



# JUDICIAL COUNCIL OF CALIFORNIA

EXECUTIVE AND  
PLANNING COMMITTEE

[www.courts.ca.gov/epmeetings.htm](http://www.courts.ca.gov/epmeetings.htm)  
[executiveandplanning@jud.ca.gov](mailto:executiveandplanning@jud.ca.gov)

## EXECUTIVE AND PLANNING COMMITTEE

### OPEN MEETING WITH CLOSED SESSION AGENDA

Open to the Public Unless Indicated as Closed (Cal. Rules of Court, rule 10.75(c)(1))

THIS MEETING IS BEING CONDUCTED BY ELECTRONIC MEANS

OPEN PORTION OF THIS MEETING IS BEING RECORDED

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**Date:** July 6, 2017  
**Time:** 12:10 p.m. –1:10 p.m.  
**Public Call-In Number** 877-820-7831; passcode 846-8947 (listen only)

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Meeting materials for the open portion of the meeting will be posted on the advisory body web page on the California Courts website at least three business days before the meeting.

Agenda items are numbered for identification purposes only and will not necessarily be considered in the indicated order.

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#### **I. OPEN MEETING (CAL. RULES OF COURT, RULE 10.75(C)(1))**

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##### **Call to Order and Roll Call**

##### **Approval of Minutes**

Approve minutes of the April 27, 2017 Executive and Planning Committee open meeting, May 18, 2017 Executive and Planning Committee closed meeting, and June 26, 2017 Executive and Planning Committee open meeting with closed session.

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#### **II. PUBLIC COMMENT (CAL. RULES OF COURT, RULE 10.75(K)(2))**

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##### **Written Comment**

In accordance with California Rules of Court, rule 10.75(k)(1), written comments pertaining to any agenda item of a regularly noticed open meeting can be submitted up to one complete business day before the meeting. For this specific meeting, comments should be e-mailed to [executiveandplanning@jud.ca.gov](mailto:executiveandplanning@jud.ca.gov) or mailed or delivered to Judicial Council of California, 2860 Gateway Oaks Drive, Suite 400, Sacramento, California, 95833, Attention: Donna Ignacio Only written comments received by 12:10 a.m. on Wednesday, July 5, 2017, will be provided to committee members prior to the start of the meeting.

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**III. DISCUSSION AND POSSIBLE ACTION ITEMS**

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**Item 1**

**Agenda Setting for the July 27-28 Judicial Council Meeting (Action Required)**

Review draft reports and set the agenda for the Judicial Council meeting in July.

Presenters: Various

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**IV. ADJOURNMENT**

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**Adjourn to Closed Session**

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**V. CLOSED SESSION (CAL. RULES OF COURT, RULE 10.75(D))**

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**Item 1**

**Pursuant to California Rules of Court, rule 10.75(d)(6)**

***Non-final audit report***

Review available non-final audit report and continue to set the agenda for the Judicial Council meeting in July.

**Adjourn Closed Session**



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## EXECUTIVE AND PLANNING COMMITTEE

### MINUTES OF OPEN MEETING

Thursday, April 27, 2017

12:10 to 1:10 p.m.

Teleconference

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**Committee Members Present:** Justice Douglas P. Miller (Chair); Judge Marla O. Anderson, (Vice Chair); Justice Harry E. Hull, Jr.; Presiding Judges Jeffrey B. Barton and Daniel J. Buckley; Judges Samuel K. Feng, Gary Nadler and David M. Rubin; Mr. Richard D. Feldstein, and Ms. Donna D. Melby

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**Other Attendees:** Hon. David Rosenberg

**Committee Staff Present:** Ms. Jody Patel and Ms. Amber Barnett

**Staff Present:** Ms. Heather Anderson, Mr. Patrick Ballard, Ms. Suzanne Blihovde, Ms. Roma Cheadle, Mr. Mike Courtney, Ms. Natalie Daniel, Mr. Douglas Denton, Ms. Charlene Depner, Ms. Audrey Fancy, Mr. Patrick Farrales, Ms. Lucy Fogarty, Ms. Linda Foy, Ms. Diana Glick, Ms. Angela Guzman, Ms. Jessica Craven Goldstein, Ms. Bonnie Hough, Ms. Donna Ignacio, Ms. Andrea Jaramillo, Mr. Greg Keil, Ms. Tracy Kenny, Mr. Chris Magnusson, Ms. Susan McMullan, Ms. Kristine Metzker, Ms. Donna Newman, Ms. Leah Rose-Goodwin, Ms. Laura Sainz, Mr. Gabrielle Selden, Mr. Brian Simeroth, Ms. Christy Simons, Ms. Laura Speed, Ms. Elizabeth Tam, Ms. Millicent Tidwell, Mr. Don Will, Mr. John Wordlaw, and Ms. Josely Yangco-Fronda

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### OPENING MEETING

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#### Call to Order and Roll Call

The chair called the meeting to order at 12:10 p.m. and committee staff took roll call.

