

Sargent Shriver Civil Counsel Act Implementation Committee
Annual Agenda¹—2024

Approved by Executive and Planning Committee: [Date]

I. COMMITTEE INFORMATION

Chair:	Hon. Terry B. Friedman, (Ret.)
Lead Staff:	Ms. Laura Brown, Senior Analyst, Center for Families, Children & the Courts
Committee's Charge/Membership: The Sargent Shriver Civil Counsel Act Implementation Committee is required by Government Code section 68651(b)(5) to implement the Sargent Shriver Civil Counsel Act (Assem. Bill 590 [Feuer]; Stats. 2009, ch. 457), which was amended by the Appointed Legal Counsel in Civil Cases Act (Assem. Bill 330 [Gabriel]; Stats 2019, ch. 217). The statute requires the Judicial Council to develop one or more model pilot projects in selected courts for three-year periods. The projects will provide legal representation to low-income parties on critical legal issues affecting basic human needs. At the direction of the Judicial Council, the implementation committee will make recommendations on which pilot projects will be selected from a competitive grant application process and provide input into the design of the pilot projects' evaluations. With the adoption of AB 330, evaluations of the pilot projects must be submitted to the Governor and the Legislature every five years, commencing June 1, 2020. The Sargent Shriver Civil Counsel Act Implementation Committee currently has 11 members. These include: <ul style="list-style-type: none">• 1 retired appellate justice• 1 retired judge• 3 active judges• 1 law professor• 4 individuals with experience in legal aid programs• 1 representative of the State Bar of California The current committee roster is available on the committee's web page.	

¹ The annual agenda outlines the work a committee will focus on in the coming year and identifies areas of collaboration with other advisory bodies and the Judicial Council staff resources.

Subcommittees/Working Groups²:

None.

Meetings Planned for 2024³ (Advisory body and all subcommittees and working groups)

1. Spring 2024: Full committee videoconference.
2. Fall 2024: Full committee videoconference.

Check here if exception to policy is granted by Executive Office or rule of court.

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² California Rules of Court, [rule 10.30 \(c\)](#) allows an advisory body to form subgroups, composed entirely of current members of the advisory body, to carry out the body's duties, subject to available resources, with the approval of its oversight committee.

³ Refer to [Operating Standards for Judicial Council Advisory Bodies](#) for governance on in-person meetings.

II. COMMITTEE PROJECTS

#	New or One-Time Projects ⁴	
1.	Project Title: 2025 Report to the Legislature	Priority⁵ 1 Strategic Plan Goal⁶ II, III
<p>Project Summary⁷: Government Code section 68651 requires the Judicial Council to conduct an evaluation of the pilot projects and submit a report to Legislature every five years, commencing January 31, 2020. The next report will be due in June 2025. The committee will review project data and provide input on the evaluation design. The report will be submitted to the Judicial Council at its business meeting in May 2025 and to the Legislature in June 2025.</p> <p>Status/Timeline: Ongoing.</p> <p>Fiscal Impact/Resources: Expenses are covered by an administrative allocation to the program. The work will be conducted using existing resources and staffing from the Center for Families, Children & the Courts (CFCC).</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Pilot project lead legal services agencies, trial court partners.</p> <p>AC Collaboration: None.</p>		

⁴ All proposed projects for the year must be included on the Annual Agenda. If a project implements policy or is a program, identify it as *implementation* or a *program* in the project description and attach the Judicial Council authorization/assignment or prior approved Annual Agenda to this Annual Agenda.

⁵ For non-rules and forms projects, select priority level 1 (must be done) or 2 (should be done). For rules and forms proposals, select one of the following priority levels: 1(a) Urgently needed to conform to or accurately reflect the law; 1(b) Council or an internal committee has directed the committee to consider new or amended rules and forms; 1(c) Change is urgently needed to remedy a problem that is causing significant cost or inconvenience to the courts or the public; 1(d) Proposal is otherwise urgent and necessary, such as a proposal that would mitigate exposure to immediate or severe financial or legal risk. 2(a) Useful, but not necessary, to implement changes in law; 2(b) Responsive to identified concerns or problems; 2(c) Helpful in otherwise advancing Judicial Council goals and objectives.

⁶ Indicate which goal number of [The Strategic Plan for California's Judicial Branch](#) the project most closely aligns.

⁷ A key objective is a strategic aim, purpose, or "end of action" to be achieved for the coming year.

#	New or One-Time Projects⁴	
2.	Project Title: Policies on Program Reserve Funds and Grant Application Recusal	Priority⁵ 2 Strategic Plan Goal⁶ II
<p>Project Summary⁷: The committee will develop policies on the use of the program’s reserve funds and when members should recuse themselves from grant application discussions to guide future funding decisions. Committee staff will develop policy recommendations for the committee to consider for adoption.</p> <p>Status/Timeline: Staff will report recommendations to the committee at its meeting to be held in Spring 2024.</p> <p>Fiscal Impact/Resources: Expenses are covered by an administrative allocation to the program. The work will be conducted using existing resources and committee staffing from CFCC.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Pilot project lead legal services agencies and trial court partners.</p> <p>AC Collaboration: None.</p>		
3.	Project Title: Identify and Replicate Effective Service Delivery and Best Practices	Priority⁵ 2 Strategic Plan Goal⁶ I, IV
<p>Project Summary⁷: The committee will develop approaches to identify effective service delivery models and best practices implemented by Shriver pilot projects with the goal of replicating successful strategies among legal aid providers and court partners.</p> <p>Status/Timeline: TBD.</p> <p>Fiscal Impact/Resources: Expenses are covered by an administrative allocation to the program. The work will be conducted using existing resources and committee staffing from CFCC.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Pilot project lead legal services agencies and trial court partners.</p> <p>AC Collaboration: None.</p>		

#	Ongoing Projects and Activities ⁴	
1.	Project Title: Oversight of Pilot Projects	Priority⁵ 1
		Strategic Plan Goal⁶ I, II, IV
	<p>Project Summary⁷: As required by Government Code section 68651, the committee will provide oversight of the program’s 14 pilot projects that were approved for the 2023-2026 grant cycle by the Judicial Council at its July 2023 business meeting. The committee will monitor the projects’ outcomes and expenditures. If reallocations are needed, the committee will make recommendations to the Judicial Council.</p> <p>Status/Timeline: Ongoing.</p> <p>Fiscal Impact/Resources: Expenses are covered by an administrative allocation to the program. The work will be conducted using existing resources and committee staffing from CFCC.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Pilot projects lead legal services agencies, trial court partners, and research firm contractor.</p> <p>AC Collaboration: None.</p>	
2.	Project Title: Pilot Project Data Collection and Analysis	Priority⁵ 1
		Strategic Plan Goal⁶ I, II, IV
	<p>Project Summary⁷: Committee staff will continue to work with the program’s research firm contractor on the collection and analysis of service data provided by lead legal agencies and court partners and report outcomes to the committee. This work is performed as part of the evaluation required under Government Code section 68651 and AB 330.</p> <p>Status/Timeline: Ongoing.</p> <p>Fiscal Impact/Resources: Expenses are covered by an administrative allocation for the program. The work will be conducted using existing resources and committee staffing from CFCC.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p>	

#	Ongoing Projects and Activities⁴	
	<p>Internal/External Stakeholders: Pilot projects lead legal services agencies, trial court partners, and research firm contractor to assist in data collection and analysis.</p> <p>AC Collaboration: None.</p>	
3.	Project Title: Serve as a Resource	Priority⁵ 2
	<p>Strategic Plan Goal⁶ I, IV</p> <p>Project Summary⁷: Serve as a subject matter resource to other Judicial Council advisory bodies and staff with subjects under the committee's charge.</p> <p>Status/Timeline: Ongoing.</p> <p>Fiscal Impact/Resources: Expenses are covered by an administrative allocation to the program. The work will be conducted using existing resources and committee staffing from CFCC.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Trial courts impacted by work of the advisory committees that collaborate on shared interests with the Shriver Committee.</p> <p>AC Collaboration: Advisory Committee on Providing Access and Fairness, Civil and Small Claims Advisory Committee, Probate and Mental Health Advisory Committee, and Family and Juvenile Law Advisory Committee.</p>	

III. LIST OF 2023 PROJECT ACCOMPLISHMENTS

#	Project Highlights and Achievements
1.	From January through March 2023, the committee carried out the Request for Applications for pilot project grants for the 2023–2026 grant cycle.
2.	On March 27, 2023, the committee determined its recommendations for allocations to fund 14 pilot projects for the 2023–2026 grant cycle after thorough review and analysis of applications.
3.	From March through May 2023, a Request for Proposals was executed, and the program entered into a new two-year agreement with research firm contractor NPC for ongoing evaluation of the program.
4.	On July 21, 2023, the Judicial Council approved the committee’s recommendations to fund 14 pilot projects for the 2023–2026 grant cycle.
5.	On October 1, 2023, the program began its fifth grant cycle with 2 new pilot projects and 12 continuing pilot projects.

Court Security Advisory Committee
Annual Agenda¹—2024

Approved by Executive and Planning Committee: [Date]

I. COMMITTEE INFORMATION

Chair:	Hon. Charlaine F. Olmedo, Judge, Superior Court of Los Angeles County
Lead Staff:	Mr. Edward Ellestad, Supervisor, Emergency Planning and Security Coordination, Facilities Services Ms. Lisa Gotch, Analyst, Emergency Planning and Security Coordination, Facilities Services
Committee's Charge/Membership: Rule 10.61(a) of the California Rules of Court states the charge of the Court Security Advisory Committee, which is to make recommendations to the council for improving court security, including personal security and emergency response planning. Rule 10.61(b) sets forth the membership position categories of the committee. The Court Security Advisory Committee currently has 11 members. The current committee roster is available on the committee's web page.	
Subcommittees/Working Groups²: None.	
Meetings Planned for 2024³ (Advisory body and all subcommittees and working groups): Quarterly videoconferences will be scheduled soon. Additional meetings and up to one in-person meeting will be scheduled if necessary. <input type="checkbox"/> Check here if exception to policy is granted by Executive Office or rule of court.	

¹ The annual agenda outlines the work a committee will focus on in the coming year and identifies areas of collaboration with other advisory bodies and the Judicial Council staff resources.

² California Rules of Court, rule 10.30 (c) allows an advisory body to form subgroups, composed entirely of current members of the advisory body, to carry out the body's duties, subject to available resources, with the approval of its oversight committee.

³ Refer to [Operating Standards for Judicial Council Advisory Bodies](#) for governance on in-person meetings.

II. COMMITTEE PROJECTS

#	Ongoing Projects and Activities ⁴	
1.	Project Title: Emergency- and Security-Related Concerns for the Branch	Priority⁵ 1
		Strategic Plan Goal⁶ III, VI
<p>Project Summary⁷: Consider new and continuing emergency- and security-related concerns for the branch, and make additional recommendations as needed—with special focus on assisting courts, justice partners, and parties with access to justice.</p> <ul style="list-style-type: none"> • The <u>origin</u> of this project is the committee’s charge under rule 10.61. • The <u>objective</u> this project supports is to make recommendations on the necessary emergency response and security functions for the branch. It aligns with the Judicial Council’s Goal III (ensure the safety and security of the work environment, and develop emergency and continuity-of-business plans for times of crisis or natural disaster) as well as Goal VI (provide and maintain safe, dignified, and fully functional facilities for conducting court business). • The <u>outcome</u> would be reports to Judicial Council, which may include recommendations that the council direct its facilities and budget advisory committees on specific or urgent priorities. <p>Status/Timeline: Ongoing.</p> <p>Fiscal Impact/Resources: Recommendations that may have a fiscal impact will be discussed with appropriate Judicial Council staff and advisory bodies first. This project will use current Judicial Council staffing and resources from the Emergency Planning and Security Coordination Unit of the Facilities Services office.</p> <p><input type="checkbox"/> This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</p>		

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⁵ For non-rules and forms projects, select priority level 1 (must be done) or 2 (should be done). For rules and forms proposals, select one of the following priority levels: 1(a) Urgently needed to conform to or accurately reflect the law; 1(b) Council or an internal committee has directed the committee to consider new or amended rules and forms; 1(c) Change is urgently needed to remedy a problem that is causing significant cost or inconvenience to the courts or the public; 1(d) Proposal is otherwise urgent and necessary, such as a proposal that would mitigate exposure to immediate or severe financial or legal risk. 2(a) Useful, but not necessary, to implement changes in law; 2(b) Responsive to identified concerns or problems; 2(c) Helpful in otherwise advancing Judicial Council goals and objectives.

⁶ Indicate which goal number of The Strategic Plan for California’s Judicial Branch the project most closely aligns.

⁷ A key objective is a strategic aim, purpose, or “end of action” to be achieved for the coming year.

#	Ongoing Projects and Activities⁴	
	<p>Internal/External Stakeholders: Depending on recommendations, stakeholders could include Judicial Council offices (Governmental Affairs, Budget Services, Business Management Services, Center for Judicial Education and Research, Leadership Support Services, and Legal Services). External stakeholders include the Trial Court Presiding Judges Advisory Committee, trial courts, and appellate courts.</p> <p>AC Collaboration: Depending on recommendations, collaborators could include the Court Executives Advisory Committee, Trial Court Presiding Judges Advisory Committee, Court Facilities Advisory Committee, Trial Court Facility Modification Advisory Committee, and the Center for Judicial Education and Research Advisory Committee.</p>	
2.	Project Title: Trial Courts' Screening Equipment Replacement	<p>Priority⁵ 1</p> <p>Strategic Plan Goal⁶ III, VI</p>
	<p>Project Summary⁷: Make recommendations to Judicial Council to support Emergency Planning and Security Coordination Unit's Screening Equipment Replacement Program for trial courts, which replaces and maintains x-ray machines and magnetometers.</p> <ul style="list-style-type: none"> • The <u>origin</u> of this project is our July 2015 report to the Judicial Council, which identifies this program as a necessary and appropriate function. • The <u>objective</u> this project supports is to advise on, and advocate for funding to support, existing emergency- and security-related programs. It aligns with the Judicial Council's Goal III (ensure the safety and security of the work environment) as well as Goal VI (provide and maintain safe, dignified, and fully functional facilities for conducting court business). • The <u>outcome</u> would be to support and advocate for continued funding should proposed budget cuts threaten the Screening Equipment Replacement Program. <p>Status/Timeline: Ongoing.</p> <p>Fiscal Impact/Resources: The program in project #2 has a budget of \$2.286 million funded annually through the Trial Court Trust Fund. This project will use current Judicial Council staffing and resources from the Emergency Planning and Security Coordination Unit.</p> <p><input type="checkbox"/> <i>The project includes allocations or distributions of funds to the courts, which have been reviewed and approved by Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Trial Court Presiding Judges Advisory Committee, and trial courts (primary users).</p> <p>AC Collaboration: None anticipated at this time.</p>	

#	Ongoing Projects and Activities ⁴	
3.	Project Title: Trial Courts' Security Equipment and Systems	Priority⁵ 1
	Strategic Plan Goal⁶ III, VI	
<p>Project Summary⁷: Make recommendations to Judicial Council to support Emergency Planning and Security Coordination Unit's Security Systems Program that refreshes, maintains, replaces, improves, and installs electronic security equipment and systems. The program includes (but is not limited to) video surveillance, access control, duress alarm, and specialized systems as well as services to evaluate and design new or replacement systems. In addition, it supports an online planning system, which is referenced in project #4 and #5.</p> <ul style="list-style-type: none"> • The <u>origin</u> of this project is our July 2015 report to the Judicial Council, which identifies the related work as a necessary and appropriate function. • The <u>objective</u> this project supports is to advise on, and advocate for funding to support, existing emergency- and security-related programs. It aligns with the Judicial Council's Goal III (ensure the safety and security of the work environment) as well as Goal VI (provide and maintain safe, dignified, and fully functional facilities for conducting court business). • The <u>outcome</u> would be review and approval of Security Systems Program projects, and information about costs associated with this goal for the Judicial Council's facilities and budget advisory committees and decision-makers. <p>Status/Timeline: Ongoing.</p> <p>Fiscal Impact/Resources: The program in project #3 has a budget of \$6 million funded annually through the Governor's Budget, effective FY 2019–20. As the BCP that requested those funds specified the committee's involvement, the committee regularly receives information on, and reviews and approves proposed projects. This project will use Judicial Council staffing and resources from the Emergency Planning and Security Coordination Unit.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Trial Court Presiding Judges Advisory Committee, and trial courts (primary users).</p> <p>AC Collaboration: Information Technology Advisory Committee.</p>		

#	Ongoing Projects and Activities⁴	
4.	Project Title: Emergency and Continuity of Operations Planning	Priority⁵ 1
<p data-bbox="170 302 1980 375">Strategic Plan Goal⁶ III, VI</p> <p data-bbox="170 380 1980 453">Project Summary⁷: Make recommendations to Judicial Council to support Emergency Planning and Security Coordination Unit’s Emergency and Continuity of Operations Planning Program, which provides and maintains online planning system and trainings.</p> <ul data-bbox="226 457 1980 672" style="list-style-type: none"> • The <u>origin</u> of this project is our July 2015 report to the Judicial Council, which identifies this program as a necessary and appropriate function. • The <u>objective</u> this project supports is to advise on, and advocate for funding to support, existing emergency- and security-related programs. It aligns with the Judicial Council’s Goal III (ensure the safety and security of the work environment, and develop emergency and continuity-of-business plans for times of crisis or natural disaster) as well as Goal VI (provide and maintain safe, dignified, and fully functional facilities for conducting court business). • The <u>outcome</u> would be information about costs associated with this goal for the Judicial Council’s facilities and budget advisory committees and decision-makers. <p data-bbox="170 721 527 753">Status/Timeline: Ongoing.</p> <p data-bbox="170 797 1980 902">Fiscal Impact/Resources: The program in project #4, and related module in project #5, are paid for through the Emergency Planning and Security Coordination Unit’s general fund, and any supplemental trial court training is paid by the annual funding described in project #3. This project will use current Judicial Council staffing and resources from the Emergency Planning and Security Coordination Unit.</p> <p data-bbox="170 911 1980 984"><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p data-bbox="170 1024 1776 1097">Internal/External Stakeholders: Trial Court Presiding Judges Advisory Committee, trial courts (primary users), and Judicial Council/appellate courts (secondary users).</p> <p data-bbox="170 1130 806 1162">AC Collaboration: None anticipated at this time.</p>		

#	Ongoing Projects and Activities ⁴	
5.	Project Title: Trial Courts' Court Security Plans	Priority⁵ 1
Strategic Plan Goal⁶ III, VI		
<p>Project Summary⁷: Make recommendations to Judicial Council to support Emergency Planning and Security Coordination Unit's Court Security Plan services—specifically, through a module included in the online planning system mentioned in Project #4, and annual review of summary data by this committee under rule 10.172(e).</p> <ul style="list-style-type: none"> • The <u>origin</u> of this project is our July 2015 report to the Judicial Council, which identifies this service as a necessary and appropriate function, and rule 10.172 on Court Security Plans. • The <u>objective</u> this project supports is to advise on, and advocate for funding to support, existing emergency- and security-related programs. It aligns with the Judicial Council's Goal III (ensure the safety and security of the work environment and develop emergency and continuity-of-business plans for times of crisis or natural disaster) as well as Goal VI (provide and maintain safe, dignified, and fully functional facilities for conducting court business). • The <u>outcome</u> would be information about costs associated with this goal for the Judicial Council's facilities and budget advisory committees and decision-makers. <p>Status/Timeline: Ongoing.</p> <p>Fiscal Impact/Resources: The program in project #4, and related module in project #5, are paid for through the Emergency Planning and Security Coordination Unit's general fund, and any supplemental trial court training is paid by the annual funding described in project #3. This project will use current Judicial Council staffing and resources from the Emergency Planning and Security Coordination Unit.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Trial Court Presiding Judges Advisory Committee, and trial courts (primary users of the module).</p> <p>AC Collaboration: None anticipated at this time.</p>		

III. LIST OF 2023 PROJECT ACCOMPLISHMENTS

#	Project Highlights and Achievements
1.	New: Reviewed and approved the draft Judicial Council of California Policy on Facilities Services' Security Systems Program, facilitated a public comment period, and successfully recommended adoption by the Judicial Council effective September 19, 2023. The policy documents procedures for staff to ensure consistent handling of program projects and equitable expenditure of funds.
2.	Ongoing: Considered new and continuing emergency- and security-related concerns for the branch, and whether to make additional recommendations—with special focus on assisting courts, justice partners, and parties with access to justice following the COVID-19 pandemic.
3.	Ongoing: Considered information about, and reviewed and approved projects for, Emergency Planning and Security Coordination Unit's Security Systems Program that refreshes, maintains, replaces, improves, and installs electronic security equipment and systems.
4.	Ongoing: Considered information about Emergency Planning and Security Coordination Unit's Emergency and Continuity of Operations Planning Program, which provides and maintains online planning system and trainings.
5.	Ongoing: Considered information about Emergency Planning and Security Coordination Unit's Court Security Plan services—and performed annual review of submission/notification summary data under rule 10.172(e).
6.	Completed: On January 10, 2023, reviewed and approved proposed projects for the Security Systems Program and voted to approve 5 new projects for video and access systems totaling \$258,848.58.
7.	Completed: On January 23, 2023, reviewed and approved committee support of a Budget Change Proposal for fiscal year 2024–25 requesting funding to identify deficiencies for physical security features in trial courts that fall outside of the electronic security systems addressed by the Security Systems Program.
8.	Completed: On February 28, 2023, reviewed and approved proposed projects for the Security Systems Program and voted to approve 10 proposed projects relating to access, duress alarm, and video systems for a total of \$744,900.06.
9.	Completed: On May 1, 2023, reviewed and approved proposed projects for the Security Systems Program and voted to approve 13 new projects for video, duress, and access systems totaling \$2,355,480.62.
10.	Completed: On May 10, 2023, (1) received an update on Security System Program expenditures/encumbrances for the fiscal year; (2) received a presentation about in-progress Emergency and Continuity Planning Program pilot workshops and exercises; and (3) received a status update on Court Security Plan submissions and notifications.
11.	Completed: On August 10, 2023, (1) reviewed and approved 3 updated blanket approvals for Security Systems Program for the fiscal year (\$1,000,000 for statewide service calls and agreements, \$60,000 for consultant contracts, and \$100,000 for asbestos testing); (2) reviewed and approved proposed projects for the Security Systems Program and voted to approve 4 projects relating to access, detention control, and video systems for a total of \$2,019,905; and (3) received and discussed information on the Court Security Plan submissions and notifications for the February deadline specified in rule 10.172 of the California Rules of Court.
12.	Completed: On November 2, 2023, discussed transfer of approval authority for the Screening Equipment Replacement Program.

