Civil and Small Claims Advisory Committee
Annual Agenda[1]—2025–2026
Approved by Rules Committee: October 16, 2025

I. COMMITTEE INFORMATION

Chair:	Hon. Samantha P. Jessner, Superior Court of Los Angeles County
Lead Staff:	Jenny Grantz, Attorney, Legal Services

Advisory Body's Charge/Membership:

Rule 10.41 of the California Rules of Court states the charge of the Civil and Small Claims Advisory Committee (CSCAC), which is to make recommendations to the Judicial Council for improving the administration of justice in civil and small claims proceedings.

Rule 10.41 also sets forth the membership categories for the committee, which currently has 26 voting members and 1 advisory member. The current committee roster is available on the committee's web page.

Subgroups of the Advisory Committee[2]:

1. Alternative Dispute Resolution Subcommittee
2. Case Management and Environmental Law Subcommittee
3. Forms Subcommittee
4. Legislative Subcommittee
5. Protective Orders Subcommittee

[1] The Annual Agenda outlines the work an advisory body will focus on in the coming year or cycle and identifies areas of collaboration with other advisory bodies and Judicial Council staff resources.

[2] For the definition of "subcommittee" see Cal. Rules of Court, rule 10.30(c); for "working group," see rule 10.70; for "workstream," see rule 10.53(c); and for "education curriculum committee," see rule 10.50(c)(6).

Advisory Body and Subgroup Meetings Planned for 2025–2026[3]

Full committee meetings:

- October 2025 (videoconference to review the Annual Agenda and Winter cycle proposals)
- February 2026 (videoconferences to review Spring cycle proposals and to make final recommendations on Winter cycle proposals)
- June 2026 (videoconference to make final recommendations on Spring cycle proposals)

Subcommittee meetings:

- Legislative Subcommittee: Videoconference meetings several times a month as needed from February through August 2026 to review proposed legislation.
- Other subcommittees: One or more videoconference meetings of each subcommittee before each of the full committee meetings.

- Other meetings as needed to address proposals implementing new legislation and other urgent matters.

☐ Check here if in-person meeting is approved by the internal committee oversight chair.

[3] Refer to section IV. 2 (Meeting frequency) of the *Operating Standards for Judicial Council Advisory Bodies* for governance on in-person meetings. Note: Because of the current budget and staffing constraints, advisory body chairs and staff must first consider meeting remotely. The chair of the Executive and Planning Committee is extending the suspension of advisory body in-person meetings for the 2025−2026 annual agenda cycle. If an in-person meeting is needed, the responsible Judicial Council office head must seek approval from their advisory body's internal oversight committee chair. Please see the prioritization memo dated June 23, 2025, for additional details.

II. COMMITTEE PROJECTS

Priority Levels and Branch Goals Key:
Refer to the following key for populating your project priority levels and branch goals. For each Priority Level 1 proposal, the advisory body **must** provide a specific reason why it should be done this year and how it fits within the identified category. If an advisory committee is interested in pursuing any Priority Level 2 proposals, please include justification as to why the proposal should be approved at this time.

Priority Levels for Non-Rules/Forms	
1	Must be done
2	Should be done
Priority Levels for Rules/Forms Proposals	
1a (Legal Compliance)	Proposal urgently needed to conform to or accurately reflect the law.
1b (Council Directive)	Council has directed the committee to consider new or amended rules and forms.
1c (Urgent Remedial Action)	Change is urgently needed to remedy a problem that is causing significant cost or inconvenience to the courts or the public.
1d (Financial/ Legal Risk Mitigation)	Proposal is otherwise urgent and necessary, such as a proposal that would mitigate exposure to immediate or severe financial or legal risk.
2a (Useful Changes in Law)	Useful, but not necessary, to implement changes in law.
2b (Responsive to Concerns)	Responsive to identified concerns or problems.
2c (Helpful Advancing Branch Goals)	Helpful in otherwise advancing Judicial Council goals and objectives.

Judicial Branch Strategic Plan–Branch Goals	
I.	**Access, Fairness, Diversity, and Inclusion**
II.	**Independence and Accountability**
III.	**Modernization of Management and Administration**
IV.	**Quality of Justice and Service to the Public**
V.	**Education for Branchwide Professional Excellence**
VI.	**Branchwide Infrastructure for Service Excellence**
VII.	**Adequate, Stable, and Predictable Funding for a Fully Functioning Branch**

#	New or One-Time Projects	
1.	**Enforcement of Judgment: Implementation of AB 774 (new project)**	***Priority: 1a***

Supported Strategic Plan Branch Goals:

I *Access*	II *Independence*	III *Modernization*	IV *Quality*	V *Education*	VI *Infrastructure*	VII *Funding*
☒	☐	☒	☐	☐	☐	☐

Project Summary: Develop form recommendations as appropriate. AB 774 (Stats. 2025, ch. 708) makes several changes to the laws relating to enforcement of judgment, including the calculation of the start of the earnings withholding period and the procedure for verifying the judgment debtor's address in personal debt cases. AB 774 also creates new procedures for reinstating a judgment lien. AB 774 will likely require form revisions and the creation of a new form.