#### Approval of Minutes

The committee voted to approve the following minutes and amend the attendance to include Justice Harry E. Hull, Jr.:

- March 23, 2017, Executive and Planning Committee meeting

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**DISCUSSION AND ACTION ITEMS**

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**Item 1**

**Request to Amend Annual Agendas and Request to Approve Formation of a Joint Ad Hoc Subcommittee (Action Required)**

Review request from the Advisory Committee on Providing Access and Fairness and the Tribal Court-State Court Forum to approve adding to their 2017 Annual Agendas collaboration with seven other advisory committees on the rules project of the *Tactical Plan for Technology, 2017-2018*. Also, review a request to approve formation of a joint ad hoc subcommittee that permits representatives from the nine advisory committees to provide input and work collaboratively on the project in 2017-2018.

***Action: The committee approved the request from the Advisory Committee on Providing Access and Fairness and the Tribal Court-State Court Forum to add to their 2017 Annual Agendas collaboration with seven other advisory committees on the rules project of the Tactical Plan for Technology, 2017-2018. The committee also approved the formation of a joint ad hoc subcommittee that permits representatives from the nine advisory committees to provide input and work collaboratively on the project in 2017-2018.***

**Item 2**

**Agenda Setting for the May 17-18 Judicial Council Meeting (Action Required)**

Review draft reports and set the agenda for the Judicial Council meeting in May.

***Action: The committee reviewed draft reports and set the agenda for the Judicial Council meeting in May. As part of the Executive and Planning Committee's oversight, the committee also approved the draft report provided by the Small Court Dependency Workload Working Group for discussion agenda item 17-075 in addition to approving the item for placement on the May discussion agenda.***

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**ADJOURNMENT**

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There being no further open meeting business, the meeting was adjourned at 12:50 p.m.

Approved by the advisory body on \_\_\_\_\_.



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EXECUTIVE AND PLANNING COMMITTEE

MINUTES OF CLOSED MEETING

Thursday, May 18 2017

10:00–10:30 a.m.

San Francisco

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**Advisory Body Members Present:** Justice Douglas P. Miller (Chair) and Judge Marla O. Anderson (Vice Chair); Justice Harry E. Hull, Jr.; Presiding Judges Jeffrey B. Barton and Daniel J. Buckley; Judges Samuel K. Feng, Gary Nadler, and David M. Rubin; Mr. Richard D. Feldstein and Ms. Donna D. Melby

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**Other Attendees:** Justice Marsha G. Slough and Judge Kenneth K. So

**Committee Staff Present:** Ms. Jody Patel and Ms. Amber Barnett

**Staff Present:** Mr. John Wordlaw and Ms. Roma Cheadle

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CLOSED SESSION

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**Call to Order and Roll Call**

The chair called the meeting to order at 10:00 a.m. and committee staff took roll call.

**Item 1**

**Pursuant to California Rules of Court, rule 10.75 (d)(1)**

***Nominations for Judicial Council Appointments***

Review nominations and develop recommendations to be submitted to the Chief Justice regarding appointments to the Judicial Council.

***Action: The committee developed recommendations for submission to the Chief Justice.***

**Item 2**

**Judicial Council Governance Policies**

Justice Miller initiated the Judicial Council's review of its Governance Policies. He announced that Judge Marla O. Anderson will form and lead an ad-hoc work group to execute the task.

***No action taken.***

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ADJOURNMENT

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There being no further business, the meeting was adjourned at 11:10 a.m.

Approved by the advisory body on \_\_\_\_\_.



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## EXECUTIVE AND PLANNING COMMITTEE

### MINUTES OF OPEN MEETING WITH CLOSED SESSION

Monday, June 26, 2017

10:00 a.m. to 2:30 p.m.

