



JUDICIAL COUNCIL OF CALIFORNIA

ADVISORY COMMITTEE ON AUDITS AND
FINANCIAL ACCOUNTABILITY FOR THE
JUDICIAL BRANCH

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ADVISORY COMMITTEE ON AUDITS AND FINANCIAL ACCOUNTABILITY FOR THE JUDICIAL BRANCH

MINUTES OF OPEN MEETING WITH CLOSED SESSION

September 17, 2025
12:15 p.m. - 1:15 p.m.
Conference Call

Advisory Body Members Present: Hon. Ann Moorman, Hon. Kimberly Merrifield, Hon. Kelly L. Neel, Mr. Charles Johnson, Mr. Kevin Harrigan, Ms. Nocona Soboleski, Mr. Michael Powell, Ms. Kristine Swensson (non-voting advisory member),

Advisory Body Members Absent: Hon. Kelly L. Neel

Others Present: Mr. Joe Meyer (Principal Manager, Judicial Council's Audit Services), Ms. Dawn Tomita (Manager, Judicial Council's Audit Services), Ms. Michelle O'Connor (Audit Supervisor, Judicial Council's Audit Services), Ms. Sandra Gan (Senior Auditor, Judicial Council's Audit Services), Mr. John Prestianni (Supervising Attorney – Judicial Council's Legal Services), Ms. Clarissa Cheng (Attorney, Judicial Council's Legal Services), Ms. Christy Galindez (Court Operations Manager, Yolo Superior Court), Ms. Meagen Reveles Kuntz (Fiscal Manager, Yolo Superior Court), Ms. Krista Levier (Court Executive Officer, Lake Superior Court)

OPEN MEETING

Call to Order and Roll Call

Hon. Ann Moorman welcomed committee members and called the meeting to order at 12:20 p.m.

Mr. Meyer took roll call.

Approval of Minutes

June 24, 2025, meeting minutes were unanimously approved. There was no further discussion of the minutes.

No public comments were received for this meeting.

Item 1

Revisions to the Judicial Branch Contracting Manual (Action Required)

Ms. Cheng provided an overview of public comments received regarding the proposed changes to the Judicial Branch Contracting Manual.

Action: Mr. Johnson moved to approve the proposed changes to the Judicial Branch Contracting Manual per California Rule of Court 10.63(c)(3), as well as the accompanying report to the Judicial Council (seconded by Judge Merrifield). The motion passed by unanimous voice vote of the committee members present.

Item 2

External Audit Report – State Controller’s Office

Mr. Meyer provided an overview of the State Controller’s recent audit of San Diego Superior Court’s revenues, expenditures, and fund balances for fiscal year 2021-22.

Action: Mr. Harrigan moved to approve this report for posting on Judicial Council’s website (seconded by Ms. Soboleski). The motion passed by unanimous voice vote of the committee members present.

A D J O U R N M E N T

There being no further open meeting business, the meeting was adjourned to closed session at 12:35 p.m.

C L O S E D S E S S I O N

Item 1

Draft Audit Report – Rule of Court 10.75(d) (6), non-final audit reports or proposed responses to such reports (Action Required)

Committee members discussed the draft audit report for Yolo Superior Court, per Rule of Court 10.63(c)(1).

Action: Judge Moorman moved to approve this report for posting (seconded by Mr. Johnson). Committee members unanimously approved the audit of Yolo Superior Court for public posting on Judicial Council’s website.

Item 2

Draft Audit Report – Rule of Court 10.75(d) (6), non-final audit reports or proposed responses to such reports (Action Required)

Committee members discussed the draft audit report for Lake Superior Court, per Rule of Court 10.63(c)(1).

Action: Mr. Johnson moved to approve this report for posting (seconded by Mr. Harrigan). Committee members unanimously approved the audit of Lake Superior Court for public posting on Judicial Council’s website.

Adjourned closed session at 1:05 pm.