



# 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 AGENDA

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

THIS MEETING IS BEING RECORDED

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**Date:** December 2, 2016

**Time:** 10:00 a.m. - 3:00 p.m.

**Location:** Ronald M. George State Office Complex  
William C. Vickrey Judicial Council Conference Center, 3rd Floor  
Malcolm M. Lucas Board Room  
455 Golden Gate Avenue San Francisco, California 94102-3688

**Call-In Number** This is an in-person meeting for ITAC members.  
A call in number is being provided for presenters and the public.  
1 -877-820-7831 **Public Access Code: 1437245 #**

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Meeting materials 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 October 14, 2016, Information Technology Advisory Committee meeting.

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

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##### **Public Comment**

Members of the public requesting to speak during the public comment portion of the meeting must place the speaker's name, the name of the organization that the speaker represents if any, and the agenda item that the public comment will address, on the public comment sign-up sheet. The sign-up sheet will be available at the meeting location at least **2 hours** prior to the meeting start time. The Chair will establish speaking limits at

the beginning of the public comment session. While the advisory body welcomes and encourages public comment, time may not permit all persons requesting to speak to be heard at this meeting.

**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 the Judicial Council at 455 Golden Gate Avenue, 8th Floor, San Francisco 94102, attention: Jackie Woods. Only written comments received by **10 a.m. on December 1** 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 1–9)**

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**Item 1**

**Chair Opening Remarks**

Presenter: Hon. Sheila F. Hanson, Chair

**Item 2**

**Judicial Council Chief Information Officer (CIO) Introduction**

Presenter: Robert Oyung, CIO/Director, Information Technology

**Item 3**

**ITAC Organization Discussion**

Presenters: Hon. Sheila F. Hanson, Chair  
Robert Oyung, CIO/Director, Information Technology

**Item 4**

**CMS Data Exchange Workstream Update – Final Report and Governance Plan (Action Required)**

Review the Data Exchange Workstream Final Report & Governance Plan proposal prepared by the workstream and justice partner stakeholders. Decide if the Governance Plan proposal should be accepted and implemented as the new governance model for managing the use, ongoing support, addition, and modification of data exchanges.

Presenters: Mr. David Yamasaki, Workstream Executive Sponsor  
Hon. Robert Freedman, Governance Lead

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

**Item 5**

**Tactical Plan Workstream Update – Progress Report and Approval to Circulate Draft for Public Comment (Action Required)**

A report on progress toward the updated Tactical Plan (2017-2018), which incorporates the comments received from judicial branch stakeholders. Meeting materials include a red-line of the edits and a comment matrix. Decide whether to recommend that the draft be posted for public comment.

Presenters: Hon. Terence L. Bruiniers, Workstream Executive Sponsor  
Kathleen Fink, IT Manager and Workstream Project Manager

**Item 6**

**Annual Agenda Planning Session: Part I – Review & Discuss**

Review of proposals submitted for the ITAC 2017 annual agenda. The chair will allot approximately 10 minutes for each subcommittee and workstream, beginning with the subcommittees. The committee will discuss proposals in the following order:

- (1) Rules & Policy Subcommittee proposals
- (2) Joint Appellate Technology Subcommittee proposals
- (3) Workstream proposals

Facilitators: Hon. Sheila F. Hanson, Chair  
Ms. Jamel Jones, Information Technology

**BREAK 12:00 p.m. – 1:00 p.m.**

**Item 6 (cont'd)**

*Review of the proposals will resume at 1 p.m. (when the committee reconvenes) and continue through approximately 2:30 p.m.*

**Item 7**

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

Provide report on activities and news coming from the JCTC.

Presenter: Mr. Jake Chatters, Member, JCTC

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

**Item 8**

**Annual Agenda Planning Session: Part II – Approve (Action Required)**

The committee will discuss any proposal removals and/or deferrals and consider approving the annual agenda content, with the changes discussed.

Facilitators: Hon. Sheila F. Hanson, Chair  
Ms. Jamel Jones, Information Technology

**Item 9**

**New Business and Closing Remarks**

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**IV. ADJOURNMENT**

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**Adjourn**

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