San Francisco

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**Committee Members Present:** Justice Douglas P. Miller (Chair); Judge Marla O. Anderson (Vice-Chair); Justice Harry E. Hull, Jr.; Presiding Judges Jeffrey B. Barton and Daniel J. Buckley; Judges Samuel K. Feng, Gary Nadler, and David M. Rubin; Mr. Richard D. Feldstein and Ms. Donna D. Melby

**Committee Staff Present:** Ms. Jody Patel and Ms. Amber Barnett

**Staff Present:** Ms. Roma Cheadle, Ms. Millicent Tidwell, and Mr. John Wordlaw; Cory Jasperson and Mr. David Smith (open session only)

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#### OPEN MEETING

##### **Call to Order and Roll Call**

The vice-chair called the meeting to order at 10:00 a.m. and committee staff took roll call.

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#### DISCUSSION AND ACTION ITEMS

##### **Item 1**

##### **Subordinate Judicial Officer Conversion – Request from the Superior Court of Los Angeles County (Action Required)**

Review request from the Superior Court of Los Angeles County to convert two subordinate judicial officer positions to judgeships.

**Action:** *The committee voted to approve the request from the Superior Court of Los Angeles County to convert two subordinate judicial officer positions; Judge Buckley abstained.*

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#### ADJOURNMENT

There being no further open meeting business, the meeting was adjourned at 10:08 a.m.

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**C L O S E D   S E S S I O N**

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**Item 1**

**Pursuant to California Rules of Court, rule 10.75(d)(1)**

***Guidelines for Judicial Council Staff on the Judicial Council and Advisory Bodies Nominations and Appointments Processes***

Review the revised *Guidelines for Judicial Council Staff on the Judicial Council and Advisory Bodies Nominations and Appointments Processes*. The revised guidelines streamline guidance for both Judicial Council and advisory body nominations processes.

***Action: The committee approved the revised Guidelines for Judicial Council Staff on the Judicial Council and Advisory Bodies Nominations and Appointments Processes.***

**Item 2**

**Pursuant to California Rules of Court, rule 10.75(d)(1)**

***Advisory Body Nominations Discussion***

Review nominations for the following advisory bodies and develop recommendations to be submitted to the Chief Justice:

- Appellate Advisory Committee
- Advisory Committee on Civil Jury Instructions
- Advisory Committee on Criminal Jury Instructions
- Advisory Committee on Providing Access and Fairness
- California Commission on Access to Justice
- Civil and Small Claims Advisory Committee
- Collaborative Justice Courts Advisory Committee
- Court Facilities Advisory Committee
- Court Interpreters Advisory Panel
- Court Security Advisory Committee
- Criminal Law Advisory Committee
- Executive Committee of the Court Executives Advisory Committee
- Family and Juvenile Law Advisory Committee
- Governing Committee of the Center for Judicial Education and Research
- Information Technology Advisory Committee
- Judicial Branch Workers' Compensation Program Advisory Committee
- Legal Services Trust Fund Commission

- Probate and Mental Health Advisory Committee
- Traffic Advisory Committee
- Trial Court Budget Advisory Committee
- Trial Court Facility Modification Advisory Committee
- Workload Assessment Advisory Committee

***Action: The committee developed recommendations for a majority of the advisory bodies listed above, and voted to submit those recommendations to the Chief Justice with the following abstentions.***

- ***Executive Committee of the Court Executives Advisory Committee—Mr. Richard D. Feldstein***
- ***Trial Court Budget Advisory Committee—Hon Jeffrey B. Barton and Mr. Richard D. Feldstein***
- ***Judicial Branch Workers' Compensation Program Advisory Committee and Court Interpreters Advisory Panel—Mr. Richard D. Feldstein***

***The committee will review nominations for the Civil and Small Claims and Traffic Advisory Committees at a future Executive and Planning Committee meeting.***

Adjourned closed session at 2:20: p.m.

Approved by the advisory body on \_\_\_\_\_.





# Judicial Council of California

455 Golden Gate Ave.  
San Francisco, CA  
94102-3688

## Meeting Agenda

## Judicial Council

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*Meeting materials are now only available electronically  
through the hyperlinked reports on this agenda.*

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Thursday, July 27, 2017

San Francisco

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### **CLOSED SESSION (RULE 10.6(B))—PLANNING, PERSONNEL, AND DISCUSSION PROTECTED BY THE ATTORNEY-CLIENT PRIVILEGE**

Session 1:30 – 2:00 p.m.

