



JUDICIAL COUNCIL OF CALIFORNIA

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TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

TRIAL COURT FACILITY MODIFICATION ADVISORY COMMITTEE

MINUTES OF OPEN SESSION OF MEETING

January 31, 2022
10:00 AM - 2:18 PM

Judicial Council of California – Videoconference

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

Advisory Body Members Absent: Hon. Brad R. Hill
Hon. Patricia M. Lucas
Hon. Vanessa W. Vallarta
Mr. Shawn C. Landry

Staff Present: The following Judicial Council staff were present:
Mr. John Wordlaw, Chief Administrative Officer, Executive Office
Ms. Pella McCormick, Director, Facilities Services
Mr. Tamer Ahmed, Deputy Director, Facilities Services
Mr. Jagan Singh, Principal Manager, Facilities Services
Ms. Mimi Morris, Principal Manager, Facilities Services
Ms. Maria Atayde- Scholz, Manager, Facilities Services
Mr. Jack Collins, Manager, Facilities Services
Ms. Jennifer Chappelle, Manager, Facilities Services
Mr. Andre Navarro, Manager, Facilities Services
Ms. Peggy Symons, Manager, Facilities Services
Ms. Nanci Connelly, Supervisor, Facilities Services
Mr. Paul Fitzgerald, Supervisor, Facilities Services
Ms. Donna Jorgensen, Supervisor, Facilities Services
Mr. Chris Magnusson, Supervisor, Facilities Services
Mr. Glenn Mantoani, Supervisor, Facilities Services
Mr. Steve Shelley, Supervisor, Facilities Services
Mr. Randy Swan, Supervisor, Facilities Services
Mr. Paul Terry, Supervisor, Facilities Services
Mr. Patrick Treanor, Supervisor, Facilities Services
Mr. Yassen Roussev, Supervisor, Facilities Services
Mr. Charles Martel, Supervising Attorney, Legal Services
Ms. Kristin Kerr, Attorney, Legal Services
Mr. Zlatko Theodoric, Deputy Director, Budget Services
Ms. Angela Cowan, Manager, Budget Services
Ms. Shima Mirzaei, Supervisor, Budget Services
Ms. Donna Newman, Senior Fiscal Analyst, Budget Services
Ms. Lisa Crownover, Senior Budget Analyst, Budget Services
Ms. Becky Porter, Senior Budget Analyst, Budget Services
Ms. Rose Livingston, Senior Analyst, Judicial Council
Ms. Kate Albertus, Facilities Analyst, Facilities Services
Ms. Akilah Robinson, Associate Analyst, Facilities Services

OPEN SESSION OF MEETING

Call to Order, Opening Remarks, and Roll Call

The chair called the open session of the meeting to order at 10:05 AM, 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 December 6, 2021. *(Motion: Rockwell; Second: Highberger)*

PUBLIC WRITTEN COMMENTS

No public comments were received.

OPEN SESSION - ACTION ITEMS (ITEMS 1-8)

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

The committee approved 71 projects for a total of \$5,159,522 to be paid from Facility Modification (FM) program funds previously encumbered for Priority 1 projects.

(Motion: Hamrick; Second: Parker)

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

The committee approved 50 projects for a total of \$658,602 to be paid from FM program funds previously encumbered for Priority 2 projects under \$100K.

(Motion: Rockwell; Second: Highberger)

Action Item 3 – List C – Facility Modification Cost Increases Over \$50K

The committee approved cost increases over \$50K for 8 projects for a total of \$2,109,096 to be paid from FM program funds. *(Motion: Highberger; Second: Haehnle)*

Action Item 4 – List D – Facility Modifications Over \$100K (Priority 2) and Priority 3 and Above Facility Modifications

The committee approved:

- Four Priority 2 projects over \$100K for a total FM program share of \$1,371,327.
(Motion: Highberger; Second: Rockwell)
- One Priority 2 project for replacement of the chiller at the New Yreka Courthouse for a total FM program share of \$1,425,000. *(Motion: Highberger; Second: Parker)*
- Three Priority 4 FMs for electric vehicle charging stations at the Compton, El Monte, and Pomona courthouses, provided that following installation a periodic report is made to the committee on usage factors and any vandalism or other unexpected maintenance problems.
(Motion: Highberger; Second: Haehnle)

This approval includes:

- A total program cost of \$1.92 million;
- \$1.8 million direct/indirect cost coverage from Southern California Edison;
- A net cost to the FY 2021–22 FM budget (Fund 3037) of \$136,979;
- Waiver of any county share for the program; and
- Ongoing annual maintenance and network service costs estimated not to exceed \$44,000 from the Court Facilities Trust Fund (CFTF) (Fund 3066) for 10 years, with potential cost recovery.

Action Item 5 – 2022 Draft Trial Court Facility Modification Advisory Committee Annual Agenda

The committee approved its draft Annual Agenda for 2022.

