



JUDICIAL COUNCIL OF CALIFORNIA

COURT EXECUTIVES
ADVISORY COMMITTEE

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EXECUTIVE COMMITTEE OF THE 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: November 5, 2015
Time: 10:00 – 10:30 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: Josely Yangco-Fronza. Only written comments received by November 4, 2015, 10:00 a.m. will be provided to advisory body members prior to the start of the meeting.

III. ACTION ITEMS

Call Open Session to Order and Chair's Welcome

10:00 a.m.

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

Mr. Jake Chatters, Vice-Chair and Court Executive Officer, Superior Court of Placer

Item 1 – Tab A

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

10:00 a.m. – 10:15 a.m.

Review the CEAC Records Management Subcommittee's proposed Judicial Council draft report and attachments concerning updates to the TCRM and recommend that all or part of the proposal be submitted to the Judicial Council for consideration during its December 11, 2015 meeting.

Presenters: Mr. Feldstein, Chair, CEAC Records Management Subcommittee
Mr. Chatters, Member, CEAC Records Management Subcommittee and
E-signature Subgroup Chair

Item 2 – Tab B

2016 CEAC Annual Agenda Review

10:15 – 10:30 a.m.

Review and approve the draft 2016 CEAC Annual Agenda.

Presenter: Mr. Feldstein

IV. ADJOURNMENT

Adjourn