



JUDICIAL COUNCIL  
OF CALIFORNIA

INFORMATION TECHNOLOGY  
ADVISORY COMMITTEE

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

**INFORMATION TECHNOLOGY ADVISORY COMMITTEE**

**OPEN MEETING WITH NONPUBLIC SESSION AGENDA**

Open to the Public Unless Indicated as Closed or Not Subject to the Rule  
(Cal. Rules of Court, rule 10.75(c)(1))

THIS MEETING IS BEING CONDUCTED BY ELECTRONIC MEANS  
OPEN PORTION OF THIS MEETING IS BEING RECORDED

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<b>Date:</b>	October 30, 2015	
<b>Time:</b>	10:00 a.m. to 11:50 a.m.	Open Meeting
	11:50 a.m. to 12:10 p.m.	Nonpublic Meeting
<b>Call-In Number:</b>	1-877-820-7831	Public Access Code # <b>4348559</b>

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

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

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

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**Call to Order and Roll Call**

**Approval of Minutes**

Approve minutes of the August 18, 2015 Information Technology Advisory Committee public meeting.

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

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**Written Comment**

In accordance with California Rules of Court, rule 10.75(k)(1), written comments pertaining to any agenda item of a regularly noticed open meeting can be submitted up to one complete business day before the meeting. For this specific meeting, comments should be e-mailed to [itac@jud.ca.gov](mailto:itac@jud.ca.gov) or mailed or delivered to 455 Golden Gate Avenue, 8th Floor, San Francisco 94102, attention: Jackie Woods, Judicial Council. Only written comments received by **10 a.m. at October 29** will be provided to advisory body members prior to the start of the meeting.

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**III. DISCUSSION AND POSSIBLE ACTION ITEMS (ITEMS 1–11)**

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**Item 1**

**Opening Remarks and Chair Report**

Provide general update on activities relevant to the committee.

Presenter: Hon. Terence L. Bruiniers, Chair

**WORKSTREAM REPORTS**

**Item 2 10:15 a.m. – 10:20 a.m.**

**Data Exchange Workstream Status Report**

Update on the progress of this workstream (Annual Agenda Project #1).

Presenter: Mr. David Yamasaki, Executive Sponsor

**Item 3**

**E-Filing Workstream Status Report**

Update on the progress of this workstream (Annual Agenda Project #2).

Presenters: Hon. Sheila F. Hanson and Mr. Robert Oyung, Executive Co-Sponsors

**Item 4**

**Remote Video Workstream Status Report**

Update on the progress of this workstream (Annual Agenda Project #3).

Presenter: Hon. Terence L. Bruiniers, Executive Sponsor

**Item 5**

**Information Security Framework Workstream Status Report**

Update on the progress of this workstream (Annual Agenda Project #5).

Presenter: Mr. Robert Oyung, Executive Sponsor

**Item 6**

**Next Generation Hosting Workstream Status Report**

Update on the progress of this workstream (Annual Agenda Project #4).

Presenter: Hon. Kyle Brodie and Mr. Brian Cotta, Executive Co-Sponsors

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*Note: Times are estimated. Actual start and end times may vary.*

**SUBCOMMITTEE REPORTS**

**Item 7**

**ITAC Projects Subcommittee Report**

- a. **Disaster Recovery and Next Generation Hosting Solutions Assessment**  
Report on the findings from the *Disaster Recovery and Next Generation Hosting Solutions in California Courts* survey conducted in June 2015.

Presenter: Hon. Robert B. Freedman, Chair, ITAC Projects Subcommittee

**Item 8**

**ITAC Rules & Policy Subcommittee Report**

- a. **Electronic Signature Standards and Guidelines (Action Required)**  
Review trial court comments and decide whether to recommend a proposal to update the *Trial Court Records Manual* with standards and guidelines governing electronic signatures by judges and courts. These standards and guidelines were developed by the Court Executives Advisory Committee's Records Management Subcommittee to implement Government Code section 68150(g).

Presenters: Hon. Peter J. Siggins, Chair, Rules and Policy Subcommittee  
Mr. Patrick O'Donnell, Managing Attorney, Legal Services  
Ms. Tara Lundstrom, Attorney, Legal Services

**Item 9**

**Joint Appellate Technology Subcommittee Report**

Presenter: Hon. Louis R. Mauro, Chair, Joint Appellate Technology Subcommittee

**Item 10**

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

Provide report on activities and news coming from the JCTC.

Presenter: Hon. Marsha Slough, Chair, JCTC

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*Note: Times are estimated. Actual start and end times may vary.*

**Item 11**

**Annual Agenda Planning**

Discussion of proposals submitted for the ITAC 2016 annual agenda.

Facilitators: Hon. Terence L. Bruiniers, Chair

Ms. Renea Stewart, Senior Manager, Information Technology

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**IV. ADJOURNMENT**

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**Adjourn to Nonpublic Session**

**ADDITIONAL AGENDA ITEMS FOR NONPUBLIC SESSION  
TOPICS NOT SUBJECT TO RULE OF COURT 10.75**

The chair has exercised discretion to publicly agendize the items for this nonpublic session:  
i.e., topics not covered by Rule of Court 10.75.

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**V. ADMINISTRATIVE MATTERS (ACTION REQUIRED)**

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**Approval of Minutes (Action Required)**

Approve minutes of the July 10 Information Technology Advisory Committee nonpublic session.

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**VI. INFORMATION ONLY ITEMS (NO ACTION REQUIRED) (INFO 1-3)**

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**Info 1**

**Branch Update**

Provide regular report on the status of the branch and its budget, along with any technology-related discussions with the Department of Finance and/or with Legislators.

Presenter: Mr. Zlatko Theodorovic, Director, Fiscal Services Office

**Info 2**

**Futures Commission**

Provide a report on activities and news coming from the Futures Commission.

Presenter: Hon. Peter J. Siggins, ITAC and Futures Commission Member

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**Info 3**

**Liaison Reports**

Reports from members appointed as liaisons to other advisory bodies.

Presenters:	Vacant	TC Presiding Judges
	Vacant	Court Executives
	Hon. Terence Bruiniers	Appellate
	Hon. James Mize	Access
	Vacant	Civil Jury Instructions
	Hon. Robert Freedman	Civil & Small Claims
	Hon. Alan Perkins	Criminal Law
	Hon. Julie Culver	Education (CJER)
	Hon. Kyle Brodie	Traffic

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**VII. ADJOURNMENT**

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**Adjourn Nonpublic Session**

ITAC Meeting Schedule for 2015

- December 4 (in person)

Important Dates:

- November 9 JCTC November Meeting
- December 10, 11 Judicial Council Meeting

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*Note: Times are estimated. Actual start and end times may vary.*