(Motion: Highberger; Second: Hamrick)

Action Item 6 – Draft Policy on the Use of Air Filtration Devices During Wildfires

The committee approved the draft *Judicial Council Policy on the Use of Air Filtration Devices During Wildfires* for submission to the Judicial Council.

(Motion: Highberger; Second: Hamrick; In Favor: Byrd, Highberger, Rockwell, and Hamrick; Opposed: Parker and Orr; Absent: Haehnle, Vallarta, and Landry)

Action Item 7 – Trial Court Facility Modifications Report for Quarter 2 of Fiscal Year 2021–22

The committee approved the draft *Trial Court Facility Modifications Report for Quarter 2 of Fiscal Year 2021–22* for submission to the Judicial Council as an Information-Only item.

(Motion: Rockwell; Second: Highberger)

Action Item 8 – Fiscal Year 2023–24 Budget Change Proposals

The committee approved the following FY 2023–24 Budget Change Proposals for consideration by the Judicial Council *(Motion: Highberger; Second: Rockwell)*:

1. Deferred Maintenance.
2. Sustainability Measures - Water Conservation.
3. Facility Modifications.
4. San Diego Hall of Justice.
5. O&M for Nine New Capital Projects.

OPEN SESSION - DISCUSSION ITEMS (ITEMS 1–6)
(NO ACTION REQUIRED)

Discussion Item 1 – Trial Courts Real Estate Expense and Revenue Forecast for Fiscal Year 2021–22

The committee reviewed the trial court real estate expense and revenue forecast for FY 2021–22.

Discussion Item 2 – Director’s Report

The committee received the following updates:

1. Facilities Services Staff Changes.
2. AB 1576 Superior Court Lactation Rooms:
 - AB 1576 affects new and existing court facilities and *would require the superior courts to provide any court user access to a lactation room in any courthouse in which a lactation room is also provided to court employees.*
 - Staff’s preliminary analysis is over \$20 million to include a room in all 227 courthouses.
 - AB 1576 has progressed through legislative policy and fiscal committees and is currently pending legislative votes, which if passed will lead to it being enrolled for consideration by the Governor.
3. Computer Aided Facility Management (CAFM) System Replacement:
 - Current CAFM system, which is used to track all service work orders and FMs, is from 2003 and outdated.
 - A vendor is currently under contract to replace the system, which is expected to occur in about a year.
4. Grant Submissions:
 - Additional grant funding is being requested through FEMA’s Mitigation Hazard Grant Program, which is available to reimburse up to 75 percent of allowable construction costs when a disaster is declared hazardous by the President of the United States.
 - Project selection will be announced late summer/early fall of 2022 for FEMA review. Submissions have been made for the following facilities:
 - Bray Courthouse
 - Walnut Creek Courthouse
 - Compton Courthouse
 - Compton Parking Structure
 - Edelman Courthouse
 - Chatsworth Courthouse
 - Stanley Mosk Courthouse
 - Beverly Hills Courthouse
 - Burbank Courthouse

Discussion Item 3 – List E – Court-Funded Requests (CFRs)

The committee reviewed CFR projects approved by the Facilities Services Director since the last meeting: 8 CFRs (5 FMs and 3 Lease Extensions) were approved. No CFRs were cancelled during the reporting period.

Discussion Item 4 – List F – Funded Facility Modifications on Hold

The committee reviewed the list of previously funded FM projects on hold.

Discussion Item 5 – Report on Facility Modification Projects \$2,000 and Less for Fiscal Year 2021–22

The committee reviewed a report on FM projects \$2,000 and less for FY 2021–22.

Discussion Item 6 – Court Facilities Trust Fund Status

The committee received an update on the status of the CFTF.

**OPEN SESSION – INFORMATION-ONLY ITEMS (ITEMS 1–5)
(NO ACTION REQUIRED)**

Information Item 1 – FY 2020–21 Annual Report to Legislature on Court Facilities Trust Fund Expenditures

The committee received an update on the FY 2020–21 annual report to the Legislature on CFTF expenditures.

Information Item 2 – Deferred Maintenance Funding - DMF-2 Projects Update

The committee received an update on the status of DMF-2 projects.

Information Item 3 – Deferred Maintenance Funding - DMF-3 Projects Update

The committee received an update on the status of DMF-3 projects.

Information Item 4 – Deferred Maintenance Funding - DMF-4 Projects Update

The committee received an update on the status of DMF-4 projects.

Information Item 5 – Architectural Revolving Fund Projects Update

The committee received an update on the status of FM projects in the Architectural Revolving Fund.

ADJOURNMENT TO CLOSED SESSION AND ADJOURNMENT

There being no further open session business, the open session of the meeting was adjourned at 2:18 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 2:35 PM.

Approved by the advisory body on March 7, 2022.