



JUDICIAL COUNCIL
OF CALIFORNIA

COURT EXECUTIVES
ADVISORY COMMITTEE

www.courts.ca.gov/ceac.htm
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**COURT EXECUTIVES ADVISORY COMMITTEE
OPEN MEETING AGENDA**

Open to the Public (Cal. Rules of Court, rule 10.75(c)(1))
THIS MEETING IS BEING CONDUCTED BY ELECTRONIC MEANS
THIS MEETING IS BEING RECORDED

Date: August 7, 2015
Time: 8:30 - 8:50 a.m.
Public Call-in Number: 1-877-820-7831, Passcode 4471139

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.

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

Call to Order

II. PUBLIC COMMENT (CAL. RULES OF COURT, RULE 10.75(K)(2))

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 or mailed or delivered to Judicial Council of California, 455 Golden Gate Avenue, San Francisco, CA 94102, attention: Claudia Ortega. Only written comments received by August 6, 2015, 8:30 a.m. will be provided to advisory body members prior to the start of the meeting.

III. ACTION ITEMS

Call Meeting to Order

8:30 a.m.

Ms. Mary Beth Todd, Chair and Court Executive Officer, Superior Court of Sutter County

**Mr. Richard D. Feldstein, Vice-Chair and Court Executive Officer, Superior Court of
Napa County**

Item 1 – Tab A

**Trial Court Records Manual (TCRM) Update: Electronic Signature Standards and
Guidelines**

(Action required)

8:30 – 8:40 a.m.

Review the CEAC Records Management Subcommittee’s proposed updates to the TCRM concerning electronic signatures and recommend that the manual be circulated for comment to the trial courts.

Presenters: Mr. Feldstein, Subcommittee Chair
Mr. Jake Chatters, Court Executive Officer, Superior Court of Placer County and
Subcommittee Member

Item 2 – Tab B

**Superior Court Record Sampling Program: Proposals to Amend Rule 10.855 and
Government Code Section 68153**

(Action required)

8:40 – 8:50 a.m.

Review the CEAC Records Management Subcommittee’s proposed amendments to California Rules of Court, rule 10.855, and Government Code section 68153, and recommend that the rule and legislative proposals be circulated for public comment.

Presenter: Mr. Feldstein

IV. ADJOURNMENT

Adjourn