Transitional Break 2:00 – 2:10 p.m.

### **OPEN SESSION (RULE 10.6(A)) — MEETING AGENDA**

Session 2:10 – 4:35 p.m.

#### **Call to Order**

#### **Judicial Council Members' Liaison Reports**

##### **17-118      Judicial Council Members' Liaison Reports**

**Summary:**      Judicial Council Members report on their visits to the Superior Courts of California.

*30 minutes*

#### **EDUCATION AGENDA**

##### **17-106      Judicial Branch Technology Update: Case Management System Replacements (No Action Required. There are no materials for this item.)**

**Summary:**      An update on the implementation of the Judicial Council adopted *Court Technology Governance and Strategic Plan*. The report will provide updates on current issues in the trial courts, as well as the Judicial Council Information Technology office transformation process.

**Speakers:**      Hon. Marsha G. Slough, Chair, Judicial Council Technology Committee  
Mr. Robert Oyung, Information Technology

*30 minutes*

**DISCUSSION AGENDA**[17-077](#)**Trial Courts: Update of Resource Assessment Study Model (Action Required)****Summary:**

The Workload Assessment Advisory Committee recommends that the Judicial Council adopt the updated workload measures of the Resource Assessment Study (RAS), with the understanding that ongoing technical adjustments will continue to be made as more data become available. The RAS model uses a weighted caseload methodology to measure trial court staff need; previous iterations of the model were approved by the Judicial Council in 2005 and 2013. The RAS model serves as the foundation of the judicial branch's Workload-based Allocation and Funding Methodology.

**Speakers:**

Hon. Lorna G. Alksne, Chair, Workload Assessment Advisory Committee  
Ms. Leah Rose-Goodwin, Office of Court Research

*40 minutes*

[17-103](#)**Sargent Shriver Civil Counsel Act: Selection of Pilot Projects (Action Required)****Summary:**

The Sargent Shriver Civil Counsel Act Implementation Committee recommends that the Judicial Council award \$7,244,437 million in grants to qualified legal service organizations and court partners for pilot projects to provide legal representation and improved court procedures for eligible low-income litigants in civil cases affecting basic human needs.

**Speakers:**

Hon. Earl Johnson, Jr. (Ret.), Chair, Sargent Shriver Civil Counsel Act Implementation Committee  
Hon. Laurie D. Zelon, Vice Chair, Sargent Shriver Civil Counsel Act Implementation Committee  
Ms. Bonnie Rose Hough, Center for Families, Children & the Courts

*20 minutes*

[17-104](#)**Sargent Shriver Civil Counsel Act: Report to the Legislature (Action Required)****Summary:**

The Sargent Shriver Civil Counsel Act Implementation Committee recommends that the Judicial Council accept the *Report to the Legislature on the Sargent Shriver Civil Counsel Act* and forward that report to the legislature. This report examines the effect of providing legal representation to low-income persons in cases involving landlord/tenant matters, highly conflicted child custody cases and guardianship and conservatorship matters of the person. A preliminary evaluation was submitted by the Judicial Council to the legislature on January 31, 2016. This more comprehensive evaluation reviews data from legal services case records, court files, interviews with clients, courts, legal services programs and other stakeholders, in addition to a comprehensive review of other research.

**Speakers:**

Hon. Earl Johnson, Jr. (Ret.), Chair, Sargent Shriver Civil Counsel Act Implementation Committee  
Hon. Laurie D. Zelon, Vice Chair, Sargent Shriver Civil Counsel Act

Implementation Committee

Dr. Kelly Jarvis, Principal Researcher, NPC Consulting

Ms. Bonnie Hough, Center for Families, Children & the Courts

*25 minutes*

**Adjournment (approx. 4:35 p.m.)**



# Judicial Council of California

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## Meeting Agenda

## Judicial Council

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Friday, July 28, 2017

San Francisco

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### OPEN SESSION (RULE 10.6(A)) — MEETING AGENDA

Session 8:30 – 11:35 a.m.

#### Call to Order

#### Public Comment

*30 minutes*

*The Judicial Council welcomes public comment on general matters of judicial administration and on specific agenda items, as it can enhance the council's understanding of the issues coming before it.*

*Please see our public comment procedures.*

- 1) Submit advance requests to speak by 4:00 p.m., Tuesday, July 25.
- 2) Submit written comments for this meeting by 1:00 p.m. on Wednesday, July 26.

