

Information Technology Advisory Committee (ITAC)

Public Business Meeting

April 30, 2018 In Person

Hon. Sheila F. Hanson

Chair, Information Technology Advisory
Committee

Administrative Matters

I. Open Meeting

- Call to Order, Roll Call
- Approve Minutes
 - February 2
 - March 16

DRAFT Minutes are in the materials e-binder.

II. Public Comment

REPORT

Item 1. Chair Report

Hon. Sheila F. Hanson

Chair, Information Technology Advisory
Committee

There are no additional slides for this report.

REPORT

Item 2. Judicial Council Technology Committee Update

Hon. Marsha Slough, Chair, JCTC

There are no additional slides for this report.

DISCUSSION ITEM

Item 3. Modernize Appellate Court Rules – Sealed and Confidential Records

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

Ms. Ingrid Leverett, Attorney II, Legal
Services

Refer to the Rules Proposal provided in the materials.

DISCUSSION ITEM

Item 4. Intelligent Forms Workstream – Status and Final Report

Hon. Jackson Lucky, Executive Co-Sponsor

Ms. Camilla Kieliger, Senior Analyst,
Legal Services; Workstream Project
Manager

Refer to the Final Report provided in the materials.

Intelligent Forms Workstream

Final Report

- Forms background, usage, delivery
- Findings and Recommendations, **target solutions**:
 1. Certified forms
 2. Data population API for certified forms
 3. Accessibility requirement updates for certified forms
 4. Basic governance for form updates
 5. Priority list of forms to be updated to new API and accessibility requirements
 6. Evaluate the possibilities of dynamic form production
 7. Evaluate the possibilities of document assembly within this context
- Timeline and Considerations

Requested Action of ITAC

- Provide feedback on recommendations
- Consider whether to accept the final report and formally conclude the Intelligent Forms Workstream, Phase 1
- Discuss next steps

REPORT

Item 5. Project Spotlight – Video Remote Interpreting Workstream

Hon. Samantha Jessner, Executive Sponsor

Ms. Olivia Lawrence, Principal Manager, Court
Operations Services

Advance to the next slide for discussion.

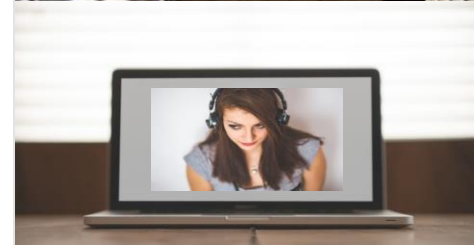
Video Remote Interpreting Workstream

Moderated by:

Hon. Samantha Jessner,
ITAC Executive Sponsor

Ms. Olivia Lawrence, Principal
Manager, Court Operations Services

April 30, 2018



History

- In January 2015, the Judicial Council adopted the *Strategic Plan for Language Access in the California Courts*
- In March 2015, Chief Justice Tani Cantil-Sakauye created the 27-member Language Access Plan Implementation Task Force (LAPITF) and appointed Justice Mariano-Florentino Cuellar to serve as Chair
- 75 recommendations in the plan
- Recommendations 14 and 16 direct the Judicial Council to pilot video remote interpreting in the courts

Language Access Plan - Recommendations

Recommendation #16: Conduct a pilot project, in alignment with the Judicial Branch *Tactical Plan for Technology*. This pilot should collect relevant data on:

- due process issues,
- participant satisfaction,
- whether remote interpreting increases the use of certified and registered interpreters as opposed to provisionally qualified interpreters,
- the effectiveness of a variety of available technologies
- cost-benefit analysis.