Status/Timeline: Invitation to comment planned for Winter Cycle, with an anticipated effective date of July 1, 2026

Fiscal Impact/Staff Resources: Committee staff

☐ Check this box if this project may result in an allocation or distribution of funds to the courts. *Advisory body staff will coordinate with Budget Services to ensure its review of relevant materials.*

Internal/External Stakeholders: Trial courts and court users; all draft proposals will circulate for public comment.

AC Collaboration: N/A

2.	**Name and Gender Change Forms: Implementation of AB 1084 and SB 59 (new project)**	***Priority: 1a***

Supported Strategic Plan Branch Goals:

I *Access*	II *Independence*	III *Modernization*	IV *Quality*	V *Education*	VI *Infrastructure*	VII *Funding*
☒	☐	☒	☒	☐	☐	☐

Project Summary: Develop form recommendations as appropriate. AB 1084 (Stats. 2025, ch. 723) changes the procedures for obtaining a court order changing the petitioner's name to conform to their gender identity. The bill eliminates the mechanism for objecting if the petition is filed by an adult or if the petitioner is a minor and all living parents have signed the petition. These petitions must be granted by the court within six weeks of the filing of the petition. SB 59 (Stats. 2025, ch. 738) requires courts to limit access to court records in proceedings to change the petitioner's gender and sex identifier, change the petitioner's name and recognize their gender and sex identifier, or conform the

#	New or One-Time Projects
	petitioner's name to their gender identity. Both bills will likely require revisions to name change forms. The committee will also consider whether to revise name change forms to address recent suggestions from members of the public to make the forms easier to use. ***Status/Timeline:*** Invitation to comment planned for Winter Cycle, with an anticipated effective date of July 1, 2026 ***Fiscal Impact/Staff Resources:*** Committee staff ☐ Check this box if this project may result in an allocation or distribution of funds to the courts. *Advisory body staff will coordinate with Budget Services to ensure its review of relevant materials.* ***Internal/External Stakeholders:*** Trial courts and court users; all draft proposals will circulate for public comment. ***AC Collaboration:*** N/A
3.	**CEQA Rules: Implementation of SB 676 (new project)** — ***Priority: 1a***
	Supported Strategic Plan Branch Goals: I *Access* ☒ · II *Independence* ☐ · III *Modernization* ☒ · IV *Quality* ☐ · V *Education* ☐ · VI *Infrastructure* ☐ · VII *Funding* ☐
	Project Summary: Develop rule recommendations as appropriate. This is a joint project with the Appellate Advisory Committee. SB 676 (Stats. 2025, ch. 550) changes procedures for CEQA actions relating to projects to repair, demolish, or replace property or facilities damaged or destroyed by wildfire. The bill requires the Judicial Council to adopt rules of court to implement a statutory requirement for courts to resolve these actions, including appeals, within 270 calendar days. ***Status/Timeline:*** Invitation to comment planned for Spring Cycle, with an anticipated effective date of January 1, 2027 ***Fiscal Impact/Staff Resources:*** Committee staff ☐ Check this box if this project may result in an allocation or distribution of funds to the courts. *Advisory body staff will coordinate with Budget Services to ensure its review of relevant materials.* ***Internal/External Stakeholders:*** Trial and appellate courts and court users; all draft proposals will circulate for public comment. ***AC Collaboration:*** Appellate Advisory Committee

#	New or One-Time Projects	
4.	**Fee Waiver Forms: Implementation of SB 54 (new project)**	***Priority: 1a***

Supported Strategic Plan Branch Goals:

I	II	III	IV	V	VI	VII
Access	*Independence*	*Modernization*	*Quality*	*Education*	*Infrastructure*	*Funding*
☒	☐	☒	☒	☐	☐	☐

Project Summary: Develop form recommendations as appropriate. This is a joint project with the Probate and Mental Health Advisory Committee. SB 54 (Stats. 2025, ch. 646) excludes veterans' disability service-connected compensation from monthly income for purposes of determining whether the court must grant a fee waiver. SB 54 will likely require revising fee waiver forms to explain this exclusion. The committee will also consider whether forms FW-001 and FW-003 should be revised to address recent suggestions made by courts and members of the public, such as whether form FW-003 should include an option for courts to make an order allowing the applicant to pay their fees over time, to correspond with an existing item on form FW-001.

