



JUDICIAL COUNCIL OF CALIFORNIA

COURT TECHNOLOGY
ADVISORY COMMITTEE

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COURT TECHNOLOGY ADVISORY COMMITTEE

MINUTES OF OPEN MEETING

July 10, 2015
10:00 AM to 11:25 AM
Teleconference

Advisory Body Members Present: Hon. Terence L. Bruiniers, Chair; Hon. Robert B. Freedman, Vice Chair; Hon. Jeffrey B. Barton; Hon. Kyle S. Brodie; 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: Mr. Jake Chatters; Hon. Mark Stone

Others Present: Hon. Daniel J. Buckley; Hon. Kimberly Gaab; Hon. James E. Herman; Ms. Lucy Fogarty; Mr. Mark Dusman; Ms. Kathy Fink; Ms. Fati Farmanfarmaian; Ms. Jamel Jones; Mr. Patrick O'Donnell; Ms. Tara Lundstrom; Mr. Manny Floresca; Ms. Jackie Woods; Mr. Neil Payne, Ms. Jessica Craven

OPEN MEETING

Call to Order and Roll Call

The chair called the meeting to order at 10:00 AM, and took roll call.

Approval of Minutes

The advisory body reviewed and approved the minutes of the March 27, 2015, public Court Technology Advisory Committee meeting.

Public Comment

The chair announced there were no public comments received.

DISCUSSION AND ACTION ITEMS (ITEMS 1-6)

Item 1

Opening Remarks and Chair Report

Update: Hon. Terence L. Bruiniers provided general updates to the members. CTAC nominations for vacancies have been submitted to E&P for approval. Additionally, the nominations period was extended, but CTAC received no new nominations.

Mr. Jake Chatters has been appointed to the Judicial Council, his last meeting will be August 18, 2015. Justice Bruiniers added that he will need a replacement for the Next Generation Hosting Workstream which has been approved by JCTC. Mr. Brian Cotta is the co-sponsor and Ms. Heather Pettit is the PM.

BCP work is underway, if anyone feels there's a need for budget support for a workstream, you should get your request in right away. There will be several technology BCPs submitted this year.

CTAC to ITAC process is wrapping up and public comments were received and will be presented at the August Judicial Council's meeting. The next annual agenda will be under ITAC. CTAC chairs are currently working with the JCTC to establish procedures and guidelines for ITAC and workstream projects. Hoping to finalize soon and share with members in the next month.

Item 2

Data Exchange Workstream Status Report

Update: Mr. David Yamasaki provided an update on the Data Exchange Workstreams progress. The workstream has been very active with the leadership team in holding a series of WebEx sessions with good attendance by members of the workstream, 11 justice partner agencies, and 4 CMS vendors. In addition, Mr. Yamaskai is in communication with the Sheriff's Association who are interested in joining this effort. One project goal is to build a repository for materials that vendors, justice partners, and courts to use to share information. Another is to have a CIO be the lead with each justice and vendor one on one meetings, to gain further knowledge of exchanges, current and future needs. The effort will then move to convening members of the governance workstream.

Item 3

E-Filing Workstream Status Report

Update: Hon. Shelia F. Hanson provided an update on the kick off summit meeting held May 22 in San Francisco. There were over 70 participants in person and on the phone. After the summit, Snorri Ogata held the first volunteer meeting on June 30. They will regularly meet via WebEx, every other Tuesday, 11-Noon. The topics to cover will include trial court, statewide or multiple vendor based decisions and viewing technical e-filing standards. Mr. Rob Oyung added that short term objectives include the bi-weekly WebEx that will focus on 3 different models (policy, cost, ROI). Participants list will be formalized over the next couple of meetings and the expectation is that there will probably be a core group and an occasional group of participants.

