



JUDICIAL COUNCIL  
OF CALIFORNIA

COURT EXECUTIVES  
ADVISORY COMMITTEE

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**COURT EXECUTIVES ADVISORY COMMITTEE  
WORKING GROUP ON RECORDS MANAGEMENT**

**OPEN MEETING AGENDA**

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

THIS MEETING IS BEING RECORDED

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**Date:** August 18, 2014  
**Time:** 4:00–5:00 P.M.  
**Location:** Conference Call  
**Public Call-In Number** 1-877-820-7831, Passcode: 5893917 (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.

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**

Richard Feldstein, Working Group Chair and Court Executive Officer, Superior Court of California, County of Napa

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

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**Written Comment**

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 [ceac@jud.ca.gov](mailto:ceac@jud.ca.gov) or mailed or delivered to Judicial Council of California, 455 Golden Gate Avenue, San Francisco, CA 94102, attention: Josely Yangco-Frona. Only written comments received by August 15, 2014, at 4:00 p.m. will be provided to advisory body members.

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**III. DISCUSSION AND POSSIBLE ACTION ITEMS (ITEMS 1-3)**

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**Item 1**

**Trial Court Records Manual (TCRM) Revisions**

Discussion of new sections for TCRM Version 4.0.

Presenter(s): Richard Feldstein, Working Group Members

**Item 2**

**California Rules of Court, rule 10.855. Superior Court Records Sampling Program**

Review and discuss rule amendment of the court records sampling requirements and results of the case file sampling program survey.

Presenter(s): Richard Feldstein, Working Group Members

**Item 3**

**Review Government Code Section 68150(c)**

Review and discuss modification of Government Code section 61850(c).

Presenter(s): Richard Feldstein, Tricia Penrose, Records Management and Archives Officer, Superior Court of California, County of Los Angeles

**Item 4**

**Working Group Work Plan – Discussion of Next Steps**

Presenter(s): Richard Feldstein

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**IV. ADJOURNMENT**

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**Adjourn**