Status/Timeline: Invitation to comment planned for Spring Cycle, with an anticipated effective date of January 1, 2027

Fiscal Impact/Staff Resources: Committee staff, staff from the Center for Families, Children & the Courts

☐ Check this box if this project may result in an allocation or distribution of funds to the courts. *Advisory body staff will coordinate with Budget Services to ensure its review of relevant materials.*

Internal/External Stakeholders: Trial courts and court users; all draft proposals will circulate for public comment.

AC Collaboration: Probate and Mental Health Advisory Committee

5.	**Mandatory Settlement Conferences: Revise Rule 3.1380 (new project)**	***Priority: 1a***

Supported Strategic Plan Branch Goals:

I	II	III	IV	V	VI	VII
Access	*Independence*	*Modernization*	*Quality*	*Education*	*Infrastructure*	*Funding*
☒	☐	☒	☐	☐	☐	☐

Project Summary: Develop rule recommendations as appropriate. Rule 3.1380 requires in-person attendance at mandatory settlement conferences. The committee will consider whether to amend the rule to allow remote appearances at settlement conferences consistent with Code of Civil Procedure section 367.75 and rule 3.672.

Status/Timeline: Invitation to comment planned for Spring Cycle, with an anticipated effective date of January 1, 2027

#	New or One-Time Projects
	Fiscal Impact/Staff Resources: Committee staff ☐ Check this box if this project may result in an allocation or distribution of funds to the courts. *Advisory body staff will coordinate with Budget Services to ensure its review of relevant materials.* ***Internal/External Stakeholders:*** Trial courts and court users; all draft proposals will circulate for public comment. ***AC Collaboration:*** N/A
6.	**Mediation Rules: Implementation of AB 1523 (new project)** — ***Priority: 1a***
	Supported Strategic Plan Branch Goals: I *Access* ☒ · II *Independence* ☐ · III *Modernization* ☒ · IV *Quality* ☐ · V *Education* ☐ · VI *Infrastructure* ☐ · VII *Funding* ☐
	Project Summary: Develop rule recommendations as appropriate. AB 1523 (Stats. 2025, ch. 201) changes the conditions under which a court can order a case into mediation, including by raising the maximum amount in controversy from $50,000 to $75,000. AB 1523 will likely require amendments to rule 3.891. The committee will also consider amendments to the rules regarding mediation and judicial arbitration more broadly, such as whether the rules can be expanded to apply to additional cases. ***Status/Timeline:*** The committee anticipates this to be a two-year project. An invitation to comment to ensure the rules correctly reflect AB 1523 is planned for Spring Cycle, with an anticipated effective date of January 1, 2027. Other amendments to the rules regarding mediation and judicial arbitration would be proposed during the 2027 Spring Cycle. ***Fiscal Impact/Staff Resources:*** Committee staff ☐ Check this box if this project may result in an allocation or distribution of funds to the courts. *Advisory body staff will coordinate with Budget Services to ensure its review of relevant materials.* ***Internal/External Stakeholders:*** Trial courts and court users; all draft proposals will circulate for public comment. ***AC Collaboration:*** N/A

#	New or One-Time Projects	
7.	**Proofs of Service: Implementation of AB 747 and SB 85 (new project)**	***Priority: 1a***

Supported Strategic Plan Branch Goals:

I	II	III	IV	V	VI	VII
Access	*Independence*	*Modernization*	*Quality*	*Education*	*Infrastructure*	*Funding*
☒	☐	☒	☐	☐	☐	☐

Project Summary: Develop form recommendations as appropriate. This is a joint project with the Family and Juvenile Law Advisory Committee and the Probate and Mental Health Advisory Committee. AB 747 (Stats. 2025, ch. 563) creates new requirements for proofs of service under Code of Civil Procedure sections 415.10, 415.20, and 415.30. These proofs of service must now include photos of the site of service, a time stamp, and GPS coordinates. Applications to enter default under Code of Civil Procedure section 585 also must include proofs of service containing those elements. AB 747 also adds a definition of "reasonable diligence" for purposes of substitute service under sections 415.10, 415.20, and 415.30. SB 85 (Stats. 2025, ch. 403) amends Code of Civil Procedure section 413.30, which concerns certain forms of service of summons. AB 747 and SB 85 will require form revisions.

