Modification Advisory Committee meetings.

---

#### II. PUBLIC COMMENT (CAL. RULES OF COURT, RULE 10.75(K)(1))

---

This meeting will be conducted by electronic means with a listen only conference line available for the public. As such, public may submit comments for this meeting only in writing. In accordance with California Rules of Court, rule 10.75(k)(1), written comments pertaining to any agenda item of a regularly noticed open meeting can be submitted up to one complete business day before the meeting. For this specific meeting, comments should be e-mailed to [tcfmac@jud.ca.gov](mailto:tcfmac@jud.ca.gov). Only written comments received by 4:00 PM on July 17, 2020 will be provided to advisory body members prior to the start of the meeting.

---

**III. ACTION ITEMS (ITEMS 1 – 7)**

---

**Item 1**

**Fiscal Year 2020-21 Facility Modification Budget (Action Required)**

Approve the proposed Fiscal Year 2020-21 Facility Modification budget.

Presenter: Mr. Jagan Singh, Principal Manager, Facilities Services

**Item 2**

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

Approve 95 projects for a total of \$3,102,966 to be paid from Facility Modification program funds to be encumbered for Priority 1.

Presenter: Mr. Jagan Singh, Principal Manager, Facilities Services

**Item 3**

**List B – Facility Modifications Under \$100K (Priority 2) (Action Required)**

Approve 116 projects for a total of \$1,127,637 to be paid from Facility Modification program funds to be encumbered for Priority 2 Under \$100K.

Presenter: Mr. Jagan Singh, Principal Manager, Facilities Services

**Item 4**

**List C – Cost Increases Over \$50K (Action Required)**

Approve cost increases of over \$50K for 8 facility modification projects, for a total cost increase to the Facility Modification program budget of \$1,561,770.

Presenter: Mr. Jagan Singh, Principal Manager, Facilities Services

**Item 5**

**List D – Facility Modifications Over \$100K (Priority 2) and Priority 3 Facility Modifications (Action Required)**

Review Priority 2 FMs over \$100K and approve 7 of the projects for a total cost to the Facility Modification Program budget of \$5,481,562.

Presenter: Mr. Jagan Singh, Principal Manager, Facilities Services

**Item 6**

**Leak Assessment and Mitigation (Action Required)**

Review historical data on categories of plumbing leaks and the buildings in which the leaks predominantly occur, and approve one of the following courses of action to assess and mitigate their impact:

- 1) Hire a plumbing contractor to assess the top five buildings with the highest domestic water and fixture leaks and provide a project estimate to mitigate; or
- 2) Hire a plumbing contractor to assess the top five buildings with the highest domestic water and fixture leaks and provide corrective action within an allocated budget of \$1,000,000. Receive periodic progress reports by staff.

Presenter: Mr. Jagan Singh, Principal Manager, Facilities Services

**Item 7**

**Orange County Central Justice Center – Latest Communication from California State Fire Marshal (Action Required)**

Review the latest communication from the California State Fire Marshal regarding fire/life/safety deficiencies at the Orange County Central Justice Center and approve one of the following courses of action:

- 1) Submit a Budget Change Proposal for the project funding;
- 2) Fund the project over multiple years; or

Presenter: Mr. Mike Courtney, Director, Facilities Services

---

**IV. DISCUSSION ITEMS (NO ACTION REQUIRED)**

---

**Discussion 1**

**List E – Court-Funded Requests (CFRs)**

CFR projects approved by the Facilities Services Deputy Director since the last meeting and CFR projects cancelled.

Presenter: Mr. Pella McCormick, Deputy Director, Facilities Services

**Discussion 2**

**List F – Funded Facility Modifications on Hold**

Standard list of previously funded facility modification projects on hold.

Presenter: Mr. Jagan Singh, Principal Manager, Facilities Services

**Discussion 3**

**Guidelines for the Responsibility of Facility Costs between the Judicial Council and Trial Courts**

Update on the *Guidelines for the Responsibility of Facility Costs between the Judicial Council and Trial Courts* (formerly named *Facilities Funding Responsibilities between the Judicial Council and Superior Courts*).

