



INFORMATION TECHNOLOGY ADVISORY COMMITTEE

MINUTES OF ACTION BY EMAIL BETWEEN MEETINGS
JANUARY 2, 2019

Email Proposal

The Information Technology Advisory Committee (ITAC) was asked to draft the 2019 Annual Agenda as reviewed at the [December 3, 2018 meeting](#). This document guides the projects, workstreams, and efforts that the committee and its subsequent subcommittees will undertake for the calendar year.

Due to the limited availability of ITAC members and the body's other priorities, ITAC did not have time to consider this request at a meeting in a timely manner. Accordingly, the Chair concluded that prompt action by email was necessary.

Notice

On December 21, 2018 a notice was posted advising that the ITAC was proposing to act by email between meetings under California Rules of Court, rule 10.75(o)(2).

Public Comment

Because the action by email concerned a subject that otherwise must be discussed in an open meeting, the ITAC invited public comment on the proposal under rule 10.75(o)(2). The public comment period began at 2:00 p.m. on December 21, 2018 and ended at 8:00 a.m. on December 26, 2018. No comments were received.

Action Taken

After the public comment period ended, ITAC members were asked to submit their votes by 5:00 p.m. on January 2. Sixteen (16) members voted to approve the request; zero (0) members opposed; seven (7) members did not vote. The agenda was approved.