Status/Timeline: Invitation to comment planned for Spring Cycle, with an anticipated effective date of January 1, 2027

Fiscal Impact/Staff Resources: Committee staff, staff from the Center for Families, Children & the Courts

☐ Check this box if this project may result in an allocation or distribution of funds to the courts. *Advisory body staff will coordinate with Budget Services to ensure its review of relevant materials.*

Internal/External Stakeholders: Trial courts and court users; all draft proposals will circulate for public comment.

AC Collaboration: Family and Juvenile Law Advisory Committee, Probate and Mental Health Advisory Committee

8.	**Protective Order Forms: Implementation of AB 561 (new project)**	***Priority: 1a***

Supported Strategic Plan Branch Goals:

I	II	III	IV	V	VI	VII
Access	*Independence*	*Modernization*	*Quality*	*Education*	*Infrastructure*	*Funding*
☒	☐	☒	☐	☐	☐	☐

Project Summary: Develop rule and form recommendations as appropriate. AB 561 (Stats. 2025, ch. 267) allows parties, support persons, and witnesses to appear remotely at a hearing on a petition for a civil harassment. AB 561 will likely require rule amendments and revisions to protective order forms.

#	New or One-Time Projects	
	Status/Timeline: Invitation to comment planned for Spring Cycle, with an anticipated effective date of January 1, 2027 ***Fiscal Impact/Staff Resources:*** Committee staff, potentially staff from the Center for Families, Children & the Courts ☐ Check this box if this project may result in an allocation or distribution of funds to the courts. *Advisory body staff will coordinate with Budget Services to ensure its review of relevant materials.* ***Internal/External Stakeholders:*** Trial courts and court users; all draft proposals will circulate for public comment. ***AC Collaboration:*** Potentially the Joint Protective Order Working Group, Family and Juvenile Law Advisory Committee	
9.	**Protective Order Forms: Implementation of AB 2917 (new project)**	***Priority: 1a***
	Supported Strategic Plan Branch Goals: I *Access* ☒ · II *Independence* ☐ · III *Modernization* ☒ · IV *Quality* ☐ · V *Education* ☐ · VI *Infrastructure* ☐ · VII *Funding* ☐	
	Project Summary: Develop form recommendations as appropriate. Effective January 1, 2025, AB 2917 (Stats. 2024, ch. 539) created new requirements for gun violence restraining orders, including a requirement that the court consider any recent threats of violence or acts of violence directed toward another group or location, or a past history of those threats or acts, when determining whether the order is warranted. AB 2917 likely requires revisions to gun violence restraining order forms. ***Status/Timeline:*** Invitation to comment planned for Spring Cycle, with an anticipated effective date of January 1, 2027 ***Fiscal Impact/Staff Resources:*** Committee staff, potentially staff from the Center for Families, Children & the Courts ☐ Check this box if this project may result in an allocation or distribution of funds to the courts. *Advisory body staff will coordinate with Budget Services to ensure its review of relevant materials.* ***Internal/External Stakeholders:*** Trial courts and court users; all draft proposals will circulate for public comment. ***AC Collaboration:*** Potentially the Joint Protective Order Working Group, Family and Juvenile Law Advisory Committee	

#	New or One-Time Projects	
10.	**Statements of Decision: Implementation of AB 515 (new project)**	***Priority: 1a***

Supported Strategic Plan Branch Goals:

I *Access*	II *Independence*	III *Modernization*	IV *Quality*	V *Education*	VI *Infrastructure*	VII *Funding*
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Project Summary: Develop rule and form recommendations as appropriate. This is a joint project with the Family and Juvenile Law Advisory Committee. AB 515 (Stats. 2025, ch. 559) changes the procedures for requesting a written statement of decision after the trial of a question of fact by the court. AB 515 requires the Judicial Council to adopt a form and information sheet for requesting a statement of decision. AB 515 may also require rule amendments. The committee will also consider whether to amend or simplify rule 3.1590, which governs the announcement of tentative decisions, statements of decisions, and judgments.

Status/Timeline: Invitation to comment planned for Spring Cycle, with an anticipated effective date of January 1, 2027

Fiscal Impact/Staff Resources: Committee staff, staff from the Center for Families, Children & the Courts

☐ Check this box if this project may result in an allocation or distribution of funds to the courts. *Advisory body staff will coordinate with Budget Services to ensure its review of relevant materials.*

Internal/External Stakeholders: Trial courts and court users; all draft proposals will circulate for public comment.

