



# JUDICIAL COUNCIL OF CALIFORNIA

WORKLOAD ASSESSMENT  
ADVISORY COMMITTEE

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

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## WORKLOAD ASSESSMENT ADVISORY COMMITTEE

### NOTICE AND AGENDA OF OPEN MEETING

Open to the Public (Cal. Rules of Court, rule 10.75(c)(1) and (e)(1))

THIS MEETING IS BEING CONDUCTED BY ELECTRONIC MEANS

THIS MEETING IS BEING RECORDED

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**Date:** November 18, 2019  
**Time:** 12:00 p.m. – 1:00 p.m.  
**Public Call-in Number:** 1-877-820-7831; passcode 3826880 (Listen Only)

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Meeting materials 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 meeting must submit a written request at least two business days before the meeting. Requests can be e-mailed to [waac@jud.ca.gov](mailto:waac@jud.ca.gov).

Agenda items are numbered for identification purposes only and will not necessarily be considered in the indicated order.

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#### I. OPEN MEETING (CAL. RULES OF COURT, RULE 10.75(C)(1))

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##### Call to Order and Roll Call

##### Approval of Minutes

Approve minutes of the August 29, 2019, Workload Assessment Advisory Committee meeting.

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

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This meeting will be conducted by electronic means with a listen only conference line available for the public. As such, the 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 [waac@jud.ca.gov](mailto:waac@jud.ca.gov) or mailed or delivered to Judicial Council of California, 455 Golden Gate Avenue, San Francisco, California 94102, attention: Business Management Services/Office of Court Research. Only written comments received by 12:00 p.m. on November 15, 2019 will be provided to advisory body members prior to the start of the meeting.

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**III. DISCUSSION AND POSSIBLE ACTION ITEMS (ITEMS 1-4)**

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**Item 1**

**Adjustment Request Process (ARPs) (Action Required)**

Receive and prepare to address two ARPs for 2020. A third ARP may be referred to the committee at the November 21 Trial Court Budget Advisory Committee and is also attached.

Presenters: Hon. Lorna A. Alksne, Chair  
Ms. Kristin Greenaway, Supervising Analyst, Judicial Council Business Management Services, Office of Court Research

**Item 2**

**Workload Study Approach/Methodology (Action Required)**

Discuss the current approach to workload studies and determine over the next year if there are new approaches to measure workload in the courts.

Presenters: Hon. Lorna A. Alksne, Chair  
Ms. Kristin Greenaway, Supervising Analyst, Judicial Council Business Management Services, Office of Court Research

**Item 3**

**Next WAAC Meeting, February 2020 (Action Required)**

Determine the next committee meeting

Presenters: Hon. Lorna A. Alksne, Chair

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

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**Info 1**

**Welcome New Members**

Presenter: Hon. Lorna A. Alksne, Chair

**Info 2**

**September & October 2019 Recap**

Provide an update on the September 24 Judicial Council meeting and the October 23 Trial Court Presiding Judges Advisory Committee (TCPJAC) and Court Executive Advisory Committee (CEAC) Joint Meeting.

Presenters: Hon. Lorna A. Alksne, Chair  
Ms. Kristin Greenaway, Supervising Analyst, Judicial Council Business Management Services, Office of Court Research

**Info 3**

**WAAC Annual Agenda**

Provide an overview of the 2019 annual agenda; discuss new and pending items to be added to the plan.

Presenters: Hon. Lorna A. Alksne, Chair  
Ms. Kristin Greenaway, Supervising Analyst, Judicial Council Business  
Management Services, Office of Court Research

**Info 4**

**Mandated Studies**

Provide an update on the Judicial Council's Report to the Legislature on:

- *Standards and Measures that Promote the Fair and Efficient Administration of Justice*, as required under Government Code section 77001.
- *The Need for New Judgeships in the Superior Courts – 2019 Update of the Judicial Needs Assessment*, as required under Government Code section 69614(c)(1) & (3).

Presenters: Hon. Lorna A. Alksne, Chair  
Ms. Kristin Greenaway, Supervising Analyst, Judicial Council Business  
Management Services, Office of Court Research

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**V. A D J O U R N M E N T**

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**Adjourn**