Center for Judicial Education and Research Advisory Committee

Annual Agenda¹—2024

Approved by Executive Committee: [Date]

I. COMMITTEE INFORMATION

Chair:	Hon. Darrell S. Mavis, Judge, Superior Court of California, County of Los Angeles
Lead Staff:	Steven G. Warner, Supervising Attorney, Center for Judicial Education and Research
Committee's Charge/Membership: <p>Rule 10.50(b) of the California Rules of Court states the charge of the Center for Judicial Education and Research (CJER) Advisory Committee, which is to make recommendations to the council for improving the administration of justice through comprehensive and quality education and training for judicial officers and other judicial branch personnel. Rule 10.50(c) sets forth additional duties of the committee.</p> <p>Rule 10.50(d) sets forth the membership position of the committee. The CJER Advisory Committee currently has 15 voting members and 2 advisory members. The current committee roster is available on the committee's webpage.</p>	
Subcommittees/Working Groups²: <ol style="list-style-type: none">1. Appellate Practice Curriculum Committee2. Civil Law Curriculum Committee3. Criminal Law Curriculum Committee4. Family Law Curriculum Committee5. Judicial Branch Access, Ethics & Fairness Curriculum Committee6. Judicial Branch Leadership Development Curriculum Committee7. Juvenile Law Curriculum Committee8. Probate Law Curriculum Committee9. Trial Court Operations Curriculum Committee10. B. E. Witkin Judicial College Steering Committee	

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Meetings Planned for 2024³ (Advisory body and all subcommittees and working groups)

March 12, 2024 (web conference)

May 14, 2024 (web conference)

September 10, 2024 (San Francisco)

December 3, 2024 (web conference)

Check here if exception to policy is granted by Executive Office or rule of court.

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³ Refer to [Operating Standards for Judicial Council Advisory Bodies](#) for governance on in-person meetings.

II. COMMITTEE PROJECTS

#	New or One-Time Projects ⁴	
1.	Implement the 2024–2026 Education Plan	Priority ⁵ 1
<p>Strategic Plan Goal⁶ V</p> <p>Project Summary⁷: Begin delivering to judicial officers and court staff the educational products contained in the 2024–2026 Education Plan, which the Judicial Council will consider at its January 2024 meeting.</p> <p>Status/Timeline: Ends June 30, 2026.</p> <p>Fiscal Impact/Resources: CJER contact: Karene Alvarado.</p> <p><input type="checkbox"/> This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</p> <p>Internal/External Stakeholders: Not applicable.</p> <p>AC Collaboration: Not applicable.</p>		

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#	New or One-Time Projects ⁴	
2.	Adopt California Rules of Court, Rule 10.465; Repeal California Rules of Court, Rule 10.469(e)(2)	Priority⁵ 1
		Strategic Plan Goal⁶ V
<p>Project Summary⁷: Recommend adding California Rules of Court, rule 10.465 and repealing California Rules of Court, rule 10.469(e)(2). Currently, judicial education antibias and antidiscrimination requirements are listed in rule 10.469(e)(2), among the rule’s other education recommendations. Adopting a new court rule would place the current antibias and antidiscrimination mandates in their own rule due to those topics’ required nature and importance. Creating a new, separate rule aligns with rule 10.463 (family law), rule 10.464 (domestic violence), and rule 10.468 (probate). It may also raise awareness of and facilitate adherence to these judicial education mandates. No substantive change to judicial education requirements would be made.</p> <p>Status/Timeline: Rules change would be circulated for comment in the spring 2024 cycle and submitted to the Judicial Council for review and approval in September 2024, with anticipated effective date of January 1, 2025.</p> <p>Fiscal Impact/Resources: CJER contact: Karene Alvarado and Legal Services.</p> <p><input type="checkbox"/> <i>The project includes allocations or distributions of funds to the courts, which have been reviewed and approved by Budget Service.</i></p> <p>Internal/External Stakeholders: Not applicable.</p> <p>AC Collaboration: Rules Committee.</p>		
3.	Implement Appellate Caseflow Workgroup Recommendation	Priority⁵ 1
		Strategic Plan Goal⁶ V
<p>Project Summary⁷: Continue to explore educational needs assessment for trial court appellate records preparation clerks per Appellate Caseflow Workgroup recommendation by consulting appropriate informal focus groups and the Trial Court Operations Curriculum Committee, and implement solutions as indicated.</p> <p>Status/Timeline: Ongoing.</p> <p>Fiscal Impact/Resources: CJER contact: Karene Alvarado.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Not applicable.</p>		

#	New or One-Time Projects ⁴
	<i>AC Collaboration:</i> Executive Committee.

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#	Ongoing Projects and Activities⁴	
1.	Continue to Implement the 2022–2024 Education Plan	Priority⁵ 1
		Strategic Plan Goal⁶ V
<p>Project Summary⁷: Continue delivering to judicial officers and court staff the educational products contained in the 2022–2024 Education Plan, which the Judicial Council approved at its January 21, 2022, meeting.</p> <p>Status/Timeline: Ends June 30, 2024.</p> <p>Fiscal Impact/Resources: CJER contact: Karene Alvarado.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Not applicable.</p> <p>AC Collaboration: Not applicable.</p>		
2.	Amend California Rules of Court, Rule 10.603(c)(2)(B)	Priority⁵ 1
		Strategic Plan Goal⁶ V
<p>Project Summary⁷: Recommend a technical amendment to California Rules of Court, rule 10.603(c)(2)(B), by replacing references to repealed Standards of Judicial Administration with citations to applicable court rule(s).</p> <p>Status/Timeline: Rules change would be circulated for comment in the spring 2024 cycle and submitted to the Judicial Council for review and approval in September 2024, with anticipated effective date of January 1, 2025.</p> <p>Fiscal Impact/Resources: CJER contact: Karene Alvarado and Legal Services.</p> <p><input type="checkbox"/> <i>The project includes allocations or distributions of funds to the courts, which have been reviewed and approved by Budget Service.</i></p> <p>Internal/External Stakeholders: Not applicable.</p> <p>AC Collaboration: Rules Committee.</p>		

III. LIST OF 2023 PROJECT ACCOMPLISHMENTS

#	Project Highlights and Achievements
1.	Continued to implement 2022–2024 Education Plan by delivering scheduled live programs in person and remotely as appropriate depending on subject matter and learning objectives. Delivering courses remotely increases participant access and convenience and allows faculty and staff the flexibility to incorporate last-minute law changes. Just as with in-person education, remote programs are designed to emphasize participant interactivity and learner-centeredness. Judicial and court staff participants in remote offerings have stated in their course evaluations that they are very satisfied with the education, indicating that the quality of remote learning is on par with in-person education.
2.	Requested and received additional funding to expand educational offerings at the week-long New Judge Orientation program. CJER was able to offer twice the amount of courses as in previous year to account for the increase in the number of newly appointed judicial officers.
3.	In response to two public comments received on last year’s proposed revisions to education-related court rules, the committee amended California Rules of Court, rule 10.493 , to add definitions for “e-Learning” and “asynchronous” training.
4.	<p>Implemented recommendations from the Work Group for the Prevention of Discrimination and Harassment to integrate anti-bias education into all major programs and institutes in addition to the Qualifying Ethics 8 Core Course. New products added include:</p> <ul style="list-style-type: none"> • a ten-minute mentor video discussing ethical and unconscious bias issues judges may want to consider when using social media; • a courtroom simulation examining judges’ ethical duties around bias in the courtroom; and • other strategies, tips, and tools.
5.	Used additional funding allocated to the branch to continue expanding resources and training on water law, climate change, and broader environmental issues. Coordinated with experienced faculty, academics, and subject matter experts to develop a plan for an extended curriculum on environmental law to meet the needs of both inexperienced and experienced judicial officers and attorneys. Delivered Science of Water Law podcast, CEQA Overview in-person training, and Water Law in-person training. The length of the in-person water law program was extended to include additional topics including water equity, the intersection between Native Americans and water law, and climate science. Started planning phase for a long-term project of creating a new water law judicial publication.
6.	Added a video on data analytics to the New CEO section of CJER Online’s executive toolkit and replaced the “Ethics Orientation/Conflict of Interest” online course, per the recommendation of the Work Group on New CEO Education.
7.	Implemented Appellate Caseflow Workgroup recommendation by expanding acceptance (number of participants doubled) to the 2023 Appeals Processing Court Clerk Training Institute and assessed educational needs during the Institute.
8.	Implemented recommendations from the Mental Health Implementation Task Force as appropriate.

Collaborative Justice Courts Advisory Committee
Annual Agenda¹—2024
Approved by Executive and Planning Committee: [Date]

I. COMMITTEE INFORMATION

Chair:	Hon. Lawrence G. Brown, Chair, Judge of the Superior Court of Sacramento County
Lead Staff:	Ms. Deanna Adams, Supervising Analyst, Criminal Justice Services Ms. Carrie Zoller, Supervising Attorney, Center for Families, Children & the Courts
<p>Committee’s Charge/Membership:</p> <p>Rule 10.56 (a) of the California Rules of Court states the charge of the Collaborative Justice Courts Advisory Committee, which is to make recommendations to the Judicial Council on criteria for evaluating and improving adult and youth collaborative programs that incorporate judicial supervision, collaboration among justice system partners, or rehabilitative services.</p> <p>Rule 10.56 (b) sets forth additional duties of the committee:</p> <ol style="list-style-type: none"> 1. Make recommendations to the council on best practices and guidelines for collaborative programs; 2. Assess and measure the success of collaborative programs, including assessing and recommending methods for collecting data to evaluate the effectiveness of these programs; 3. Identify and disseminate to trial courts locally generated and nationally recognized best practices for collaborative programs, and training and program implementation activities that support collaborative programs; 4. Recommend to the Center for Judicial Education and Research Advisory Committee minimum judicial education standards on collaborative programs, and educational activities to support those standards; 5. Advise the council of potential funding sources, including those that may advance collaborative programs; 6. Make allocation recommendations regarding Judicial Council-administered grant funding programs that support collaborative programs; and 7. Identify and disseminate appropriate outreach activities needed to support collaborative programs, including but not limited to collaborations with educational institutions, professional associations, and community-based organizations. <p>Rule 10.56 (c) sets forth the membership position of the committee. The Collaborative Justice Courts Advisory Committee currently has 23 members (nine judicial officers, two court administrators, one district attorney, one criminal defense attorney, one law enforcement officer, one</p>	

¹ The annual agenda outlines the work a committee will focus on in the coming year and identifies areas of collaboration with other advisory bodies and the Judicial Council staff resources.

treatment court coordinator, one probation officer, one treatment provider, one treatment court graduate, one representative from the mental health field, one social services representative, one non-profit community organization representative, and two public members). The current committee [roster](#) is available on the committee's web page.

Subcommittees/Working Groups²:

1. Juvenile Subcommittee
2. Mental Health Subcommittee (including the joint subcommittee with the Criminal Law Advisory Committee to review mental health legislation)
3. Veterans in the Court and Military Families Subcommittee
4. Racial Justice Equity and Inclusion Subcommittee (*New*, previous ad hoc workgroup was approved on the 2022 Annual Agenda)

Meetings Planned for 2024³ (Advisory body and all subcommittees and working groups)

Date/Time/Location or Teleconference:

1. Full in-person committee meeting in summer or fall 2024, if possible.
2. Teleconferences every fourth Wednesday of the month.
3. Subcommittee and working group meetings as needed.

Check here if exception to policy is granted by Executive Office or rule of court.

² California Rules of Court, [rule 10.30 \(c\)](#) allows an advisory body to form subgroups, composed entirely of current members of the advisory body, to carry out the body's duties, subject to available resources, with the approval of its oversight committee.

³ Refer to [Operating Standards for Judicial Council Advisory Bodies](#) for governance on in-person meetings.

II. COMMITTEE PROJECTS

#	New or One-Time Projects ⁴	
1.	Project Title: Monitor Opportunities to Enhance the Role of Collaborative Programs in Connecting Participants to Treatment and Rehabilitation Services	Priority⁵ 1 Strategic Plan Goal⁶ IV
<p>Project Summary⁷: This project was initiated in response to courts’ requests for information about opportunities and challenges arising out of state-level changes to mental health, substance use, and other behavioral health service that may impact court administration for collaborative courts and division programs. The committee will monitor state-level changes and, if appropriate, develop informational resources for the courts. State-level changes of particular concern are:</p> <ul style="list-style-type: none"> • The state’s Medi-Cal transformation under California Advancing and Innovating Medi-Cal (CalAIM) and its Justice Involved Initiatives; • Drug Medi-Cal; • The Governor’s forthcoming 2024 ballot initiative, Modernizing Our Behavioral Health System & Building More Mental Health Housing, which would revise the distribution and use of Mental Health Service Act funds, a funding source regularly leveraged by local justice partners to provide services to collaborative court and diversion participants; and • Senate Bill 326 (Stat. 2023, ch. 790), which serves as enacting legislation if the 2024 ballot initiative is approved by voters. <p>Status/Timeline: Ongoing.</p> <p>Fiscal Impact/Resources: This work will be conducted using existing resources and staffing from Criminal Justice Services and Governmental Affairs.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p>		

⁴ All proposed projects for the year must be included on the Annual Agenda. If a project implements policy or is a program, identify it as *implementation* or a *program* in the project description and attach the Judicial Council authorization/assignment or prior approved Annual Agenda to this Annual Agenda.

⁵ For non-rules and forms projects, select priority level 1 (must be done) or 2 (should be done). For rules and forms proposals, select one of the following priority levels: 1(a) Urgently needed to conform to or accurately reflect the law; 1(b) Council or an internal committee has directed the committee to consider new or amended rules and forms; 1(c) Change is urgently needed to remedy a problem that is causing significant cost or inconvenience to the courts or the public; 1(d) Proposal is otherwise urgent and necessary, such as a proposal that would mitigate exposure to immediate or severe financial or legal risk. 2(a) Useful, but not necessary, to implement changes in law; 2(b) Responsive to identified concerns or problems; 2(c) Helpful in otherwise advancing Judicial Council goals and objectives.

⁶ Indicate which goal number of The Strategic Plan for California’s Judicial Branch the project most closely aligns.

⁷ A key objective is a strategic aim, purpose, or “end of action” to be achieved for the coming year.

#	New or One-Time Projects ⁴	
	<p>Internal/External Stakeholders: Local trial courts and justice system partners, California Department of Health Care Services, California Department of Health and Human Services, and County Behavioral Health Directors Association.</p> <p>AC Collaboration: None.</p>	
2.	Project Title: Mental Health Diversion Training	Priority⁵ 1
	<p>Strategic Plan Goal⁶ V</p> <p>Project Summary⁷: Mental health diversion training for courts and their local justice partners held remotely or in-person, subject to travel authorization. This project will support court implementation of new legislation impacting metal health diversion under Penal Code section 1001.36. Senate Bill 317 (Stat. 2021, ch. 599) repealed the restoration process for persons found incompetent to stand trial and who are charged with only misdemeanors or a violation of probation for a misdemeanor and authorized the courts to suspend criminal proceedings and take certain actions, including granting mental health pretrial diversion or dismissing charges. Senate Bill 184 (Stat. 2022, ch. 47) amended competency proceedings and court processes for persons found incompetent to stand trial and who are charged with at least one felony or a violation of probation for a felony and amended mental health pretrial diversion legislation. Senate Bill 1223 (Stat. 2022, ch. 735) and Assembly Bill 1412 (Stat. 2023, ch 687) further amended mental health pretrial diversion legislation by changing eligibility and suitability criteria. Assembly Bill 455 (Stat. 2023, ch. 236) amended mental health pretrial diversion to prohibit a participant from owning or possessing a firearm until they successfully complete diversion. This project will build upon judicial officer training offered under the 2023 Annual Agenda by developing and providing a training program for county teams comprising judicial officers, court staff, and local justice partners supporting mental health diversion.</p> <p>Status/Timeline: Fall 2024.</p> <p>Fiscal Impact/Resources: This work will be supported in part by Department of State Hospitals Interagency Agreement funds and existing resources and staffing from Criminal Justice Services.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Local trial courts and justice system partners, California Department of State Hospitals, and County Behavioral Health Directors Association.</p>	

#	New or One-Time Projects ⁴	
	<i>AC Collaboration:</i> None.	
3.	Project Title: Update Standards of Judicial Administration	Priority⁵ 2
	Strategic Plan Goal⁶ IV	
	<p>Project Summary⁷: This project seeks to update the Standards of Judicial Administration, standard 4.10 (Guidelines for diversion drug court programs), to better address judicial leadership and court responses impacting collaborative justice courts and diversion programs. The amendments would seek to (1) update the scope of standard 4.10 to more accurately align with the evolution of collaborative courts, and (2) updated the reference to national drug court standards to ensure standard 4.10 reflects current national treatment court best practices. This project would additionally seek the creation of a new standard of judicial administration focused on the role of courts in advising court users that certain provisions of the law are specifically designed for individuals who have active duty or veteran status and mechanisms to inform the court of their military status to the courts.</p> <p>Status/Timeline: A proposal will be developed for submission to the Rules Committee in Fall 2024.</p> <p>Fiscal Impact/Resources: Criminal Justice Services staff will prepare the proposal for the committee.</p> <p><input type="checkbox"/> This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</p> <p>Internal/External Stakeholders: Local trial courts and justice system partners.</p> <p>AC Collaboration: Rules Committee.</p>	
4.	Project Title: Juvenile Collaborative Court Resource Repository	Priority⁵ 1
	Strategic Plan Goal⁶ 1, IV	
	<p>Project Summary⁷: Create a repository of resources available for juvenile collaborative courts to help them start or improve their collaborative courts. Resource materials will be developed based on program manuals and other materials currently in use, as well as available research on effective practices, such as the Office of Juvenile Justice and Delinquency Prevention’s Juvenile Drug Treatment Court Guidelines. This project was begun as part of the 2023 annual agenda and is currently in progress.</p>	

New or One-Time Projects⁴

Status/Timeline: Winter 2024.

Fiscal Impact/Resources: This work will be conducted using existing resources and staffing from Center for Families, Children & the Courts.

This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.

Internal/External Stakeholders: None.

AC Collaboration: None.

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#	Ongoing Projects and Activities ⁴	
1.	Project Title: Substance Abuse Focus Grant Allocations	Priority⁵ 1
	Strategic Plan Goal⁶ IV	
<p>Project Summary⁷: Implement the directives of the Judicial Council to allocate and administer the Collaborative Justice Substance Abuse Focus Grant (SAFG), a legislatively mandated grant program, distributing funds from the State budget that are earmarked for collaborative and drug court projects that support local collaborative justice and drug courts throughout California, as well as supplementing dependency drug courts with federal funding from the Court Improvement Project.</p> <ul style="list-style-type: none"> • Report to the Judicial Council on grant activities. • Recommend to the Judicial Council grant allocations to local courts based on the Judicial Council approved allocation methodology. • Review biannual reports regarding funding distribution, invoicing, budgets, and deliverables reports from local courts. • Recommend methods of allocation and grants administration, if needed, for next annual funding cycle. <p>Status/Timeline: Ongoing.</p> <p>Fiscal Impact/Resources: Funded through external earmarked funding for collaborative and drug courts. Resources include council staff from the Judicial Council’s Budget Services and Branch Accounting and Procurement.</p> <p><input checked="" type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Local courts, collaborative court coordinators, and California Association of Youth Courts.</p> <p>AC Collaboration: None.</p>		
2.	Project Title: Parolee Reentry Court Grant Allocations	Priority⁵ 1
	Strategic Plan Goal⁶ IV	
<p>Project Summary⁷: Continue the work of the Parolee Reentry Court program that distributes approximately \$1.1 million from the California Department of Corrections and Rehabilitation (CDCR) through the Judicial Council to six parolee reentry courts. Funding for</p>		

#	Ongoing Projects and Activities⁴	
	<p>the project is reevaluated annually by CDCR. This project involves the identification of potential longer term, ongoing funding to assist parolee reentry courts in program planning in future years.</p> <p>Status/Timeline: Current funding will expire June 30, 2024.</p> <p>Fiscal Impact/Resources: Resources include council staff from the Judicial Council’s Budget Services and Branch Accounting and Procurement.</p> <p><input checked="" type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Local courts.</p> <p>AC Collaboration: None.</p>	
3.	<p>Project Title: Byrne State Crisis Intervention Program Allocation</p>	<p>Priority⁵ 1</p> <p>Strategic Plan Goal⁶ IV</p>
<p>Project Summary⁷: Make recommendations for the allocation and administration of the Byrne State Crisis Intervention Program (Byrne SCIP). Byrne SCIP provides federal funding for the creation and/or implementation of specialized court-based programs, such as drug courts, mental health courts, and veterans treatment courts that address the behavioral health needs of individuals likely to commit or become victims of gun violence. Byrne SCIP funding will be awarded annually over a four-year program period and will allow the Judicial Council to provide funding, training, and technical assistance to local courts. This funding is authorized by the Bipartisan Safer Communities Supplemental Appropriations Act, 2022 (Pub. L. No. 117- 159, 136 Stat. 1313, 1339); 28 U.S.C. 530C.</p> <p>Status/Timeline: Ongoing.</p> <p>Fiscal Impact/Resources: Approximately \$15 million will be allocated to the courts and Judicial Council to implement the program. Resources include council staff from Criminal Justice Services, Budget Services, and Branch Accounting and Procurement.</p> <p><input checked="" type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p>		

#	Ongoing Projects and Activities⁴	
	<p>Internal/External Stakeholders: Local courts and the California Board of State and Community Corrections.</p> <p>AC Collaboration: None.</p>	
4.	<p>Project Title: Assist Local Courts with Obtaining Funding and In-Kind Assistance for Local Collaborative Programs, such as Federal or State Grants or Ongoing Funding</p>	<p>Priority⁵ 1</p>
	<p>Project Summary⁷: Distribute information on grants and other funding opportunities and assist local courts, upon their request, to obtain funding and other assistance for local collaborative programs.</p> <ul style="list-style-type: none"> • Identify funding and support efforts to increase funding for courts in collaboration with partners that may include, but are not limited to, the California State Legislature, Substance Abuse and Mental Health Services Administration, Office of Juvenile Justice and Delinquency Prevention, Juvenile Court Improvement Program, and the Bureau of Justice Assistance to support existing and planned collaborative courts. • Assist local courts in identifying appropriate federal grant opportunities and preparing applications for funding of collaborative programs through the federal funding cycle. • Share findings from collaborative court outcome and cost studies, as well as compiled reports and studies from local collaborative courts, with collaborative court coordinators in quarterly meetings to assist courts in seeking local, federal, and private funding. • Explore and pursue potential avenues for permanent funding, including the potential submission of a Budget Change Proposal, and encourage the expansion of local treatment and evaluation capacity, as appropriate. <p>Status/Timeline: Ongoing.</p> <p>Fiscal Impact/Resources: Increases funding for local courts.</p> <p>☒ <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Local trial courts and justice system partners, California Association of Collaborative Courts, California Association of Youth Courts, National Center for State Courts, and Center for Justice Innovation.</p> <p>AC Collaboration: None.</p>	

