



JUDICIAL COUNCIL OF CALIFORNIA

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COURT SECURITY
ADVISORY COMMITTEE

COURT SECURITY ADVISORY COMMITTEE

MINUTES OF OPEN MEETING WITH CLOSED SESSION

October 23, 2019

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

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

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- Advisory Body Members Present:** Hon. Charlaine F. Olmedo, Chair, Judge of the Superior Court of California, County of Los Angeles
- Hon. Charles R. Brehmer, Assistant Presiding Judge of the Superior Court of California, County of Kern
- 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
- 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, Superior Court of California, County of Santa Barbara
- Mr. Daniel Potter, Clerk/Executive Officer, Court of Appeal, Second Appellate District
- Advisory Body Members Absent:** Hon. Patricia Bamattre-Manoukian, Vice-Chair, Associate Justice of the Court of Appeal, Sixth Appellate District
- Mr. Justin Mammen, Emergency Response and Security Services Manager, Superior Court of California, County of Orange
- Others Present:** Hon. Peter C. Deddeh, Presiding Judge of the Superior Court of California, County of San Diego
- 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 12:16 p.m., and staff took roll call.

Approval of Minutes

The approval of minutes of the July 24, 2019, was postponed to the next meeting (no quorum for minutes).

INFORMATION ONLY ITEMS (NO ACTION REQUIRED)

Info 1

Membership Update

Judge Olmedo stated that three existing members were reappointed to new terms: Judge Olmedo, Mr. Mammen, and Mr. Potter. There are two new members: she welcomed Assistant Presiding Judge Charles Brehmer from the Superior Court of Kern County, and Assistant Court Executive Officer and General Counsel Lisa Herrick from the Superior Court of Santa Clara County.

Info 2

Court Security Plans

Staff provided an update on upcoming reminders about the rule 10.172 notification deadlines. The rule requires each trial court presiding judge and the sheriff or marshal to create a Court Security Plan that addresses 39 specific subject matter areas, to submit it to the Judicial Council, and to notify the Judicial Council by February 1 each year if they have made changes to the plan. Staff will send reminders in November 2019 about the February 2020 notification deadline.

DISCUSSION AND ACTION ITEMS (ITEMS 1-2)

Item 1

Continuity of Operations

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 three days of "refresher workshops" were made available to courts. Feedback was collected on the workshops, which focused on using the system to create/maintain Continuity of Operations (COOP) Plans. The results are item 1 in the materials.

Staff will provide information about related online and onsite training options. Staff suggested a future agenda item to discuss such options, as well as the work that Mr. Mammen is doing with National Center for State Courts' Courts Emergency Management "Lessons Learned" Focus Group. Judge Olmedo suggested a future agenda item to discuss making information about continuity planning options, trainings, and contacts easily accessible for the courts.

Item 2

Annual Agenda Process

The Annual Agenda outlines the work that a committee will focus on in the coming year. This committee's draft for 2020 is due in January and will be reviewed by the Executive and Planning Committee in March. Staff will update the last annual agenda's fiscal year and budget info and make details current. Work that has been discussed for 2020 seems to fall under ongoing project categories shown in item 2 of the materials.

ADJOURNMENT

There being no further open meeting business, the meeting was adjourned at 12:34 p.m.

Approved by the advisory body on January 13, 2020.