

**Trial Court Presiding Judges Advisory Committee**  
**Annual Agenda<sup>1</sup>—2023**

Approved by the Executive and Planning Committee: **TBD**

**I. COMMITTEE INFORMATION**

<b>Chair:</b>	Hon. Kimberly Merrifield, Presiding Judge, Superior Court of Butte County
<b>Lead Staff:</b>	Mr. Corey Rada, Senior Analyst, Trial Court Leadership
<p><b>Committee's Charge/Membership:</b></p> <p><a href="#">Rule 10.46(a)</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, <a href="#">rule 10.46(b)</a> 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"><li>(a) All presiding judges from superior courts with 48 or more judges;</li><li>(b) Two presiding judges from superior courts with 2 to 5 judges, who are elected by the members in this court category;</li><li>(c) Three presiding judges from superior courts with 6 to 15 judges, who are elected by the members in this court category; and</li><li>(d) Four presiding judges from superior courts with 16 to 47 judges, who are elected by the members in this court category.</li></ul> <p>The current committee <a href="#">roster</a> is available on the committee's web page.</p>	

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<sup>1</sup> 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 Groups<sup>2</sup>:**

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

**Meetings Planned for 2023<sup>3</sup> (Advisory body and all subcommittees and working groups)**

Date/Time/Location or Teleconference:

Joint TCPJAC/CEAC and TCPJAC Statewide Meetings:

- January 26–27, 2023 (in person, Sacramento)
- August 24–25, 2023 (in-person, location TBD)

Joint TCPJAC/CEAC and TCPJAC Executive Committee Meetings:

- May 3, 2023 (in-person, Sacramento)
- October 18, 2023 (in-person, Sacramento)

Specific subcommittee/working group meeting dates are to be determined at this time. Meeting occurrences are estimates for 2023 and may be subject to change.

TCPJAC/CEAC Joint Legislation Subcommittee – 15 teleconferences

TCPJAC/CEAC Joint Rules Subcommittee – 5 teleconferences

Check here if exception to policy is granted by Executive Office or rule of court.

Assistant presiding judges are permitted to attend and be reimbursed for travel expenditures to statewide meetings in addition to members of the Trial Court Presiding Judges Advisory Committee.

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<sup>2</sup> 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.

<sup>3</sup> Refer to [Operating Standards for Judicial Council Advisory Bodies](#) for governance on in-person meetings.

## COMMITTEE PROJECTS

#	New or One-Time Projects <sup>4</sup>	
1.	<b>Project Title:</b> Projects Assigned by the Ad-Hoc Workgroup on Post-Pandemic Initiatives (P3) (One-Time)	<b>Priority<sup>5</sup></b> 1 <b>Strategic Plan Goal<sup>6</sup></b> II, IV, VI
<p><b>Project Summary<sup>7</sup>:</b> The Ad Hoc Workgroup on Post-Pandemic Initiatives (P3) has requested that TCPJAC provide input on two recommendations that were referred to the Court Executives Advisory Committee (CEAC): <i>Expand Options for E-Filing and E-Signatures, and Staggering Calendar Sessions/Appointment System for Court Clerks.</i></p> <p><b>Status/Timeline:</b> December 2023</p> <p><b>Fiscal Impact/Resources:</b>  <input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p><b>Internal/External Stakeholders:</b> Superior courts</p> <p><b>AC Collaboration:</b> CEAC</p>		

<sup>4</sup> 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.

<sup>5</sup> 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.

<sup>6</sup> Indicate which goal number of The Strategic Plan for California’s Judicial Branch the project most closely aligns.

<sup>7</sup> A key objective is a strategic aim, purpose, or “end of action” to be achieved for the coming year.

<p>2. <b>Project Title: Report to the Legislature: recommendations to increase uniformity in transcription rate expenditures in California (One-Time)</b></p>	<p><b>Priority 1<sup>5</sup></b> <b>Strategic Plan Goal<sup>6</sup> VI</b></p>
<p><b>Project Summary<sup>7</sup>:</b> As required by Government Code 69950.5, the Judicial Council shall report to the Legislature recommendations to increase uniformity in transcription rate expenditures in California.</p> <p>TCPJAC and CEAC will lead the effort to create this report while working in collaboration with key stakeholder groups, including the California Court Reporters Association, exclusively recognized employee organizations representing court reporters, and the Court Reporters Board of California. As stated in statute, the intent of the report is not to reduce the rate of pay or overall compensation to reporters or jeopardize collective bargaining agreements.</p> <p><b>Status/Timeline:</b> January 1, 2024</p> <p><b>Fiscal Impact/Resources:</b> Trial Court Leadership, Governmental Affairs, and Policy &amp; Research Staff</p> <p><input type="checkbox"/> This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</p> <p><b>Internal/External Stakeholders:</b> <i>Internal:</i> Governmental Affairs, Legal Services, Human Resources, Budget Services. <i>External:</i> California Court Reporters Association, employee organizations representing court reporters, and the Court Reporters Board of California.</p> <p><b>AC Collaboration:</b> Court Executives Advisory Committee, and other advisory bodies as needed.</p>	