AC Collaboration: Family and Juvenile Law Advisory Committee

11.	**Unlawful Detainer Forms: Implementation of AB 246 and AB 863 (new project)**	***Priority: 1a***

Supported Strategic Plan Branch Goals:

I *Access*	II *Independence*	III *Modernization*	IV *Quality*	V *Education*	VI *Infrastructure*	VII *Funding*
☒	☐	☒	☒	☐	☐	☐

Project Summary: Develop form recommendations as appropriate. AB 246 (Stats. 2025, ch. 337) creates a defense to unlawful detainer based on interruptions to federal social security benefit payments. AB 863 (Stats. 2025, ch. 344) requires the Judicial Council to create a single form that contains all five existing translations of form SUM-130. The committee will also consider revising the unlawful detainer complaint and answer forms to use plain language, in a continuation of a two-year project approved on the committee's 2024–2025 annual agenda.

Status/Timeline: Invitation to comment planned for Spring Cycle, with an anticipated effective date of January 1, 2027

#	New or One-Time Projects
	Fiscal Impact/Staff Resources: Committee staff ☐ Check this box if this project may result in an allocation or distribution of funds to the courts. *Advisory body staff will coordinate with Budget Services to ensure its review of relevant materials.* ***Internal/External Stakeholders:*** Trial courts and court users; all draft proposals will circulate for public comment. ***AC Collaboration:*** N/A
12.	**Military Forms: Implementation of SB 1311 (previously approved one-time project)** — ***Priority: 2a***
	Supported Strategic Plan Branch Goals: I *Access* ☒ · II *Independence* ☐ · III *Modernization* ☒ · IV *Quality* ☒ · V *Education* ☐ · VI *Infrastructure* ☐ · VII *Funding* ☐
	Project Summary: Develop form recommendations as appropriate. Under SB 1311 (Stats. 2022, ch. 620), servicemembers in active duty may not be charged interest on certain financial obligations during their deployment. This project is included as it has been requested repeatedly by the California Department of Justice organizations over the past several years. In preparing the proposal, staff and the committee identified items on forms MIL-010, MIL-015, and MIL-020 that would benefit from revision and circulation for public comment in order to best reflect the law. ***Status/Timeline:*** Invitation to comment planned for Spring Cycle, with an anticipated effective date of January 1, 2027 ***Fiscal Impact/Staff Resources:*** Committee staff ☐ Check this box if this project may result in an allocation or distribution of funds to the courts. *Advisory body staff will coordinate with Budget Services to ensure its review of relevant materials.* ***Internal/External Stakeholders:*** Trial courts and court users; all draft proposals will circulate for public comment. ***AC Collaboration:*** N/A

#	New or One-Time Projects	
13.	**Default Judgments: Create Form Implementing Civil Code Section 1788.185 (new project)**	***Priority: 2a*** DEFERRED

Supported Strategic Plan Branch Goals:

I *Access*	II *Independence*	III *Modernization*	IV *Quality*	V *Education*	VI *Infrastructure*	VII *Funding*
☒	☐	☒	☐	☐	☐	☐

Project Summary: Develop form recommendations as appropriate. A member of the public suggested creating a form for requesting a default judgment in an action collecting debt originating with a general acute care hospital. Code of Civil procedure section 1788.185 was enacted in 2022 and creates requirements for complaints in those actions. A form similar to *Request for Entry of Default* (form CIV-105), which implements a similar statute, could help ensure that default judgment is not entered in cases that do not meet the requirements of section 1788.185.

Status/Timeline: Deferred based on prioritization of committee resources.

Fiscal Impact/Staff Resources: Committee staff

☐ Check this box if this project may result in an allocation or distribution of funds to the courts. *Advisory body staff will coordinate with Budget Services to ensure its review of relevant materials.*

Internal/External Stakeholders: Trial courts and court users; all draft proposals will circulate for public comment.

AC Collaboration: N/A

14.	**Civil Practice and Procedure: Revise Civil Case Cover Sheet (new project)**	***Priority: 2b***

Supported Strategic Plan Branch Goals:

I *Access*	II *Independence*	III *Modernization*	IV *Quality*	V *Education*	VI *Infrastructure*	VII *Funding*
☒	☐	☒	☐	☐	☐	☐

Project Summary: Develop form recommendations as appropriate. Judicial officers and CEOs from several courts suggested revising *Civil Case Cover Sheet* (form CM-010) to add a checkbox for cases filed under the Song-Beverly Act. Over the past year, these courts have seen a significant increase in Song-Beverly cases, which tend to involve substantial motion practice and require more court resources than other case types. Adding a Song-Beverly checkbox to form CM-010 would allow courts and the branch to more effectively develop data regarding these cases and their resource requirements.

