



# Judicial Council of California

Information Technology  
Advisory Committee

[www.courts.ca.gov/itac.htm](http://www.courts.ca.gov/itac.htm)  
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## INFORMATION TECHNOLOGY ADVISORY COMMITTEE

### MINUTES OF OPEN MEETING

March 7, 2024

12:00 p.m. to 1:00 p.m.

Videoconference

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**Advisory Body Members Present:** Hon. Sheila F. Hanson, Chair; Hon. Samantha P. Jessner, Vice- Chair; Mr. Brian Cotta; Hon. Tara Desautels; Mr. Jason Galkin; Hon. Michael S. Groch; Mr. A.J. Guzman; Mr. Brett Howard; Hon. Kimberly Menninger; Hon. Ioana Petrou; Mr. Jake Pison; Mr. Mike Baniel; Ms. Rebecca Fleming; and Ms. Carrie Holmes

**Advisory Body Members Absent:** Assembly Member Damon Connelly; Mr. Adam Creiglow; Hon. Julie Culver; Hon. Truc Do.; Hon. Amy Guerra; Hon. Bruce Smith; Mr. Neal Taniguchi

**Others Present:** Hon. Kyle Brodie; Ms. Heather Pettit, Chief Information Officer, Judicial Council

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#### OPEN MEETING

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##### Call to Order and Roll Call

The chair called the meeting to order and took roll call.

##### Approval of Minutes

The following Information Technology Advisory Committee meeting minutes were approved:

- January 31, 2024

There were no written public comments received for this meeting.

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#### DISCUSSION AND ACTION ITEMS (ITEMS 1-4)

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##### Item 1

##### Chair's Report

**Update:** Hon. Sheila F. Hanson welcomed members. The chair informed the committee that Senate Bill 133 requiring minimum technology standards and the 2024 ITAC annual agenda were approved by the Technology Committee last month. The minimum technology standards will be considered by the Judicial Council at its March meeting. Next, the chair encouraged members to volunteer for two new ITAC workstreams being formed: IT Modernization Funding Program for fiscal year 2024 - 2025 and Tactical Plan. Finally, the chair reviewed the two topics on today's agenda.

**Item 2**

**Technology Committee Chair's Report**

**Update:** Hon. Kyle S. Brodie updated the committee on the activities of the Technology Committee including approval of the ITAC Annual Agenda. The Technology Committee is moving forward with discussions regarding the IT Modernization funding; California Trial Court Facilities Standards updates; and the California Courts Connected framework. Judge Brodie finished his report by thanking ITAC members for their continued work.

**Item 3**

**Electronic Evidence Workstream Phase 2: Findings and Recommendations (Action Requested)**

**Update:** Hon. Kimberly Menninger, Workstream Executive Sponsor, Mr. Fred Acosta, Workstream Project Manager, Superior Court of Orange County, and Mr. Rick Walery, IT Director, Superior Court of San Mateo County, presented the final findings and recommendations for the Electronic Evidence Workstream Phase 2 including court recommendations on technologies, procedures, rules and laws to be considered.

**Action:** The committee unanimously approved the Electronic Evidence Phase 2 Findings and Recommendations, and pending the Technology Committee's approval, to sunset the workstream.

**Item 4**

**California Trial Court Facilities Standards (Action Requested)**

**Update:** Ms. Heather L. Pettit, Chief Information Office/Director of IT, Judicial Council Information Technology presented updates to the California Trial Court Facilities Standards related to technology including audio-visual requirements. Ms. Pettit explained the governance process for updating the standards. Mr. Andrae Randolph, Judicial Council Information Technology Principal Manager, presented the audio-visual recommendations detailing equipment and additional considerations for a hybrid courtroom.

**Action:** The committee asked questions and discussed the proposed changes to the minimum standards presented in the manual. The committee unanimously approved the recommended updates, which will now be presented to the Technology Committee.

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

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There being no further business, the meeting was adjourned.