Presenter: Mr. Jagan Singh, Principal Manager, Facilities Services

**Discussion 4**

**Sustainability Plan Update**

Update on Sustainability Plan.

Presenter: Ms. Mimi Morris, Principal Manager, Facilities Services

**Discussion 5**

**Leasing Expense and Revenue Forecast**

Report on Judicial Council leasing expenses and revenues.

Presenter: Ms. Mary Bustamante, Manager, Facilities Services

**Discussion 6**

**Re-evaluate Guidelines for Priority 1 Emergency Elevator Calls**

Re-evaluate guidelines for priority 1 emergency elevator calls during the coronavirus pandemic.

Presenter: Mr. Mike Courtney, Facilities Services

**Discussion 7**

**Director's Report**

Director's report: Update on Service Provider Procurement

Presenter: Mr. Mike Courtney, Director, Facilities Services

---

**V. INFORMATION ONLY ITEMS (NO ACTION REQUIRED)**

---

**Info 1**

**DMF-2 Projects Update**

Update on the status of DMF-2 projects.

Presenter: Mr. Jagan Singh, Principal Manager, Facilities Services

**Info 2**

**DMF-3 Projects Update**

Update on the status of DMF-3 projects.

Presenter: Mr. Jagan Singh, Principal Manager, Facilities Services

**Info 3**

**Architectural Revolving Fund Projects Update**

Update on the status of facility modification projects in the Architectural Revolving Fund.

Presenter: Mr. Jagan Singh, Principal Manager, Facilities Services

**Info 4**

**Cancellation of October Travel Plans**

Plans for the committee to visit Fresno, Madera, and Merced courthouses in October have been cancelled due to covid-19 concerns.

Presenter: Mr. Mike Courtney, Director, Facilities Services

---

**VI. ADJOURNMENT**

---

**Adjourn to Closed Session**

---

**VII. CLOSED SESSION (CAL. RULES OF COURT, RULE 10.75(D))**

---

**Item 1**

**Closed pursuant to California Rules of Court, Rule 10.75(d)(5)**

*Security plans or procedures or other matters that if discussed in public would compromise the safety of the public or of judicial branch officers or personnel or the security of judicial branch facilities or equipment, including electronic data.*

**Security-Related – Emergency Facility Modification Funding - Priority 1 (Closed List A)  
(Action Required)**

Approve 3 security-related projects for a total of \$39,585 to be paid from the Facility Modification Program budget.

Presenter: Mr. Jagan Singh, Principal Manager, Facilities Services

**Item 2**

**Closed pursuant to California Rules of Court, Rule 10.75(d)(5)**

*Security plans or procedures or other matters that if discussed in public would compromise the safety of the public or of judicial branch officers or personnel or the security of judicial branch facilities or equipment, including electronic data.*

**Security-Related – Facility Modifications Under \$100K – Priority 2 (Closed List B) (Action Required)**

Approve 3 security-related projects for a total of \$15,380 to be paid from the Facility Modification Program budget.

Presenters: Mr. Jagan Singh, Principal Manager, Facilities Services

Mr. Ed Ellestad, Security Operations Supervisor, Facilities Services

**Item 3**

**Closed pursuant to California Rules of Court, Rule 10.75(d)(5)**

*Security plans or procedures or other matters that if discussed in public would compromise the safety of the public or of judicial branch officers or personnel or the security of judicial branch facilities or equipment, including electronic data.*

**Security-Related – Cost Increases Over \$50K (Closed List C) (Action Required)**

Approve 1 security-related cost increase of over \$50K for a total cost increase to the Facility Modification program budget of \$177,617.

Presenters: Mr. Jagan Singh, Principal Manager, Facilities Services

Mr. Ed Ellestad, Security Operations Supervisor, Facilities Services

**Adjourn Closed Session**