

Annual Time Commitment for Advisory Bodies

Advisory Committee on Audits and Financial Accountability	The Advisory Committee on Audits and Financial Accountability typically has four 1-hour meetings on an ad hoc basis each year. Review of materials, such as audit reports, is estimated to take about five or six hours before each meeting.
Advisory Committee on Civil Jury Instructions	The Advisory Committee on Civil Jury Instructions typically has four meetings annually, estimated to be 30 hours total; these include two video subcommittee meetings and two in-person full committee meetings.
Advisory Committee on Criminal Jury Instructions	The Advisory Committee on Criminal Jury Instructions typically has two 5- to 6-hour meetings each year. In advance of these meetings, committee members must also spend time reviewing the meeting materials, which can take several hours. Also, twice a year, members must review public comments received about the committee proposals and provide feedback on the proposed committee responses.
Advisory Committee on Providing Access and Fairness	The Advisory Committee on Providing Access and Fairness typically has six meetings each year, on the third Thursday of every other month. Committee members can expect to spend approximately 12 hours per year attending meetings and reviewing meeting materials. The committee also has three subcommittees; members can expect to spend an additional 10 hours per year attending subcommittee meetings, in addition to reviewing and providing feedback on materials.
Appellate Advisory Committee	The Appellate Advisory Committee typically has four meetings each year of either 1.5 or 3 hours, with one meeting held in person. Each member of the committee is also assigned to one subcommittee; each subcommittee meets for one hour five or six times per year and requires one to two hours for reviewing material for meetings.

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Court Executive Advisory Committee and Its Executive Committee	The Court Executive Advisory Committee (CEAC) and its Executive Committee have two 1-day CEAC Executive Committee business meetings and two 2-day CEAC statewide business meetings. Executive Committee members also review and vote on various proposals via action by email as needed throughout the year. Subcommittee participation is optional, and the time commitment varies significantly based on the type and number of subcommittees the member is on. Commitments range from 3 to 10 one-hour meetings each year based on the subcommittee.
Center for Judicial Education and Resources Advisory Committee	The Center for Judicial Education and Resources Advisory Committee typically has four 1- to 1.5-hour meetings each year, for a total of 6 hours. The chair may schedule additional meetings or email votes to consider time-sensitive matters, including emerging educational needs.
Civil and Small Claims Advisory Committee	The Civil and Small Claims Advisory Committee typically has four 1.5- to 3-hour meetings each year. Additionally, each member of the committee is assigned to two subcommittees, and each subcommittee typically has five 1-hour meetings. The only other recurring time commitment for members is to review the materials prepared in advance by staff, which takes one to two hours for the average meeting.
Collaborative Justice Courts Advisory Committee	The Collaborative Justice Courts Advisory Committee typically has 12 one-hour meetings each year. Members are encouraged to also join a subcommittee to work on subject-specific issues and projects. Most subcommittees meet either monthly or quarterly.
Court Interpreters Advisory Panel	The Court Interpreters Advisory Panel typically has seven 1-hour meetings each year. Members also spend additional time reviewing materials in advance of each meeting, for an estimated total annual time commitment of 20 to 25 hours.

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Court Security Advisory Committee	The Court Security Advisory Committee typically has four 1-hour meetings and anticipates approximately 4 additional hours of follow-up discussions or email actions.
Criminal Law Advisory Committee	The Criminal Law Advisory Committee typically has 10 one-hour meetings during the lunch hour each year. Members on subcommittees and working groups have from 2 to 10 additional one-hour meetings throughout the year.
Court Facilities Advisory Committee	The estimated annual time commitment for the Court Facilities Advisory Committee can be up to 30 hours, including review of all meeting materials and attendance at meetings, one of which is in person. The committee meets on an ad hoc basis guided by workload, conducting approximately five public committee or subcommittee meetings. Public meetings are typically held via videoconference and range from one to three hours. The committee may also schedule an all-day, in-person, public meeting during the year.
Data Analytics Advisory Committee	The Data Analytics Advisory Committee typically has six 3-hour meetings each year, with one meeting held in person. Additionally, the committee has a number of subcommittees, and members are appointed to serve on one or more. Members also spend additional time reviewing materials for about one hour in advance of each meeting.
Family and Juvenile Law Advisory Committee	The Family and Juvenile Law Advisory Committee meets on Mondays at 4:30 pm as needed, with 26 to 36 meetings annually. In addition to regular meetings, members may also participate in smaller working groups based on their areas of expertise. These groups meet as needed and require additional time. The time commitment is approximately 2–4 hours per week, with an annual commitment of up to 50–100 hours depending on the number of meetings that year and whether the member chooses to serve on a working group.

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Information Technology Advisory Committee	The Information Technology Advisory Committee typically has 12 one-hour meetings each year. The estimated annual time commitment is 35 hours. Members participating in a subcommittee spend an additional 24 hours per year; the time commitment for also participating in a workstream is higher.
Judicial Branch Workers' Compensation Program Advisory Committee	The Judicial Branch Workers' Compensation Program Advisory Committee convenes annually in February and March. Members have the option to volunteer for working groups and engage in settlement authority requests. Total expected commitment is from 8 to 20 hours each year, depending on the voluntary activities undertaken.
Legal Services Trust Fund Commission	The Legal Services Trust Fund Commission typically has four meetings lasting two to four hours each year. Members may also participate in subcommittees, which requires additional time.
Probate and Mental Health Advisory Committee	The Probate and Mental Health Advisory Committee typically has 12 one-hour meetings each year by videoconference. The annual time commitment is approximately 30 hours to review materials and attend meetings. Membership in a subcommittee requires approximately 10 additional hours.
Sargent Shriver Civil Counsel Implementation Committee	The Sargent Shriver Civil Counsel Implementation Committee typically has four 1-hour meetings each year. Extra time is required during a new grant proposal cycle, which occurs every three years, to review and score grant proposals and meet to determine awards.
Traffic Advisory Committee	The Traffic Advisory Committee typically has 8 to 12 one-hour meetings each year by videoconference and 1 in-person meeting. The annual time commitment is approximately 20 to 25 hours.

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Trial Court Facility Modification Advisory Committee	The estimated annual time commitment for the Trial Court Facility Modification Advisory Committee is about 70 hours to review meeting materials and attend meetings, including an in-person meeting. The committee also conducts approximately eight public meetings. Meetings held via videoconference range from 1.5 to 5 hours, and public meetings with closed sessions typically has 1 hour or less. Annually, the committee also travels to one or more court locations for two days to tour facilities, view on-site conditions, and conduct one of its public meetings.
Tribal Court–State Court Forum	The Tribal Court–State Forum typically has 6 one-hour meetings per year and may create small ad hoc workgroups that meet monthly or as needed for an hour. Members’ annual time commitment is approximately 12 hours for general participation or 30 hours if participating in ad hoc workgroups. If it is determined that an in-person meeting is warrant that would involve approximately an additional 15 hours for preparation, attendance, and travel.
Non–Judicial Council Advisory Body	
California Access to Justice Commission	The Access to Justice Commission typically has four 2-hour meetings each year; an additional time commitment is required if a member is participating in a subcommittee.