Item 4

Remote Video Workstream Status Report

Update: Justice Bruiniers provided an update. This project is on CTAC's annual agenda, but is pending action by the Language Access Plan Task Force. Justice Bruiniers is chairing their Technology Subcommittee and their first meeting was held with an ambitious list of objectives. They target getting the project scope defined over the next two weeks and then start on the RFP for the pilot project vendor selection. The hope is for a no cost and/or nominal cost to the court option. The RFP will be out within the next 120 days and vendor selected within 6 months, with project underway within the next 12 months. He will be asking CTAC members and other trial courts to start a workstream to support their efforts. There will be discussions with Tyler and other vendors to capture data elements necessary for this project.

Item 5

Information Security Framework Workstream Status Report

Update: Mr. Rob Oyung provided an update. This workstream is winding down, 7 courts and 2 JCC staff have drafted a trial court version of the Information Security Framework document. Comments are due July 20 from the trial courts, then will be sent to CTAC and JCTC for approval. Those 7 courts are also piloting the framework, they've completed the assessment using the framework and found that 75% is completed or implemented at those courts. The expectation is this will be true across the branch. Again, the framework isn't a requirement, but if courts choose to adopt, courts will have records to share with an auditor. The final document is due in August.

Item 6

Next Generation Hosting Workstream

Update: Justice Bruiniers stated this item was escalated to a workstream on the agenda. Mr. Mark Dusman added the SAIC contract for hosting was executed. Mr. Brian Cotta provided an update. CTAC's plan includes assessment of future hosting models. Volunteers are being requested and emails went to the CIOs and CEOs network. They have received an overwhelming response. Phase 1 is looking at current practices, Phase 2 will be hosting technology center at branch level. Timeline for Phase 1 is end Jan. 2016, Phase 2 timeline is Feb – Oct. 2016. Scheduling may fluctuate as needed. At the end of Phase 2 will be handed back to the JCTC for future work, such as BCPs.

Item 7

CTAC Projects Subcommittee Report

Action: Hon. Robert B. Freedman, Chair, CTAC Projects Subcommittee, provided an update on the subcommittee's projects.

a. Self-Represented Litigants (SRL) E-Services Portal Update (Action Requested)

CFCC has been assisting with the SRL project, dealing with the overlap of content and delivery. CTAC has no specific dealings with SRL, so found that others are better equipped. The shift to online is what brings this matter to CTAC. This subcommittee suggest there be a workstream to address this project. Justice Bruiniers added that the NCSC is doing a lot of work in this area, the focus is to provide an internet portal. CFCC has done a tremendous amount of work using HotDocs. This effort would provide a single portal to complete Juridical Council forms to either print, e-filing or e-deliver to the court, helping both litigants and the courts.

Motion to pursue as a workstream as resources are available on the next year's annual agenda.

Motioned approved.

b. Disaster Recovery and Next Generation Hosting Survey Update

Judge Freedman updated that the surveys that were sent to the courts need follow up to link responses and gather additional court information. Hoping to have the data out by October.

Item 8

CTAC Rules & Policy Subcommittee Report

Action:

a. Rules for Remote Video Proceedings in Traffic Cases (Action Requested)

Hon. Peter J. Siggins, Chair, Rules & Policy Subcommittee is requesting a motion regarding these two rules.

Motion: Requested for rule 4.220 RVP in Traffic Cases to recommend the proposal to amend rule and revise corresponding forms (1) to allow courts to continue conducting remote video proceedings in traffic cases after January 1, w016, and (2) to implement rule 4.105, the rule recently adopted on an urgency basis to address concerns about court procedures for deposit of bail in traffic cases.

Motion approved.

Justice Siggins also noted that work has begun on the statewide policy chaired by Judge Culver. E-signatures developed standards and they will be presented to CTAC at the August meeting to be included in the Trial Court Records Manual.

Item 9

Joint Appellate Technology Subcommittee Report

Update: Hon. Louis R. Mauro provided an update to CTAC. Appellate rules are currently out for public comment and will be reviewed in August.

A D J O U R N M E N T

Adjourn to Nonpublic Session at 11:25 AM

Approved by the advisory body on .