#	Ongoing Projects and Activities ⁴	
5.	Project Title: Mental Health: Identify Priority Issues and Best Practices	Priority⁵ 1
<p data-bbox="195 326 1980 440">Project Summary⁷: Identify priority policy issues and best practices for improving court responses to individuals with mental illness in the court system through legislation tracking, continued support for education, research, and the improved dissemination of information as outlined below.</p> <ul data-bbox="254 448 1980 919" style="list-style-type: none"> • Track and review proposed legislation that impacts mental health in adult criminal, family law, dependency, and juvenile justice cases; identify emerging mental health legislation, policies, and best practices in areas such as competency restoration, diversion, and conservatorship cases to advocate for improvements, as appropriate. • Track, review, and comment, as appropriate, on all proposed rules and regulations of State departments and agencies that relate to individuals with mental illness who become court involved. • Continue to support education, research, and the improved dissemination of information, including increasing the accessibility and relevancy of mental health resources on the California Courts website, and identify training and program implementation needs that support collaborative programs. • Assist in identifying emerging issues and needs for litigants with mental illness, such as accommodation needs, issues related to incompetence to stand trial, informed consent, confidentiality, accessing services, and serving veterans and military families. • Identify opportunities for collaboration with mental health stakeholders, programs, and initiatives (e.g., Stepping Up Initiative and Words to Deeds). <p data-bbox="195 971 554 1008">Status/Timeline: Ongoing.</p> <p data-bbox="195 1052 1394 1089">Fiscal Impact/Resources: This work will be conducted using existing resources and staffing.</p> <p data-bbox="195 1097 1980 1179"><input type="checkbox"/> This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</p> <p data-bbox="195 1219 1461 1256">Internal/External Stakeholders: Local courts and California Association of Collaborative Courts.</p> <p data-bbox="195 1300 537 1338">AC Collaboration: None.</p>		

#	Ongoing Projects and Activities ⁴	
6.	Project Title: Juvenile Collaborative Justice Courts: Identify Priority Issues and Best Practices	Priority⁵ 1 Strategic Plan Goal⁶ IV
<p>Project Summary⁷: Identify priority policy issues and best practices regarding juvenile collaborative justice courts in areas such as juvenile mental health courts, truancy, youth courts, trafficking, girls’ court, and delinquency and family treatment courts. Continue work in support of youth and peer courts, including holding the annual Youth Summit in partnership with the California Association of Youth Courts, and providing local assistance to courts seeking to implement or improve their peer court.</p> <ul style="list-style-type: none"> • Continue to provide subject matter expertise and guidance by developing and maintaining updates of briefing papers on evidence-based practices on assessments, juvenile collaborative courts, and human trafficking. • Create webinars and other online education that will assist judicial officers, court staff, attorneys, and others working in juvenile collaborative courts. • Support local efforts to provide appropriate mental health screenings, access services, and medication assessments. • Consult with Family and Juvenile Law Advisory Committee on ways juvenile collaborative courts can help meet the needs of the juvenile court. • Continue to provide subject matter expertise on educational and training programs that focus on substance use disorders and enhanced educational support in delinquency and dependency cases. • Assist in branch coordination efforts to address permanency for children in foster care by providing subject matter expertise and guidance to promote and expand the use of Family Treatment Courts as a best practice model. • Provide education and technical assistance in the area of the needs of homeless youth. • Provide subject matter expertise to the National Center for Youth Law for their work developing juvenile mental health related bench guides, information sheets, and webinars on accessing services. • Consult with youth and those with lived experience in identifying priorities and development of tools and resources. <p>Status/Timeline: Ongoing.</p> <p>Fiscal Impact/Resources: This work will be conducted using existing resources and staffing.</p> <p><input type="checkbox"/> This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</p>		

#	Ongoing Projects and Activities⁴	
	<p>Internal/External Stakeholders: Local courts, California Association of Collaborative Courts, National Center for Youth Law, and California Association of Youth Courts.</p> <p>AC Collaboration: Family and Juvenile Law Advisory Committee.</p>	
7.	Project Title: Veterans and Military Families: Identify Priority Issues and Best Practices	Priority⁵ 1
	<p>Strategic Plan Goal⁶ IV</p> <p>Project Summary⁷: Identify priority policy issues and best practices regarding Veterans and Military Families in areas such as legislation tracking and continued support for the Veterans Treatment Court Strategic plan developed in coordination with the Center for Court Innovation and the California Association of Collaborative Courts.</p> <ul style="list-style-type: none"> • Review, track, and provide comment on legislation that impacts veterans treatment courts and involve veterans and military families, as appropriate. • Leverage judicial education programs to disseminate training materials, resources, and education job aids to assist judges, court staff, and veterans’ stakeholders to better serve justice involved veterans and military families. • Continue to support the improved dissemination of information relevant to veterans and military families by updating the Veterans Treatment Courts webpage on the California Courts website. • Update and review Veterans Treatment Courts roster to ensure accuracy of information. • Coordinate with system partners including, American Bar Association, the State Bar, California Lawyers Association, United States Department of Veterans Affairs (VA), California Department of Veterans Affairs (CalVet), local veterans agencies, veterans advocacy and affinity groups, and homeless groups to follow trends and developments regarding court-involved veterans and military families, and to seek opportunities to collaborate in providing education and resources to court staff and partners. <p>Status/Timeline: Ongoing.</p> <p>Fiscal Impact/Resources: This work will be conducted using existing resources and staffing.</p> <p><input type="checkbox"/> This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</p>	

#	Ongoing Projects and Activities⁴	
	<p>Internal/External Stakeholders: Local courts, California Association of Collaborative Courts, California Judges Association, and Center for Justice Innovation.</p> <p>AC Collaboration: None.</p>	
8.	<p>Project Title: Conduct Multidisciplinary Education to Support Effective Practices and Beneficial Outcomes in Collaborative Programs; Identify and Distribute Information on New or Pending Policy Changes</p>	<p>Priority⁵ 1</p> <p>Strategic Plan Goal⁶ V</p>
	<p>Project Summary⁷: Continue to develop and execute educational and training programs that support the development of effective practices and beneficial outcomes in collaborative programs. Outreach activities may include notifying collaborative programs of policy changes that may be of impact (mental health or competency issues, diversion, or human trafficking, etc.) and identifying promising practices developed in response to the changes. Educational and training activities include developing educational recommendations and assisting in the implementation of judicial and multi-disciplinary education curricula in areas related to collaborative justice.</p> <ul style="list-style-type: none"> • Continue to collaborative with justice system partners on training activities. Partners may include, but are not limited to, California Association of Collaborative Courts (CACC), California Lawyers Association, the Council of State Governments (CSG) Justice Center, County Behavioral Health Director Association (CBHDA), Council of Criminal Justice and Behavioral Health (CCJBH), All Rise (formerly the National Association of Drug Court Professionals), National Drug Court Institute Justice for Vets, the California Association of Youth Courts (CAYC), the Department of Veterans Affairs, California Judges Association (CJA), Center for Justice Innovation, and the American Bar Association (ABA) Commission on Homelessness and Poverty, and ABA Judicial Committee on Human Trafficking. • Continue to work with the CJER Advisory Committee to make recommendations for and assist in the implementation of judicial and multidisciplinary education curricula in the area of collaborative justice. This includes providing guidance to committee staff regarding the preparation of collaborative justice-related educational toolkits and job aids and identification of faculty. • Continue to distribute information on effective practices through regular webinars, and hosting listservs for collaborative court and mental health professionals. <p>Status/Timeline: Ongoing.</p>	

#	Ongoing Projects and Activities⁴	
	<p>Fiscal Impact/Resources: Provides distance and in-person education for local courts at a reduced cost; provides information regarding effective/efficient court practices to reduce case processing costs and recidivism. Resources include council staff from Public Affairs and CJER.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Local courts, California Association of Collaborative Courts, California Judges Association, All Rise (formerly the National Association of Drug Court Professionals), and Center for Justice Innovation.</p> <p>AC Collaboration: None.</p>	
9.	<p>Project Title: Report to the Judicial Council on Improving Equity and Inclusion in Collaborative Programs, and Recommendations on Priority Policy Areas for Addressing Equity Efforts and Challenges Across California’s Collaborative Programs</p>	<p>Priority⁵ 1</p> <p>Strategic Plan Goal⁶ I, V</p>
	<p>Project Summary⁷: The Collaborative Justice Courts Advisory Committee (CJCAC) convened an ad hoc working group in 2022 to identify best practices and priority policy areas for improving equity within collaborative programs. The working group began developing a report to the Judicial Council, as approved under its 2023 Annual Agenda. The committee will conclude the drafting of the report, which will include recommendations for improving equity, inclusion, access, and outcomes in collaborative programs.</p> <p>Status/Timeline: Final report to be submitted in 2024.</p> <p>Fiscal Impact/Resources: This work will be conducted using existing resources and staffing from Criminal Justice Services.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Advisory Committee on Providing Access and Fairness and local courts.</p> <p>AC Collaboration: None.</p>	

III. LIST OF 2023 PROJECT ACCOMPLISHMENTS

#	Project Highlights and Achievements
1.	Administered the Collaborative Justice Substance Abuse Focus Grant and the Dependency Drug Court Augmentation. Recommended a new allocation formula based on population to the Judicial Council, which adopted the recommendation.
2.	Youth Courts: With the California Association of Collaborative courts, held the in-person 2023 Annual Youth Court Summit. With the theme “Justice 101” this virtual three-day convening featured sessions designed to improve youth courts, including workshops on youth court models, substance use disorders, restorative justice, and bias.
3.	Provided guidance on the development of new juvenile mental health webinars, bench cards and bench guides posted on the Mental Health webpage of the California Court’s website.
4.	Hosted an in-person training for judicial officers on recent amendments to mental health diversion legislation that included a hybrid session to accomodate remote attendees focused on diversion in cases moving through the competence to stand trial process. The training reached approximately 40 judicial officers from 13 counties and the Temporary Assigned Judges Program.
5.	Training for competence to stand trial evaluators: Hosted a hybrid training for current and prospective evaluators used by courts in competence to stand trial proceedings. The November 2023 training reached over 380 attendees joining both in-person and remotely.
6.	Conducted three quarterly virtual meetings for collaborative court coordinators where participants discussed best practices used in local programs and identified solutions to local challenges arising out of policy changes and other impacts to collaborative programs. Over 120 participants attended these meetings.
7.	<p>In partnership with the California Association of Collaborative Courts, hosted five sessions at the association’s 2023 Conference:</p> <ul style="list-style-type: none"> • Plenary session: Placing in Context: New Laws Involving Veterans and Their Families. • Plenary session: Equity and Inclusion. • Breakout session: Homeless Court Programs: Best Practices for the Implementation of a Provider-Centered Model and Tools for the Transition of an Existing Program to a Provider-Centered Model. • Breakout session: Developing and Strengthening your Court Action Plan to Improve Racial Equity and Inclusion in Collaborative Courts; California Collaborative Court Data Improvement Project. • A series of Reentry Simulation workshops.

Court Facilities Advisory Committee
Annual Agenda¹—2024

Approved by Executive and Planning Committee: [Date]

I. COMMITTEE INFORMATION

Chair:	Hon. Brad R. Hill, Administrative Presiding Justice, Court of Appeal, Fifth Appellate District
Lead Staff:	Ms. Pella McCormick, Director, Facilities Services Mr. Chris Magnusson, Facilities Supervisor, Facilities Services
Committee's Charge/Membership: Rule 10.62 of the California Rules of Court states the charge of the Court Facilities Advisory Committee (CFAC), which is to make recommendations to the Judicial Council concerning the judicial branch capital program for the trial and appellate courts. Rule 10.62(b) sets forth the membership position of the committee. The CFAC currently has 19 members. The current committee roster is available on the committee's web page.	
Subcommittees/Working Groups²: 1. Courthouse Cost Reduction Subcommittee 2. Independent Outside Oversight Consultant Subcommittee 3. Subcommittee on Courthouse Names	
Meetings Planned for 2024³ (Advisory body and all subcommittees and working groups) No meetings are planned at this time.* *Please note: Historically, the committee has met on an ad hoc basis. This trend will continue within the 2024 calendar year, and the committee/its subcommittees is expected to meet approximately five times. <input type="checkbox"/> Check here if exception to policy is granted by Executive Office or rule of court.	

¹ The annual agenda outlines the work a committee will focus on in the coming year and identifies areas of collaboration with other advisory bodies and the Judicial Council staff resources.

² California Rules of Court, rule 10.30 (c) allows an advisory body to form subgroups, composed entirely of current members of the advisory body, to carry out the body's duties, subject to available resources, with the approval of its oversight committee.

³ Refer to [Operating Standards for Judicial Council Advisory Bodies](#) for governance on in-person meetings.

II. COMMITTEE PROJECTS

#	New or One-Time Projects ⁴	
1.	Project Title Judicial Branch Five-Year Infrastructure Plan for Fiscal Year (FY) 2025–26	Priority⁵ 1 Strategic Plan Goal⁶ VI
<p>Project Summary⁷: Review of the <i>Judicial Branch Five-Year Infrastructure Plan</i> for FY 2025–26, which forms the basis for trial and appellate court capital outlay project funding requests for the upcoming and outlying fiscal years. Submit a recommendation for Judicial Council consideration on the five-year plan’s submission to the California Department of Finance (DOF).</p> <p>Status/Timeline: The five-year plan is proposed for the July 2024 Judicial Council meeting and due in August 2024 to the DOF.</p> <p>Fiscal Impact/Resources: Coordination through lead staff to the committee with input from the Judicial Council’s offices of Facilities Services, Budget Services, and Legal Services.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Trial and appellate courts; justice partners; DOF; Legislature; and Office of Governor.</p> <p>AC Collaboration: Judicial Branch Budget Committee and Executive and Planning Committee.</p>		

⁴ All proposed projects for the year must be included on the Annual Agenda. If a project implements policy or is a program, identify it as *implementation* or a *program* in the project description and attach the Judicial Council authorization/assignment or prior approved Annual Agenda to this Annual Agenda.

⁵ For non-rules and forms projects, select priority level 1 (must be done) or 2 (should be done). For rules and forms proposals, select one of the following priority levels: 1(a) Urgently needed to conform to or accurately reflect the law; 1(b) Council or an internal committee has directed the committee to consider new or amended rules and forms; 1(c) Change is urgently needed to remedy a problem that is causing significant cost or inconvenience to the courts or the public; 1(d) Proposal is otherwise urgent and necessary, such as a proposal that would mitigate exposure to immediate or severe financial or legal risk. 2(a) Useful, but not necessary, to implement changes in law; 2(b) Responsive to identified concerns or problems; 2(c) Helpful in otherwise advancing Judicial Council goals and objectives.

⁶ Indicate which goal number of [The Strategic Plan for California’s Judicial Branch](#) the project most closely aligns.

⁷ A key objective is a strategic aim, purpose, or “end of action” to be achieved for the coming year.

#	New or One-Time Projects ⁴	
2.	Project Title Update to the California Trial Court Facilities Standards	Priority⁵ 1 Strategic Plan Goal⁶ VI
<p>Project Summary⁷: Review of the updated <i>California Trial Court Facilities Standards</i>, which define the minimum space and the functional, technical, and security requirements for the design of new court facilities in the state of California. Updated facilities standards are necessary, as they reflect best practices and successful solutions as the basis for design and construction of functional, durable, maintainable, efficient, and secure contemporary court facilities. Submit a recommendation for Judicial Council consideration to adopt the updated facilities standards from the latest 2020 version.</p> <p>Status/Timeline: Judicial Council Facilities Services proposes to update the facilities standards on a three-year cycle to incorporate building code and other code updates. The update to the facilities standards from the 2020 version will be reviewed by the CFAC in early 2024 and is proposed for the July or September 2024 Judicial Council meeting.</p> <p>Fiscal Impact/Resources: Coordination through lead staff to the committee with input from the Judicial Council’s offices of Facilities Services, Budget Services, and Legal Services.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Trial courts; justice partners; DOF; and State Public Works Board.</p> <p>AC Collaboration: Information Technology Advisory Committee, Court Security Advisory Committee, and Executive and Planning Committee.</p>		

# Ongoing Projects and Activities ⁴					
1.	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 75%;">Project Title Judicial Branch Courthouse Construction Projects</td> <td style="width: 25%; text-align: center;">Priority⁵ 1</td> </tr> <tr> <td colspan="2" style="text-align: center;">Strategic Plan Goal⁶ VI</td> </tr> </table> <p>Project Summary⁷: Review of Judicial Council-approved new courthouse construction and renovation projects in relation to available construction program budget. Submit recommendations for Judicial Council consideration on how projects should proceed with available project budgets.</p> <p>Status/Timeline: Ongoing.</p> <p>Fiscal Impact/Resources: Coordination through lead staff to the committee with input from the Judicial Council’s offices of Facilities Services, Budget Services, and Legal Services.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Trial and appellate courts; justice partners; DOF; and State Public Works Board.</p> <p>AC Collaboration: Judicial Branch Budget Committee and Courthouse Cost Reduction Subcommittee.</p>	Project Title Judicial Branch Courthouse Construction Projects	Priority⁵ 1	Strategic Plan Goal⁶ VI	
Project Title Judicial Branch Courthouse Construction Projects	Priority⁵ 1				
Strategic Plan Goal⁶ VI					
2.	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 75%;">Project Title Recommendations of the Independent Oversight Consultant (IOC)</td> <td style="width: 25%; text-align: center;">Priority⁵ 1</td> </tr> <tr> <td colspan="2" style="text-align: center;">Strategic Plan Goal⁶ VI</td> </tr> </table> <p>Project Summary⁷: Review and monitor implementation of IOC recommendations.</p> <p>Status/Timeline: Ongoing.</p> <p>Fiscal Impact/Resources: Coordination through lead staff to the committee with input from the Judicial Council’s offices of Facilities Services, Budget Services, and Legal Services.</p> <p><input type="checkbox"/> <i>The project includes allocations or distributions of funds to the courts, which have been reviewed and approved by Budget Service.</i></p> <p>Internal/External Stakeholders: Trial and appellate courts and justice partners.</p> <p>AC Collaboration: Independent Outside Oversight Consultant Subcommittee.</p>	Project Title Recommendations of the Independent Oversight Consultant (IOC)	Priority⁵ 1	Strategic Plan Goal⁶ VI	
Project Title Recommendations of the Independent Oversight Consultant (IOC)	Priority⁵ 1				
Strategic Plan Goal⁶ VI					

# Ongoing Projects and Activities ⁴					
3.	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 75%;">Project Title Courthouse Construction Project Cost Reductions</td> <td style="width: 25%; text-align: center;">Priority⁵ 1</td> </tr> <tr> <td colspan="2" style="text-align: center;">Strategic Plan Goal⁶ VI</td> </tr> </table> <p>Project Summary⁷: Oversight of reductions to courthouse project costs. Submit recommendations as needed for Judicial Council consideration.</p> <p>Status/Timeline: Ongoing.</p> <p>Fiscal Impact/Resources: Coordination through lead staff to the committee with input from the Judicial Council’s offices of Facilities Services, Budget Services, and Legal Services.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Trial and appellate courts; justice partners; DOF; and State Public Works Board.</p> <p>AC Collaboration: Courthouse Cost Reduction Subcommittee.</p>	Project Title Courthouse Construction Project Cost Reductions	Priority⁵ 1	Strategic Plan Goal⁶ VI	
Project Title Courthouse Construction Project Cost Reductions	Priority⁵ 1				
Strategic Plan Goal⁶ VI					
4.	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 75%;">Project Title Judicial Branch Capital Program Funding</td> <td style="width: 25%; text-align: center;">Priority⁵ 1</td> </tr> <tr> <td colspan="2" style="text-align: center;">Strategic Plan Goal⁶ VI</td> </tr> </table> <p>Project Summary⁷: Coordinate with the Judicial Council and its Judicial Branch Budget Committee and Executive and Planning Committee to provide funding for the Judicial Branch Capital Program. Submit recommendations as needed for Judicial Council consideration.</p> <p>Status/Timeline: Ongoing.</p> <p>Fiscal Impact/Resources: Coordination through lead staff to the committee with input from the Judicial Council’s offices of Facilities Services, Budget Services, Legal Services, and Governmental Affairs.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Trial and appellate courts; justice partners; DOF; Legislature; and Office of Governor.</p> <p>AC Collaboration: Judicial Branch Budget Committee and Executive and Planning Committee.</p>	Project Title Judicial Branch Capital Program Funding	Priority⁵ 1	Strategic Plan Goal⁶ VI	
Project Title Judicial Branch Capital Program Funding	Priority⁵ 1				
Strategic Plan Goal⁶ VI					

#	Ongoing Projects and Activities ⁴	
5.	Project Title Additional Funding for Existing Courthouse Operations, Maintenance, and Facility Modifications	Priority⁵ 1 Strategic Plan Goal⁶ VI
<p>Project Summary⁷: Coordinate with the Judicial Council and its Trial Court Facility Modification Advisory Committee to seek additional funding for existing courthouse operations, maintenance, and facility modifications.</p> <p>Status/Timeline: Ongoing.</p> <p>Fiscal Impact/Resources: Coordination through lead staff to the committee with input from the Judicial Council’s offices of Facilities Services, Budget Services, and Legal Services.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Trial and appellate courts; justice partners; DOF; Legislature; and Office of Governor.</p> <p>AC Collaboration: Judicial Branch Budget Committee and Trial Court Facility Modification Advisory Committee.</p>		
6.	Project Title Courthouse of the Future	Priority⁵ 1 Strategic Plan Goal⁶ VI
<p>Project Summary⁷: Review of how the courthouse of the future will be different including pandemic <i>lessons learned</i>, the hybrid courtroom and Digital Court, and applicability to future capital projects. Submit recommendations as needed for Judicial Council consideration.</p> <p>Status/Timeline: Ongoing.</p> <p>Fiscal Impact/Resources: Coordination through lead staff to the committee with input from the Judicial Council’s offices of Facilities Services, Budget Services, and Legal Services.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Trial and appellate courts; justice partners; DOF; Legislature; and Office of Governor.</p> <p>AC Collaboration: Information Technology Advisory Committee, Data Analytics Advisory Committee, and Courthouse Cost Reduction Subcommittee.</p>		

III. LIST OF 2023 PROJECT ACCOMPLISHMENTS

#	Project Highlights and Achievements
1.	Ongoing: Review of Judicial Council-approved new courthouse construction and renovation projects in relation to available construction program budget and recommend how to proceed.
2.	Ongoing: Review and monitor implementation of IOC recommendations.
3.	Ongoing: Oversight of reductions to courthouse project costs.
4.	Ongoing: Coordinate with the Judicial Council and its Judicial Branch Budget Committee and Executive and Planning Committee to provide funding for the Judicial Branch Capital Program.
5.	Ongoing: Coordinate with the Judicial Council and its Trial Court Facility Modification Advisory Committee to seek additional funding for existing courthouse operations, maintenance, and facility modifications.
6.	Ongoing: Review how the courthouse of the future will be different including pandemic <i>lessons learned</i> , the hybrid courtroom and Digital Court, and applicability to future capital projects.
7.	Completed: On March 22, 2023, the CFAC discussed the need for an update to the <i>California Trial Court Facilities Standards</i> and created a workgroup to assist Facilities Services with incorporating code revisions and evaluating lessons learned in the draft update to be prepared for future CFAC review and distribution for public comments.
8.	<p>Completed: On March 22, 2023, the CFAC reviewed capital projects proposed in the draft <i>Judicial Branch Five-Year Infrastructure Plan for Fiscal Year 2024–25</i>, determining the following:</p> <ul style="list-style-type: none"> • The Lake–New Clearlake Courthouse project is removed from the plan and referred to Facilities Services to work with the Superior Court of Lake County to consider an array of alternatives to produce an outcome of improved service in Clearlake. • Facilities Services provide rescoping or site alternatives for the Placer–New Tahoe Area Courthouse project by June 2023. • Facilities Services work with Superior Court of Los Angeles County leadership to determine how the Los Angeles Superior Court Plan is to be leveraged for efficiencies of their current centralized service model.
9.	Completed: On March 24, 2023, the Judicial Council adopted the <i>Building Official Policy</i> . The policy sets forth the role, responsibilities, and qualifications of the council’s Building Official and establishes the process for appeal of the Building Official’s determinations. In November/December 2022, the CFAC and Trial Court Facility Modification Advisory Committee (TCFMAC) jointly reviewed the policy and directed its submission to the council for adoption.

