JUDICIAL COUNCIL OF CALIFORNIA

COURT TECHNOLOGY
ADVISORY COMMITTEE

COURT TECHNOLOGY ADVISORY COMMITTEE

MINUTES OF OPEN MEETING

December 5, 2014
10:45 AM to 3:00 PM
Ronald M. George State Office Complex
William C. Vickrey Judicial Council Conference Center
Malcolm M. Lucas Board Room
455 Golden Gate Avenue San Francisco, California 94102-3688

Advisory Body Members Present:	Hon. Terence L. Bruiniers, Chair; Hon. Robert B. Freedman, Vice Chair; Hon. Jeffrey B. Barton; Hon. Kyle S. Brodie; Mr. Jake Chatters; Mr. Brian Cotta; Hon. Julie R. Culver; Prof. Dorothy J. Glancy; Hon. Sheila F. Hanson; Hon. Samantha P. Jessner; Hon. Louis R. Mauro; Hon. James Mize; Mr. Robert Oyung; Mr. Pat Patterson; Hon. Alan G. Perkins; Hon. Peter J. Siggins; Mr. Don Willenburg; Mr. David H. Yamasaki; Hon. Theodore C. Zayner
Advisory Body Members Absent:	Hon. Hannah-Beth Jackson; Hon. Marsha Slough; Hon. Theodore M. Weathers
Others Present:	Hon. James E. Herman; Mr. Mark Dusman; Ms. Renea Stewart; Ms. Kathy Fink; Ms. Fati Farmanfarmaian; Ms. Jamel Jones; Mr. Patrick O'Donnell; Ms. Julie Bagoye: Ms. Tara Lundstrom; Mr. Manny Floresca; Ms. Jackie Woods

OPEN MEETING

Call to Order and Roll Call
The chair called the meeting to order at 10:48 AM, and took roll call.

Approval of Minutes
The advisory body reviewed and approved the minutes of the October 31, 2014, public Court Technology Advisory Committee meeting.

Public Comment
The chair announced there was one public comment received from Mr. Donald Park about his concerns on accessibility on internet web pages. Mr. Park's comments will be disseminated to members for their review. CTAC will ask Mr. Mark Gelade from the Information Technology Office to speak to CTAC regarding accessibility of web pages at a future meeting. There were no additional public comments.

DISCUSSION AND ACTION ITEMS (ITEMS 1 – 6)

Item 1

2015 Annual Agenda Planning Session: Part I – Short List

Update: Ms. Renea Stewart, outlined the Annual Agenda planning process for today's meeting. The chair added that there are not enough staff resources or funding to support all of the projects Ms. Stewart will go through, so it's up to the members to prioritize projects. Ms. Stewart explained that the Annual Agenda process will be in three steps. 1. Review and shorten list; 2. Clarify shortened list; and 3. Rank projects.

Item 2

State-level Data Exchanges and Justice Partner Interfaces Workstream

Action: Hon. Terence L. Bruiniers, CTAC Chair asked for a motion to ratify and approve the Data Exchange Workstream in an effort to get started with this project prior to the annual agenda being finalized due to a tight timeline. CTAC approved the motion for the Data Exchange Workstream. Mr. David Yamasaki will be the CTAC executive sponsor for this project and the workstream members will be comprised of Court IT leaders and CTAC members.

Item 3

Report on the Video Remote Technology (VRT) Survey Findings

Update: Hon. Glen Reiser provided an update on the survey and report for the VRT. There were some revisions to the initial draft and an executive summary was added to the report. The report will be sent to the Judicial Council for their information, as well as to the presiding judges, court executive officers, and judges that completed the survey. Justice Bruiniers thanked Judge Reiser for his efforts completing this survey report.

Item 4

Update on the Judicial Council's (internal) Technology Committee (JCTC)

Hon. James E. Herman, Chair of JCTC reviewed how JCTC interacts with CTAC as the oversight to advisory committees and task force groups with technology as their focus. JCTC was formed by the Judicial Council to be involved in policy technology and oversight within the branch as an internal Judicial Council committee.   JCTC acts as an oversight and policy committee on behalf of the Judicial Council. They also review BCPs for technology projects. Working with V3 courts to develop glidepath to sunset V3 legacy system. JCTC are also working with the Trial court budget subcommittee to review IMF funding challenges and changes that will be submitted to the Judicial Council in January for their approval.

Item 5

2015 Annual Agenda Planning Session: Part II – Clarify

Ms. Stewart continued with the annual agenda process. Members continued to review the list of projects to identify those for ranking. Members discussed and debated the need for projects until an agreement to include in the Annual Agenda was reached.

Item 6

2015 Annual Agenda Planning Session: Part III – Rank

Ms. Stewart finished reviewing the list of projects and members ranked them as follows in order of 1 – 14: CMS Data Exchanges; E-Filing; Remote Courtroom Video; Information Security Framework; Disaster Recovery Framework Assessment; Next Generation Hosting Strategy Assessment; Privacy Policy; SRL E-Services Portal; E-Signatures; Tactical Plan for Technology; Rules for Court Records; Rules for Electronic Service; Modernize Rules of Court; and Collaborations and Information Exchange. These 14 projects will be drafted into the CTAC Annual Agenda and circulated to members for review. Once approved by CTAC it will be sent to JCTC for approval.

Item 7

Closing Remarks

Justice Bruiniers thanked members for their work at this meeting and announced the next meeting will be January 23, 2015.

A D J O U R N M E N T

There being no further business, the meeting was adjourned at 2:55 p.m.

Approved by the advisory body on January 23, 2015.