Recommendation #14: Establish minimum technology requirements for remote interpreting

Background

- The goal of the pilot project is to determine whether VRI may reliably assist courts, interpreters, and staff in meeting the language access needs of California's limited English proficient (LEP) population
- California's population is dispersed across 58 counties that collectively occupy a geographic area of approximately 164,000 square miles
- Qualified interpreters for certain languages, particularly languages other than Spanish, are scarce or unavailable in many counties
- The pilot project will help the judicial branch assess to what extent, and how, use of appropriate technology can help California fully meet language access needs without sacrificing due process

Governance Structure

Judicial Council

LAPITF

Justice Cuéllar, LAPITF Chair

JCTC

Justice Slough, JCTC Chair

TSS

Justice Bruiniers, TSS Chair

ITAC

Judge Hanson, ITAC Chair

Programmatic Standards

Technical Guidelines

VRI Pilot Project Workstream

Justice Bruiniers, **TSS Executive Sponsor**

Judge Jessner, **ITAC Executive Sponsor**

Lisa Crossover, **VRI Pilot Project Manager**

VRI Workstream Team

VRI Workstream includes:

- Judges
- Court Executive Officers
- Court Interpreters
- Court Staff, including IT staff
- Judicial Council staff

VRI Workstream Responsibilities

The workstream tasks include (as needed):

- Consult on VRI training for judicial officers, court interpreters, and court staff (including IT staff);
- Review SDSU evaluation report at conclusion of pilot;
- Develop proposed minimum VRI technical guidelines;
- Provide input on any recommended changes to the LAP's VRI programmatic and usage guidelines; and
- Make any recommendations regarding new rules of court to develop, and/or appropriate statewide use of VRI following the pilot

Video Remote Interpreting Pilot Project

The VRI Pilot kicked off in three counties:

- Ventura
- Merced
- Sacramento

Two Vendors per county:



 **Connected Justice**



A Video Remote Interpreter's workstation, located in the Interpreter's Office at the downtown Sacramento Superior Court, connected to the Carol Miller Justice Center, Sacramento, CA.

Case Types

Sacramento Superior Court

- Dept 63 - Felony arraignments
- Dept 81 - Traffic arraignments

Merced Superior Court

- Courtroom #9 - Traffic and civil
- Courtroom #13 - All case types (civil harassment, Domestic Violence (Civil), Unlawful Detainer, Civil (other), Felony, Drug Court, Misdemeanor, Infraction, and Traffic

Ventura Superior Court

- Courtroom #10 - Traffic arraignments & pleas
- Courtroom #13 - Traffic

Training

Training consisted of:

- Mock trials
- Use of VRI equipment
- Hardware and software tutorials
- Training documentation
- Collection of data / feedback



Mock trial at the Carol Miller Justice Center in Sacramento, CA, to test the use of VRI equipment with a remote interpreter.

Pilot GO-LIVE Dates

- **Ventura**
January 22, 2018
- **Merced**
January 23, 2018
- **Sacramento**
February 21, 2018



In-custody defendant at the Sacramento Jail Courthouse, communicating to the court interpreter, located at the Sacramento Main Courthouse, during his arraignment. The defendant can see the court interpreter on the screen directly in front of him and there is also a large screen with the court interpreter located to the right of him.

Sacramento County



Interpreter Joey Tobin at the Sacramento Interpreter workstation, Sacramento Courts.



Detained defendant at the Sacramento Jail Court house, with Deputy Roberts at Sacramento Courts.



Arraignment setting using video remote interpreting equipment with a remote interpreter in Sacramento County. The defendant communicates with the interpreter by phone, and can see the interpreter on the courtroom monitor and on a video phone located directly in front of the defendant. The video phone makes face-to-face phone calls possible, and also allows attorney-client communication between the defendant, his/her attorney, and the interpreter.

Merced County



Following a live hearing, Judge Bacciarini interacts with interpreter Rosa Lopez via video remote interpreting equipment in a Merced Courtroom.



Judge McCabe presiding over a mock trial to test and train court staff on VRI equipment in a Los Banos Courtroom.



Superior Court CEO Linda Romero-Soles, Merced County, participating in a mock trial using VRI equipment as a training exercise.

