

Court Security Advisory Committee

As of September 15, 2019

Hon. Charlaine F. Olmedo
Chair

Judge of the Superior Court of California,
County of Los Angeles

Hon. Patricia Bamattre-Manoukian,
Vice-Chair

Associate Justice of the Court of Appeal
Sixth Appellate District

Hon. Charles R. Brehmer

Assistant Presiding Judge of the
Superior Court of California,
County of Kern

Hon. Rodney A. Cortez

Judge of the Superior Court of California,
County of San Bernardino

Ms. Kimberly Flener

Court Executive Officer
Superior Court of California,
County of Butte

Ms. Melissa Fowler-Bradley

Court Executive Officer
Superior Court of California,
County of Shasta

Ms. Lisa Herrick

Assistant Court Executive Officer and General
Counsel of the Superior Court of California,
County of Santa Clara

Hon. Patricia L. Kelly

Judge of the Superior Court of California,
County of Santa Barbara

Mr. Justin Mammen

Emergency Response and Security Services
Manager
Superior Court of California,
County of Orange

Mr. Daniel Potter

Clerk/Executive Officer
Court of Appeal
Second Appellate District

**CENTER FOR JUDICIAL EDUCATION
AND RESEARCH ADVISORY
COMMITTEE LIAISON**

Hon. Darrell S. Mavis

Judge of the Superior Court of California,
County of Los Angeles

**TRIAL COURT PRESIDING JUDGES
ADVISORY COMMITTEE LIAISON**

Hon. Peter C. Deddeh

Presiding Judge of the
Superior Court of California,
County of San Diego

GOVERNMENTAL AFFAIRS LIAISON

Mr. Cory Jasperson

Director, Governmental Affairs
Judicial Council of California

LEGAL SERVICES LIAISON

Ms. Dawn Payne

Attorney, Legal Services
Judicial Council of California

Court Security Advisory Committee

As of September 15, 2019

FACILITIES SERVICES LIAISON

Mr. Mike Courtney

Director, Facilities Services
Judicial Council of California

JUDICIAL COUNCIL LEAD STAFF TO THE COMMITTEE

Mr. Edward Ellestad

Supervisor, Emergency Planning and
Security Coordination Unit
Facilities Services
Judicial Council of California

Ms. Lisa Gotch

Analyst, Emergency Planning and
Security Coordination Unit
Facilities Services
Judicial Council of California



JUDICIAL COUNCIL OF CALIFORNIA

www.courts.ca.gov/courtsecurityadvcomm.htm
courtsecurityadvcomm@jud.ca.gov

COURT SECURITY
ADVISORY COMMITTEE

COURT SECURITY ADVISORY COMMITTEE

MINUTES OF OPEN MEETING WITH CLOSED SESSION

July 24, 2019

12:15 p.m. to 1:15 p.m.

877-820-7831/ Passcode: 285-6918 (listen only)

**Advisory Body
Members Present:**

Hon. Charlaine F. Olmedo, Chair, Judge of the Superior Court of California, County of Los Angeles

Hon. Patricia Bamattre-Manoukian, Vice-Chair, Associate Justice of the Court of Appeal, Sixth Appellate District

Hon. Rodney Cortez, Judge, Superior Court of California, County of San Bernardino

Ms. Kimberly Flener, Court Executive Officer, Superior Court of California, County of Butte

Hon. Patricia L. Kelly, Judge, Superior Court of California, County of Santa Barbara

Mr. Justin Mammen, Emergency Response and Security Services Manager, Superior Court of California, County of Orange

Mr. Daniel Potter, Clerk/Executive Officer, Court of Appeal, Second Appellate District

**Advisory Body
Members Absent:**

Hon. Jeffrey G. Bennett, Judge of the Superior Court of California, County of Ventura

Ms. Melissa Fowler-Bradley, Court Executive Officer, Superior Court of California, County of Shasta

Others Present:

Hon. Peter C. Deddeh, Presiding Judge of the Superior Court of California, County of San Diego

Hon. Darrell S. Mavis, Judge of the Superior Court of California, County of Los Angeles

Ms. Dawn Payne, Attorney, Legal Services, Judicial Council of California

Ms. Pella McCormick, Deputy Director, Facilities Services, Judicial Council of California

Mr. Edward Ellestad, Supervisor, Emergency Planning and Security Coordination Unit, Facilities Services, Judicial Council of California

Ms. Lisa Gotch, Analyst, Emergency Planning and Security Coordination Unit, Facilities Services, Judicial Council of California

OPEN MEETING

Call to Order and Roll Call

The chair called the meeting to order at 12:15 p.m., and staff took roll call.

Approval of Minutes

The advisory body reviewed and approved the minutes of the February 28, 2019, Court Security Advisory Committee meeting, with one correction to Mr. Potter's attendee information on page 1 (to remove "Division One"). Judge Kelly abstained as she was not present at that meeting.

The advisory body reviewed and approved the minutes of the April 30, 2019, Court Security Advisory Committee meeting, with the same correction to Mr. Potter's attendee information. Ms. Flener and Mr. Mammen abstained as they were not present at that meeting.

