

Trial Court Presiding Judges Advisory Committee (TCPJAC)
Annual Agenda¹—2020
Approved by the Executive and Planning Committee: [Date]

I. COMMITTEE INFORMATION

Chair:	Hon. Joyce D. Hinrichs, Presiding Judge, Superior Court of Humboldt County
Lead Staff:	Mr. Corey Rada, Senior Analyst, Trial Court Leadership
Committee's Charge/Membership: <p>Rule 10.46(a) of the California Rules of Court states the charge of the Trial Court Presiding Judges Advisory Committee (TCPJAC), which is to contribute to the statewide administration of justice by monitoring areas of significance to the justice system and making recommendations to the Judicial Council on policy issues affecting the trial courts. In addition to this charge, rule 10.46(b) sets forth the additional duties of the committee.</p> <p>Per rule 10.46(c), the TCPJAC is comprised of the presiding judges of all 58 superior courts. Additionally, rule 10.46 (d) establishes an Executive Committee consisting of the committee chair, vice-chair, and members in the following categories:</p> <ul style="list-style-type: none">(a) All presiding judges from superior courts with 48 or more judges;(b) Two presiding judges from superior courts with 2 to 5 judges, who are elected by the members in this court category;(c) Three presiding judges from superior courts with 6 to 15 judges, who are elected by the members in this court category; and(d) Four presiding judges from superior courts with 16 to 47 judges, who are elected by the members in this court category. <p>The current committee roster is available on the committee's web page.</p>	

¹ The annual agenda outlines the work a committee will focus on in the coming year and identifies areas of collaboration with other advisory bodies and the Judicial Council staff resources.

Subcommittees/Working Groups²:

1. TCPJAC/CEAC Joint Legislation Subcommittee
2. TCPJAC/CEAC Joint Rules Subcommittee
3. TCPJAC/CEAC Joint Technology Subcommittee

DRAFT

² California Rules of Court, rule 10.30(c) allows an advisory body to form subgroups, composed entirely of current members of the advisory body, to carry out the body's duties, subject to available resources, with the approval of its oversight committee.

II. COMMITTEE PROJECTS

#	New or One-Time Projects ³	
1.	Project Title: Provide Input to CEAC During Its Review of the Standards of Judicial Administration to Clarify and Improve Access to Justice Measures (One-Time)	Priority 2⁴
<p>Project Summary⁶: As needed, provide input to the Court Executives Advisory Committee (CEAC) as it reviews the existing Standards of Judicial Administration and recommends additions, deletions, and/or revisions to performance measures. CEAC is conducting this review to improve the branch’s ability to communicate the trial courts’ objectives and uniform performance measures to each other, other branches of government, and the public. This effort would seek to expand existing performance measures that focus solely on time to disposition to include broader access measures (e.g., potential standards for self-help center hours, clerks’ office hours, etc.). This project was conceived as a way to assist with developing responses to Department of Finance inquiries regarding how increased and decreased funding impacts trial court operations and services.</p> <p>Status/Timeline: 2020.</p> <p>Fiscal Impact/Resources: Trial Court Leadership staff.</p> <p>Internal/External Stakeholders: None.</p> <p>AC Collaboration: CEAC.</p>		

³ All proposed projects for the year must be included on the Annual Agenda. If a project implements policy or is a program, identify it as *implementation* or a *program* in the project description and attach the Judicial Council authorization/assignment or prior approved Annual Agenda to this Annual Agenda.

⁴ For non-rules and forms projects, select priority level 1 (must be done) or 2 (should be done). For rules and forms proposals, select one of the following priority levels: 1(a) Urgently needed to conform to the law; 1(b) Urgently needed to respond to a recent change in the law; 1(c) Adoption or amendment of rules or forms by a specified date required by statute or council decision; 1(d) Provides significant cost savings and efficiencies, generates significant revenue, or avoids a significant loss of revenue; 1(e) Urgently needed to remedy a problem that is causing significant cost or inconvenience to the courts or the public; 1(f) Otherwise urgent and necessary, such as a proposal that would mitigate exposure to immediate or severe financial or legal risk; 2(a) Useful, but not necessary, to implement statutory changes; 2(b) Helpful in otherwise advancing Judicial Council goals and objectives.

⁵ Indicate which goal number of The Strategic Plan for California’s Judicial Branch the project most closely aligns.

⁶ A key objective is a strategic aim, purpose, or “end of action” to be achieved for the coming year.

#	Ongoing Projects and Activities	
1.	Project Title: TCPJAC/CEAC Joint Legislation Subcommittee	<p>Priority 1⁴</p> <p>Strategic Plan Goal⁵ II, III</p>
<p>Project Summary⁶: The TCPJAC/CEAC Joint Legislation Subcommittee (JLS) is charged with developing, reviewing, commenting, and making recommendations on proposed legislation to establish new or amend existing laws. The subcommittee monitors proposed and existing legislation that has a significant operational or administrative impact on the trial courts. The subcommittee also reviews proposals to create, amend, or repeal statutes to achieve cost savings or greater efficiencies for the trial courts and recommend proposals for future consideration by the Policy Coordination and Liaison Committee (PCLC).</p> <p>Status/Timeline: Ongoing.</p> <p>Fiscal Impact/Resources: Governmental Affairs and Trial Court Leadership staff.</p> <p>Internal/External Stakeholders: None.</p> <p>AC Collaboration: CEAC and PCLC.</p>		
2.	Project Title: TCPJAC/CEAC Joint Rules Subcommittee	<p>Priority 1⁴</p> <p>Strategic Plan Goal⁵ II, III, VI</p>
<p>Project Summary⁶: The TCPJAC/CEAC Joint Rules Subcommittee (JRS) is charged with developing, reviewing, and providing input on proposals to establish, amend, or repeal the California Rules of Court, Standards of Judicial Administration, and Judicial Council forms to improve the efficiency or effectiveness of the trial courts. The subcommittee focuses on those proposals that may lead to a significant fiscal or operational impact on the trial courts. Additionally, the subcommittee makes recommendations to the Rules and Projects Committee (RUPRO) concerning the overall rule making process.</p> <p>Status/Timeline: Ongoing.</p> <p>Fiscal Impact/Resources: Legal Services and Trial Court Leadership staff.</p> <p>Internal/External Stakeholders: None.</p> <p>AC Collaboration: CEAC, RUPRO, and various advisory bodies.</p>		