#	Project Highlights and Achievements
10.	Completed: On March 24, 2023, the Judicial Council adopted the <i>California Environmental Quality Action Objectives, Criteria, and Procedures</i> . The policy was developed for the Judicial Council to ensure it considers potentially significant environmental impacts of its projects as required by the California Environmental Quality Act (CEQA), and to inform Judicial Council staff how to implement CEQA and other environmental regulatory requirements within the project schedule, acquisition, contracting, design, construction, and operation processes. In November/December 2022, the CFAC and TCFMAC jointly reviewed the policy and directed its submission to the council for adoption.
11.	Completed: On May 19, 2023, for the shelled space buildout for a new judgeship courtroom in the existing Stockton Courthouse, the CFAC’s Courthouse Cost Reduction Subcommittee reviewed and approved the 100 Percent Design Development drawings/report for the courtroom buildout project to move forward to the State Public Works Board (SPWB) for approval of Preliminary Plans.
12.	Completed: On June 2, 2023, for the shelled space buildout for a new judgeship courtroom in the existing Kings County Courthouse, the CFAC’s Courthouse Cost Reduction Subcommittee reviewed and approved the 100 Percent Design Development drawings/report for the courtroom buildout project to move forward to the SPWB for approval of Preliminary Plans.
13.	Completed: On June 12, 2023, the CFAC’s Subcommittee on Courthouse Names reviewed a revision to the Judicial Council’s <i>Courthouse Naming Policy</i> . Changes over time necessitated an update to the policy since it was adopted by the Judicial Council in 2014. The subcommittee directed its posting for a two-week court/public comment period and recommended the council approve the draft revised policy, subject to concurrence of the full CFAC including public comments review.
14.	Completed: On June 12, 2023, the CFAC’s Subcommittee on Courthouse Names reviewed the request from the Fourth District Court of Appeal, Division Three, to name the existing Fourth Appellate District Courthouse in the City of Santa Ana after Cruz Reynoso, former Associate Justice of the Supreme Court of California. The subcommittee recommended the Judicial Council approve the naming request, subject to conformance to the revised <i>Courthouse Naming Policy</i> (described above) and concurrence of the full CFAC.
15.	Completed: On June 27, 2023, the CFAC reviewed and approved the draft <i>Judicial Branch Five-Year Infrastructure Plan for Fiscal Year 2024–25</i> for submission to the Judicial Council for approval and submission to DOF, including the change to the capital project for the Superior Court of Placer County from new construction to a renovation of the existing courthouse building in Tahoe City to move it forward for request of initial funding for an acquisition/study phase in FY 2024–25. This five-year plan for trial and appellate court capital outlay projects forms the basis for capital project funding requests for the upcoming and outlying fiscal years. Subsequently, the five-year plan for FY 2024–25 was forwarded to the council, who approved it on July 21, 2023, and directed its submission to DOF to meet the deadline of July 31, 2023.

#	Project Highlights and Achievements
16.	Completed: On June 27, 2023, for the New San Luis Obispo Courthouse project, the CFAC reviewed and approved the site selection of two downtown San Luis Obispo sites—the preferred Kimball Property site and alternate Existing Courthouse Property site—for submission to the SPWB and for the project to return for future review/approval of site acquisition.
17.	Completed: On June 27, 2023, for the Lake–New Lakeport Courthouse project, the CFAC reviewed and approved the 100 Percent Schematic Design for the project to proceed with Design Development.
18.	Completed: On June 27, 2023, CFAC reviewed and approved a revision to the Judicial Council’s <i>Courthouse Naming Policy</i> for submission to the council for approval, based on the recommendation from its Subcommittee on Courthouse Names and including public comments review. Subsequently, the policy was forwarded to the council, who approved it on July 21, 2023.
19.	Completed: On July 14, 2023, for the shelled space buildout for a new judgeship courtroom in the existing Sutter County Courthouse, the CFAC’s Courthouse Cost Reduction Subcommittee reviewed and approved the 100 Percent Design Development drawings/report for the courtroom buildout project to move forward to the SPWB for approval of Preliminary Plans.
20.	Completed: On July 28, 2023, the CFAC affirmed its recommendation from its Subcommittee on Courthouse Names that the Fourth District Court of Appeal, Division Three’s request to name the existing Fourth Appellate District Courthouse in the City of Santa Ana after Cruz Reynoso, former Associate Justice of the Supreme Court of California, be submitted to the Judicial Council for approval based on its conformance to the revised <i>Courthouse Naming Policy</i> adopted by the council in July 2023. Subsequently, on September 19, 2023, the naming request was forwarded to the council, who approved naming the existing appellate courthouse in the City of Santa Ana as the “Cruz Reynoso Courthouse.”
21.	Completed: On August 11, 2023, the CFAC’s Subcommittee on Courthouse Names reviewed the requests to name the superior courthouse under construction in downtown Sacramento after its location, after former Chief Justice of California, Tani Cantil-Sakauye, or after former Sacramento Court Judge and Court Executive Officer, Lloyd George Connelly, Jr., determining the following with respect to a two-step process: <ol style="list-style-type: none"> <li data-bbox="191 1198 1967 1235">1. The superior courthouse under construction in downtown Sacramento should be named; and <li data-bbox="191 1235 1967 1312">2. For recommendation to the full CFAC, the new courthouse should be named after former Chief Justice of California, Tani Cantil-Sakauye.
22.	Completed: On August 24, 2023, the CFAC affirmed its recommendation from its Subcommittee on Courthouse Names that the new courthouse should be named after former Chief Justice of California, Tani Cantil-Sakauye, for submission to the Judicial Council for approval. Subsequently, on September 19, 2023, the naming request was forwarded to the council, who approved naming the new courthouse under construction in downtown Sacramento as the “Tani Cantil-Sakauye Sacramento County Courthouse.”

#	Project Highlights and Achievements
23.	Completed: On September 25, 2023, for the Monterey–New Fort Ord Courthouse project, the CFAC reviewed and approved the site acquisition of a five-acre parcel on the Main Gate site in the city of Seaside for submission to the SPWB for review and approval.
24.	Completed: On September 25, 2023, for the New Solano Hall of Justice (Fairfield) project, the CFAC reviewed and approved the site selection of two downtown Fairfield sites—the preferred Existing Hall of Justice site and alternate Old Solano Courthouse Parking Lot site—for submission to the SPWB and for the project to return for future review/approval of site acquisition.
25.	Completed: On September 25, 2023, for the New Fresno Courthouse project, the CFAC reviewed and approved the site selection of two downtown Fresno sites—the preferred Courthouse Park–Fresno Street site and alternate Courthouse Park–Van Ness Avenue site—for submission to the SPWB and for the project to return for future review/approval of site acquisition.

Trial Court Facility Modification Advisory Committee
Annual Agenda¹—2024
Approved by Executive and Planning Committee: [TBD]

I. COMMITTEE INFORMATION

Chair:	Hon. Donald Cole Byrd, Presiding Judge, Superior Court of Glenn County
Vice-Chair:	Hon. William F. Highberger, Judge, Superior Court of Los Angeles County
Lead Staff:	Ms. Pella McCormick, Director, Facilities Services Mr. Jagan Singh, Principal Manager, Facilities Services
<p>Committee’s Charge/Membership: Rule 10.65 of the California Rules of Court states the charge of the Trial Court Facility Modification Advisory Committee (TCFMAC), which is to make recommendations to the Judicial Council on facilities modifications, maintenance, and operations; environmental services; and utility management. In addition, the committee performs the following:</p> <ol style="list-style-type: none"> (1) Makes recommendations to the Judicial Council on policy issues, business practices, and budget monitoring and control for all facility-related matters in existing branch facilities. (2) Makes recommendations to the Judicial Council on funding and takes additional action in accordance with council policy, both for facility modifications and for operations and maintenance. (3) Collaborates with the Court Facilities Advisory Committee in the development of the capital program, including providing input on design standards, prioritization of capital projects, and methods to reduce construction cost without impacting long-term operations and maintenance cost. (4) Provides quarterly and annual reports on the facilities modification program in accordance with the Judicial Council’s <i>Trial Court Facility Modifications Policy</i>. <p>Rule 10.65(c) sets forth the membership position categories of the committee. TCFMAC currently has 11 members. The current composition shown on the committee roster’s web page is as follows:</p>	

¹ The annual agenda outlines the work a committee will focus on in the coming year and identifies areas of collaboration with other advisory bodies and the Judicial Council staff resources.

- Superior court judge – 5 members
- Court executive officer – 3 members
- Assistant court executive officer – 1 member
- Chair and vice-chair of the Court Facilities Advisory Committee, as non-voting members – 2 members

Subcommittees/Working Groups²:

None.

Meetings Planned for 2024³ (Advisory body and all subcommittees and working groups)

Meeting Date	Time	Location/Videoconference
January 29, 2024	10:00 – 3:00	Sacramento
March 4, 2024	12:00 – 1:30	Videoconference
April 8, 2024	10:00 – 3:00	Sacramento
May 20, 2024	10:00 – 3:00	San Francisco
July 19, 2024	10:00 – 3:00	Sacramento
August 26, 2024	12:00 – 1:30	Videoconference
October 25, 2024	10:00 – 3:00	To Be Determined
December 2, 2024	12:00 – 1:30	Videoconference

Check here if the exception to policy is granted by the Executive Office.

² California Rules of Court, rule 10.30 (c) allows an advisory body to form subgroups, composed entirely of current members of the advisory body, to carry out the body's duties, subject to available resources, with the approval of its oversight committee.

³ Refer to [Operating Standards for Judicial Council Advisory Bodies](#) for governance on in-person meetings.

II. COMMITTEE PROJECTS

#	New or One-Time Projects ⁴	
1.	Project Title Court-Funded Facilities Request Form	Priority⁵ 1 Strategic Plan Goal⁶ VI
<p>Project Summary⁷: Replace the existing hard-copy Court-Funded Facilities Request (CFR) Form with an online intake form in the Computer-Aided Facilities Management (CAFM) system.</p> <p>Status/Timeline: The draft CFR form will be updated and published for a 30-day court comment period prior to approval by the TCFMAC and roll-out to the courts.</p> <p>Fiscal Impact/Resources: Coordination through lead staff to the committee with input from the Judicial Council’s offices of Facilities Services and Legal Services.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Trial courts.</p> <p>AC Collaboration: Court Executives Advisory Committee.</p>		

⁴ All proposed projects for the year must be included on the Annual Agenda. If a project implements policy or is a program, identify it as *implementation* or a *program* in the project description and attach the Judicial Council authorization/assignment or prior approved Annual Agenda to this Annual Agenda.

⁵ For non-rules and forms projects, select priority level 1 (must be done) or 2 (should be done). For rules and forms proposals, select one of the following priority levels: 1(a) Urgently needed to conform to or accurately reflect the law; 1(b) Council or an internal committee has directed the committee to consider new or amended rules and forms; 1(c) Change is urgently needed to remedy a problem that is causing significant cost or inconvenience to the courts or the public; 1(d) Proposal is otherwise urgent and necessary, such as a proposal that would mitigate exposure to immediate or severe financial or legal risk. 2(a) Useful, but not necessary, to implement changes in law; 2(b) Responsive to identified concerns or problems; 2(c) Helpful in otherwise advancing Judicial Council goals and objectives.

⁶ Indicate which goal number of [The Strategic Plan for California’s Judicial Branch](#) the project most closely aligns.

⁷ A key objective is a strategic aim, purpose, or “end of action” to be achieved for the coming year.

#	New or One-Time Projects ⁴	
2.	Project Title Monitor the Architectural Revolving Fund Projects	Priority⁵ 1 Strategic Plan Goal⁶ VI
<p>Project Summary⁷: Monitor the Architectural Revolving Fund projects to ensure the projects are progressing and being completed.</p> <p>Status/Timeline: Ongoing review of the Architectural Revolving Fund projects.</p> <p>Fiscal Impact/Resources: Coordination through lead staff to the committee with input from the Judicial Council’s offices of Facilities Services and Budget Services.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Trial courts and California Department of Finance (DOF).</p> <p>AC Collaboration: None.</p>		

# Ongoing Projects and Activities ⁴					
1.	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 75%;">Project Title Judicial Branch Facility Modification Projects</td> <td style="width: 25%; text-align: center;">Priority⁵ 1</td> </tr> <tr> <td colspan="2" style="text-align: right;">Strategic Plan Goal⁶ VI</td> </tr> </table> <p>Project Summary⁷: Review and approve facility modification projects proposed by the trial courts, regional service providers, and Judicial Council staff. Approve projects receive funding allocations for execution by Judicial Council staff. Submit recommendations as needed for Judicial Council consideration.</p> <p>Status/Timeline: Ongoing. The committee meets every 30–60 days to review proposed projects.</p> <p>Fiscal Impact/Resources: Coordination through lead staff to the committee with input from the Judicial Council’s offices of Facilities Services and Budget Services.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Trial courts and justice partners.</p> <p>AC Collaboration: None.</p>	Project Title Judicial Branch Facility Modification Projects	Priority⁵ 1	Strategic Plan Goal⁶ VI	
Project Title Judicial Branch Facility Modification Projects	Priority⁵ 1				
Strategic Plan Goal⁶ VI					
2.	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 75%;">Project Title Judicial Branch Facility Operations and Maintenance</td> <td style="width: 25%; text-align: center;">Priority⁵ 1</td> </tr> <tr> <td colspan="2" style="text-align: right;">Strategic Plan Goal⁶ VI</td> </tr> </table> <p>Project Summary⁷: Oversight of judicial branch facilities operations and maintenance (O&M) spending through annual budget allocation approval and re-evaluation as needed. Oversight of policy issues on operations and maintenance of existing facilities, noncapital-related real estate transactions, energy management, and environmental management and sustainability, including but not limited to review of the Judicial Council’s preventive maintenance and energy management plans. Provide oversight of facility operations and maintenance for delegated courts including review of key performance indicators. Submit recommendations as needed for Judicial Council consideration.</p> <p>Status/Timeline: Ongoing. Budget allocations are reviewed annually and re-evaluated if the budget for O&M changes. The budget status is reviewed annually. Preventive maintenance and service provider/delegated court performance is reviewed at each TCFMAC meeting.</p> <p>Fiscal Impact/Resources: Coordination through lead staff to the committee with input from the Judicial Council’s offices of Facilities Services and Budget Services.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p>	Project Title Judicial Branch Facility Operations and Maintenance	Priority⁵ 1	Strategic Plan Goal⁶ VI	
Project Title Judicial Branch Facility Operations and Maintenance	Priority⁵ 1				
Strategic Plan Goal⁶ VI					

#	Ongoing Projects and Activities⁴	
	<p>Internal/External Stakeholders: Trial courts and justice partners.</p> <p>AC Collaboration: None.</p>	
3.	<p>Project Title Trial Court Facility Modification Quarterly Activity Reports and Annual Report</p>	<p>Priority⁵ 1</p> <p>Strategic Plan Goal⁶ VI</p>
	<p>Project Summary⁷: Provide the Judicial Council with a report for informational purposes summarizing the committee’s allocation of facility modification funding after the end of each fiscal year quarter. The report for the last quarter also will include a summary of all facility modifications for the fiscal year. These information-only reports are submitted as required by the council’s <i>Trial Court Facility Modifications Policy</i>.</p> <p>Status/Timeline: Ongoing. Fiscal Year 2023–24 reports are proposed for the following Judicial Council meetings: January 2024 for the Q1 report; March 2024 for the Q2 report; May 2024 for the Q3 report; and September 2024 for the Q4 and Annual reports.</p> <p>Fiscal Impact/Resources: Coordination through lead staff to the committee with input from the Judicial Council’s office of Facilities Services.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Trial courts and justice partners.</p> <p>AC Collaboration: Executive and Planning Committee.</p>	
4.	<p>Project Title Develop Proposed Budget Change Proposals (BCPs)</p>	<p>Priority⁵ 1</p> <p>Strategic Plan Goal⁶ VI</p>
	<p>Project Summary⁷: Determine budget increases to be requested each fiscal year to address the following needs: fire and life and safety electrical systems study; ongoing deferred maintenance and related staffing; energy retrofit deferred maintenance, an augmentation to ongoing resources for facility modifications; water conservation facility modification projects; trial court physical security assessment program and an augmentation to ongoing resources for the operations and maintenance and utility costs of existing trial courts and newly constructed courthouses.</p>	

#	Ongoing Projects and Activities⁴	
	<p>Status/Timeline: Ongoing. Typical BCPs timeline: Drafts due to Judicial Council Budget Services by February 2024; reviewed by the Judicial Branch Budget Committee in March 2024 and approved in May 2024; and submitted to the DOF in September 2024.</p> <p>Fiscal Impact/Resources: Coordination through lead staff to the committee with input from the Judicial Council’s offices of Facilities Services and Budget Services.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Trial courts, justice partners, DOF, Legislature, and Office of Governor.</p> <p>AC Collaboration: Judicial Branch Budget Committee.</p>	
5.	<p>Project Title Judicial Branch Five-Year Master Plan – Trial Court Facilities Deferred Maintenance List</p>	<p>Priority⁵ 1 Strategic Plan Goal⁶ VI</p>
	<p>Project Summary⁷: Develop the judicial branch <i>Fiscal Year 2025–26 Five-Year Master Plan - Deferred Maintenance Report</i> for trial court facilities for submission to DOF for consideration of funding. Last year’s report contained a list of 22,415 projects at an estimated rough order of magnitude of \$4.93 billion, with the Judicial Council’s share being \$3.61 billion.</p> <p>Status/Timeline: Ongoing. The five-year master plan is due to DOF in September of each year.</p> <p>Fiscal Impact/Resources: Coordination through lead staff to the committee with input from the Judicial Council’s offices of Facilities Services and Budget Services.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Trial courts; justice partners; and DOF.</p> <p>AC Collaboration: None.</p>	

#	Ongoing Projects and Activities⁴	
6.	Project Title Energy-Efficiency Facility Modification Projects	Priority⁵ 1 Strategic Plan Goal⁶ VI
<p>Project Summary⁷: Contingent upon TCFMAC approval and funding, develop and implement Priority 3 Energy-Efficiency Facility Modification Projects for lighting and heating, ventilation, and air conditioning (HVAC) improvements within existing court facilities statewide.</p> <p>Status/Timeline: Ongoing.</p> <p>Fiscal Impact/Resources: Coordination through lead staff to the committee with input from the Judicial Council’s offices of Facilities Services and Budget Services. Savings through energy-efficiency facility modification projects conserve Court Facilities Trust Fund resources.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Trial courts and justice partners.</p> <p>AC Collaboration: None.</p>		
7.	Project Title Courthouse Security Systems Maintenance and Replacement	Priority⁵ 1 Strategic Plan Goal⁶ VI
<p>Project Summary⁷: Maintain and replace security equipment, including aging camera, access control, and duress alarm systems, within existing court facilities statewide. These projects are necessary to maintain trial court facilities at an industry level of care. Effective FY 2019–20, the Court Security Advisory Committee (CSAC) receives \$6 million annually for these types of projects, funded through the Governor’s Budget. CSAC will have responsibility for projects falling under that budget; however, the TCFMAC will continue to fund some security-related projects not covered by the new funding source and will work in collaboration with the CSAC to identify project responsibility between the two committees.</p> <p>Status/Timeline: Ongoing.</p> <p>Fiscal Impact/Resources: Coordination through lead staff to the committee with input from the Judicial Council’s offices of Facilities Services and Budget Services.</p>		

#	Ongoing Projects and Activities⁴	
	<p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Trial courts and justice partners.</p> <p>AC Collaboration: Court Security Advisory Committee.</p>	
8.	<p>Project Title Judicial Branch Trial Court Real Estate Expense and Revenue</p>	<p>Priority⁵ 1</p> <p>Strategic Plan Goal⁶ VI</p>
	<p>Project Summary⁷: Oversight of judicial branch trial court lease expenses and revenues. Revenue from leases is deposited into the Court Facilities Trust Fund (CFTF) and State Court Facilities Construction Fund. Expense leases are funded by the CFTF, Trial Court Trust Fund, Courthouse Construction Fund, Court Facilities Architectural Revolving Fund, and General Fund.</p> <p>Status/Timeline: Ongoing. The lease expense and revenue forecast is reviewed by the committee each January and July.</p> <p>Fiscal Impact/Resources: Coordination through lead staff to the committee with input from the Judicial Council’s offices of Facilities Services and Budget Services.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Trial courts and justice partners.</p> <p>AC Collaboration: Executive and Planning Committee’s Real Estate Policies Subcommittee.</p>	
9.	<p>Project Title Deferred Maintenance Projects Funded in July 2019 (DMF-3) – Monitor Encumbrance Liquidation</p>	<p>Priority⁵ 1</p> <p>Strategic Plan Goal⁶ VI</p>
	<p>Project Summary⁷: Monitor encumbrance liquidation for DMF-3 projects funded by a one-time General Fund allocation in FY 2019–20 of \$15 million for trial courts. Funding is earmarked for fire alarm systems.</p> <p>Status/Timeline: Monitor encumbrances for liquidation in FY 2023–24.</p>	

#	Ongoing Projects and Activities⁴	
	<p>Fiscal Impact/Resources: Coordination through lead staff to the committee with input from the Judicial Council’s offices of Facilities Services and Budget Services.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Trial courts and justice partners.</p> <p>AC Collaboration: None.</p>	
10.	<p>Project Title Deferred Maintenance Projects Funded in July 2021 (DMF-4 projects) – Encumber Funds and Monitor Encumbrance Liquidation</p>	<p>Priority⁵ 1</p> <hr/> <p>Strategic Plan Goal⁶ VI</p>
	<p>Project Summary⁷: In July 2021, the TCFMAC approved a proposed list of DMF-4 projects to be funded by a one-time General Fund allocation in FY 2021–22 of \$180 million for trial courts. In FY 2022–23, funding was reduced to \$132.6 million. The funding will be encumbered over three years: \$84.6 million in FY 2021–22, \$42.4 million in FY 2022–23, and the remaining \$5.6 million in FY 2023–24. Funding is earmarked primarily for building automation systems (BAS), roofs, and elevators.</p> <p>Status/Timeline: Complete encumbrances in FY 2023–24 and monitor for liquidation in FY 2025–26.</p> <p>Fiscal Impact/Resources: Coordination through lead staff to the committee with input from the Judicial Council’s offices of Facilities Services and Budget Services.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Trial courts and justice partners.</p> <p>AC Collaboration: None.</p>	

