



# 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

### MINUTES OF OPEN MEETING

June 21, 2019  
10:00 AM to 12:00 PM  
Teleconference

---

**Advisory Body Members Present:** Hon. Sheila F. Hanson, Chair; Hon. Louis R. Mauro, Vice Chair; Mr. Jake Chatters; Mr. Brian Cotta; Hon. Julie R. Culver; Hon. Tara Desautels; Ms. Alexandra Grimwade; Hon. Michael S. Groch; Mr. Paras Gupta; Senator Robert Hertzberg; Hon. Samantha P. Jessner; Hon. Kimberly Menninger; Hon. James Mize; Mr. Snorri Ogata; Mr. Darrel Parker; Hon. Alan G. Perkins; Hon. Donald Segerstrom; Hon. Peter Siggins; Hon. Bruce Smith; Ms. Jeannette Vannoy; Mr. Don Willenburg; Mr. David H. Yamasaki

**Advisory Body Members Absent:** Assemblymember Marc Berman; Mr. Adam Creiglow; Hon. Joseph Wiseman

**Others Present:** Hon. Marsha Slough; Ms. Heather Pettit; Ms. Jamel Jones; Mr. Alex Barnett (Sen. Hertzberg); Mr. Richard Blalock; Ms. Camilla Kieliger; Ms. Fati Farmanfarmaian; Mr. John Yee; Ms. Andrea Jaramillo; Ms. Nicole Rosa; Ms. Jessica Craven; Ms. Jackie Woods; and other JCC staff present

---

#### OPEN MEETING

---

##### **Call to Order and Roll Call**

The chair called the meeting to order at 10:00 AM and took roll call.

##### **Approval of Minutes**

The advisory body reviewed and approved the minutes of the April 15, 2019, Information Technology Advisory Committee meeting.

There were no public comments for this meeting.

---

#### DISCUSSION AND ACTION ITEMS (ITEMS 1 – 5)

---

##### **Item 1**

##### **Chairs Report**

Update from the ITAC Chair on business that impacts the advisory committee.

Presenter: Hon. Sheila F. Hanson, Chair

**Update:** Judge Hanson welcomed members to the teleconference ITAC meeting.

She advised members that at the Judicial Council meeting on May 17, 2019 the 2019-2020 Tactical Plan passed unanimously and received compliments from several council members. Judge Hanson thanked the workstream members, subject matter experts, Ms. Kathy Fink, and committee members for their dedicated work. She added that the updated plan is extremely robust and sets forth a very exciting path forward for court technology in the next couple of years.

Judge Hanson provided an update on workstream governance. There was a brainstorming session to discuss benefits and challenges associated with the current workstream model, and the feedback received was greatly appreciated. Collaboration with members and staff continues to refine and mature the model to make it more supportive and sustainable. Judge Hanson expects to share more at the August ITAC meeting.

Finally, she welcomed newly appointed to ITAC Senator Robert Hertzberg. Senator Hertzberg serves District 18 in the San Fernando Valley. He also served as a State Assemblymember from 1996-2002. The ITAC chairs recently held an introductory call with Senator Hertzberg to outline ITAC's current efforts. Judge Hanson noted she's excited by the Senator's enthusiasm for the work that ITAC does and is looking forward to collaborating with him and his staff.

## **Item 2**

### **Judicial Council Technology Committee Update (JCTC)**

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

Presenter: Hon. Marsha Slough, Chair

**Update:** Justice Slough provided a JCTC update. Since the April ITAC meeting update, JCTC held a May 15 meeting, during which Judge Hanson updated ITAC activities, as well as provided an informal presentation on the outstanding Appellate rules proposals. At the Judicial Council meeting held the next day, Justice Chin provided the update on activities for both JCTC and ITAC to the council members. The next JCTC meeting will be on July 8 by teleconference. Justice Slough thanked Judge Hanson, ITAC members, and staff for their service.