Ventura County



Mock trial using video remote interpreting equipment with a remote interpreter in Ventura County.



Interpreter Ramon Valdivieso at the Video Remote Interpreter workstation in Ventura County.

VRI Equipment



Interpreters, Mark Crossley and Diana Callahan, testing and training for American Sign Language (ASL) usage on the VRI equipment.



Above: Defendant's table at the courthouse in Ventura County, with a tester calling into the courtroom from a remote VRI workstation.



Bottom Right: Headset equipment reserved for listen-only mode. As appropriate, these headsets are available to friends or family members and allow them to listen in to the court interpreter, helping them to understand court proceedings.

Pilot Assessment

- We are now in the six-month pilot assessment phase to test and evaluate each vendor in each courtroom
- SDSU is overseeing the evaluation, survey-findings, and observation period



"Defendant" Lisa Crownover, VRI Project Manager, standing at the fee waiver counter at the Carol Miller Justice Center in Sacramento, CA, to test the use of VRI equipment with a remote interpreter.

Independent Evaluation

San Diego State University (SDSU) Research Foundation was contracted as an independent evaluator and is currently collecting VRI pilot data, as outlined in the Language Access Plan, to inform us of:

- Due process issues
- Participant satisfaction
- Use of certified and registered interpreters
- Effectiveness of technologies



Sample Survey

STAFF ONLY

SURVEY ID: _____
DATE DATA ENTERED: _____ INITIALS: _____

VRI Pilot Event Survey: LEP Court User Version [ENGLISH]

SITE: Sacramento - Main Jail Courthouse, Dept. 63

ROLE: LEP Court User

Month: _____

This survey is part of a research project about interpreting. Participation is voluntary and your responses are completely anonymous and are not tied to any personal information. You have the option not to respond to any question that you choose. Participation or non-participation will not impact your relationship with the court. Submission of the survey will be interpreted as your informed consent to participate and that you affirm that you are at least 18 years of age.

Will you answer just a few questions about the interpreting services you received today?

- Yes
- No

L1. Could you hear all court participants clearly?

- Yes
- No


L2. Could you see all court participants clearly?

- Yes
- No

L3. How satisfied were you with the interpreting services you received at court today?

- Very satisfied
- Somewhat satisfied
- Somewhat dissatisfied
- Very dissatisfied

L4. Were the interpreting services you received today provided by:

- An interpreter who was in the courtroom with you  THANK YOU, END OF SURVEY
- An interpreter who was connected to the courtroom using video and audio technology?

 L5. Was the equipment provided easy to use?

- Yes
- No

STAFF ONLY

Survey language: English Spanish Other: _____

VRI Pilot Event Survey | LEP Court User Version: English | Updated: 1/22/2018

Pilot Phases

- **Phase 1 – Intra-Court:**
Courts will use their own interpreters via VRI internally
- **Phase 2 – Inter-Court:**
Courts will share interpreters with other pilot courts via VRI

Pilot Conclusion

- Findings and recommendations will be developed for the Judicial Council in Fall 2018
- Update the LAP's VRI programmatic guidelines
- Update the Judicial Branch minimum technical standards
- Leveraged Purchase Agreements



Questions & Answers

<http://www.courts.ca.gov/VRI.htm>

REPORTS

Item 6. Branch Budget Update and Technology Budget Change Proposals (BCP)

Mr. Zlatko Theodorovic, Director, Budget Services

Mr. Mark Dusman, Principal Manager, Information Technology

There are no additional slides for this report.

ACTION REQUESTED

Item 7A. Next Steps for Disaster Recovery Workstream

Hon. Alan Perkins, Phase 1 Executive Co-Sponsor

Mr. Brian Cotta, Phase 1 Executive Co-Sponsor

Mr. Paras Gupta, Phase 2 Executive Sponsor

Advance to the next slide for this item.