#	Ongoing Projects and Activities⁴	
11.	Project Title Monitor Top Five Facilities with the Highest Number of Plumbing Leak Incidents and Costs	Priority⁵ 1 Strategic Plan Goal⁶ VI
<p>Project Summary⁷: Continue to monitor the top five facilities with the highest number of plumbing leak incidents and costs and evaluate possible solutions to reduce future leaks.</p> <p>Status/Timeline: Ongoing.</p> <p>Fiscal Impact/Resources: Coordination through lead staff to the committee with input from the Judicial Council’s office of Facilities Services.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Trial courts and justice partners.</p> <p>AC Collaboration: None.</p>		
12.	Project Title Monitor the Orange Central Justice Center Fire and Life Safety (FLS) Systems Project	Priority⁵ 1 Strategic Plan Goal⁶ VI
<p>Project Summary⁷: Monitor the facility modification project at the Central Justice Center in Orange County to expand the fire and life safety systems to address the noncompliance notice issued by the Office of the State Fire Marshal. The total estimated project cost is \$70.2 million: Judicial Council’s project share (91.17 percent) is \$64.1 million, and the county’s share (8.83 percent) is \$6.1 million. General Funds were authorized for the Judicial Council in both the 2021 and 2022 Budget Acts (FY 2021–22 and FY 2022–23) as follows: \$4 million in FY 2021–22 (Year 1), \$48.8 million in FY 2021–22 (Year 2), and \$11.29 million in FY 2022–23.</p> <p>Status/Timeline: Ongoing multi-year project with an estimated completion date in December 2025.</p> <p>Fiscal Impact/Resources: Coordination through lead staff to the committee with input from the Judicial Council’s offices of Facilities Services, Budget Services, and Legal Services.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Superior Court of Orange County and justice partners.</p> <p>AC Collaboration: None.</p>		

#	Ongoing Projects and Activities⁴	
13.	Project Title Monitor the San Diego Hall of Justice Building Systems Modernization Project	Priority⁵ 1 Strategic Plan Goal⁶ VI
<p>Project Summary⁷: Monitor the San Diego Hall of Justice facility modification project led by the County of San Diego. The multi-year project is to repair and modernize all major building systems including HVAC, vertical transportation, and plumbing. The Judicial Council’s project share (40.24 percent) is \$27.1 million, authorized as General Funds in the 2022 Budget Act (FY 2022–23). The county is managing the project in multiple phases and the committee will review the extended encumbrance and liquidation period. The bid for the project was higher than budgeted and additional funds will be needed to complete the project. A BCP will be reviewed and submitted for the additional costs.</p> <p>Status/Timeline: Ongoing multi-year project.</p> <p>Fiscal Impact/Resources: Coordination through lead staff to the committee with input from the Judicial Council’s offices of Facilities Services, Budget Services, and Legal Services.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Superior Court of San Diego County, justice partners, and the County of San Diego.</p> <p>AC Collaboration: None.</p>		
14.	Project Title Monitor the San Diego, East County Regional Center FLS-Egress Project	Priority⁵ 1 Strategic Plan Goal⁶ VI
<p>Project Summary⁷: Monitor the San Diego East County Regional Center facility modification project to correct fire and life safety-egress deficiencies. The total estimated project cost is \$42 million: Judicial Council’s project share (67.71 percent) is \$28.4 million, and the county’s share (32.29 percent) is \$13.6 million. General Funds were authorized for the Judicial Council in both the 2021 and 2022 Budget Acts (FY 2021–22 and FY 2022–23) as follows: \$14.9 million in FY 2021–22 and \$13.5 million in FY 2022–23.</p> <p>Status/Timeline: Ongoing multi-year project with an estimated completion date in August 2025. FY 2021–22 funds were encumbered in June 2022, and FY 2022–23 funds were encumbered in June 2023.</p> <p>Fiscal Impact/Resources: Coordination through lead staff to the committee with input from the Judicial Council’s offices of Facilities Services, Budget Services, and Legal Services.</p>		

#	Ongoing Projects and Activities ⁴
	<p data-bbox="178 196 1906 266"><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p data-bbox="178 306 1339 342"><i>Internal/External Stakeholders:</i> Superior Court of San Diego County and justice partners.</p> <p data-bbox="178 383 506 418"><i>AC Collaboration:</i> None.</p>

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III. LIST OF 2023 PROJECT ACCOMPLISHMENTS

#	Project Highlights and Achievements
1.	Ongoing: Collaborated with the Court Security Advisory Committee to complete security-related projects.
2.	Ongoing: Reviewed and approved facility modification projects, including security-related facility modifications, proposed by the trial courts, regional service providers, and Judicial Council staff.
3.	Ongoing: Oversaw judicial branch facilities O&M spending and policy issues on O&M of existing facilities, non-capital-related real estate transactions, energy management, and environmental management and sustainability.
4.	Ongoing: Collaborated with the Court Facilities Advisory Committee (CFAC) in the development of the Judicial Branch Capital Program.
5.	Ongoing: Monitored construction progress of deferred maintenance projects funded in July 2018 (DMF-2), in July 2019 (DMF-3), and in July 2021 (DMF-4) for roof and elevator/lift/escalator replacements, BAS upgrades, and fire alarm systems in trial court facilities.
6.	Completed: In November/December 2022, the TCFMAC and CFAC jointly reviewed the <i>Building Official Policy</i> and directed its submission to the Judicial Council for adoption at the March 2023 meeting. The policy sets forth the role, responsibilities, and qualifications of the Judicial Council’s Building Official and establishes the process for appeal of the Building Official’s determinations. The council adopted the policy on March 24, 2023.
7.	Completed: In November/December 2022, the TCFMAC and CFAC jointly reviewed the <i>California Environmental Quality Action Objectives, Criteria, and Procedures</i> and directed its submission to the Judicial Council for adoption at the March 2023 meeting. The policy was developed for the Judicial Council to ensure it considers potentially significant environmental impacts of its projects as required by the California Environmental Quality Act (CEQA), and to inform Judicial Council staff how to implement CEQA and other environmental regulatory requirements within the project schedule, acquisition, contracting, design, construction, and operation processes. The council adopted the policy on March 24, 2023.
8.	Completed: In February 2023, the TCFMAC reviewed the judicial branch trial court lease expense and revenue forecast for FY 2022–23, and in July 2023, the TCFMAC reviewed the forecast for FY 2023–24.
9.	Completed: As informational items in February, March, May, and September 2023, the Judicial Council received FY 2022–23 quarterly activity reports and the annual report on the allocation of funding for trial court facility modifications.
10.	Completed: In February 2023, the TCFMAC approved FY 2024–25 BCPs for facility modifications, deferred maintenance, sustainability measures, operations and maintenance, and high voltage electric switchgear worker safety compliance.

#	Project Highlights and Achievements
11.	Completed: In June 2023, at the TCFMAC’s direction, \$42.4 million in funding was encumbered for DMF-4 projects for BAS, roofs, and elevators, and oversight of assessments, design, and construction.
12.	Completed: In July 2023, the TCFMAC approved the proposed FY 2023–24 Facility Modifications budget and the Operations and Maintenance spending plan.
13.	Completed: In August 2023, the TCFMAC approved the judicial branch’s <i>Five-Year Master Plan – Deferred Maintenance Report for Fiscal Year 2023–24</i> for submission to DOF.
14.	Completed: In 2023, three facility modification projects on the Architectural Revolving Fund project list were completed.

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Tribal Court–State Court Forum
Annual Agenda¹—2024

Approved by Executive and Planning Committee: [Date]

I. COMMITTEE INFORMATION

Chair:	Hon. Abby Abinanti, Chief Judge, Yurok Tribal Court Hon. Joyce D. Hinrichs, Judge, Superior Court of California, County of Humboldt
Lead Staff:	Ms. Ann Gilmour, Attorney, Center for Families, Children & the Courts
Committee’s Charge/Membership: <p>Rule 10.60 of the California Rules of Court states the charge of the Tribal Court–State Court Forum (Forum), which is to make recommendations to the Judicial Council for improving the administration of justice in all proceedings in which the authority to exercise jurisdiction by the state judicial branch and the tribal justice systems overlap.</p> <p>Additional duties set forth in rule 10.60 (b) are:</p> <ol style="list-style-type: none">1. Identify issues of mutual importance to tribal and state justice systems, including those concerning the working relationship between tribal and state courts in California;2. Make recommendations relating to the recognition and enforcement of court orders that cross jurisdictional lines, the determination of jurisdiction for cases that might appear in either court system, and the sharing of services between jurisdictions;3. Identify, develop, and share with tribal and state courts local rules of court, protocols, standing orders, and other agreements that promote tribal court-state court coordination and cooperation, the use of concurrent jurisdiction, and the transfer of cases between jurisdictions;4. Recommend appropriate activities needed to support local tribal court-state court collaborations; and5. Make proposals to the Center for Judicial Education and Research Advisory Committee on educational publications and programming for judges and judicial support staff. <p>Rule 10.60(c) sets forth the membership position of the forum. The Forum currently has 28 members. The current committee roster is available on the committee’s web page.</p>	

¹ The annual agenda outlines the work a committee will focus on in the coming year and identifies areas of collaboration with other advisory bodies and the Judicial Council staff resources.

Subcommittees/Working Groups²:

1. Ad Hoc Working Group on Options for Recognition and Enforcement of Tribal Court Child Custody Orders
2. Ad Hoc Working Group on Options to Provide for Recognition and Enforcement of Tribal Court Orders Excluding Individuals from Tribal Lands
3. Ad Hoc Working Group on Public Law 280 (*New*) – This working group will monitor the work of the federal Government Accountability Office study on the “[Inequitable Justice System Facing Tribal Nations in Different States](#)” specifically related to [Public Law 280](#), which was requested by Senators Alex Padilla (D-CA), Lisa Murkowski (R-AK), Jeff Merkley (D-OR) and Congressman Jared Huffman (D-CA-02) to review the impacts of Public Law 280 on the justice systems in the states that have jurisdiction over tribal lands, including California. The Ad Hoc Working Group will make recommendations for Judicial Council input as required.

Meetings Planned for 2024³ (Advisory body and all subcommittees and working groups)

Date/Time/Location or Videoconference:

1. Remote Meetings: February 8, April 11, June 13, August 8, October 10, and December 12, 2024.
2. One in-person meeting (date to be determined); and
3. Ad hoc virtual meetings as required.

Check here if exception to policy is granted by Executive Office or rule of court.

² California Rules of Court, [rule 10.30 \(c\)](#) allows an advisory body to form subgroups, composed entirely of current members of the advisory body, to carry out the body's duties, subject to available resources, with the approval of its oversight committee.

³ Refer to [Operating Standards for Judicial Council Advisory Bodies](#) for governance on in-person meetings.

II. COMMITTEE PROJECTS

#	New or One-Time Projects ⁴	
1.	Project Title: Monitor and Make Recommendations as Appropriate Regarding Federal Government Accountability Office Study on the “Inequitable Justice System Facing Tribal Nations in Different States” Related to Public Law 280	Priority⁵ 2 Strategic Plan Goal⁶ I, IV, VII
<p>Project Summary⁷: The federal Government Accountability Office (GAO) will be conducting a study on the impacts of Public Law 83-280 (18 U.S.C. § 1162, 28 U.S.C. § 1360) (commonly referred to as “P.L. 280”) on justice systems in impacted states, including California. The full text of the GAO’s response letter is available here. The full text of the initial letter from Senators Padilla (D-California), Murkowski (R-Alaska), Merkley (D-Oregon), and Congressman Huffman (D- California) is available here.</p> <p>Status/Timeline: GAO anticipated work on this study to begin in December 2023. More information on the process and timing will be available after the study begins.</p> <p>Fiscal Impact/Resources: To be accomplished with existing CFCC staff resources. Governmental Affairs and/or Criminal Justice Services, as appropriate.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Governmental Affairs and/or Criminal Justice Services, as appropriate.</p> <p>AC Collaboration: Criminal Law Advisory Committee, as appropriate.</p>		

⁴ All proposed projects for the year must be included on the Annual Agenda. If a project implements policy or is a program, identify it as *implementation* or a *program* in the project description and attach the Judicial Council authorization/assignment or prior approved Annual Agenda to this Annual Agenda.

⁵ For non-rules and forms projects, select priority level 1 (must be done) or 2 (should be done). For rules and forms proposals, select one of the following priority levels: 1(a) Urgently needed to conform to or accurately reflect the law; 1(b) Council or an internal committee has directed the committee to consider new or amended rules and forms; 1(c) Change is urgently needed to remedy a problem that is causing significant cost or inconvenience to the courts or the public; 1(d) Proposal is otherwise urgent and necessary, such as a proposal that would mitigate exposure to immediate or severe financial or legal risk. 2(a) Useful, but not necessary, to implement changes in law; 2(b) Responsive to identified concerns or problems; 2(c) Helpful in otherwise advancing Judicial Council goals and objectives.

⁶ Indicate which goal number of The Strategic Plan for California’s Judicial Branch the project most closely aligns.

⁷ A key objective is a strategic aim, purpose, or “end of action” to be achieved for the coming year.

#	Ongoing Projects and Activities ⁴	
1.	Project Title: Legal Representation for Tribes in ICWA Cases (Implementation Project)	Priority⁵ 1 Strategic Plan Goal⁶ I, IV, V
<p>Project Summary: The Judicial Council of California received ongoing funding to assist the courts in implementing section 16 of Senate Bill 124 which added section 10553.14 to the Welfare and Institutions Code. This program will fund the federally recognized California Indian Tribes to pay for attorneys in cases governed by the Indian Child Welfare Act (ICWA) in California juvenile courts. Consistent with its charge under rule 10.60 (a) and (b), the Forum will serve as a resource for any education or policy recommendations to address court issues that may arise out of implementation of this program.</p> <p>Status/Timeline: Ongoing. Information sheet and initial curriculum were drafted last year. Roll out of attorney curriculum and other resources in future years.</p> <p>Fiscal Impact/Resources: To be accomplished mainly with existing CFCC staff resources for this current fiscal year with funding used to supplement existing resources using temps and contractors.</p> <p><input type="checkbox"/> This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</p> <p>Internal/External Stakeholders: Tribal ICWA attorneys and California Department of Social Services Office of Tribal Affairs.</p> <p>AC Collaboration: Family and Juvenile Law Advisory Committee.</p>		
2.	Project Title: Prepare Recommendations for Recognition and Enforcement of Tribal Court Child Custody Orders	Priority⁵ 2(a) & (b) Strategic Plan Goal⁶ IV
<p>Project Summary: Tribal court orders that involve the custody of a child are entitled to full faith and credit under 1911(d) of the Indian Child Welfare Act and recognition and enforcement under the Uniform Child Custody Jurisdiction and Enforcement Act as specifically set out in Family Code sections 3402(p) and 3404. Currently, however, there is no mechanism to have tribal court child custody orders recognized and enforced within the state court system. This is causing confusion and resulting in difficulties having tribal court custody orders recognized and enforced.</p> <p>Status/Timeline: Spring 2024 invitation to comment cycle.</p>		

#	Ongoing Projects and Activities ⁴	
	<p>Fiscal Impact/Resources: To be accomplished with existing CFCC staff resources.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Tribal courts.</p> <p>AC Collaboration: Family and Juvenile Law Advisory Committee.</p>	
3.	<p>Project Title: Indian Child Welfare Act Compliance and Implementation Improvements (Implementation Project)</p>	<p>Priority⁵ 2</p> <p>Strategic Plan Goal⁶ I, IV, V</p>
	<p>Project Summary: Improvements to California’s implementation of the <i>Indian Child Welfare Act</i> is a primary focus of the work of the Forum. Anticipated future action includes responding to the decisions of the California Supreme Court in the cases of <i>In Re Dezi C.</i>, S275578. (B317935; 79 Cal.App.5th 769; Superior Court of Los Angeles County; 19CCJP08030) and <i>In re Ja.O.</i>, S280572. (E079651; 91 Cal.App.5th 672; Superior Court of San Bernardino County; J291035). These cases involve issues related to ICWA inquiry and may require rules changes depending on their outcome.</p> <p>This project was approved on the committee’s 2018 annual agenda.</p> <p>Status/Timeline: Ongoing.</p> <p>Fiscal Impact/Resources: Work will be accomplished with existing CFCC staffing resources.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: May involve collaboration with CJER staff on updating education resources.</p> <p>AC Collaboration: Family and Juvenile Law Advisory Committee and Probate and Mental Health Advisory Committee with respect to recommendations that impact the work of those bodies.</p>	

#	Ongoing Projects and Activities ⁴	
4.	Project Title: Implement Improvements in Addressing Domestic Violence and Related Issues in Tribal Communities	Priority⁵ 2 Strategic Plan Goal⁶ I, IV
<p>Project Summary⁷: Coordinate with Judicial Council staff, other advisory committees, the attorney general’s office, the Commercially Sexually Exploited Children (CSEC) action team of the Child Welfare Council, tribal courts, and other stakeholders on developing and implementing recommendations to improve the justice systems response to the issues of domestic violence (DV) and related issues in tribal communities. This includes collaborating in the implementation of AB-3099 “Department of Justice: law enforcement assistance with tribal issues: study” (Stats. 2020, ch. 170) which mandates a study regarding resources for reporting and identifying missing Native Americans in California, and AB-44 (Stats. 2023, ch. 638) which sets conditions for tribal law enforcement and courts to access the California Law Enforcement Telecommunications System (CLETS). The Forum has historically focused on issues related to domestic violence and victimization in tribal communities much in the way it has focused on issues related to the Indian Child Welfare Act. Issues of domestic violence, trafficking, and exploitation of individuals in tribal communities is an issue of increasing importance and activity in California and it is important for the judicial branch to be part of these initiatives.</p> <p>This project was approved on the Forum’s 2022 Annual Agenda.</p> <p>Status/Timeline: Ongoing.</p> <p>Fiscal Impact/Resources: To be completed with existing CFCC resources.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Attorney General’s Office of Native American Affairs; tribal courts, law enforcement, and leaders; and CSEC action team.</p> <p>AC Collaboration: TBD.</p>		
5.	Project Title: Explore Options to Provide for Recognition and Enforcement of Tribal Court Orders Excluding Individuals from Tribal Lands	Priority⁵ 2(a) & (b) Strategic Plan Goal⁶ IV
<p>Project Summary: Tribes in California report an inability to remove unwanted individuals from within the exterior boundaries of their reservations. Tribal courts do not have criminal jurisdiction over non-Indians and in California, tribal courts are generally not exercising criminal jurisdiction at all. In 1997, the California Office of the Attorney General issued an opinion (80 OpsCal.Atty.Gen.46) concluding</p>		

#	Ongoing Projects and Activities ⁴	
	<p>that violation of a tribal exclusion order did not constitute a misdemeanor under the terms of Penal Code Section 602 and that a county sheriff would not be required to take any action to enforce an exclusion order issued by a tribe. Tribal judges report that as a result, they have no effective recourse against individuals who, for example, dump hazardous waste on the reservation, and this creates a public safety concern.</p> <p>This project was approved on the Forum’s 2022 Annual Agenda.</p> <p>Status/Timeline: Ongoing. The Forum began work on this item by holding discussions on the problem and possible solutions. This problem was also part of the agenda at the training event the Forum held in Sacramento on September 30, 2022.</p> <p>Fiscal Impact/Resources: To be accomplished with existing CFCC staff resources.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Tribal courts and Attorney General’s Office of Native American Affairs.</p> <p>AC Collaboration: Criminal Law Advisory Committee.</p>	
6.	Project Title: Policy Recommendations: Ethics (Implementation Project)	Priority⁵ 2
	<p>Project Summary: State and tribal court judges may sit on each other’s benches and hear cases in the other jurisdiction through a joint-jurisdiction court or on an ad hoc or ongoing basis. The Forum will continue to work with the California Supreme Court’s Advisory Committee on the Code of Judicial Ethics and make recommendations and request advisory opinions or amendments to the canons as appropriate and necessary to facilitate such collaborations.</p> <p>This project was approved on the Forum’s 2018 Annual Agenda.</p> <p>Status/Timeline: Ongoing. Generally, new work under this item will continue to be deferred.</p> <p>Fiscal Impact/Resources: Work will be accomplished by existing CFCC staff.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p>	

#	Ongoing Projects and Activities ⁴	
	<p><i>Internal/External Stakeholders:</i> None.</p> <p><i>AC Collaboration:</i> Advisory Committee on the Code of Judicial Ethics.</p>	
7.	<p>Project Title: Policy Recommendation: Technological Initiatives (Implementation Project)</p>	<p>Priority⁵ 2</p> <hr/> <p>Strategic Plan Goal⁶ I, V, VI</p>
<p>Project Summary: Serve as subject matter resource regarding integrating of tribes, tribal agencies and governments into technological initiatives such as remote appearances, remote filing, remote access, court case management systems, document assembly programs, e-noticing, and the California Courts Protective Order Registry.</p> <p>This project was approved on the Forum’s 2018 Annual Agenda.</p> <p>Status/Timeline: Ongoing.</p> <p>Fiscal Impact/Resources: Existing CFCC, CJER, and Information Technology (IT) staff.</p> <p><input type="checkbox"/> This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</p> <p>Internal/External Stakeholders: External stakeholders include tribal courts.</p> <p>AC Collaboration: TBD.</p>		
8.	<p>Project Title: Funding and Support for Innovative Practices and System Improvements (Implementation Project)</p>	<p>Priority⁵ 2</p> <hr/> <p>Strategic Plan Goal⁶ I, IV</p>
<p>Project Summary: The Forum seeks to support innovative practices and system improvements including seeking funding for such initiatives as a pilot program to facilitate tribal participation and improve outcomes in ICWA cases by providing appointed counsel for tribes in these cases.</p> <p>This project was approved on the Forum’s 2018 Annual Agenda.</p>		

#	Ongoing Projects and Activities⁴	
	<p>Status/Timeline: Ongoing. In prior years the council has sought support for innovative practices and system improvements expansion of joint jurisdiction courts and other collaborative efforts. The Forum and Tribal/State Programs Unit staff will continue to seek out available funding. The goal of facilitating innovative practices and system improvements and seeking funding for this is to improve efficiencies in cases that span both jurisdictions or could be heard in either jurisdiction. This could potentially reduce workloads for state courts and improve access to justice for underserved and remote tribal communities.</p> <p>Fiscal Impact/Resources: Existing CFCC staff.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: None.</p> <p>AC Collaboration: None.</p>	
9.	<p>Project Title: Increase Tribal/State Partnerships: Sharing Resources and Communicating Information About Partnerships</p>	<p>Priority⁵ 2</p>
	<p>Project Summary: One of the guiding principles of the Forum is to improve access to justice by providing tribal and state courts access to resources for capacity building and collaboration on an equal basis, sharing resources, and seeking out additional resources.</p> <ol style="list-style-type: none"> 1. Identify Judicial Council and other resources that may be appropriate to share with tribal courts. 2. Identify tribal justice resources that may be appropriate to share with state courts. 3. Identify grants for tribal/state court collaboration. 4. Share resources and information about partnerships through Forum E-Update, a monthly electronic newsletter. 5. Publicize these partnerships at conferences, on the Innovation Knowledge Center (IKC), and at other in-person or online venues. 6. Disseminate information to tribal court judges and state court judges monthly through the Forum E-Update, a monthly electronic newsletter with information on the following: <ul style="list-style-type: none"> ○ Grant opportunities; ○ Publications; ○ News stories; and ○ Educational events. 7. Foster tribal court/state court partnerships, such as the Superior Court of Los Angeles County’s Indian Child Welfare Act Roundtable and the Bay Area Collaborative of American Indian Resources—court-coordinated community response to ICWA cases in urban areas and the providing technical assistance to the joint-jurisdiction collaborations between the Yurok Tribe and the Superior Court of 	