#	New or One-Time Projects
	Status/Timeline: Invitation to comment planned for Winter Cycle, with an anticipated effective date of July 1, 2026 ***Fiscal Impact/Staff Resources:*** Committee staff ☐ Check this box if this project may result in an allocation or distribution of funds to the courts. *Advisory body staff will coordinate with Budget Services to ensure its review of relevant materials.* ***Internal/External Stakeholders:*** Trial courts and court users; all draft proposals will circulate for public comment. ***AC Collaboration:*** N/A
15.	**Civil Practice and Procedure: Revise Rule 2.111(4) (new project)** — ***Priority: 2b***
	Supported Strategic Plan Branch Goals: I *Access* ☒ · II *Independence* ☐ · III *Modernization* ☒ · IV *Quality* ☐ · V *Education* ☐ · VI *Infrastructure* ☐ · VII *Funding* ☐
	Project Summary: Develop rule recommendations as appropriate. A member of the committee suggested amending rule 2.111(4) to require parties to list the names of all parties in the caption on "each initial or subsequent complaint" instead of "each initial complaint." This revision would address situations where new plaintiffs are added in an amended complaint but are not listed in the caption, which makes it difficult for courts to ensure all plaintiffs are correctly listed in the case management system. Rule revisions could reduce burdens on courts and reduce confusion for judicial officers and litigants when plaintiffs are added by an amended complaint. ***Status/Timeline:*** Invitation to comment planned for Spring Cycle, with an anticipated effective date of January 1, 2027 ***Fiscal Impact/Staff Resources:*** Committee staff ☐ Check this box if this project may result in an allocation or distribution of funds to the courts. *Advisory body staff will coordinate with Budget Services to ensure its review of relevant materials.* ***Internal/External Stakeholders:*** Trial courts and court users; all draft proposals will circulate for public comment. ***AC Collaboration:*** N/A

#	New or One-Time Projects	
16.	**Civil Practice and Procedure: Revise Civil Summons Form (previously approved one-time project)**	***Priority: 2b*** DEFERRED

Supported Strategic Plan Branch Goals:

I	II	III	IV	V	VI	VII
Access	*Independence*	*Modernization*	*Quality*	*Education*	*Infrastructure*	*Funding*
☒	☐	☒	☒	☐	☐	☐

Project Summary: Develop form recommendations as appropriate. The civil Summons (form SUM-100) contains numerous checkboxes for the filer to designate the type of organization the summons has been issued on behalf of. These checkboxes may not reflect the most common organization types used. Additionally, minor formatting changes may improve the form's useability for courts and court users.

Status/Timeline: Deferred based on prioritization of committee resources.

Fiscal Impact/Staff Resources: Committee staff

☐ Check this box if this project may result in an allocation or distribution of funds to the courts. *Advisory body staff will coordinate with Budget Services to ensure its review of relevant materials.*

Internal/External Stakeholders: Trial courts and court users; all draft proposals will circulate for public comment.

AC Collaboration: N/A

#	Ongoing Projects and Activities	
1.	**Review Suggestions for Rules and Forms**	***Priority: 1***

Supported Strategic Plan Branch Goals:

I	II	III	IV	V	VI	VII
Access	*Independence*	*Modernization*	*Quality*	*Education*	*Infrastructure*	*Funding*
☐	☐	☒	☒	☐	☐	☐

Project Summary: As mandated by rule 10.21(c), review suggestions from members of the judicial branch and the public for improving civil practice and procedure, court-connected ADR, and case management and recommend actions by the council or one of its committees.

Status/Timeline: Ongoing; will only take further action upon approval of Rules Committee.

Fiscal Impact/Staff Resources: Committee staff

☐ Check this box if this project may result in an allocation or distribution of funds to the courts.

Internal/External Stakeholders: N/A

AC Collaboration: As appropriate based on proposal received.

2.	**Review Enacted Legislation**	***Priority: 1***

Supported Strategic Plan Branch Goals:

I	II	III	IV	V	VI	VII
Access	*Independence*	*Modernization*	*Quality*	*Education*	*Infrastructure*	*Funding*
☐	☒	☒	☐	☐	☐	☐

Project Summary: Review all enacted legislation referred to the committee by the Judicial Council's Governmental Affairs office that may have an impact on issues within the advisory committee's purview and, where appropriate, propose to the council rules and forms to implement the legislation or to bring rules and forms into conformity with it.

Status/Timeline: Ongoing; will only take further action upon approval of Rules Committee.

Fiscal Impact/Staff Resources: Committee staff

☐ Check this box if this project may result in an allocation or distribution of funds to the courts.