Requested Action of ITAC

- Consider formal closure of the Disaster Recovery Workstream, Phase 1
- Discuss next steps– including launching Phase 2

Innovation Grants: Cloud Based Disaster Recovery

Vision

Through collaborative efforts, design and implement a disaster recovery solution that leverages the advantages of cloud based technological offerings for timely recover of critical court services and serve as a model for interested California Courts to adopt



Superior Court of California,
County of Monterey



Innovation Grants: Cloud Based Disaster Recovery

Goals

- Modernize and simplify the courts approach to implementing Disaster Recovery
- Extend recovery capabilities using cloud service providers
- Reduce the risk of interruption to vital court services
- Leverage work product from ITAC work-streams – DR and Next Gen
- Leverage Monterey Innovation Grant cloud DR award as a pilot for ITAC DR Workstream phase II



Superior Court of California,
County of Monterey



Milestones & Next Steps

- **RFP for Cloud DR Service Providers (*Nov-April*)**
Collaborative efforts with members representing 26 JBEs for drafting requirements, proposal evaluation and selection
- **Vendor Presentations & Award (*May-June*)**
Build knowledge on the leveraging cloud technologies;
Vendor selection and awards
- **Disaster Recovery Workstream Phase II**
Formal Kick-off;
Select interested members from existing Cloud DR RFP group
- **Pilot**
Monterey County Superior Court to design and implement recovery for selected systems and programs.



Superior Court of California,
County of Monterey



ACTION REQUESTED

Item 7B. Next Steps for Next-Generation Hosting Workstream

Hon. Jackson Lucky, Phase 1 Executive Co-Sponsor

Ms. Heather Pettit, Phase 1 Program Manager;
Principal Manager, Information Technology

Mr. Brian Cotta, Phase 2 Executive Sponsor

Advance to the next slide for this item.

Requested Action of ITAC

- Consider formal closure of the Disaster Recovery Workstream, Phase 1
- Discuss next steps– including launching Phase 2

REPORT

Item 8. Futures Commission Statewide Initiative Update

Hon. Samantha Jessner, Executive Sponsor,
Remote Video Appearances for
Most Non-Criminal Hearings

Ms. Jamel Jones, Supervisor, Information
Technology

Advance to the next slide for this report.

Overall Progress

- Identified sponsor, business leads, project managers
- Drafted initial funding request for BCP process
- Synthesized feedback from the 2017 Technology Summit workshops
- Conducted project orientation for remote video hearing leads; underway for other teams

REPORT

Item 9. Judicial Council Operations & Programs Division Update

Mr. Robert Oyung, Chief Operating Officer,
Judicial Council

There are no additional slides for this report.

REPORTS

Item 10. Comments and Questions Regarding Written Workstream and Subcommittee Reports

During this section, the Chair will invite comments on the written reports that have not already been discussed.

Advance to the next slide for topics.

2. Tactical Plan for Technology Update



Highlight: Membership roster approved and planning initiated.

Key Objectives	Status	Description
(a) Initiate workstream, including formation of membership and conduct orientation/kickoff meeting.	In Progress	Membership roster approved and planning kickoff in coordination with output from the Strategic Plan Update that is in progress.
(b) Review, gather input, and update the Tactical Plan for Technology.	Not Started	
(c) Circulate the draft plan for branch and public comment; revise as needed.	Not Started	
(d) Finalize, and seek approval by the JCTC and the Judicial Council; thereafter, formally sunset the workstream.	Not Started	

4. E-Filing Strategy



Highlight: Continued progress on EFM negotiations.