#	Ongoing Projects and Activities ⁴	
	<p>California, County of Humboldt and the Shingle Springs Band of Miwok Indians and the Superior Court of California, County of El Dorado.</p> <p>Status/Timeline: Ongoing. During this year, two tribal court systems were provided with access to unlocked Judicial Council Juvenile, Family, Probate, and Domestic Violence forms that the staff of the court systems adapted for their use. The goal of facilitating partnerships between state and tribal courts is to improve efficiencies in cases that span both jurisdictions or could be heard in either jurisdiction. This could potentially reduce workloads for state courts and improve access to justice for underserved and remote tribal communities.</p> <p>Fiscal Impact/Resources: Work will be accomplished with existing CFCC staff.</p> <p><input type="checkbox"/> This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</p> <p>Internal/External Stakeholders: None.</p> <p>AC Collaboration: None.</p>	
10.	<p>Project Title: Increase Tribal/State Partnerships: Tribal/State Collaborations that Increase Resources for Courts</p>	<p>Priority⁵ 2</p> <p>Strategic Plan Goal⁶ I, IV</p>
	<p>Project Summary: A primary goal of the Forum is to improve relationships between state and tribal courts and foster collaboration between those courts. There are now at least three active joint-jurisdiction projects ongoing between Forum member state and tribal courts—the Superior Court of California, County of El Dorado collaborative with the Shingle Springs Band of Miwok Indians Tribal Court and the Superior Court of California, County of Humboldt collaboration with the Yurok Tribal Court. The Forum will explore ways to assist courts that wish to expand their joint-jurisdiction programs to include veteran’s programs or other specialized focus areas. The Forum will explore ways to support and increase the numbers of joint jurisdiction courts and other innovative models such as regional ICWA courts and dedicated ICWA courts or calendars, including providing education, developing tools and resources, and seeking opportunities for additional grant funding to support such courts.</p> <p>Status/Timeline: Ongoing. This year, the Judicial Council staff are supporting these collaborations by sharing resources and agreements and offering technical assistance on collaborations. The goal of facilitating collaborations between state and tribal court judges is to improve efficiencies in cases that span both jurisdictions or could be heard in either jurisdiction. This could potentially reduce workloads for state courts and improve access to justice for underserved and remote tribal communities.</p>	

#	Ongoing Projects and Activities ⁴	
	<p>Fiscal Impact/Resources: Collaboration and joint-jurisdiction courts should provide fiscal savings by improving the sharing of resources across jurisdictions. CFCC staff will continue to provide support to this project.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: External stakeholders include superior courts and tribal courts.</p> <p>AC Collaboration: None.</p>	
11.	<p>Project Title: Increase Tribal/State Partnerships: Education and Technical Assistance to Promote Partnerships and Understanding of Tribal Justice Systems (Implementation Project)</p>	<p>Priority⁵ 2</p> <p>Strategic Plan Goal⁶ I, IV, V</p>
	<p>Project Summary⁷: The Forum will continue to develop educational events, resources, and tools, and provide technical assistance to promote partnerships and understanding between state and tribal justice systems including:</p> <ol style="list-style-type: none"> 1. Make recommendation to Judicial Council staff to continue providing educational and technical assistance to local tribal and state courts to address domestic violence and child custody issues in Indian country. 2. Make recommendation to Judicial Council staff to provide technical assistance to evaluate the joint jurisdictional court and to courts wishing to replicate the model. 3. Make recommendation to the Judicial Council staff to continue developing civic learning opportunities for youth that exposes them to opportunities and careers in tribal and state courts. 4. Make recommendation to explore, at the option of tribes, opportunities for state and federal court judges to serve as a tribal court judge. 5. Collaborate with federal courts and federal justice partners on educational and other events related to justice and safety in tribal communities. 6. Develop and implement strategy to seek resources for tribal/state collaborations. 7. Continue to provide the State/Tribal Education, Partnerships, and Services (S.T.E.P.S.) to Justice—Domestic Violence and Child Welfare programs and provide local educational and technical assistance services. 8. Continue the first joint jurisdictional court in California. The Superior Court of El Dorado County, in partnership with the Shingle Springs Band of Miwok Indians, is operating a family wellness court and next year will provide technical assistance to evaluate the joint jurisdictional court. (See Court Manual). 9. Establish partnership between the Superior Court of Humboldt County and the Yurok Tribal Court to develop civics learning opportunity for youth in the region. 	

#	Ongoing Projects and Activities⁴	
	<p>This project was approved on the Forum’s 2018 Annual Agenda.</p> <p>Status/Timeline: Ongoing. The goal of facilitating partnerships between state and tribal courts is to improve efficiencies in cases that span both jurisdictions or could be heard in either jurisdiction. This could potentially reduce workloads for state courts and improve access to justice for underserved and remote tribal communities.</p> <p>Fiscal Impact/Resources: Work accomplished within existing CFCC and CJER staff resources.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: None.</p> <p>AC Collaboration: None.</p>	
12.	Project Title: Education: Judicial Education	Priority⁵ 2
	<p>Strategic Plan Goal⁶ I, IV, V</p> <p>Project Summary: CJER toolkits, located on the Judicial Resources Network, will be updated to include federal Indian law. Develop 10-minute educational video to be posted online and shared statewide with justice partners. In collaboration with the CJER Curriculum Committees, consult on and participate in making recommendations to revise the CJER online toolkits so that they integrate resources and educational materials from the forum’s online federal Indian law toolkit. Forum judges are working together with committee representatives from the following curriculum committees: (1) Access, Ethics, and Fairness, (2) Civil, (3) Criminal, (4) Family, (5) Juvenile Dependency and Delinquency, and (6) Probate.</p> <p>Status/Timeline: Ongoing.</p> <p>Fiscal Impact/Resources: Work will be accomplished with existing CFCC and CJER staff resources.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: None.</p> <p>AC Collaboration: CJER Advisory Committee.</p>	

#	Ongoing Projects and Activities ⁴	
13.	Project Title: Education: Truth and Healing (Implementation Project)	Priority⁵ 2
		Strategic Plan Goal⁶ I, IV, V
<p>Project Summary⁷: Consider collaboration among the three branches of state government in partnership with tribal governments to promote a truth and healing project that acknowledges California’s history, as described in Professor Benjamin Madley’s book, <i>An American Genocide: The United States and the California Indian Catastrophe</i>, with respect to indigenous peoples, fosters an understanding of our shared history, and lays a foundation for healing, which promotes a call to action.</p> <p>This project was approved on the Forum’s 2019 Annual Agenda.</p> <p>Status/Timeline: Ongoing. As a step towards the goal of Statewide Truth and Healing, the Forum continues to monitor the development of the Truth and Healing Council announced by Governor Gavin Newsom being organized by the Governor’s Tribal Advisor, a Forum member. Currently, the focus is on relationships with the tribal community. Courts may be brought into the Truth and Healing process later. During this year, the Forum discussed the Federal Indian Boarding School Initiative Investigative Report and its relevance to the judicial branch and had an update on the work of the California Truth and Healing Council.</p> <p>Fiscal Impact/Resources: This work will be accomplished with existing CFCC staff.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Governor’s Tribal Advisor.</p> <p>AC Collaboration: None.</p>		
14.	Project Title: Legislation, Regulations, and Requests for Public Comment. Serve as Subject Matter Resource for the Judicial Council and Other Advisory Groups Regarding Tribal and Indian Law Issues to Avoid Duplication of Efforts and Contribute to the Development of Recommendations for Council Action (Implementation Project)	Priority⁵ 2
		Strategic Plan Goal⁶ I, IV
<p>Project Summary: Review and recommend positions on legislation, regulations, proposals from other committees, and requests for public comment related to tribal courts, tribal justice systems, and the Indian Child Welfare Act.</p> <p>This project was approved on the Forum’s 2020 Annual Agenda.</p>		

Ongoing Projects and Activities⁴

Status/Timeline: Ongoing. From time to time the federal government publishes proposed regulations and requests for public comment that may impact state and tribal justice systems in California. This year, the Forum developed and recommended comments related to the issue of payment for and appointment of counsel in ICWA cases.

Fiscal Impact/Resources: Accomplished with existing CFCC and Governmental Affairs staff resources.

This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.

Internal/External Stakeholders: None.

AC Collaboration: TBD, dependent on the subject matter.

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III. LIST OF 2023 PROJECT ACCOMPLISHMENTS

#	Project Highlights and Achievements
1.	The Indian Child Welfare Act Bench Handbook revisions were completed, and the revised publication was distributed to judicial officers completing primary assignment orientation in juvenile law as well as being posted to the Judicial Resources Network.
2.	Prepared Rules and Forms recommendations for the Judicial Council concerning “Indian Child Welfare Act (ICWA): Discretionary Tribal Participation”. The proposal, available here , was approved by the Judicial Council at the Council’s September 19 meeting, and is effective as of January 1, 2024.
3.	Provided input and subject matter expertise on the development of “Harm Reduction and Commercial Sexual Exploitation of Children and Youth: Bench Cards”. These new bench cards will assist courts in treating youth impacted by Commercial Sexual Exploitation (CSE) in a trauma-informed, youth-centered manner using harm reduction principles when they appear in court.
4.	In conjunction with the Family and Juvenile Law Advisory Committee provided input into the federal Children’s Bureau Notice of Proposed Rulemaking concerning Foster Care Legal Representation.
5.	Developed a tab within the JCART California Courts Juvenile Portal with resources for representing tribes in Indian Child Welfare Act cases. This tab includes an information sheet on Tribal Dependency Representation as well as links to ICWA trainings, statutes regulations, guidelines, job aids, and other resources.

Data Analytics Advisory Committee
Annual Agenda¹—2024

Approved by Executive and Planning Committee: [Date]

I. COMMITTEE INFORMATION

Chair:	Hon. Joyce D. Hinrichs, Judge, Superior Court of Humboldt County
Vice Chair:	Hon. Thomas E. Kuhnle, Judge, Superior Court of Santa Clara County
Lead Staff:	Ms. Leah Rose-Goodwin, Chief Data and Analytics Officer, Business Management Services Ms. Kristin Greenaway, Supervising Research Analyst, Business Management Services Mr. Nicholas Armstrong, Senior Research Analyst, Business Management Services
Committee's Charge/Membership: Rule 10.68 of the California Rules of Court states the charge of the Data Analytics Advisory Committee, which is to make recommendations to the Judicial Council regarding the collection, use, and sharing of judicial branch data and information to inform decision-making, promote transparency, and improve the administration of justice while ensuring the security of nonpublic data and data sources. In addition to the duties described in rule 10.68 , the committee must: (1) Develop and recommend policies, or revisions to existing policies, concerning standards and measures to use in collecting, analyzing, and sharing data and information that will advance the goals of increased access to justice, greater transparency and accountability, and enhanced delivery of services to the public. (2) Develop and recommend performance measures, studies, and methodologies to measure and report on court administration, practices, and procedures, including workload assessments; and (3) Identify, analyze, and report on emerging issues related to branch data and information, including usage of data and information to support branch projects and initiatives. Rule 10.68 sets forth the membership position of the committee. The Data Analytics Advisory Committee currently has 14 members. The current committee roster is available on the committee's web page.	

¹ The annual agenda outlines the work a committee will focus on in the coming year and identifies areas of collaboration with other advisory bodies and the Judicial Council staff resources.

Subcommittees/Working Groups²:

None.

Meetings Planned for 2024³ (Advisory body and all subcommittees and working groups)

Date/Time/Location or Teleconference:

January 25, 2024, 10:00 a.m.–3:00 p.m.: In-person, Location TBD

May 2, 2024: Teleconference

August 22, 2024: Teleconference

October 28, 2024: Teleconference

*The committee is seeking approval to add additional in-person meetings this year due to the complex issues to be presented and discussed related to the update of the Resource Assessment Study (RAS) workload study update. These discussions are very technical in nature and lend themselves better to in-person sessions where participants are more likely to engage with the materials.

Check here if exception to policy is granted by Executive Office.

² California Rules of Court, [rule 10.30 \(c\)](#) allows an advisory body to form subgroups, composed entirely of current members of the advisory body, to carry out the body's duties, subject to available resources, with the approval of its oversight committee.

³ Refer to [Operating Standards for Judicial Council Advisory Bodies](#) for governance on in-person meetings.

II. COMMITTEE PROJECTS

Ongoing Projects and Activities ⁴	
1.	Project Title Workload Studies (Resource Assessment Study and Judicial)
	<p>Priority⁵ 1</p> <p>Strategic Plan Goal⁶ III</p>
<p>Project Summary⁷: In October 2013, the Workload Assessment Advisory Committee approved a motion stating that the workload studies(both staff and judicial) should be updated every five years, though not concurrently so that they continue to accurately represent staff and judicial workload. The Resource Assessment Study (RAS) is used to update the caseweights and other model parameters that are needed to estimate workload-based need for the staff in the trial courts. The RAS is used in conjunction with the Workload Formula (WF) to allocate funding to the trial courts. The Judicial Workload Study is used to update the caseweights and other model parameters that are needed to estimate the number of judgeships needed in the trial courts.</p> <p>The next RAS update is set to begin in 2024. The committee’s work in the coming year will be to oversee the implementation of the RAS periodic update (time study, caseweights); assess and discuss workload model parameters and model inputs; and provide educational sessions about the workload models to the Court Executive Advisory Committee (CEAC) and Trial Court Presiding Judges Advisory Committee (TCPJAC). Additionally, planning for the update of the Judicial Workload Study will begin in 2024 and the committee will review the judicial workload model parameters and model inputs, and consider options for how the branch measures judicial workload.</p> <p>Status/Timeline: Ongoing</p> <p>Fiscal Impact/Resources: In addition to use of existing resources, completion of this project will be accomplished with a consultant. Funding for a consultant was approved and received.</p> <p><input checked="" type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p>	

⁴ All proposed projects for the year must be included on the Annual Agenda. If a project implements policy or is a program, identify it as *implementation* or a *program* in the project description and attach the Judicial Council authorization/assignment or prior approved Annual Agenda to this Annual Agenda.

⁵ For non-rules and forms projects, select priority level 1 (must be done) or 2 (should be done). For rules and forms proposals, select one of the following priority levels: 1(a) Urgently needed to conform to or accurately reflect the law; 1(b) Council or an internal committee has directed the committee to consider new or amended rules and forms; 1(c) Change is urgently needed to remedy a problem that is causing significant cost or inconvenience to the courts or the public; 1(d) Proposal is otherwise urgent and necessary, such as a proposal that would mitigate exposure to immediate or severe financial or legal risk. 2(a) Useful, but not necessary, to implement changes in law; 2(b) Responsive to identified concerns or problems; 2(c) Helpful in otherwise advancing Judicial Council goals and objectives.

⁶ Indicate which goal number of [The Strategic Plan for California’s Judicial Branch](#) the project most closely aligns.

⁷ A key objective is a strategic aim, purpose, or “end of action” to be achieved for the coming year.

Ongoing Projects and Activities ⁴					
<p>Internal/External Stakeholders: Trial courts.</p> <p>AC Collaboration: Criminal Law Advisory Committee, Civil and Small Claims Advisory Committee, Trial Court Budget Advisory Committee, Family and Juvenile Law Advisory Committee, and Judicial Branch Budget Committee.</p>					
2.	<table border="1" style="width: 100%;"> <tr> <td style="width: 80%;">Project Title: Trial Court Operational Metrics Reporting and Review</td> <td style="width: 20%;">Priority⁵ 1</td> </tr> <tr> <td></td> <td>Strategic Plan Goal⁶ III</td> </tr> </table>	Project Title: Trial Court Operational Metrics Reporting and Review	Priority⁵ 1		Strategic Plan Goal⁶ III
Project Title: Trial Court Operational Metrics Reporting and Review	Priority⁵ 1				
	Strategic Plan Goal⁶ III				
<p>Project Summary⁷: In connection with the required reporting per SB 154, the committee should review existing standards and measures of judicial administration and consider whether existing standards should be updated or modified or if new standards should be adopted. Any new, updated, or modified metrics should be relevant and meaningful to court operations and further progress efficient and effective caseload management. The committee will continue to assess current standards and measures and may want to consult with the National Center for State Courts or other entities on these standards.</p> <p>Status/Timeline: Ongoing; the committee should work to develop a nonoperational metrics curriculum for court leaders and utilize statewide meetings of court leaders to present on this topic.</p> <p>Fiscal Impact/Resources: Completion of this project will be accomplished with existing resources.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Trial courts; Judicial Council, and National Center for State Courts.</p> <p>AC Collaboration: Criminal Law Advisory Committee, Civil and Small Claims Advisory Committee, Trial Court Budget Advisory Committee, Family and Juvenile Law Advisory Committee, Center for Judicial Education and Research Advisory Committee, and Judicial Branch Budget Committee.</p>					

Ongoing Projects and Activities⁴					
3.	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">Project Title Branchwide Data Analytics Governance and Policy Development</td> <td style="width: 30%;">Priority⁵ 1</td> </tr> <tr> <td></td> <td>Strategic Plan Goal⁶ III</td> </tr> </table> <p>Project Summary⁷: As part of branchwide efforts to use technology to innovate and increase access to justice and in recognition of the critical importance of data-driven decision-making, the committee will develop data standards and principles that address (1) data quality; (2) how we access, use, and share data; and (3) data security. These policies will guide the Judicial Council and its advisory bodies in the use of data for decisionmaking. The committee will review the work completed by the Data Analytics Workstream to develop data governance policy concepts and will consider developing or finalizing one or more policy proposals for Judicial Council review and approval. The committee will develop a workplan for additional policy development. In order to educate branch leadership on the concept of data analytics and the data analytics strategy for the branch, Judicial Council staff, with guidance and support from the committee, will propose an approach to develop and deliver data educational sessions on data analytics policies and concepts for court leadership.</p> <p>Status/Timeline: Ongoing; the committee will work to develop a data analytics governance and policy curriculum for court leaders and utilize statewide meetings of court leaders to present on this topic.</p> <p>Fiscal Impact/Resources: Completion of this project will be accomplished with existing resources with input from Judicial Council offices of Information Technology, Legal Services, and Center for Judicial Education and Research (CJER).</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Trial courts.</p> <p>AC Collaboration: TBD/As needed.</p>	Project Title Branchwide Data Analytics Governance and Policy Development	Priority⁵ 1		Strategic Plan Goal⁶ III
Project Title Branchwide Data Analytics Governance and Policy Development	Priority⁵ 1				
	Strategic Plan Goal⁶ III				
4.	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">Project Title: Trial Court Operational Metrics Annual Report (SB 154)</td> <td style="width: 30%;">Priority⁵ 1</td> </tr> <tr> <td></td> <td>Strategic Plan Goal⁶ III</td> </tr> </table> <p>Project Summary⁷: As required by budget bill language, the Judicial Council will publish an annual report by February 1 each year to the Legislature on the operations of each trial court with various operational and budgetary metrics, including but are not limited to, time to disposition and case clearance rates by case type, backlogs by case type, court hours of operations including public counter hours, staff vacancy rates by classification, fund balance detail from the prior fiscal year, the calculated funding level of each court and the percent of funding actually provided to each court, and the funding level of each trial court as measured by the Judicial Council—approved</p>	Project Title: Trial Court Operational Metrics Annual Report (SB 154)	Priority⁵ 1		Strategic Plan Goal⁶ III
Project Title: Trial Court Operational Metrics Annual Report (SB 154)	Priority⁵ 1				
	Strategic Plan Goal⁶ III				

Ongoing Projects and Activities⁴					
	<p>workload formula. The committee will review the metrics and measures that are included in the year one report and provide context for data reported and quality of data. The committee may propose additional metrics and measures for years two and ongoing.</p> <p>Status/Timeline: Ongoing; The report was completed February 1, 2024.</p> <p>Fiscal Impact/Resources: Completion of this project will be accomplished with existing resources.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Legislature.</p> <p>AC Collaboration: TBD/As needed.</p>				
5.	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 75%;">Project Title: Branchwide Data Collection</td> <td style="text-align: center;">Priority⁵ 1</td> </tr> <tr> <td></td> <td style="text-align: center;">Strategic Plan Goal⁶ III, IV</td> </tr> </table> <p>Project Summary⁷: The Judicial Council is required to survey the business of the courts. Branch data collection helps to inform court leaders of trends and to make business decisions based on data. The committee should review and make policy recommendations on statewide data collection, including trial court data collection via the Judicial Branch Statistical Information System (JBSIS).</p> <p>Status/Timeline: Ongoing; The committee should catalog other branch data collection efforts and draft a data roadmap for the judicial branch.</p> <p>Fiscal Impact/Resources: Completion of this project will be accomplished with existing resources.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Trial and appellate courts.</p> <p>AC Collaboration: JBSIS Subcommittee of CEAC and others TBD.</p>	Project Title: Branchwide Data Collection	Priority⁵ 1		Strategic Plan Goal⁶ III, IV
Project Title: Branchwide Data Collection	Priority⁵ 1				
	Strategic Plan Goal⁶ III, IV				

Ongoing Projects and Activities⁴					
6.	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">Project Title: Branchwide Data Analytics Education and Building a Data Analytics Community</td> <td style="width: 30%; text-align: center;">Priority⁵ 1</td> </tr> <tr> <td colspan="2" style="text-align: right;">Strategic Plan Goal⁶ V</td> </tr> </table> <p>Project Summary⁷: As part of its efforts to expand data analytics capacity, the committee should identify branchwide educational opportunities for judges, justices, and court staff to become more conversant in data collection and usage in order to foster a branchwide data analytics community.</p> <p>Status/Timeline: Ongoing; the committee should work to develop a data analytics curriculum for court leaders and utilize statewide meetings of court leaders to present on topics of general interest and determine areas of need. The committee should liaise with the Center for Judicial Education and Research to include a data focus in its caseflow management curricula. The committee will prepare a report summarizing activities in this area at the end of the year.</p> <p>Fiscal Impact/Resources: TBD; this project will draw on existing resources in the Judicial Council Office of Court Research.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Trial and appellate courts.</p> <p>AC Collaboration: CJER Advisory Committee, CEAC, and TCPJAC.</p>	Project Title: Branchwide Data Analytics Education and Building a Data Analytics Community	Priority⁵ 1	Strategic Plan Goal⁶ V	
Project Title: Branchwide Data Analytics Education and Building a Data Analytics Community	Priority⁵ 1				
Strategic Plan Goal⁶ V					
7.	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">Project Title Report on Standards and Measures (Gov. Code § 77001.5)</td> <td style="width: 30%; text-align: center;">Priority⁵ 1</td> </tr> <tr> <td colspan="2" style="text-align: right;">Strategic Plan Goal⁶ III</td> </tr> </table> <p>Project Summary⁷: Government Code section 77001.5 requires the Judicial Council to report to the Legislature annually on judicial administration standards and measures.</p> <p>Status/Timeline: The annual report will be completed November 1, 2024.</p> <p>Fiscal Impact/Resources: Completion of this project will be accomplished with existing resources.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Legislature.</p> <p>AC Collaboration: TBD/As needed.</p>	Project Title Report on Standards and Measures (Gov. Code § 77001.5)	Priority⁵ 1	Strategic Plan Goal⁶ III	
Project Title Report on Standards and Measures (Gov. Code § 77001.5)	Priority⁵ 1				
Strategic Plan Goal⁶ III					

Ongoing Projects and Activities⁴					
8.	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;"><i>Project Title</i> Judicial Needs Assessment Report (Gov. Code § 61614(c)(1))</td> <td style="width: 30%; text-align: center;"><i>Priority⁵</i> 1</td> </tr> <tr> <td colspan="2" style="text-align: right;"><i>Strategic Plan Goal⁶</i> III</td> </tr> </table>	<i>Project Title</i> Judicial Needs Assessment Report (Gov. Code § 61614(c)(1))	<i>Priority⁵</i> 1	<i>Strategic Plan Goal⁶</i> III	
<i>Project Title</i> Judicial Needs Assessment Report (Gov. Code § 61614(c)(1))	<i>Priority⁵</i> 1				
<i>Strategic Plan Goal⁶</i> III					
<p><i>Project Summary⁷</i>: Government Code section 61614(c)(1) requires the Judicial Council to prepare biennial updates of the Judicial Needs Assessment in even-numbered years. The needs assessment is used as the basis for Budget Change Proposals for new judgeships, subordinate judicial officer conversion requests, and to seek authorization for additional judgeships. The most recent report was issued in November 2022 to reflect the most current workload measures based on most recent Judicial Workload Study (2018).</p> <p><i>Status/Timeline</i>: The biennial report will be completed November 1, 2024.</p> <p><i>Fiscal Impact/Resources</i>: Completion of this review will be accomplished with existing resources.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p><i>Internal/External Stakeholders</i>: Trial courts and Legislature.</p> <p><i>AC Collaboration</i>: TBD/As needed.</p>					

III. LIST OF 2023 PROJECT ACCOMPLISHMENTS

#	Project Highlights and Achievements
1.	The Trial Court Operational Metrics Annual Report (SB 154) report was submitted to the Legislature on February 1, 2023.
2.	A two-day data analytics summit was held on June 21 and 22, 2023, in San Francisco. Nearly 200 data analysts, court leaders, and judicial officers attended the event, which focused on increasing data and analytics literacy in courts by sharing best practices, training, and activities to increase data leadership.
3.	The annual legislative report on Standards and Measures (Gov. Code § 77001.5) was submitted to the Legislature on November 1, 2023.