#	Ongoing Projects and Activities
	Internal/External Stakeholders: N/A ***AC Collaboration:*** As appropriate based on specific legislation.
3.	**Review Pending Legislation** — ***Priority: 1***
	Supported Strategic Plan Branch Goals: I *Access* ☐ · II *Independence* ☐ · III *Modernization* ☒ · IV *Quality* ☒ · V *Education* ☐ · VI *Infrastructure* ☐ · VII *Funding* ☐
	Project Summary: Working through the Legislative Subcommittee, review pending legislation affecting civil and small claims proceedings and court administration, then make recommendations to the Legislation Committee as to whether the Judicial Council should support or oppose the legislation. ***Status/Timeline:*** Ongoing ***Fiscal Impact/Staff Resources:*** Committee staff, Governmental Affairs ☐ Check this box if this project may result in an allocation or distribution of funds to the courts. ***Internal/External Stakeholders:*** California Legislature ***AC Collaboration:*** N/A
4.	**Miscellaneous Technical Changes** — ***Priority: 1***
	Supported Strategic Plan Branch Goals: I *Access* ☒ · II *Independence* ☐ · III *Modernization* ☒ · IV *Quality* ☒ · V *Education* ☐ · VI *Infrastructure* ☐ · VII *Funding* ☐
	Project Summary: Develop rule and form changes as necessary to make corrections and adjustments meeting the criteria of rule 10.22(d)(2): "a nonsubstantive technical change or correction or a minor substantive change that is unlikely to create controversy." These changes include revisions to forms that contain dollar figures based on statutory criteria that the Judicial Council is mandated to adjust on a regular basis. ***Status/Timeline:*** Ongoing

#	Ongoing Projects and Activities
	Fiscal Impact/Staff Resources: Committee staff ☐ Check this box if this project may result in an allocation or distribution of funds to the courts. ***Internal/External Stakeholders:*** N/A ***AC Collaboration:*** N/A
5.	**Protective Orders Working Group** — ***Priority: 1***
	Supported Strategic Plan Branch Goals: I *Access* ☒ · II *Independence* ☐ · III *Modernization* ☒ · IV *Quality* ☐ · V *Education* ☐ · VI *Infrastructure* ☐ · VII *Funding* ☐
	Project Summary: As a member committee for the Protective Orders Working Group (POWG), work with the Criminal Law Advisory Committee and Family and Juvenile Law Advisory Committee to ensure protective order forms are written in consistent language that is comprehensible to non-attorneys, while maintaining legal accuracy. POWG will work collaboratively on the protective order projects identified in this agenda and the agendas of the other committees that make up the working group. ***Status/Timeline:*** Ongoing ***Fiscal Impact/Staff Resources:*** Committee staff; Center for Families, Children & the Courts; Criminal Justice Services ☐ Check this box if this project may result in an allocation or distribution of funds to the courts. ***Internal/External Stakeholders:*** N/A ***AC Collaboration:*** Criminal Law Advisory Committee, Family and Juvenile Law Advisory Committee
6.	**Provide Subject Matter Expertise** — ***Priority: 2***
	Supported Strategic Plan Branch Goals: I *Access* ☐ · II *Independence* ☐ · III *Modernization* ☒ · IV *Quality* ☐ · V *Education* ☐ · VI *Infrastructure* ☐ · VII *Funding* ☐

#	Ongoing Projects and Activities
	Project Summary: Serve as a subject matter resource for other advisory bodies to avoid duplication of efforts and contribute to the development of recommendations for council action. Such efforts may include providing civil and small claims procedural expertise and review to working groups, advisory committees, and subcommittees as requested on projects that have been approved on their annual agendas. ***Status/Timeline:*** Ongoing ***Fiscal Impact/Staff Resources:*** Committee staff ☐ Check this box if this project may result in an allocation or distribution of funds to the courts. ***Internal/External Stakeholders:*** N/A ***AC Collaboration:*** As appropriate based on the advice or consultation requested.
7.	**Deskbook on the Management of Complex Civil Litigation** — ***Priority: 2*** DEFERRED
	Supported Strategic Plan Branch Goals: I *Access* ☐ · II *Independence* ☐ · III *Modernization* ☒ · IV *Quality* ☐ · V *Education* ☐ · VI *Infrastructure* ☐ · VII *Funding* ☐
	Project Summary: Implementation project that the Civil and Small Claims Advisory Committee will work on as time permits; the charge for this work was made for CSCAC by the council at the October 22, 1999, meeting, in which the council received the report of the Complex Civil Litigation Task Force and voted to adopt the Task Force's recommendations. ***Status/Timeline:*** Deferred based on prioritization of committee resources. ***Fiscal Impact/Staff Resources:*** Center for Judicial Education and Resources ☐ Check this box if this project may result in an allocation or distribution of funds to the courts. ***Internal/External Stakeholders:*** N/A ***AC Collaboration:*** N/A

#	Ongoing Projects and Activities	
8.	**Revision of Judicial Council Forms with a Gender Identity Question or Term**	***Priority: 2b***

Supported Strategic Plan Branch Goals:

I	II	III	IV	V	VI	VII
Access	*Independence*	*Modernization*	*Quality*	*Education*	*Infrastructure*	*Funding*
☐	☐	☒	☒	☐	☐	☐

Project Summary: The forms within this committee's purview that include a gendered term or gender identity question are being revised to eliminate or revise those terms where possible.