Key Objectives	Status	Description
(a) Finalize master agreements with the three (3) E-Filing Managers (EFMs) selected to provide services.	In Progress	We continue to negotiate with each of the 3 chosen EFM Vendors Tyler, JTI and ImageSoft. We are targeting end of April for execution of these Master Agreements.
(b) Develop the E-Filing Service Provider (EFSP) selection/certification process.	Not Started	
(c) Monitor the progress of EFSP accessibility compliance.	In Progress	JCIT issued a survey to collect accessibility information for AB 103, with responses due April 23. The Judicial Council is required to report to the Legislature on the current state of electronic filing and document service in the courts by June 30, 2018.
(d) Develop the roadmap for an e-filing deployment strategy, approach, and branch solutions/alternatives.	Not Started	
(e) Report on the plan for implementation of the approved NIEM/ECF standards, including effective date, per direction of the Judicial Council at its June 24, 2016 meeting.	Not Started	
(f) Consult and report on the implementation of the court cost recovery fee that will support the statewide e-filing program.	Not Started	
(g) Coordinate and plan with JCIT regarding operational support of the ongoing e-filing program being funded through the court cost-recovery fee.	Not Started	
(h) At the completion of these objectives and with the approval of the JCTC, formally sunset the workstream.	Not Started	

5. Identity and Access Management Strategy



Highlight: Identity and Access Management service acquired: Microsoft Azure AD Identity Service.

Key Objectives	Status	Description
(a) Develop and issue an RFP for a statewide identity management service/provider; identify and select.	Complete	Microsoft Azure AD Identity Service acquired under a Leveraged Procurement Agreement (LPA), County of Riverside RFQ #PUARC-1518, Microsoft Master Agreement Number 01E73970.
(b) Develop the roadmap for a branch identity management strategy and approach.	Not Started	
(c) Determine policies and processes for identity management (including proofing and access management).	Not Started	
(d) Ensure linkage and alignment with other branchwide initiatives such as E-Filing, SRL Portal, Next Generation Hosting, CMS Migration and Development.	In Progress	Sponsors or project managers for the aligned initiatives are members of the workstream.
(e) Coordinate and plan with JCIT regarding operational support, if appropriate.	In Progress	JCIT staff are participating in the pilot at Los Angeles Superior Court and are on the workstream.

6. Self-Represented Litigants (SRL) E-Services



Highlight: Supported progress of the FY18/19 BCP; initiated RFP data collection.

Key Objectives	Status	Description
(a) Provide input for, and track, a SRL E-Services Budget Change Proposal (BCP) process for FY 18-19 funding.	In Progress	<ul style="list-style-type: none"> • BCP for FY18/19 has been submitted to the Department of Finance • Provided responses to questions from the DOF and LAO • Support for legislative sessions and questions
(b) Develop requirements for branchwide SRL e-capabilities to facilitate interactive FAQ, triage functionality, and document assembly to guide SRLs through the process, and interoperability with the branchwide e-filing solution. The portal will be complementary to existing local court, and vendor resources.	In Progress	<ul style="list-style-type: none"> • This is being done in conjunction with the next line item (c) as part of the development of the RFP
(c) Develop and issue a request for proposal (RFP) or other solicitation, as needed, to support the implementation of the branchwide e-services portal.	In Progress	<ul style="list-style-type: none"> • Initial work has been started to reuse some of the common components and requirements from other recent RFPs issued but the JC.
(d) Determine implementation options for a branch-branded SRL E-Services website that takes optimal advantage of existing branch, local court, and vendor resources.	In Progress	<ul style="list-style-type: none"> • JCIT is funding a project as a pre-cursor to the SRL portal project which will pilot a small subset of features to get some experience and understanding in this area.
(e) Coordinate and plan with JCIT regarding operational support, if appropriate. Note: In scope for 2018 is the submission and tracking of a budget change proposal (BCP) and development of an RFP; out of scope is the actual implementation.	Not Started	

7. IT Community Development



Highlight: Began initial planning and drafted program outline.