*Contact information for advance requests to speak, written comments, and questions:*

*E-mail: [judicialcouncil@jud.ca.gov](mailto:judicialcouncil@jud.ca.gov)*

*Postal mail or delivery in person:*

*Judicial Council of California  
455 Golden Gate Avenue  
San Francisco, California 94102-3688  
Attention: Donna Ignacio*

#### Approval of Minutes

**17-111 Minutes of the May 18-19, 2017, Judicial Council meeting.**

*5 minutes*

**Chief Justice's Report***10 minutes***Administrative Director's Report****17-112 Administrative Director's Report***10 minutes***Judicial Council Committee Presentations****17-113 Judicial Council Committee Reports****Summary:**

Executive and Planning Committee  
Hon. Douglas P. Miller, Chair  
Policy Coordination and Liaison Committee  
Hon. Kenneth K. So, Chair  
Rules and Projects Committee  
Hon. Harry E. Hull, Jr., Chair  
Judicial Council Technology Committee  
Hon. Marsha G. Slough, Chair  
Judicial Branch Budget Committee  
Hon. David M. Rubin, Chair

*40 minutes***CONSENT AGENDA**

*A council member who wishes to request that any item be moved from the Consent Agenda to the Discussion Agenda is asked to please notify Roma Cheadle at 415-865-7640 at least 48 hours before the meeting.*

**[17-064](#)****Equal Access Fund: Status Report and Technical Correction  
(Action Required)****Summary:**

Since 2014, the Legal Services Trust Fund Commission has been engaged in work to streamline and improve the efficacy of its grantmaking, including instituting new data collection protocols designed to determine the outcomes of the legal services provided through the Equal Access and Interest on Lawyers' Trust Account Funds. This report describes this effort to document the impact of legal services and demonstrate accountability in use of resources. The multi-year transition to a new grantmaking platform also resulted in short-term challenges, and this report also contains technical corrections to previous reports prepared for the Judicial Council regarding the distribution of the Equal Access fund.

**[17-098](#)****Judicial Council Report to the Legislature: 2017 Report on the California Community Corrections Performance Incentives Act  
(Action Required)****Summary:**

The Criminal Justice Services office recommends that the Judicial Council

receive the 2017 *Report on the California Community Corrections Performance Incentives Act of 2009: Findings From the SB 678 Program* and direct the Administrative Director to submit this annual report to the California Legislature and Governor, as mandated by Penal Code section 1232. Under the statute, the Judicial Council is required to submit a comprehensive report on the implementation of the program-including information on the effectiveness of the act and specific recommendations regarding resource allocations and additional collaboration-no later than 18 months after the initial receipt of funding under the act and annually thereafter.

[17-101](#)**Judicial Branch Administration: Judicial Branch Contracting Manual (Action Required)****Summary:**

The Advisory Committee on Financial Accountability and Efficiency for the Judicial Branch recommends revising the *Judicial Branch Contracting Manual*. The revisions are necessary to reflect new section 2010 of the Public Contract Code, effective January 1, 2017, requiring new certifications regarding compliance with the Unruh Civil Rights Act and the Fair Employment and Housing Act. The committee also recommends some additional revisions, including updated nomenclature, that would make the manual more effective and workable for judicial branch entities in their procurement and contracting activities.

[17-102](#)**Judicial Council Administration: Rule for the Advisory Committee on Audits and Financial Accountability for the Judicial Branch (Action Required)****Summary:**

The internal chairs of the Judicial Council recommend that rule 10.63, on an advisory committee on fiscal affairs, be amended to rename the committee the “Advisory Committee on Audits and Financial Accountability for the Judicial Branch.” An important function of government is to ensure that public funds are properly spent and accounted for. Rule 10.63 would be amended to more clearly prescribe the duties of the committee. The amendments to the rule would also expand the membership of the committee to include at least one appellate clerk/executive officer and at least one nonvoting advisory member who has significant governmental auditing experience.