Status/Timeline: The vast majority of forms have been updated to eliminate such terms. Any time a form is revised for legislatively mandated reasons or other reasons approved by the Rules Committee, gendered terms are reviewed and revised as appropriate.

Fiscal Impact/Staff Resources: Committee staff

☐ Check this box if this project may result in an allocation or distribution of funds to the courts.

Internal/External Stakeholders: Trial courts and court users; all draft proposals will circulate for public comment.

AC Collaboration: As appropriate based on the affected forms.

III. LIST OF 2024–2025 PROJECT ACCOMPLISHMENTS

#	Project Highlights and Achievements
1.	*Protective Order Forms:* The committee recommended creating and revising dozens of protective order forms to implement four new laws. The recommendations included: (1) new and revised forms to implement new statutory requirements that courts must comply with when receiving information that a restrained person has firearms; (2) amended rules and new forms to implement a law creating retail theft restraining orders; (3) revised forms to implement changes in the laws regarding postsecondary school violence restraining orders; and (4) revised forms to implement changes in law regarding the venue of civil harassment restraining orders. These projects were completed during the 2025 Winter and Spring rule cycles.
2.	*Unlawful Detainer and Small Claims Forms:* The committee recommended revoking and revising numerous unlawful detainer and small claims forms to reflect the repeal of certain laws implemented to address the COVID-19 pandemic. The committee also recommended revising the unlawful detainer complaint (form UD-100) to add an item regarding the federal CARES Act. This project was completed during the 2025 Spring rules cycle.
3.	*CEQA Rules:* The committee recommended rule amendments to implement two new laws requiring expedited CEQA review for certain projects. This project was completed during the 2025 Winter rules cycle.
4.	*Confidential Information Forms:* The committee recommended form revisions to implement a new law allowing plaintiffs to use a pseudonym in actions regarding doxing (the publication of private information about an individual on the internet). This project was completed during the 2025 Spring rules cycle.
5.	*Enforcement of Judgment Forms:* The committee recommended numerous form revisions to implement AB 2837, which made changes to the laws regarding enforcement of judgment, including a new requirement to verify the judgment debtor's address before the sheriff can serve papers related to enforcement of a judgment for personal debt, changes to the start of the earnings withholding period, and new requirements for orders on claims of exemption from enforcement of judgment. This project was completed during the 2025 Spring rules cycle.
6.	*Small Claims Forms:* The committee recommended revisions to *Authorization to Appear* (form SC-109) to ensure the form correctly reflects the law. Form SC-109 implements Code of Civil Procedure section 116.540, which allows an individual to appear in small claims court on behalf of the plaintiff or defendant in certain circumstances. This project was completed during the 2025 Spring rules cycle.
7.	*Class Certification:* The committee recommended amendments to California Rules of Court, rule 3.764, to lengthen the deadlines for filings related to class certification motions. These revisions ensure courts have sufficient time to review filings before hearing a motion. This project was completed during the 2025 Spring rules cycle.
8.	*Complex Coordinated Actions:* The committee recommended adopting one rule and amending one rule to adjust court procedures for coordinated actions and coordination proceedings. The recommendations addressed concerns that the existing rules on these matters were overly burdensome for courts and did not contain a process to terminate coordination proceedings. This project was completed during the 2025 Winter rules cycle.

#	Project Highlights and Achievements
9.	*Collections Cases:* The committee recommended amending California Rules of Court, rule 3.740, which governs collections cases, to increase the rule's monetary limit to $35,000. With this increase, the monetary limit in rule 3.740 matches the current jurisdictional limit for limited civil cases. This project was completed during the 2025 Spring rules cycle.
10.	*Groundwater Adjudication:* The committee recommended adopting one rule and amending one rule to improve the adjudication of cases filed for comprehensive groundwater adjudication under Code of Civil Procedure section 838. In a separate proposal, the committee recommended revisions to Civil Case Cover Sheet (form CM-010) to add new case types, including comprehensive groundwater adjudications. These projects were completed during the 2025 Spring rules cycle.
11.	*Review of Pending Legislation:* The committee reviewed and made recommendations regarding council position on numerous bills with potential impacts on civil and small claims proceedings.