Key Objectives	Status	Description
Initiate new workstream: Identify sponsor and leads; form workstream membership; hold kickoff meeting(s).	In Progress	Sponsor has held brainstorming sessions to develop a workstream outline, draft a Charter document and organize the approach on how to execute on this initiative. Expected to outreach to branch for volunteers and seek approval of membership in early May.
(a) Survey the courts to identify (i) their interest in exploring opportunities to share key technical resources and (ii) IT leadership and resource development needs and priorities; report findings.	Not Started	
(b) Assess court CEO/CIO interest in an IT peer consulting program and develop recommendations.	Not Started	
(c) Partner with CJER to develop and implement an annual plan for keeping judicial officers, CEO's, and CIO's abreast of technology trends.	Not Started	
(d) Identify, prioritize, and report on collaboration needs and tools for use within the branch.	Not Started	
(e) Evaluate and prioritized possible technologies to improve advisory body and workstream meeting administration; pilot recommended solutions with the committee.	Not Started	
(f) Coordinate and plan with JCIT regrading operational support, as appropriate.	Not Started	

9. Digital Evidence: Assessment (Phase 1)



Highlight: Branchwide survey completed with 49 trial and appellate courts responding.

Key Objectives	Status	Description
(a) Review existing statutes and rules of court to identify impediments to use of digital evidence and opportunities for improved processes.	In Progress	Existing statewide statutes and rules reviewed and documented. Will review survey results for local rules and statutes.
(b) Survey courts for existing business practices and policies regarding acceptance and retention of digital evidence.	In Progress	Survey complete with 49 trial and appellate courts responding. Preparing survey results.
(c) Survey courts and justice system groups regarding possible technical standards and business practices for acceptance and storage of digital evidence.	In Progress	Branch wide survey complete with 49 trial and appellate courts responding. Justice partner surveys in progress.
(d) Report findings to ITAC and provide recommendations on next steps.	Not Started	
(e) Coordinate and plan with JCIT regarding operational support, if appropriate.	Not Started	


10. Data Analytics : Access and Report (Phase 1)



Highlight: Core team held orientation and conducted initial planning.


Key Objectives	Status	Description
(a) Research, scope, and recommend a data analytics strategy for the branch (e.g., this may include gaining case processing and resource data).	In Progress	The group met by phone two times during the quarter: March 5 and March 22, and is making plans for an in-person meeting in the late spring. The group is also identifying key participants to include in the workstream. Core team participants are also planning to attend the DataEdge Conference hosted at UC Berkeley in April.
(b) Investigate possible policies, processes, and technologies to help the branch utilize data analytics to improve business effectiveness.	Not Started	
(c) Assess priorities for data collection and present findings to ITAC.	Not Started	
(d) Identify possible data analytical tools and templates.	Not Started	

13.1. Modernize Trial Court Rules

 **Highlight:** Amendments to title 2, division 3, chapter 2 of the California Rules of Court were submitted for public comment.

Key Objectives	Status	Description
<p>(a) Proposals to create and amend rules to conform to legislation enacted in 2017. For example, new provisions of Code of Civil Procedure section 1010.6 expressly require the Judicial council to adopt rules of court related to disability access and electronic signatures for documents signed under penalty of perjury. The new provisions also require express consent for electronic service, which will require a rule amendment, and creation of a form for withdrawal of consent.</p>	<p>In Progress</p>	<ul style="list-style-type: none"> Amendments to title 2, division 3, chapter 2 of the California Rules of Court are being circulated for public comment. The proposed amendments respond to new requirements in Code of Civil Procedure section 1010.6, amend definitions in the rules, and ensure indigent filers are not required to have a payment mechanism to create an account with electronic filing service providers. Proposed Judicial Council form EFS-006, <i>Withdrawal of Consent to Electronic Service</i> is being circulated for public comment. The purpose of the proposal is to comply with Code of Civil Procedure section 1010.6(a)(6), which requires the Judicial Council to create such a form by January 1, 2019. This is a joint proposal with the Civil and Small Claims Advisory Committee. <p>The public comment period ends on June 8, 2018.</p>
<p>(b) Proposals based on suggestions from the public such as revising definitions and addressing a barrier to indigent users accessing services of electronic filing service providers.</p>	<p>In Progress</p>	<p>See above.</p>
<p>(c) Proposals for technical amendments to amend rules language that is obsolete or otherwise unnecessary.</p>	<p>In Progress</p>	<p>See above.</p>

13.2 Standards for E-Signature

 **Highlight:** E-signature rule proposal presented to CEAC Records Management Subcommittee and circulation for public comment.

