



# JUDICIAL COUNCIL OF CALIFORNIA

INFORMATION TECHNOLOGY  
ADVISORY COMMITTEE

[www.courts.ca.gov/itac.htm](http://www.courts.ca.gov/itac.htm)  
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## INFORMATION TECHNOLOGY ADVISORY COMMITTEE

### NOTICE AND AGENDA OF OPEN IN-PERSON MEETING

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

THIS MEETING IS BEING RECORDED

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<b>Date:</b>	April 15, 2019
<b>Time:</b>	10:00 a.m. - 1:30 p.m.
<b>Location:</b>	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
<b>Call-in Number:</b>	This is an in-person meeting for ITAC members. A call-in number is being provided for the public.  <b>1 -877-820-7831      Listen Only Code: 1437245 #</b>

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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.

Members of the public seeking to make an audio recording of the meeting must submit a written request at least two business days before the meeting. Requests can be e-mailed to [itac@jud.ca.gov](mailto:itac@jud.ca.gov).

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 following Information Technology Advisory Committee meetings:

1. February 8, 2019 (teleconference)
2. March 4, 2019 (teleconference)
3. April 2, 2019 (teleconference)

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**II. PUBLIC COMMENT (CAL. RULES OF COURT, RULE 10.75(K)(1)-(2))**

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**In-Person 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 **1 hour** 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 455 Golden Gate Avenue, 8th Floor, San Francisco 94102, attention: **Jackie Woods**. Only written comments received by **10 a.m. on April 12** will be provided to advisory body members prior to the start of the meeting.

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**III. REPORTS AND POSSIBLE ACTION ITEMS (ITEMS 1-11)**

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**Item 1**

**Chair's Report**

Presenter: Hon. Sheila F. Hanson, Chair

**Item 2**

**Judicial Council Technology Committee Update (Report)**

Update on activities and news coming from this internal oversight committee.

Presenter: Hon. Marsha Slough, Chair, JCTC

**Item 3**

**FY 2020/2021 Technology Initial Funding Requests (Report)**

Review of the technology Initial Funding Requests for Fiscal Year 2020/2021.

Presenter: Ms. Heather Pettit, Chief Information Officer

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

**Item 4**

**Privacy Resource Guide – Annual Agenda Amendment (Action Requested)**

Consider amending the description of the Privacy Resource Guide (PRG) project contained in ITAC’s 2019 annual agenda (1) to correct the language so that it matches the language submitted for review at ITAC’s December 3, 2018 meeting, and (2) to add an objective that the PRG be published on the Judicial Resources Network (JRN) in 2019.

Presenters: Hon. Peter Siggins, Rules and Policy Subcommittee Chair  
Ms. Debora Morrison, Attorney, Legal Services

**Item 5**

**Privacy Resource Guide – Publication (Action Requested)**

Update on status and report on the presentation of the (draft) Privacy Resource Guide to the Trial Court Presiding Judges and Court Executives Advisory Committees during their February 2019 meetings. Consider whether to approve publication of the Privacy Resource Guide on the Judicial Resources Network (JRN).

Presenters: Hon. Julie Culver, Privacy Resource Guide Lead  
Ms. Debora Morrison, Attorney, Legal Services

**Item 6**

**Digital Evidence Phase 2 – Annual Agenda Amendment (Discussion/Action Requested)**

Discuss the request to update the ITAC Annual Agenda for the Digital Evidence Phase 2 Workstream, adding a key objective to include piloting technologies.

Presenter: Hon. Kimberly Menninger, Executive Sponsor

**Item 7**

**Spotlight: Futures Commission Directive – Intelligent Chat (Report)**

Report on the Intelligent Chat Workstream’s recent progress.

Presenters: Hon. Michael Groch, Executive Sponsor  
Mr. John Yee, Enterprise Architect, Information Technology and Workstream Business Lead  
Ms. Fati Farmanfarmanian, Senior Business Systems Analyst, Information Technology and Workstream Project Manager

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

**Item 8**

**Spotlight: Futures Commission Directive – Remote Video Appearances for Most Non-Criminal Hearings (Report)**

Report on the Remote Video Appearance Workstream’s recent progress and draft findings.

Presenters: Hon. Samantha Jessner, Executive Sponsor  
Mr. Jake Chatters, Workstream Business Lead

**Item 9**

**Comments and Questions Regarding Written Workstream and Subcommittee Reports**

**Futures Commission Directive: Voice-to-Text Language Services Outside the Courtroom**

Hon. James Mize, Executive Sponsor

**Tactical Plan for Technology Update Workstream**

Hon. Sheila Hanson, Executive Sponsor

**Video Remote Interpreting (VRI) Workstream**

Hon. Samantha Jessner, Executive Sponsor

**E-Filing Strategy Workstream**

Hon. Sheila F. Hanson, Executive Sponsor

**Identity and Access Management Strategy Workstream**

Mr. Snorri Ogata, Executive Sponsor

**Self-Represented Litigants (SRL) E-Services Workstream**

Hon. James M. Mize and Hon. Michael Groch, Executive Sponsors

**Digital Evidence: Assessment – Phase 1 Workstream**

Hon. Kimberly Menninger, Executive Sponsor

**Data Analytics: Assess and Report – Phase 1 Workstream**

Hon. Tara Desautels and Mr. David Yamasaki, Executive Sponsors

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

**Disaster Recovery (DR) – Phase 2 Workstream**

Mr. Paras Gupta, Executive Sponsor

**Online Dispute Resolution (ODR): Assessment**

Hon. Julie Culver, Executive Sponsor

**Branchwide Information Security Roadmap**

Hon. James Mize, Executive Sponsor

**Rules & Policy Subcommittee**

Hon. Peter Siggins, Chair

**Joint Appellate Technology Subcommittee**

Hon. Louis Mauro, Chair

**BREAK**

**Item 10**

**Spotlight: IT Community Development Workstream (Report)**

Report on the IT Community Development Workstream's recent progress and draft findings.

Presenters: Hon. Alan Perkins, Executive Co-Sponsor  
Ms. Jeannette Vannoy, Executive Co-Sponsor

**Item 11**

**Next Generation Data Center Hosting Product Showing (Report)**

Receive a status report on the recent progress of operationalizing the Next Generation Data Center Hosting Workstream by the Judicial Council.

Presenter: Ms. Heather Pettit, Chief Information Officer

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

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**IV. ADJOURNMENT**

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**Adjourn**

ITAC Meetings Schedule for 2019:

- June 21, 2019 (teleconference)
- August 12, 2019 (in person)
- October 4, 2019 (teleconference)
- December 2, 2019 (in person)

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