[17-105](#)**Access to Visitation Grant Program: Program Funding Reallocation from Lead Grantee Court to Collaborative Partner Court in Final Year of Three-Year Funding Cycle (Action Required)****Summary:**

The Family and Juvenile Law Advisory Committee recommends that the Judicial Council approve the reallocation and distribution of a maximum of \$45,000 from the funds previously awarded to the lead administering court, the Superior Court of Mendocino County, to their collaborative partner court, the Superior Court of Del Norte County, for the contract period of fiscal year (FY) 2017-2018. The Access to Visitation contract period for FY 2017-2018 began on April 1, 2017, and ends on March 31, 2018. The funding reallocation will support and facilitate the continuation of Access to Visitation Grant Program services for noncustodial parents and their children through supervised

visitation and exchange services, and parent education. Family Code section 3204(b)(2) requires the Judicial Council to determine funding allocation awards to the superior courts.

**17-108            Judicial Branch Administration: Audit Report for Judicial Council Acceptance (Action Required)**

**Summary:** The Advisory Committee on Financial Accountability and Efficiency for the Judicial Branch (A&E Committee) and Judicial Council staff recommend that the Judicial Council accept the audit report entitled Audit of the Superior Court of California, County of Kern. This acceptance is consistent with the policy approved by the Judicial Council on August 27, 2010, which specifies Judicial Council acceptance of audit reports as the last step to finalization of the reports before their placement on the California Courts website to facilitate public access. Acceptance and publication of these reports promote transparent accountability and provide the courts with information to minimize future financial, compliance, and operational risk.

[17-117](#)            **Juvenile Dependency: Proposed Allocation for Fiscal Year 2017-2018 for Court Appointed Special Advocate Local Assistance**

**Summary:** The Family and Juvenile Law Advisory Committee recommends that the Judicial Council approve Court Appointed Special Advocate (CASA) program grant funding allocations for fiscal year 2017-2018. The recommended allocations were calculated based on the CASA funding methodology approved by the Judicial Council at the August 2013 business meeting. Allocations will fund 45 programs serving 50 counties.

[17-119](#)            **Court Facilities: Disposition of Equity Interests in Permanently Vacated Court Facilities: Courthouse Annex in Tehama County and old Falasco Justice Center in Merced County (Action Required)**

**Summary:** Following completion of construction of new courthouses, and at other times for operational reasons, courts vacate one or more court facilities that are no longer suitable to the needs of the judicial branch. Often the vacated court facilities are located in county-owned buildings, but the Judicial Council remains liable for, and obligated to pay its share of the cost of operations and maintenance of its equity interest in the closed court facility. The Courthouse Annex in Tehama County and the former Falasco Justice Center in Merced County are two current examples. To eliminate the continuing liability and cost associated with permanently closed court facilities in county-owned buildings, the Facilities Policies Working Group (FPWG) recommends authorizing the permanent disposition of the Judicial Council's equity interests in the Tehama and Merced court facilities, and delegating to the Administrative Director authority to sign the equity disposition agreements for these two facilities and all other related documents needed to complete the transactions.

**Break 10:05 – 10:20 a.m.**

**DISCUSSION AGENDA**[17-095](#)**2017-2018 Trial Court Allocations for General Court Operations and Specific Costs (Action Required)****Summary:**

For 2017-2018, the Trial Court Budget Advisory Committee recommends the Judicial Council allocate \$1.857 billion to the trial courts from the Trial Court Trust Fund (TCTF) and state General Fund for general court operations and specific costs. The recommended allocations include an allocation of \$1.821 billion in 2017-2018 beginning base funding for general court operations, each court's share of \$4.8 million in new funding for non-interpreter employee benefits, a statewide net reallocation of \$720.2 million for general court operations using the Workload-Based Allocation and Funding Methodology (WAFM), a net-zero allocation for the WAFM funding-floor adjustment, a preliminary one-time allocation reduction related to the 1 percent cap on trial court fund balances, and allocations of \$22 million in new funding for reimbursement of court-appointed dependency counsel costs and \$9.2 million for criminal justice realignment costs. Assuming approval of the allocations and given current revenue projections and estimated savings from appropriations, the TCTF will end 2017-2018 with a fund balance of \$27.1 million, of which approximately \$10.4 million will be unrestricted.