<b>Ongoing Projects and Activities<sup>4</sup></b>	
1.	<b>Project Title: TCPJAC/CEAC Joint Legislation Subcommittee</b>
	<b>Priority 1<sup>5</sup></b> <b>Strategic Plan Goal<sup>6</sup> II, III</b>
<p><b>Project Summary<sup>7</sup>:</b> 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 recommends proposals for future consideration by the Legislation Committee.</p> <p><b>Status/Timeline:</b> Ongoing.</p> <p><b>Fiscal Impact/Resources:</b> Governmental Affairs and Trial Court Leadership staff.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p><b>Internal/External Stakeholders:</b> None.</p> <p><b>AC Collaboration:</b> CEAC and Legislation Committee.</p>	
2.	<b>Project Title: TCPJAC/CEAC Joint Rules Subcommittee</b>
	<b>Priority 1<sup>5</sup></b> <b>Strategic Plan Goal<sup>6</sup> II, III, VI</b>
<p><b>Project Summary<sup>7</sup>:</b> 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 and makes recommendations to the Rules Committee concerning the overall rule making process. Additionally, JRS is charged with reviewing non-rule related invitations to comment that may have an impact on the trial courts.</p> <p><b>Status/Timeline:</b> Ongoing.</p> <p><b>Fiscal Impact/Resources:</b> Legal Services and Trial Court Leadership staff.</p> <p><input type="checkbox"/> <i>The project includes allocations or distributions of funds to the courts, which have been reviewed and approved by Budget Service.</i></p> <p><b>Internal/External Stakeholders:</b> None.</p> <p><b>AC Collaboration:</b> CEAC, Rules Committee, and various advisory bodies.</p>	

<p>3. <b>Project Title: Strengthen the Role of Presiding Judges in Outreach to the Legislative and Executive Branches</b></p>	<p><b>Priority 2<sup>5</sup></b> <b>Strategic Plan Goal<sup>6</sup> II</b></p>
<p><b>Project Summary<sup>7</sup>:</b> In consultation with the Judicial Council’s Administrative Director, Governmental Affairs, and Budget Services, TCPJAC will support Judicial Council outreach with the legislature with a focus on legislative staff in both the local districts and in the Capitol. This effort will entail the development of materials for presiding judges and perhaps educational sessions with legislative staff to educate them on the judicial branch budget and the fiscal/operational needs of the trial courts. TCPJAC will also assist in strengthening communication with the executive branch and with the Department of Finance in particular.</p> <p><b>Status/Timeline:</b> Ongoing.</p> <p><b>Fiscal Impact/Resources:</b> Judicial Council’s Administrative Director; Trial Court Leadership, Budget Services, and Governmental Affairs staff.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p><b>Internal/External Stakeholders:</b> None.</p> <p><b>AC Collaboration:</b> None.</p>	
<p>4. <b>Project Title: Serve as a Resource</b></p>	<p><b>Priority 2<sup>5</sup></b></p>
<p><b>Project Summary<sup>7</sup>:</b> Serve as a subject matter resource for Judicial Council divisions and other council advisory groups to avoid duplication of efforts and contribute to the development of recommendations for council action.</p> <p><b>Status/Timeline:</b> Ongoing.</p> <p><b>Fiscal Impact/Resources:</b> Judicial Council and Trial Court Leadership.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p><b>Internal/External Stakeholders:</b> Superior courts.</p> <p><b>AC Collaboration:</b> CEAC and various advisory bodies as needed.</p>	

## II. LIST OF 2022 PROJECT ACCOMPLISHMENTS

#	Project Highlights and Achievements
1.	<p><b>Educational Opportunities.</b> TCPJAC and CEAC leadership collaborated with Judicial Council staff to conduct four business meetings in 2022. These meetings covered topics including budget priorities, legislative updates, information technology updates, emergency preparedness and response, court operations, and COVID-19 pandemic response and management. Participants included presiding judges, assistant presiding judges, court executive officers, and assistant court executive officers.</p>
2.	<p><b>TCPJAC/CEAC Joint Legislation Subcommittee.</b> Remained active throughout 2022, holding 15 conference calls to, on behalf of the TCPJAC and CEAC, provide review and make recommendations to the Legislation Committee on 44 different bills identified by Governmental Affairs as having significant operational or administrative impact on the trial courts. In December 2022, the subcommittee meeting schedule will be set according to the Legislation Committee’s 2023 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>
3.	<p><b>TCPJAC/CEAC Joint Rules Subcommittee.</b> Remained active throughout 2022, on behalf of the TCPJAC and CEAC, and reviewed 37 rule proposals throughout the course of the year. The subcommittee provided comment on 16 rule proposals that may have a significant fiscal or operational impact on the trial courts. This subcommittee will continue to be active in 2022 and meet as needed.</p>