Key Objectives	Status	Description
<p>(a) CEAC Records Management Subcommittee to develop standards governing electronic signatures for documents filed into the court with input from the Court Information Technology Managers Forum (CIOs). Rules & Policy Subcommittee to review.</p>	<p>In Progress</p>	<p>AB 976 amended Code of Civil Procedure section 1010.6 to require express consent for electronic service and not allow the act of electronic filing to be deemed as consent to electronic service. The proposed e-signature rule was presented to CEAC Records Management Subcommittee. The proposed rule defines electronic signature as it is defined in California’s Uniform Electronic Transactions Act (UETA) and bases process for using an electronic signature under penalty of perjury on the process in UETA. The subcommittee did not raise any concerns with this approach. The rule proposal is being circulated for public comment. The public comment period ends on June 8, 2018.</p> <p>RPS still waiting on CEAC Records Management Subcommittee to develop standards, at which point RPS will review.</p>

13.3. Remote Access Rules for Government Entities, Parties, Attorneys



Highlight: The Joint Ad Hoc Subcommittee reviewed/approved rules proposal, which is currently posted for public comment.

Key Objectives	Status	Description
(a) Lead the Joint Ad Hoc Subcommittee on Remote Access to amend trial court ruled to facilitate remote access to trial court records by state and local government entities, parties, parties' attorneys, and certain court-appointed persons.	In Progress	The rule proposal has been reviewed and approved by RPS, ITAC, JCTC and RUPRO and is circulating for public comment. The public comment period ends on June 8, 2018.


13.4. Standards for Electronic Court Records as Data



Highlight: Members of CEAC Records Management Subcommittee have started working on this project.

Key Objectives	Status	Description
(a) CEAC Records Management Subcommittee – in collaboration with the Data Exchange Workstream governance body – to develop standards and proposal to allow trial courts to maintain electronic court records as data in their case management systems to be included in the “Trial Court Records Manual” with input from the Court Information Technology Managers Forum (CITMF). Rules & Policy Subcommittee to review.	In Progress	The CEAC Records Management Subcommittee held a preliminary meeting and has started work on this project.
(b) Determine what statutory and rule changes may be required to authorize and implement the maintenance of record in the form of data; develop proposals to satisfy these changes.	In Progress	Same as above.

13.5. Privacy Resource Guide

 **Highlight:** The draft text of a Privacy Resource Guide (PRG) has been prepared and is continuing to be finalized.

Key Objectives	Status	Description
(a) Continue development of a comprehensive statewide privacy resource guide addressing, among other things, electronic access to court records and data, to align with both state and federal requirements.	In Progress	Finalizing the draft Privacy Resource Guide that will assist the branch in addressing privacy issues; this preliminary draft will be presented to the committee.
(b) Continue development of court privacy resource guide, outlining the key requirements, contents, and provisions for courts to address within its specific privacy policy.	In Progress	The Privacy Resource Guide will include a section on best privacy practices for local courts and model templates for them to use; this section has been outlined but has not yet been drafted. Legal staff has contacted various committees and divisions for assistance with this project.

REPORTS

Item 11. Liaison Reports

Reports from members appointed as liaisons to/from other advisory bodies are invited to highlight key accomplishments.