## **Item 3**

### **Budget-related Updates**

#### **(a) Branchwide Budget Update**

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

Presenter: Mr. Zlatko Theodorovic, Director, Budget Services

Mr. Theodorovic provided an update on the branch budget. The budget will be signed in June. There is over \$40 million dollars for improvements. There is \$23 Million for trial court case management system, for another 10 courts. The Futures Commission directives have also been funded. The Phoenix Roadmap was funded, \$7.7 million to fund projects. Digitizing records funded \$5.6 million for first phase for trial and appellate courts. FISCAL is completing its first year and funding was given for additional staff to help in finance. New BCPs submissions are due in September to Department of Finance.

**(b) FY19/20 Technology Budget Change Proposal (BCP) Update (Report)**

Overview and update regarding the FY19/20 technology BCPs and their status.

Presenter: Ms. Heather Pettit, Chief Information Officer

Ms. Pettit outlined the projects that JCIT has already begun the paperwork for recruitment for the approved projects once the budget is signed. The projects include: Case Management System Replacement; Phoenix System Roadmap; Digitizing Documents for Courts – Phase 1; Data Analytics & Futures Commission IT Directives. They will also begin reviewing pilot courts for digitizing court documents and finalizing CMS vendor contracts.

**(c) FY20/21 Technology Budget Change Proposal Update (Report)**

Overview and update regarding the FY20/21 technology Initial Funding Requests (IFR)/Concepts, which precede full BCP development.

Presenter: Ms. Heather Pettit, Chief Information Officer

Ms. Pettit explained the IFR/Concepts for Digitizing Documents will be done in phases, so requesting funds for Phases 2 and 3. Also that the IT Modernization combines and includes: Pilot Next-Generation Hosting concepts at 1+ court; Disaster Recovery (initial funding); Modernization of Judicial Council Forms Technology (intelligent forms); and Productizing Court Innovations. These will be presented to the Judicial Council mid-July for approval to develop into full BCPs.

**Item 4**

**2019 Annual Agenda – Date Extension Requests (Administrative)**

Provide a brief general description of the subject matter to be discussed or considered.

Presenter: Hon. Sheila F. Hanson, Chair

Judge Hanson received three extension requests from workstreams and asked the members if they had any objections to allowing the following extensions.

- The Futures workstream related to Voice-to-Text Language Services, is requesting to extend the date of its Phase 1 efforts to December 2019. Due to a later start than anticipated, they have additional research to perform before presenting their findings.
- The E-Filing workstream are requesting a December 2019 extension as a result of delays in finalizing the e-filing manager master services agreements.
- Lastly, the Identity and Access Management workstream is also requesting an extension to December 2019 as their roadmap track needs additional time for research and planning.

Members agreed with the Chair to approve these extensions and have staff amend ITAC's Annual Agenda.

#### **Item 5**

##### **Self-Represented Litigants (SRL) E-Services Phase 2 Workstream Sunset (Action Required)**

Provide a brief general description of the subject matter to be discussed or considered.

Presenters: Brett Howard & Mark Gelade

Mr. Howard and Mr. Gelade gave their final presentation of the SRL e-Services workstream. They were charged to provide input on the BCP for funding, develop requirements, determine options for implementing, issue a Request for Proposal (RFP), and operationalize program support. The workstream kicked off in 2016 and provided their final RFP reviews in 2019. Deliverables included a Request for Information (RFI), awarded BCP funding for FY18-19 (\$3.2M) and FY19-20 (\$1.3M); and issuing RFPs for open source web content management, visual & interaction design, and interactive instructional content. They thanked current and former Sponsors, and all the workstream members for their dedicated work.

##### **Motion to sunset the SRL workstream.**

**Approved.**

---

#### **A D J O U R N M E N T**

---

There being no further business, the meeting was adjourned at 12:00 PM.

Approved by the advisory body on August 19, 2019.