INFORMATION ONLY ITEMS (NO ACTION REQUIRED)

Info 1

Membership Update

Judge Olmedo reported that three of the members whose terms end in September did reapply for another appointment (herself, Mr. Potter, and Mr. Mammen). There is no news yet on the status.

Staff stated rule 10.61 that establishes the committee specifies which positions it must include, and two positions are unique: (1) a member who is also a member of the Court Facilities Advisory Committee, and (2) a member who is also a member of the Trial Court Facility Modification Advisory Committee. In the past, appointments were not made for those positions. Going forward, Judge Olmedo requested that the chairs of those advisory committees designate members that she and staff could recommend for official appointment to those positions.

Info 2

Continuity of Operations

Staff provided information about upcoming Continuity of Operations (COOP) Plan workshops for the courts. There will be six four-hour sessions total, offered over the course of three days, to provide a "refresher" for new and intermediate users of the optional online planning system. Facilities Services' Emergency Planning and Security Coordination Unit (EPSCU) staff will notify court leadership, before system users are contacted with details and RSVP instructions. Mr. Ellestad specified these workshops are included as part of the contract with the developer, and that with current funding, more comprehensive training might be possible at a later date.

Judge Olmedo inquired about collecting feedback after the workshops, to obtain information about how they were received, whether they met the courts' needs, and what the committee may wish to look at to inform its development of future agendas, discussions, and recommendations. Staff confirmed that feedback could be gathered for the committee. Judge Olmedo asked staff to create a brief feedback form or survey and e-mail a draft to the committee members for review.

ADJOURNMENT

There being no further open meeting business, the meeting was adjourned at 12:31 p.m.

Approved by the advisory body on enter date.

DRAFT

Continuity of Operations Workshop Survey Summary

As previously discussed, the Judicial Council's Emergency Planning and Security Coordination Unit (EPSCU) maintains an optional online planning system for the courts and under its master agreement, it had three days of "refresher workshops" this year, which it made available to the courts (two four-hour sessions a day from October 7–9).

EPSCU had RSVPs from 57 percent of the courts, filling 71 percent of available seats. It anticipated 72 attendees total, but unexpected cancellations lowered the total to 64. Of those participants, 43 completed a workshop evaluation survey (as of October 15). A summary of feedback is provided below to help inform committee recommendations.

Overall, I am satisfied with this course.

Strongly Agree	74.4%	32 of 43
Agree	25.6%	11 of 43
Somewhat Agree	0.0%	0 of 43
Disagree	0.0%	0 of 43
Strongly Disagree	0.0%	0 of 43

The web-based system was easy to use and helpful in producing our plan.

Strongly Agree	58.1%	25 of 43
Agree	39.5%	17 of 43
Somewhat Agree	0.0%	0 of 43
Disagree	0.0%	0 of 43
Strongly Disagree	0.0%	0 of 43

Instructors were knowledgeable about content.

Strongly Agree	88.4%	38 of 43
Agree	7.0%	3 of 43
Somewhat Agree	0.0%	0 of 43
Disagree	0.0%	0 of 43
Strongly Disagree	0.0%	0 of 43

Instructors were effective in delivering content.

Strongly Agree	86.0%	37 of 43
Agree	11.6%	5 of 43
Somewhat Agree	0.0%	0 of 43
Disagree	0.0%	0 of 43
Strongly Disagree	0.0%	0 of 43

How would you evaluate the length of the course?

Right	90.7%	39 of 43
Too Short	9.3%	4 of 43
Too Long	0.0%	0 of 43
No Response	0.0%	0 of 43

Annual Agenda Process and Draft Summary

The Annual Agenda outlines the work a committee will focus on in the coming year, and is reviewed and approved by an oversight committee. The Court Security Advisory Committee's 2020 Annual Agenda draft is due in January with review and approval by the Executive and Planning Committee in March.

Rule 10.61(a) of the California Rules of Court states the charge of the Court Security Advisory Committee, which is to make recommendations to the council for improving court security, including personal security and emergency response planning.

Ongoing projects and activities from 2019

1. Emergency- and Security-Related Concerns for the Branch:
Consider new and continuing emergency- and security-related concerns for the branch, and make additional recommendations as needed.
2. Trial Courts' Screening Equipment Replacement:
Make recommendations to Judicial Council to support Emergency Planning and Security Coordination Unit's Screening Equipment Replacement Program for trial courts, which replaces and maintains x-ray machines and magnetometers.
3. Trial Courts' Security Equipment and Systems:
Make recommendations to Judicial Council to support Emergency Planning and Security Coordination Unit's provision and maintenance of duress alarm systems, access control systems, and video surveillance systems.
4. Emergency and Continuity of Operations Planning:
Make recommendations to Judicial Council to support Emergency Planning and Security Coordination Unit's Emergency and Continuity of Operations Planning Program, which provides and maintains online planning system and trainings.
5. Trial Courts' Court Security Plans:
Make recommendations to Judicial Council to support Emergency Planning and Security Coordination Unit's Court Security Plan services—specifically, through a module included in the online planning system mentioned in Project #4, and annual review of summary data by this committee under rule 10.172(e).

Updates will be made to Fiscal Impact/Resources for ongoing projects, to bring Fiscal Year and budget information current.

New projects and activities in 2020

None anticipated, as all work committee has discussed to date would fall under one of the above ongoing project categories.