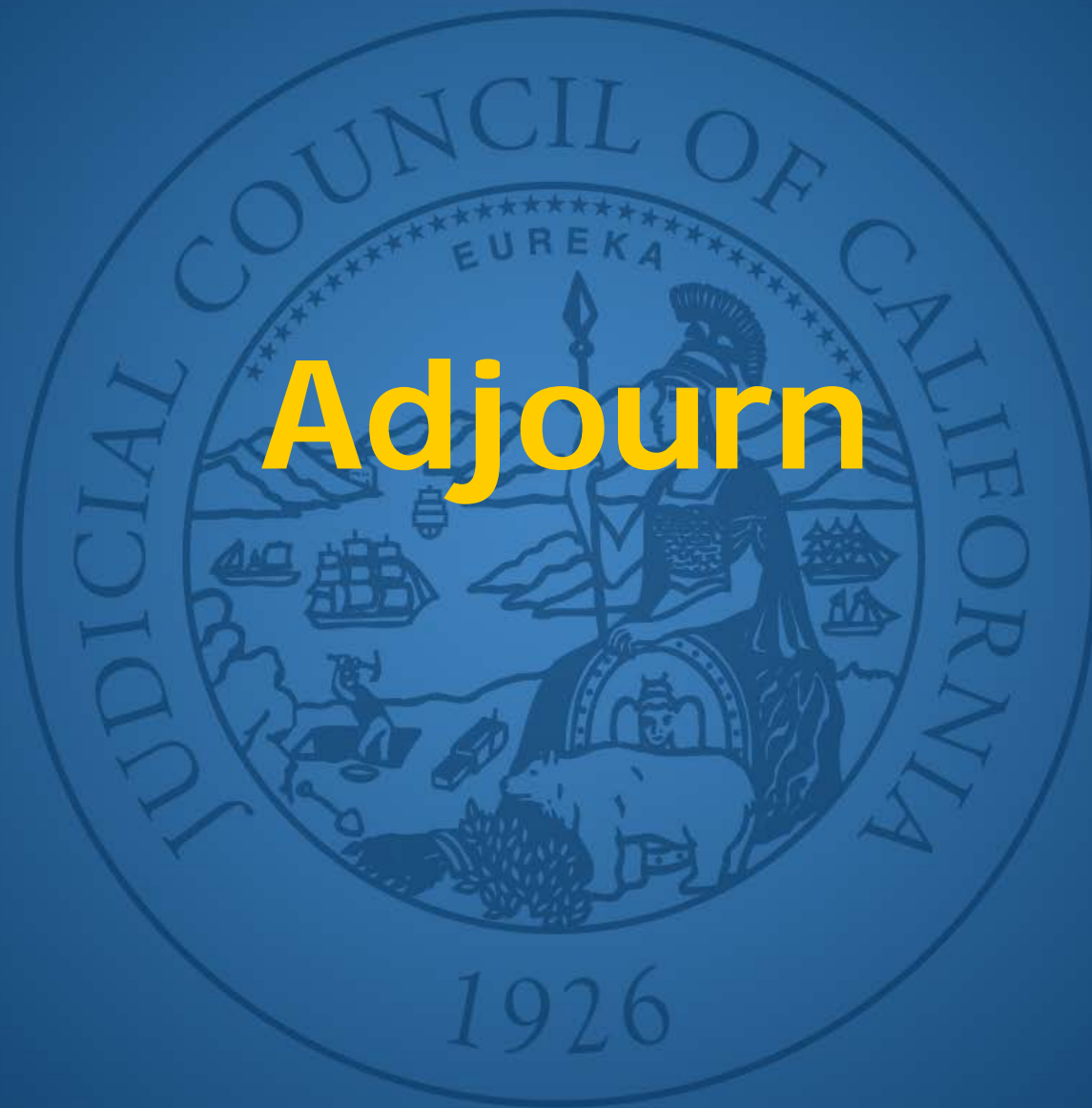
There are no additional slides for this report.

REPORTS

Item 12. General Updates/New Business (time permitting)

Members are invited to highlight key accomplishments or other new business.

There are no additional slides for this report.



Adjourn

End of Presentation (Slides)

Meeting materials e-binder
containing supplemental materials is
provided separately.