**Speakers:**

Hon. Jonathan B. Conklin, Chair, Trial Court Budget Advisory Committee  
Mr. Zlatko Theodorovic, Budget Services

*30 minutes*

[17-114](#)**Trial Courts Allocations: Revisions to the Workload-Based Allocation and Funding Methodology (WAFM) Adjustment Request Procedures (Action Required)****Summary:**

The Judicial Council established the Workload-Based Allocation and Funding Methodology (WAFM) Adjustment Request procedures in August 2013 as a means for trial courts to request changes to the WAFM model for factors not included in its calculations and/or to request on-going adjustments. The Trial Court Budget Advisory Committee (TCBAC) recommends that the Judicial Council approve revisions to the WAFM Adjustment Request procedures to better serve the needs of the trial courts.

**Speakers:**

Hon. Jonathan B. Conklin, Chair, Trial Court Budget Advisory Committee  
Ms. Rebecca Fleming, Co-Chair, Funding Methodology Subcommittee

*15 minutes*

[17-115](#)**Trial Court Allocations: Trial Court Trust Fund Funds Held on Behalf of the Trial Courts (Action Required)****Summary:**

The Trial Court Budget Advisory Committee's Fiscal Planning Subcommittee recommends that the Judicial Council approve two new requests from two trial courts and two amended requests from two trial courts for Trial Court Trust Fund funds to be held on behalf of the trial courts. Under the Judicial Council-adopted process, courts may request funding reduced as a result of a



court's exceeding the 1 percent fund balance cap, to be retained in the Trial Court Trust Fund for the benefit of that court. The total estimated amount requested by the trial courts that would be reduced from their 2017-2018 allocations for exceeding the cap is \$448,133. The council will be informed of any final adjustments to the estimated amounts after 2016-2017 year-end.

**Speakers:**

Hon. Jonathan B. Conklin, Chair, Trial Court Budget Advisory Committee  
Mr. Zlatko Theodorovic, Budget Services

*10 minutes*

[17-097](#)

**Budget: Fiscal Year 2018-2019 Budget Proposals for Supreme Court, Courts of Appeal, Judicial Council, Judicial Branch Facilities Program, Trial Courts, and Habeas Corpus Resource Center (Action Required)**

**Summary:**

The Judicial Branch Budget Committee recommend submission of fiscal year 2018-2019 budget proposals for the Supreme Court, Courts of Appeal, Judicial Council, Judicial Branch Facility Program, Trial Courts, and Habeas Corpus Resource Center. In addition, the Judicial Council staff recommends delegating authority to the Administrative Director to make technical changes to any budget proposals, as necessary. Submittal of budget change proposals is the standard process for proposing funding adjustments in the State Budget, which must be submitted to the state Department of Finance by September 1, 2017.

**Speakers:**

Hon. David M. Rubin, Chair, Judicial Branch Budget Committee  
Hon. Justice James M. Humes, Vice Chair, Judicial Branch Budget Committee  
Mr. Zlatko Theodorovic, Budget Services Office

*40 minutes*

**INFORMATION ONLY ITEMS (NO ACTION REQUIRED)**

[17-107](#)

**Court Facilities: Trial Court Facility Modification Quarterly Activity Report for Quarter 3 of Fiscal Year 2016-2017**

**Summary:**

The Trial Court Facility Modification Advisory Committee (TCFMAC) has completed its facility modification funding for the third quarter of fiscal year 2016-2017. In compliance with the *Trial Court Facility Modifications Policy*, the advisory body is submitting its *Trial Court Facility Modification Quarterly Activity Report: Quarter 3, Fiscal Year 2016-2017* as information for the council. This report summarizes the activities of the TCFMAC from January 1, 2017, to March 31, 2017.

[17-109](#)

**Government Code Section 68106: Public Notice by Courts of Closures or Reduced Clerks' Office Hours (Gov. Code, § 68106-Report No. 42)**

**Summary:**

Government Code section 68106 directs (1) trial courts to notify the public and the Judicial Council before closing courtrooms or clerks' offices or reducing clerks' regular office hours, and (2) the council to post all such notices on its website and also relay them to the Legislature. This is the 42nd report to date listing the latest court notices received by the council under this statutory

requirement; since the previous report, five superior courts-Tulare, Stanislaus, San Diego, San Joaquin, and Siskiyou Counties-have issued new notices.

### **Circulating Orders**

[17-110](#)

#### **Circulating Orders since the last business meeting.**

**Summary:**

Judicial Branch: Request for Delegation to Judicial Branch Budget Committee for Court Innovations Grants (CO-17-04)

### **Appointment Orders**

17-120

#### **Appointment Orders since the last business meeting.**

**Adjournment (approx. 11:55 a.m.)**