DRAFT

Advisory Committee on Providing Access and Fairness
Annual Agenda¹—2024
Approved by the Executive and Planning Committee: [Date]

I. COMMITTEE INFORMATION

Chair:	Hon. Victor A. Rodriguez, Cochair, Associate Justice of the Court of Appeal, First Appellate District, Division Three Hon. Kevin C. Brazile, Cochair, Judge of the Superior Court of California, County of Los Angeles
Lead Staff:	Ms. Cristina Resendiz-Johnson, Attorney, Center for Families, Children & the Courts
Committee's Charge/Membership: Rule 10.55 of the California Rules of Court states the charge of the Advisory Committee on Providing Access and Fairness (PAF), which is to make recommendations for improving access to the judicial system, fairness in the state courts, diversity in the judicial branch, and court services for self-represented parties. The committee also makes recommendations to the Center for Judicial Education and Research (CJER) Advisory Committee, proposals for the education and training of judicial officers and court staff. Rule 10.55(c) sets forth the membership position of the committee. PAF has 30 members. The current committee roster is available on the committee's web page.	
Subcommittees/Working Groups²: 1. Judicial Diversity Toolkit Working Group: Review and consider ideas and recommendations in collaboration with members of the State Bar's Council on Access and Fairness (COAF) for future updates to design and content to the Pathways to Judicial Diversity website; lead efforts on disseminating information statewide through collaboration with justice partners. 2. Ad Hoc Legislation Working Group: Review and receive updates on legislation from Judicial Council Governmental Affairs in the areas of access and fairness affecting the judicial branch.	

¹ The annual agenda outlines the work a committee will focus on in the coming year and identifies areas of collaboration with other advisory bodies and the Judicial Council staff resources.

² California Rules of Court, [rule 10.30 \(c\)](#) allows an advisory body to form subgroups, composed entirely of current members of the advisory body, to carry out the body's duties, subject to available resources, with the approval of its oversight committee.

3. Ad Hoc Racial Justice Working Group: The working group will gather information on branchwide efforts in racial justice and bias, work with stakeholders in promoting those activities, and consider recommendations on racial justice within the branch for the committee.
4. Standing Language Access Subcommittee: Advise and present recommendations to PAF regarding the Language Access Plan (LAP) and its overarching goal of ensuring access to justice for all court users, especially court users with limited English proficiency; as appropriate, make recommendations to PAF in the areas of technology, education, and translation; as well as recommendations on legislative and rule of court proposals to enhance language access services throughout the judicial branch.

Meetings Planned for 2024³ (Advisory body and all subcommittees and working groups)

Date/Time/Location or Teleconference:

Regular bi-monthly teleconference meetings on third Thursdays, 12:15–1:15 p.m., beginning February 2024.

Check here if exception to policy is granted by Executive Office or rule of court.

³ Refer to [Operating Standards for Judicial Council Advisory Bodies](#) for governance on in-person meetings.

II. COMMITTEE PROJECTS

#	New or One-Time Projects ⁴	
1.	Project Title: Develop Training for Court Staff on Appropriate Use of Machine Translation Tools (Implementation Project)	Priority⁵ 1 Strategic Plan Goal⁶ IV
<p>Project Summary⁷: The Language Access Subcommittee will partner with Judicial Council staff from the Center for Families, Children & the Courts (CFCC) and Information Technology (IT) to develop training for court staff, including self-help center staff, on the appropriate use of machine translation tools within the courthouse. Training will ensure that machine translation tools are used appropriately for different situations and maintain meaningful and accurate communication between litigants and the court. Training will also highlight situations where an in-person or telephonic interpreter may be needed to ensure that legal rights and remedies are maintained and to avoid misunderstandings in communication.</p> <p>Status/Timeline: December 2024.</p> <p>Fiscal Impact/Resources: CFCC and IT staff. Contractor services may also be used with funding from existing Language Access Services program resources.</p> <p><input type="checkbox"/> This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</p> <p>Internal/External Stakeholders: Training development will include input from court stakeholders (e.g., self-help center staff and court Language Access Representatives).</p> <p>AC Collaboration: PAF Language Access Subcommittee and Information Technology Advisory Committee (ITAC).</p>		

⁴ All proposed projects for the year must be included on the Annual Agenda. If a project implements policy or is a program, identify it as *implementation* or a *program* in the project description and attach the Judicial Council authorization/assignment or prior approved Annual Agenda to this Annual Agenda.

⁵ For non-rules and forms projects, select priority level 1 (must be done) or 2 (should be done). For rules and forms proposals, select one of the following priority levels: 1(a) Urgently needed to conform to or accurately reflect the law; 1(b) Council or an internal committee has directed the committee to consider new or amended rules and forms; 1(c) Change is urgently needed to remedy a problem that is causing significant cost or inconvenience to the courts or the public; 1(d) Proposal is otherwise urgent and necessary, such as a proposal that would mitigate exposure to immediate or severe financial or legal risk. 2(a) Useful, but not necessary, to implement changes in law; 2(b) Responsive to identified concerns or problems; 2(c) Helpful in otherwise advancing Judicial Council goals and objectives.

⁶ Indicate which goal number of [The Strategic Plan for California's Judicial Branch](#) the project most closely aligns.

⁷ A key objective is a strategic aim, purpose, or "end of action" to be achieved for the coming year.

#	Ongoing Projects and Activities ⁴	
1.	Project Title: Public Outreach for the Online California Courts Self-Help Guide (Implementation Project)	Priority⁵ 1
<p data-bbox="178 345 1251 380">Project Summary: The PAF Language Access Subcommittee will do the following:</p> <p data-bbox="178 423 1934 526">The Language Access Subcommittee will continue to work with Judicial Council staff to gather ideas and strategies and conduct public outreach to help ensure that multilingual resources, including new remote materials, on the Self-Help Guide are reaching Limited English Proficient (LEP) communities.</p> <p data-bbox="178 570 1955 708">These materials include assistance for self-represented litigants, including infographics, flyers, brochures, videos, and public service announcements. They will provide information to help LEP court users understand if they need an interpreter, how to request an interpreter for court, and basic information about court processes (e.g., preparing for small claims trial, serving legal papers, and understanding fee waivers).</p> <p data-bbox="178 751 1944 821">The online California Courts Self-Help Guide will have multilingual materials through the new language drop-down menu. The languages will include: Arabic, Chinese (Simplified and Traditional), Farsi, Korean, Punjabi, Russian, Spanish, Tagalog, and Vietnamese.</p> <p data-bbox="178 865 1010 899">This task was included on the committee’s prior Annual Agenda.</p> <p data-bbox="178 943 1913 1013">Status/Timeline: By December 30, 2024. This project was not able to be completed in 2023 due to unforeseen delays with required web improvements and has been moved to 2024.</p> <p data-bbox="178 1057 1892 1127">Fiscal Impact/Resources: Center for Families, Children & Courts (CFCC), Public Affairs, and Information Technology (Webcontent) staff.</p> <p data-bbox="178 1146 1902 1224"><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p data-bbox="178 1268 1451 1302">Internal/External Stakeholders: Trial courts, public including LEP court users and justice partners.</p> <p data-bbox="178 1346 919 1380">AC Collaboration: PAF Language Access Subcommittee.</p>		

#	Ongoing Projects and Activities ⁴	
2.	Project Title: Diversity in The Branch (Implementation Project)	Priority⁵ 1
	Strategic Plan Goal⁶ I	
<p>Project Summary: PAF will do the following:</p> <ul style="list-style-type: none"> a) Continue to update the Pathways to Judicial Diversity toolkit based on feedback received from users. Conduct presentations and continue the rollout of the toolkit statewide in collaboration with justice partners, provided sufficient resources are available. b) Continue to serve as a subject matter resource with justice partners and stakeholders on initiatives for increasing diversity in the judicial branch. c) Continue to collaborate with CJER staff on improving and expanding educational resources in areas under PAF’s purview and expertise related to diversity, inclusion, and fairness. d) Work on implementation of the recommendations from the 2021 Judicial Diversity Summit that were approved by the Judicial Council on December 2, 2022. On March 3, 2023, the Executive and Planning Committee referred the following recommendations to PAF and its Judicial Council staff for consideration: <ul style="list-style-type: none"> a. Summit recommendation 1, <i>Increase Education and Resources on Judicial Appointments and Elections Process</i>; b. Summit recommendation 3, <i>Strengthen Efforts to Mentor Judicial Officers on the Bench as a Crucial Component of Their Continued Professional Development and Advancement</i>; and c. Summit recommendation 4, <i>Strengthen and Coordinate Judicial Outreach to Connect with Diverse Younger Generations</i>. <p>This task was included on the committee’s prior Annual Agenda.</p> <p>Status/Timeline: Ongoing.</p> <p>Fiscal Impact/Resources: CFCC, IT, Governmental Affairs, and CJER staff.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: California Judges Association, California Lawyers Association, and California ChangeLawyers.</p> <p>AC Collaboration: Judicial Diversity Toolkit Working Group, Executive and Planning Committee, Legislation Committee, CJER Advisory Committee, and Trial Court Presiding Judges Advisory Committee (TCPJAC).</p>		

#	Ongoing Projects and Activities⁴	
3.	<i>Project Title: Ad Hoc Racial Justice Working Group (Implementation Project)</i>	<i>Priority⁵ 1</i>
<p data-bbox="159 293 1980 342"><i>Project Summary:</i> PAF will do the following:</p> <ul style="list-style-type: none"> <li data-bbox="226 383 1980 488">a) Continue to review and provide updates regarding the branch’s efforts to address racial bias and fairness. The working group will gather information on branch wide efforts in racial justice and bias, work with stakeholders in promoting those activities, and consider recommendations on racial justice within the branch to the committee. <li data-bbox="226 496 1980 634">b) Promote and inform trial court judicial officers and staff statewide on the new Racial Justice Toolkit , an online hub for educational and training resources to assist local courts with increasing access and fairness in the area of racial justice. The toolkit will be continuously updated based on user feedback and ongoing developments in the areas of racial justice, diversity, equity, and inclusion. <p data-bbox="159 675 1980 716">This task was included on the committee’s prior Annual Agenda. Item <i>b</i> was updated to include new details.</p> <p data-bbox="159 748 1980 789"><i>Status/Timeline:</i> Ongoing.</p> <p data-bbox="159 821 1980 862"><i>Fiscal Impact/Resources:</i> CFCC, CJER, Criminal Justice Services (CJS), and IT staff.</p> <p data-bbox="159 870 1980 911"><input type="checkbox"/> <i>The project includes allocations or distributions of funds to the courts, which have been reviewed and approved by Budget Service.</i></p> <p data-bbox="159 943 1980 984"><i>Internal/External Stakeholders:</i> Trial courts.</p> <p data-bbox="159 1016 1980 1162"><i>AC Collaboration:</i> This item may include collaboration with various Judicial Council advisory bodies, including, but not limited to: Family and Juvenile Law Advisory Committee, Court Executives Advisory Committee (CEAC), Collaborative Justice Courts Advisory Committee (CJCAC), Traffic Advisory Committee (TAC), (Criminal Law Advisory Committee (CLAC), Civil and Small Claims Advisory Committee (CSCAC), TCPJAC, ITAC, and Judicial Branch Ethics, and Fairness Curriculum Committee.</p>		
4.	<i>Project Title: Language Access Signage and Technology Grants, Cycle 6 (Implementation Project)</i>	<i>Priority⁵ 1</i>
<p data-bbox="159 1330 1980 1378"><i>Project Summary⁷:</i> The PAF Language Access Subcommittee will do the following:</p> <ul style="list-style-type: none"> <li data-bbox="226 1419 1980 1492">a) In coordination with the Judicial Council Executive Office, PAF Language Access Subcommittee, Information Technology Advisory Committee, and Technology Committee, the Center for Families, Children & the Courts Language Access Services 		

#	Ongoing Projects and Activities⁴	
	<p>Program will disburse ongoing monies (\$2.35 million each year) from the 2018 Budget Act as grants to trial courts for language access signage and technology initiatives on an annual basis. The grant program commenced in September 2019, following council approval.</p> <p>b) For fiscal year 2024–25, the grant cycle (Cycle 6) will commence in spring/summer 2024. Council staff will continue to develop annual reports on the grant program.</p> <p>This grant project was approved on the committee’s 2020 annual agenda. and will result in recommendations to the Judicial Council. Item b was updated to include new details.</p> <p>Status/Timeline: Ongoing.</p> <p>Fiscal Impact/Resources: CFCC, Branch Accounting and Procurement, and IT staff, ongoing monies from 2018 Budget Act.</p> <p><input checked="" type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Information Technology; trial courts and public, including LEP court users.</p> <p>AC Collaboration: PAF Language Access Subcommittee, and ITAC.</p>	
5.	Project Title: Collaborate and Provide Subject Matter Expertise (Implementation Project)	Priority⁵ 1
	<p>Project Summary: PAF will do the following:</p> <p>Serve as lead/subject matter resource for issues under the committee’s charge to avoid duplication of efforts and contribute to development of recommendations for council action.</p> <p>Serve as subject matter resource for other stakeholders on subjects under the committee’s charge to increase efficiency and avoid duplication of services within the branch.</p> <p>Provide education and technical assistance to the court self-help centers; make recommendations to the Judicial Council, as needed, regarding reports to the legislature on self-help services, requests for funding for self-help, and updates to the Guidelines for the Operation of Self-Help Centers in California Trial Courts as provided by California Rules of Court, rule 10.960 (e).</p>	

Ongoing Projects and Activities⁴

Continue collaborations with the TAC, CLAC, and other relevant Judicial Council advisory bodies and staff on recommendations to improve access and fairness in traffic court. These collaborations started in 2017 when the Rules Committee chair directed PAF to collaborate with TAC and CLAC on recommendations to improve access and fairness in traffic court. This resulted in liaison relationships between the three committees as well as successful collaborations on several rules and forms, including the “Ability to Pay” rules and forms which went into effect in April 2018. PAF will continue to collaborate with and provide subject-matter expertise to CLAC and TAC as appropriate.

Provide technical assistance to JusticeCorps program on evaluation of members’ career paths and promote program’s efforts to increase diversity in the legal system and enhance civics education.

Post-Pandemic Initiative - Outreach on Remote Services including the SRL portal.

Post-Pandemic Initiative - Explore partnerships with community-based organizations to assist with remote proceedings.

This task was included on the committee’s prior Annual Agenda.

Status/Timeline: Ongoing.

Fiscal Impact/Resources: CFCC, Governmental Affairs, IT, and CJS staff.

This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.

Internal/External Stakeholders: None.

AC Collaboration: This item may include collaboration with various Judicial Council advisory bodies, including, but not limited to: Family and Juvenile Law Advisory Committee, TCPJAC, CEAC, CJAC, TAC, CLAC, CSCAC, ITAC; and Judicial Branch Ethics, and Fairness Curriculum Committee.

#	Ongoing Projects and Activities ⁴	
6.	Project Title: Improving Access and Fairness through Technology (Implementation Project)	Priority⁵ 1
<p data-bbox="176 305 751 342">Project Summary: PAF will do the following:</p> <ul style="list-style-type: none"> <li data-bbox="176 380 1829 451">a) Continue coordinating with the Judicial Council’s ITAC on the development of the online California Courts Self-Help Guide. (See The Critical Role of the State Judiciary in Increasing Access for Self-Represented Litigants: Self-Help Access 360); <li data-bbox="176 451 1850 522">b) Coordinate with the Judicial Council’s ITAC on development of a new reporting portal to assist courts in complying with Civil Code section 54.8 regarding assisted listening devices; <li data-bbox="176 522 1465 560">c) Discuss and explore with ITAC other intersections between access, fairness, and technology; and <li data-bbox="176 560 1766 631">d) Explore how to encourage the use of technologies that benefit court users with disabilities. This project does not result in recommendations to the Judicial Council and was approved on the committee’s 2016 annual agenda. <p data-bbox="176 678 527 716">Status/Timeline: Ongoing.</p> <p data-bbox="176 753 772 790">Fiscal Impact/Resources: CFCC and IT staff.</p> <p data-bbox="176 797 1906 868"><input type="checkbox"/> This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</p> <p data-bbox="176 906 688 943">Internal/External Stakeholders: None.</p> <p data-bbox="176 980 520 1018">AC Collaboration: ITAC.</p>		

III. LIST OF 2023 PROJECT ACCOMPLISHMENTS

#	Project Highlights and Achievements
1.	Diversity in the Branch: PAF collaborated with the California Lawyers Association (CLA) and California Judges Association (CJA) to hold various informative panels on increasing judicial diversity throughout the state where the latest data on judicial demographics was shared. One such panel was titled, “ <i>Pathways to Justice: Increasing Judicial Diversity</i> ” and was held at CLA’s annual meeting in San Diego, CA. Status: Presentations of toolkit and judicial diversity data will be ongoing.
2.	Collaborate and Provide Subject Matter Expertise: Staff continued to provide weekly statewide training to Self-Help Center staff on a wide variety of subject matters such as family law updates, form changes, and remote proceedings’ customer service. Status: Ongoing.
3.	Language Access Signage and Technology Grants, Cycle 5: This project was completed. A report with grant recommendations for Cycle 5 was approved by the council in September 2023. Status: Completed.

Court Interpreters Advisory Panel
Annual Agenda¹—2024

Approved by Executive and Planning Committee: [Date]

I. COMMITTEE INFORMATION

Chair:	Hon. Brian L. McCabe, Judge, Superior Court of Merced County
Lead Staff:	Mr. Ray Mata, Analyst, Court Interpreters Program, Center for Families, Children & the Courts
Committee's Charge/Membership: <p>Rule 10.51 of the California Rules of Court states the charge of the Court Interpreters Advisory Panel (CIAP), which is to: Assist the council in performing its duties under Government Code sections 68560 through 68566 and to promote access to spoken-language interpreters and interpreters for deaf and hearing-impaired persons, the advisory panel is charged with making recommendations to the council on:</p> <ol style="list-style-type: none">(1) Interpreter use and need for interpreters in court proceedings; and(2) Certification, registration, renewal of certification and registration, testing, recruiting, training, continuing education, and professional conduct of interpreters. <p>Rule 10.51(b) sets forth the additional duties of the panel that are: Reviewing and making recommendations to the council on the findings of the study of language and interpreter use and need for interpreters in court proceedings that is conducted by the Judicial Council every five years under Government Code section 68563.</p> <p>Rule 10.51(c) sets forth the following membership composition of the committee. CIAP currently has 14 members, which consists of 11 advisory panel members (voting) and 4 advisors (nonvoting) appointed by the Chief Justice to assist the advisory panel. A majority of the members must be court interpreters. The advisory panel must include the specified numbers of members from the following categories:</p> <ol style="list-style-type: none">(1) Four certified or registered court interpreters working as employees in trial courts, one from each of the four regions established by Government Code section 71807. For purposes of the appointment of members under this rule, the Superior Court of California, County of Ventura, is considered part of Region 1 as specified in section 71807, and the Superior Court of California, County of Solano, is considered part of Region 2 as specified in section 71807;	

¹ The annual agenda outlines the work a committee will focus on in the coming year and identifies areas of collaboration with other advisory bodies and the Judicial Council staff resources.

- (2) Two interpreters certified or registered in a language other than Spanish, each working either in a trial court as an independent contractor or in an educational institution;
- (3) One appellate court justice
- (4) Two trial court judges; and
- (5) Two court administrators, including at least one trial court executive officer.

The current committee [roster](#) is available on the committee's web page.

Subcommittees/Working Groups²:

1. Professional Standards and Ethics Subcommittee – Provides review and recommendations on interpreter professional development, as well as adherence to professional standards and compliance requirements.
2. Interpreter Language Access Subcommittee – Works on specific projects related to language access and interpreting services, including recommendations from the [Strategic Plan for Language Access in the California Courts](#) that relate to court interpreters. As appropriate, these projects are undertaken in collaboration with the Language Access Subcommittee of the Advisory Committee on Providing Access and Fairness.

Meetings Planned for 2024³

Video conference calls – As needed.

In-person meeting – One in-person meeting if requested by the committee members.

Professional Standards and Ethics Subcommittee – Video conference calls as needed.

Interpreter Language Access Subcommittee – Video conference calls as needed.

Check here if exception to policy is granted by Executive Office or rule of court.

² California Rules of Court, rule 10.30 (c) allows an advisory body to form subgroups, composed entirely of current members of the advisory body, to carry out the body's duties, subject to available resources, with the approval of its oversight committee.

³ Refer to [Operating Standards for Judicial Council Advisory Bodies](#) for governance on in-person meetings.

