JUDICIAL COUNCIL
OF CALIFORNIA

INFORMATION TECHNOLOGY
ADVISORY COMMITTEE

INFORMATION TECHNOLOGY ADVISORY COMMITTEE

MINUTES OF OPEN MEETING

October 4, 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; Mr. Adam Creiglow; Mr. Alan Crouse; Hon. Julie R. Culver; Hon. Tara Desautels; Ms. Alexandra Grimwade; Hon. Michael S. Groch; Mr. Paras Gupta; Hon. Kimberly Menninger; Hon. James Miz; Mr. Snorri Ogata; Mr. Darrel Parker; Hon. Peter Siggins; Hon. Bruce Smith; Ms. Jeannette Vannoy; Mr. Don Willenburg; Mr. David H. Yamasaki; Hon. Theodore Zayner
Advisory Body Members Absent:	Assemblymember Marc Berman; Senator Robert Hertzberg; Hon. Samantha P. Jessner; Hon. Donald Segerstrom; Hon. Joseph Wiseman;
Others Present:	Hon. Kyle Brodie; Ms. Heather Pettit; Mr. Mark Dusman; Ms. Jamel Jones: Mr. Alex Barnett (Sen. Hertzberg) Mr. Richard Blalock; Ms. Camilla Kieliger; 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 10:01 and took roll call.

Approval of Minutes
The advisory body reviewed and approved the minutes of the August 19, 2019, Information Technology Advisory Committee meeting. Justice Peter Siggins and Mr. Paras Gupta abstained.

No public comments received for this meeting.

DISCUSSION AND ACTION ITEMS (ITEMS 1–5)

Item 1

Chair's Report
Presenter: Hon. Sheila F. Hanson, Chair

Update: Judge Hanson welcomed members to the meeting. She noted members re-appointed for another 3-year term: Justice Louis Mauro, Judge Tara Desautels, Judge Kimberly Menninger, Mr. Brian Cotta, Mr. David Yamasaki, Ms. Jeannette Vannoy, and Ms. Alexandra Grimwade. There are two new members appointed to ITAC. She welcomed

back to ITAC Assistant Presiding Judge Theodore Zayner from Superior Court of Santa Clara County, who served in 2014 and Mr. Alan Crouse, Deputy Court Executive Officer from Superior Court of San Bernardino, who also previously served this committee from 2004 – 2007. Judge Hanson thanked all ITAC members for their dedication and hard work.

Item 2

Judicial Council Technology Committee Update (JCTC) (Report)

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

Presenter: Hon. Kyle S. Brodie, Chair, JCTC

Update: Judge Brodie introduced himself as the new JCTC chair and provided an update on activities since the August ITAC meeting. At the September 9 JCTC meeting Justice Mauro provided an ITAC update. JCTC reviewed and approved the dispersal of funds for the language access signage and technology grant program. They received an update on V3 courts' case management replacement projects as well.

JCTC also met on September 24 for an open meeting where they reviewed and approved the selection of 8 courts to participate in the initial phase of the Digitizing Records pilot program for the Appellate and Superior Courts. Funding was received through the Budget Change Proposal (BCP) process and supports the Strategic Plan goals of Promoting the Digital Court and Advancing IT Security and Infrastructure. The pilot courts were selected according to the objectives of the program and established criteria.

Judge Brodie also reported on both JCTC and ITAC activities to the Judicial Council at their September meeting.

Item 3

Joint Ad Hoc Subcommittee on Remote Video Rules (Action Required)

Review a proposal to amend the 2019 annual agenda to form a joint ad hoc subcommittee to address the remote video recommendations.

Presenter: Hon. Peter Siggins, Chair, Rules and Policy Subcommittee
                      Ms. Andrea Jaramillo, Attorney II, Legal Services

Action: Justice Siggins is seeking approval to add a joint ad hoc subcommittee to the Annual Agenda for the Rules & Policy subcommittee to have all necessary parties impacted to update rules.

Motion to approve amending the 2019 Annual Agenda to form the join ad hoc subcommittee.
Approved.

Item 4

E-Filing Workstream – Status and Final Report (Action Required)

Final presentation, review and discussion of deliverables from the E-Filing Workstream's efforts. Consider whether to sunset this workstream.

Presenter: Hon. Sheila F. Hanson, Workstream Executive Sponsor
                   Mr. Snorri Ogata, Workstream Court Lead

Action: Mr. Ogata gave the final status report for the e-filing workstream. Tyler pulled out of being a statewide e-filing vendor leaving Journal Technologies and ImageSoft as statewide vendors. There is a Judicial Council unit that will manage the project going forward.

                Motion to sunset the E-Filing workstream.

                Approved.

Item 5

2020 Annual Agenda Planning (Discussion Item)

Facilitated session to initiate planning of the ITAC 2020 Annual Agenda, including a review of the process and discussion of project topics (in progress and emerging) for consideration.

Presenters: Hon. Sheila F. Hanson, Chair

                 Ms. Camilla Kieliger, Senior Business Systems Analyst, Information Technology
                 Mr. Richard Blalock, Senior Business Systems Analyst, Information Technology

Discussion: JCIT staff solicited suggestions for the 2020 ITAC Annual Agenda. These include: a legislative discussion with Senator Hertzberg. Mr. Ogata suggested an innovative workstream on how the branch can help employees work more efficiently using a "digital workspace", also how working remotely might impact courts. It was unclear if this topic should be a workstream. Justice Mauro considers it an important topic especially around how the branch can use technology to help its workforce. Mr. Yamasaki suggested that this conversation needs to be discussed throughout the branch due to labor issues. Ms. Vannoy thought perhaps this could be included a future Tactical Plan update. Mr. Creiglow supports and would interested in working on this topic. Judge Menninger sees a lot of overlap with remote projects and wonders if there needs to be a combined project meeting outside of ITAC. Mr. Crouse suggested there is a statewide HR group that could be a resource.

                Ms. Pettit will put together an education session for ITAC on the facilities working group project.

                Next steps include updating objectives, redlines for Executive Sponsors and Chair presentation at the December 2 ITAC meeting. After, reach out to CIO community to gather input and feedback for ITAC's consideration and distribute agenda at the December 2 meeting.

ADJOURNMENT

There being no further business, the meeting was adjourned at 11:20 AM.

Approved by the advisory body on December 2, 2019.