# Ongoing Projects and Activities	
3.	<i>Project Title: Legislative Advocacy of Increased Funding for the Trial Court Trust Fund</i>
	<i>Priority 1⁴</i>
<i>Strategic Plan Goal⁵ II, VII</i>	
<p><i>Project Summary⁶:</i> Develop strategies on how presiding judges can strengthen their role and be better prepared to both advocate for and assist the Judicial Council, including Governmental Affairs, in advocating for increased funding to the Trial Court Trust Fund.</p> <p><i>Status/Timeline:</i> Ongoing.</p> <p><i>Fiscal Impact/Resources:</i> Governmental Affairs, Budget Services, and Trial Court Leadership staff.</p> <p><i>Internal/External Stakeholders:</i> Superior courts.</p> <p><i>AC Collaboration:</i> CEAC and the Judicial Branch Budget Committee.</p>	
4.	<i>Project Title: TCPJAC/CEAC Joint Technology Subcommittee</i>
	<i>Priority 2⁴</i>
<i>Strategic Plan Goal⁵ VI</i>	
<p><i>Project Summary⁶:</i> The TCPJAC/CEAC Joint Technology Subcommittee (JTS) reviews and provides, on an as-needed basis, early presiding judge and court executive officer input on court technology proposals and recommendations that have a direct impact on court operations. The subcommittee also provides input and feedback on various technology issues being addressed by the Judicial Council Technology Committee and the Information Technology Advisory Committee (ITAC). The subcommittee is charged with providing preliminary feedback on technology proposals on behalf of the TCPJAC and CEAC. Input on more substantive technology policy decisions will first be vetted by the subcommittee and then presented to the TCPJAC and CEAC for final review.</p> <p><i>Status/Timeline:</i> Ongoing.</p> <p><i>Fiscal Impact/Resources:</i> Legal Services, Information Technology, and Trial Court Leadership staff.</p> <p><i>Internal/External Stakeholders:</i> None.</p> <p><i>AC Collaboration:</i> CEAC and ITAC.</p>	

#	Ongoing Projects and Activities	
5.	<i>Project Title:</i> Serve as a Resource	<i>Priority 2</i> ⁴
<p><i>Project Summary</i>⁶: Serve as a subject matter resource for Judicial Council divisions and other council advisory bodies to avoid duplication of efforts and contribute to development of recommendations for council action.</p> <p><i>Status/Timeline:</i> Ongoing.</p> <p><i>Fiscal Impact/Resources:</i> Trial Court Leadership staff.</p> <p><i>Internal/External Stakeholders:</i> None.</p> <p><i>AC Collaboration:</i> CEAC and various advisory bodies.</p>		

DRAFT

III. LIST OF 2019 PROJECT ACCOMPLISHMENTS

#	Project Highlights and Achievements
1.	<p>TCPJAC/CEAC Joint Legislation Subcommittee. Remained active throughout 2019, holding 16 conference calls to, on behalf of the TCPJAC and CEAC, provide review and make recommendations to PCLC on 45 different bills identified by Governmental Affairs as having significant operational or administrative impact on the trial courts. In December 2019, the subcommittee meeting schedule will be set according to the PCLC’s 2020 meeting schedule. The subcommittee will continue to meet to review proposals to create, amend, or repeal statutes to achieve cost savings or greater efficiencies for the trial courts, and recommend proposals for future consideration.</p>
2.	<p>TCPJAC/CEAC Joint Rules Subcommittee. Remained active throughout 2019, on behalf of the TCPJAC and CEAC, and reviewed 52 rule proposals throughout the course of the year. The subcommittee provided comment on 18 rule proposals that may have a significant fiscal or operational impact on the trial courts. This subcommittee will continue to be active in 2020 and meet as needed.</p>
3.	<p>Committee on Judicial Ethics Opinions (CJEO) Draft Formal Opinion Comments. In May 2019, TCPJAC submitted comments on CJEO Draft Formal Opinion 2019-014. The opinion establishes ethical constraints on the use of a case management system, specifically in relation to a judge’s ability to search a court’s electronic case management system for records pertaining to a matter before the judge. These comments reflected an organized response to the concerns shared by courts throughout the state.</p>
4.	<p>Peer Education Opportunities. TCPJAC and CEAC leadership collaborated with Judicial Council staff to provide 15 effective practices and peer education breakout sessions on 10 key areas of court operations as part of the January and August 2019 TCPJAC/CEAC Statewide Business Meetings. The topics of the breakout sessions included: Pretrial Pilot Program: Introduction of Selected Pilot Courts and Probation Partners; Budget Priorities; Language Access and Court Interpreters Program; Temporary Assigned Judges Program: Update and Discussion of Best Practices; Data Analytics in the Judicial Branch; Strategies to Address Potential Budget Shortfall; Best Practices for Operating in the E-Filing/Paper on Demand Environment; Mental Health Diversion Update; Information Security Outreach Program; and Emergency Preparedness and Response. Participants included presiding judges, assistant presiding judges, court executive officers, and assistant court executive officers.</p>