II. COMMITTEE PROJECTS

#	New or One-Time Projects ⁴	
1.	Project Title: Implementation of Assembly Bill 1032 Court interpreters – Interpreter Language Access Subcommittee (ILAS)	Priority⁵ 1(c) Strategic Plan Goal⁶ III
<p>Project Summary⁷: Assembly Bill 1032 (Stats. 2023, ch. 556), amends the Trial Court Interpreter Employment and Labor Relations Act (Gov. Code §§ 71800–71829) with provisions affecting intermittent part-time, employee, independent contractor, provisionally qualified, relay, and privately appointed interpreters. CIAP will propose revisions to California Rules of Court, rule 2.893, interpreter forms, and other guidance materials to conform with the statute. In addition to rule and form changes, staff from the Center for Families, Children & the Courts (CFCC) and Human Resources Labor Employment Relations Unit (HR-LERU) will provide educational training to courts regarding changes arising from AB 1032.</p> <p>Status/Timeline: Changes to rules and forms will be presented to the Judicial Council for approval in Fall 2024 to ensure a January 1, 2025, implementation date.</p> <p>Fiscal Impact/Resources: Any expenses associated with this project will be entirely funded under the Court Interpreters Program budget.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Interpreter community, judicial officers, justice partners, language access court personnel, and the public. Training for courts to be provided by CFCC and HR-LERU staff.</p> <p>AC Collaboration: Rules Committee, Language Access Subcommittee of the Advisory Committee on Providing Access and Fairness, and the Court Executives Advisory Committee (CEAC)</p>		

⁴ All proposed projects for the year must be included on the Annual Agenda. If a project implements policy or is a program, identify it as *implementation* or a *program* in the project description and attach the Judicial Council authorization/assignment or prior approved Annual Agenda to this Annual Agenda.

⁵ For non-rules and forms projects, select priority level 1 (must be done) or 2 (should be done). For rules and forms proposals, select one of the following priority levels: 1(a) Urgently needed to conform to or accurately reflect the law; 1(b) Council or an internal committee has directed the committee to consider new or amended rules and forms; 1(c) Change is urgently needed to remedy a problem that is causing significant cost or inconvenience to the courts or the public; 1(d) Proposal is otherwise urgent and necessary, such as a proposal that would mitigate exposure to immediate or severe financial or legal risk. 2(a) Useful, but not necessary, to implement changes in law; 2(b) Responsive to identified concerns or problems; 2(c) Helpful in otherwise advancing Judicial Council goals and objectives.

⁶ Indicate which goal number of [The Strategic Plan for California’s Judicial Branch](#) the project most closely aligns.

⁷ A key objective is a strategic aim, purpose, or “end of action” to be achieved for the coming year.

#	New or One-Time Projects⁴	
2.	Project Title: 2025 Language Need and Interpreter Use Study	Priority⁵ 1 Strategic Plan Goal⁶ IV, VI
<p>Project Summary⁷: Develop the legislatively mandated <i>Language Need and Interpreter Use Study</i>. Under Government Code section 68563. This five-year study will be due to the Governor and Legislature by July 1, 2025.</p> <p>Key Objectives:</p> <ul style="list-style-type: none"> • Assess the current statewide landscape concerning the need and use of interpreting services in California’s trial courts; • Evaluate trends and compare to previous studies; • Develop sound recommendations for the council’s consideration; • Assist the strategic expansion of interpreters into needed areas; and • Continue to address the shortage of court interpreters in key languages. <p>Status/Timeline: The Language Access Implementation unit will develop this study and prepare the report in 2024. The unit will provide CIAP with project status updates throughout 2024. The study is due to the Governor and to the Legislature no later than July 1, 2025.</p> <p>Fiscal Impact/Resources: There is no fiscal impact associated with this project. Resources are: Governmental Affairs, Court Interpreters Program, and the Language Access Implementation staff.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Interpreter community, the superior courts, the Governor, and the Legislature.</p> <p>AC Collaboration: CEAC.</p>		
3.	Project Title: Certification of Persons with American Sign Language (ASL) Generalist Credentials to Perform Work in the Courts and ASL Guidelines	Priority⁵ 1 Strategic Plan Goal⁶ IV
<p>Project Summary⁷: As directed in the November 2023 council report, <i>Language Access Plan: New Requirements for American Sign Language Court Interpreters</i>, CIAP will (1) develop a proposal for the council to certify persons with ASL generalist credentials to perform work in the courts, (2) revise the <i>Guidelines for Approval of Certification Programs for Interpreters for Deaf and Hard-of-Hearing Persons</i>, and (3) develop a recommendation for a process for approving ASL court interpreter certification programs that</p>		

#	New or One-Time Projects⁴	
	<p>is more responsive to the current interpreter marketplace and testing and certification landscape.</p> <p>Key Objectives:</p> <ul style="list-style-type: none"> • Explore the feasibility of a tiered approach to certify persons with ASL generalist credentials to perform work in the courts. • Develop a more modernized approval process for ASL court interpreter certification programs. <p>Status/Timeline: Upon the completion of a Request for Proposal process, a consultant will be secured by summer 2024 to assist with developing an implementation proposal for ASL generalist credentials. This proposal will be presented to CIAP for approval in fall 2024. In addition, CIAP will update the Guidelines and develop a more modernized approval process for ASL court interpreter certification programs by December 31, 2024.</p> <p>Fiscal Impact/Resources: The estimated one-time cost, which will be funded under the Court Interpreters Program consultant budget for fiscal year 2023–24, is \$200,000 for a consultant to conduct national level research on accepted ASL generalist credentials and tiered approaches. Implementation options will be proposed to CIAP for consideration. Resources include the Court Interpreters Program and the Language Access Implementation Unit, and additional staff time as needed from Legal Services and Human Resources.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Interpreter community (including ASL interpreters), judicial officers, justice partners, language access court personnel, and the public.</p> <p>AC Collaboration: Consultation with the Advisory Committee on Providing Access and Fairness as needed.</p>	
4.	<p>Project Title: Carryover of Bilingual Interpreting Examination (BIE) Scores</p>	<p>Priority⁵ 2</p> <hr/> <p>Strategic Plan Goal⁶ IV</p>
	<p>Project Summary⁷: After consideration of the findings from the National Center for State Courts (NCSC) research on court interpreter test administration and credentialing options from other states, Language Access Services (LAS) staff will draft and propose recommendations for CIAP regarding the feasibility of allowing interpreter candidates to carry over passing scores of 70 percent or higher on two or more exam sections of the Bilingual Interpreting Examination (BIE) from one administration to another within a two-year period. Several states allow this practice to ensure that interpreter candidates stay in the testing pipeline and provide them with two years to pass all four sections of the exam. Candidates failing to pass all four sections of the BIE within this timeframe must restart the process by retaking all sections.</p>	

#	New or One-Time Projects ⁴
	<p>Key considerations for CIAP include determining whether LAS staff can implement the carryover practice already established by other states. LAS staff will develop recommendations, including an assessment of potential costs, benefits, drawbacks, and operational feasibility.</p> <p>Key Objectives:</p> <ul style="list-style-type: none"> • Maintain the current testing requirements for attaining certified court interpreter status. • Explore the feasibility of allowing candidates to carry over passing scores on two or more exam sections of the BIE from one administration to another within a two-year period. • Evaluate the potential costs, benefits, drawbacks, and operational feasibility associated with adopting this practice which is already implemented in other states to expand their interpreter credentialing pool. <p>Status/Timeline: December 2024.</p> <p>Fiscal Impact/Resources: Any expenses associated with this project will be entirely funded under the Court Interpreters Program budget.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Interpreter community, judicial officers, justice partners, language access court personnel, and the public.</p> <p>AC Collaboration: None.</p>

#	Ongoing Projects and Activities⁴	
1.	Project Title: Compliance Requirements for Certified Court and Registered Interpreters	Priority⁵ 2
	Strategic Plan Goal⁶ III	
<p>Project Summary⁷: Consider recommendations to modify the annual court interpreter renewal and compliance process to be more efficient, clear to interpreters, and in alignment with operational improvements. Consider recommended updates to the Compliance Requirements for Certified Court and Registered Interpreters so that it incorporates modifications to the compliance process.</p> <p>Key Objectives:</p> <ul style="list-style-type: none"> • Assess shortening the current 10-month compliance cycle, which traditionally runs from September through June. • Consider making the cycle end and start in the same calendar year. • Assess transitioning to a biannual cycle instead of remaining with the existing annual cycle. • Consider moving all interpreters into one common cycle so that the deadlines for their compliance requirements are the same instead of staggered. • Determine alternatives to permanent revocation of credentials for interpreters who do not meet the compliance requirements, such as long-term suspension. • Consider updating the continuing education requirements to include a refresher in ethics training for interpreters who have been credentialed for more than two years. • Update the Compliance Requirements for Certified Court and Registered Interpreters to incorporate the committee’s proposed modifications to the compliance process and operational improvements. <p>Status/Timeline: Court Interpreters Program staff has developed recommendations that the committee will consider in 2024. If approved, the recommendations will be presented to the council for its consideration later that year.</p> <p>Fiscal Impact/Resources: Any expenses associated with this project will be entirely funded under the Court Interpreters Program budget.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Interpreter community, judicial officers, justice partners, language access court personnel, and the public.</p> <p>AC Collaboration: None.</p>		

#	Ongoing Projects and Activities⁴	
2.	Project Title: Interpreting Skills Assessment Process – Professional Standards and Ethics Subcommittee	Priority⁵ 1
	Strategic Plan Goal⁶ IV	
<p>Project Summary⁷: To further support implementation of the California Court Interpreter Credential Review Procedures, consider a proposed process to assess an interpreter’s ability to interpret if a complaint alleging gross incompetence is lodged against the interpreter, and if following review and investigation, the complaint is deemed to have merit. This project originated with Recommendation #64 of the Strategic Plan for Language Access in the California Courts (LAP) and Government Code section 68564(g), which states that the Judicial Council shall establish a “...procedure for Judicial Council and local court review of each court interpreter's skills and for reporting to the certification entity the results of the review.”</p> <p>Key Objectives:</p> <ul style="list-style-type: none"> • Consider and recommend a process that strengthens the Judicial Council’s ability to assess an interpreter’s interpreting abilities in a fair and thorough manner when the subject of a valid complaint concerning interpreting ability. <p>Status/Timeline: Court Interpreters Program staff is working under a contract with the National Center for State Courts to develop a skills assessment process for the committee’s consideration in 2024. If approved, the recommendations will be presented to the council for its consideration later that year.</p> <p>Fiscal Impact/Resources: Any expenses associated with this project will be entirely funded under the Court Interpreters Program budget. <input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Interpreter community, judicial officers, justice partners, language access court personnel, and the public.</p> <p>AC Collaboration: None.</p>		
3.	Project Title: Professional Standards and Ethics for California Court Interpreters – Professional Standards and Ethics Subcommittee	Priority⁵ 2
	Strategic Plan Goal⁶ V	
<p>Project Summary⁷: Consider recommended updates to The Professional Standards and Ethics for California Court Interpreters Manual, which informs interpreters of their professional and ethical responsibilities. The manual was last updated in 2013.</p>		

#	Ongoing Projects and Activities⁴	
	<p>Key Objectives:</p> <ul style="list-style-type: none"> • Update the manual to align with current interpreting practices, evolving technology, remote and hybrid courtroom environments, video remote interpreting, and contemporary ethical issues such as conduct on social media. • Increase interpreters’ accessibility and engagement with the manual by adding scenarios that illustrate ethical considerations. • Align the content with a redesigned live ethics training that is required for new interpreters and a new online ethics refresher training for more experienced interpreters. <p>Status/Timeline: Court Interpreters Program staff has begun developing proposed updates to the manual. It is anticipated that proposed revisions will be presented to the committee for its consideration in 2024.</p> <p>Fiscal Impact/Resources: Any expenses associated with updating the manual and the electronic dissemination of the updated version will be entirely funded by the Court Interpreters Program.</p> <p>Internal/External Stakeholders: Interpreter community, judicial officers, justice partners, language access court personnel, and the public.</p> <p>AC Collaboration: None.</p>	
4.	Project Title: Designation of Certain Languages as Certified and Registered	Priority⁵ 2
	<p>Strategic Plan Goal⁶ I, II, IV</p> <p>Project Summary⁷: Following the 2020 Language Need and Interpreter Use Study, consider whether to (1) maintain certain languages as certified, or (2) recommend one or more of these languages be de-designated and reclassified as registered languages to allow candidates to take the Oral Proficiency Exam (OPE) to become registered interpreters in one or more of these languages (Portuguese, Western Armenian, and Japanese, and potentially Khmer).</p> <p>Key Objectives:</p> <ul style="list-style-type: none"> • Develop recommendations that result in none of the above-mentioned languages being removed from the list of languages for which the council provides an interpreting credential. • Consider the following: number of in-court interpretations; level of interest in becoming an interpreter; costs to develop and maintain examinations; availability of existing examinations; costs to administer testing; and the trial courts’ need for more interpreters. 	

Ongoing Projects and Activities⁴

Status/Timeline: In December 2023, CIAP approved related recommendations, which will be submitted to the Judicial Council for its consideration after public comment.

Fiscal Impact/Resources: Any expenses associated with this project will be entirely funded by the Court Interpreters Program.

This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.

Internal/External Stakeholders: Interpreter community, judicial officers, justice partners, language access court personnel, and the public.

AC Collaboration: None.

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III. LIST OF 2023 PROJECT ACCOMPLISHMENTS

#	Project Highlights and Achievements
1.	<p>Requirements for New American Sign Language (ASL) Court Interpreters – In November 2023, CIAP recommended that the council, effective January 1, 2024:</p> <ol style="list-style-type: none"> 1. Approve temporary revisions to the <i>Guidelines for Approval of Certification Programs for Interpreters for Deaf and Hard-of-Hearing Persons</i> allowing for exemptions in critical circumstances for a period of four years; 2. Under the exemption, temporarily approve the Texas Office of Deaf and Hard of Hearing Services Board for Evaluation of Interpreters as an approved testing entity for ASL court interpreter certification for a period of four years; 3. Direct CIAP to develop a proposal for the council to certify persons with ASL generalist credentials to perform work in the courts; and 4. Direct CIAP to revise the <i>Guidelines</i> and develop a recommendation for an ASL court interpreter certification program approval process that is more responsive to the current interpreter marketplace and testing and certification landscape. <p>The council unanimously approved these recommendations at its November 2023 business meeting. This project is now closed and further work for CIAP as directed by the council is on the 2024 Annual Agenda.</p>
2.	<p>Passage and Credentialing Options for the Interpreting Examinations – In December 2023, after review of other states’ testing and credentialing options identified by NCSC in research findings, CIAP approved the following recommendations:</p> <ol style="list-style-type: none"> 1. Make no change at this time to the current testing requirement that candidates must pass the BIE with a score of 70 or higher in each of the four examination sections in one sitting; and 2. Narrow the scope of the 2023 project and create a new annual agenda project for 2024 for LAS staff to explore the potential costs, benefits, drawbacks, and operational feasibility of allowing BIE candidates to carryover their passing scores on two more sections of the BIE for two years, which is a practice followed by other states. <p>With the committee’s approval of these recommendations, this project is now closed, and the new project is on the 2024 Annual Agenda.</p>

Advisory Committee on Audits and Financial Accountability for the Judicial Branch
Annual Agenda¹—2024

Approved by Executive and Planning Committee: [Date]

I. COMMITTEE INFORMATION

Chair:	Hon. David Rosenberg (Ret.)
Lead Staff:	Mr. Matt Espenshade, Principal Manager, Audit Services
Committee's Charge/Membership: <p>Rule 10.63 of the California Rules of Court states the charge of the Advisory Committee on Audits and Financial Accountability for the Judicial Branch (audit committee), which is charged with advising and assisting the council in performing its responsibilities to ensure that the fiscal affairs of the judicial branch are managed efficiently, effectively, and transparently, and in performing its specific responsibilities relating to audits and contracting, as required by law and good public policy. Rule 10.63(c) sets forth additional duties of the committee, such as to:</p> <ul style="list-style-type: none">• Review and approve of a yearly audit plan for the judicial branch,• Advise and assist the council in performing its responsibilities under the Judicial Branch Contract Law,• Review and recommend to the council proposed updates and revisions to the Judicial Branch Contracting Manual, and• Make recommendations concerning any proposed changes to the annual compensation plan for Judicial Council staff. <p>Rule 10.63(d) sets forth the membership position of the committee. The audit committee currently has seven members and one non-voting advisor. The current committee roster is available on the committee's web page.</p>	
Subcommittees/Working Groups²: There are no subcommittees or working groups operating under this advisory committee.	

¹ The annual agenda outlines the work a committee will focus on in the coming year and identifies areas of collaboration with other advisory bodies and the Judicial Council staff resources.

² California Rules of Court, rule 10.30 (c) allows an advisory body to form subgroups, composed entirely of current members of the advisory body, to carry out the body's duties, subject to available resources, with the approval of its oversight committee.

Meetings Planned for 2024³ (Advisory body and all subcommittees and working groups)

As needed based on the availability of audit reports, generally quarterly.

Check here if exception to policy is granted by Executive Office or rule of court.

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³ Refer to [Operating Standards for Judicial Council Advisory Bodies](#) for governance on in-person meetings.

II. COMMITTEE PROJECTS

#	Ongoing Projects and Activities ⁴	
1.	Project Title: Review Audit Reports and Recommend Policy Changes, As Appropriate	Priority⁵ 1
		Strategic Plan Goal⁶ II
<p>Project Summary⁷: The audit committee reviews audit reports issued by external entities (i.e., the State Controller’s Office and State Auditor’s Office) and periodically issues public audit advisories or internal memoranda to highlight systemic and important issues for trial court management. Some of the audit reports presented to the audit committee are required by law. Section 77206(h) of the Government Code requires the State Controller’s Office (SCO) to audit the revenues, expenditures, and fund balances of each trial court on a cyclical basis. The annual budget act appropriates \$540,000 for these audits each year. Similarly, section 19210 of the Public Contract Code requires the California State Auditor’s Office (CSA) to audit the procurement practices of at least five trial courts and the Judicial Council on an alternating biennial schedule. The annual budget act appropriates \$325,000 to reimburse CSA each year. Audit reports issued by both the SCO and the CSA are discussed by the committee in public session for transparency.</p> <p>Section 77206(g) of the Government Code authorizes the Judicial Council to inspect, review, and perform comprehensive oversight and analysis of court financial records wherever they may be located. State law also authorizes council staff to investigate allegations of financial impropriety or mismanagement. The Judicial Council’s audit staff often review court compliance with key financial, operational, and procurement-related policies in high-risk areas, such as: cash handling procedures, the reporting of case filings data to the Judicial Branch Statistical Information System (JBSIS); and vendor payment practices. Trial court management may address the audit committee in closed session to share their perspectives on any draft audit findings. To promote transparency, the final audit reports (along with those from the SCO and CSA) are posted publicly on the judicial branch’s website following the audit committee’s approval.</p> <p>Status/Timeline: Ongoing</p>		

⁴ All proposed projects for the year must be included on the Annual Agenda. If a project implements policy or is a program, identify it as implementation or a program in the project description and attach the Judicial Council authorization/assignment or prior approved Annual Agenda to this Annual Agenda.

⁵ For non-rules and forms projects, select priority level 1 (must be done) or 2 (should be done). For rules and forms proposals, select one of the following priority levels: 1(a) Urgently needed to conform to or accurately reflect the law; 1(b) Council or an internal committee has directed the committee to consider new or amended rules and forms; 1(c) Change is urgently needed to remedy a problem that is causing significant cost or inconvenience to the courts or the public; 1(d) Proposal is otherwise urgent and necessary, such as a proposal that would mitigate exposure to immediate or severe financial or legal risk. 2(a) Useful, but not necessary, to implement changes in law; 2(b) Responsive to identified concerns or problems; 2(c) Helpful in otherwise advancing Judicial Council goals and objectives.

⁶ Indicate which goal number of [The Strategic Plan for California’s Judicial Branch](#) the project most closely aligns.

⁷ A key objective is a strategic aim, purpose, or “end of action” to be achieved for the coming year.

#	Ongoing Projects and Activities⁴	
	<p>Fiscal Impact/Resources: There are no direct fiscal impacts. However, the periodic recommendations made by the audit committee may result in fiscal impacts that must be evaluated by those committees designated with oversight responsibilities in the given policy area (e.g., Trial Court Budget Advisory Committee, Court Executives Advisory Committee, etc.).</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: The courts we audit are external stakeholders, particularly court executive officers and financial staff.</p> <p>AC Collaboration: No direct collaboration with other advisory committees or working groups. Limited collaboration with external audit agencies (such as the State Auditor’s Office and State Controller’s Office), who periodically audit judicial branch entities.</p>	
2.	Project Title: Recommend Updates to the Judicial Branch Contracting Manual	Priority⁵ 2
	<p>Strategic Plan Goal⁶ II</p> <p>Project Summary⁷: The Judicial Branch Contract Law (Pub. Contract Code, §§ 19201–19210) requires the Judicial Council to adopt a contracting manual that is consistent with the Public Contract Code and substantially similar to the State Contracting Manual and State Administrative Manual. The manual contains procurement and contracting policies and procedures that must be followed by all judicial branch entities. To the extent that there are legislative amendments to the Public Contract Code that are applicable to judicial branch entities, the Judicial Council must update the Judicial Branch Contracting Manual so that the manual remains consistent with the Public Contract Code.</p> <p>Status/Timeline: Ongoing, (Generally, the audit committee holds a special meeting in July to discuss and approve suggested revisions before forwarding the changes to the council for final approval and adoption).</p> <p>Fiscal Impact/Resources: Staff from the Judicial Council’s Legal Services office monitor changes to state procurement laws and developing proposed changes for the audit committee’s consideration at its July meeting. Legal Services absorbs the cost of this work within its existing budget.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Attorneys within Legal Services are critical to ensuring appropriate updates are made to the Judicial Branch Contracting Manual in a timely manner.</p>	

#	Ongoing Projects and Activities⁴	
	<p>AC Collaboration: Attorneys within Legal Services periodically communicate with a group of court procurement officials, known as the Judicial Branch Contracting Manual Working Group. This group was originally established to help create the original version of the contracting manual; however, this working group is not formally established under the audit committee and is not an official working group created by any other advisory committee.</p>	
3.	<p>Project Title: Issue Audit Advisories, as Necessary, to Proactively Address Areas of Risk</p>	<p>Priority⁵ 2</p>
	<p>Strategic Plan Goal⁶ II</p> <p>Project Summary⁷: Since the creation of the audit committee in October 2017, audit staff and the committee have issued audit advisories on topics such as: cash handling procedures, grant administration, court procurement practices, and data quality standards for court reporting to the Judicial Branch Statistical Information System (JBSIS). As the audit committee discusses audit findings and sees systemic and important issues that require action, it may direct committee staff to draft audit advisories that explain to the courts the given problem, risks, and suggested recommendations for corrective action. Doing so provides each court with an opportunity to review their own practices and make changes—prior to an audit—to improve judicial administration.</p> <p>Status/Timeline: Ongoing.</p> <p>Fiscal Impact/Resources: None.</p> <p><input type="checkbox"/> This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</p> <p>Internal/External Stakeholders: None.</p> <p>AC Collaboration: Court Executive Advisory Committee and Data Analytics Advisory Committee.</p>	

III. LIST OF 2023 PROJECT ACCOMPLISHMENTS

#	Project Highlights and Achievements
1.	During 2023, the audit committee reviewed 7 audit reports focusing on procurement and financial activities of the courts. The reports contained over 40 recommendations where the courts agreed, partially agreed, or disagreed with the audit report's conclusions.

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