

Information Technology Advisory Committee (ITAC)

Public Business Meeting
December 2, 2019

Hon. Sheila F. Hanson
Chair, Information Technology Advisory Committee

Administrative Matters

I. Open Meeting

- Call to Order, Roll Call
- Approve Minutes
 - October 4, 2019

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 slides for this item.

REPORT

Item 2. Judicial Council Technology Committee Update

Hon. Kyle S. Brodie, Chair, JCTC

There are no slides for this item.

REPORT

Item 3. Small Court Technology Summit – Debrief and Next Steps

Hon. Sheila F. Hanson, ITAC Chair

Mr. Richard Blalock, Senior Business Systems Analyst, Information Technology

Advance to the next slide for this item.

Agenda

Welcome

Keynote: Looking Back/Looking Forward

Improving Access to Justice Through Technology

Showcase: Court Solutions & Services

Breakout 1: A. Security & Disaster Preparedness
B. Innovate through Community – Sharing Resources

Breakout 2: A. Service Spotlight: Next-Gen Hosting, DR, Security Outreach
B. Court Audio/Video – Ensuring Success

Wrap Up: Looking Forward – Statewide Technology Summit

Exhibit Hall – Showcasing Court Services

- Remote Video
- Voice-to-Text
- Language Access Signage & Technology Grant Program
- Gartner Services
- Jury Grant Program
- Security Outreach Program
- Next Generation Hosting
- LAN/WAN Program
- Website Services
- JBSIS
- Phoenix/SAP
- CCPOR
- Ability to Pay Project
- Pretrial Release Program

Feedback from participants

- **100%** agreed - good use of time
- **90%** agreed - content was valuable to court
- **90%** agreed - Exhibit Hall useful
- **95%** liked program length and would like annually
- **All** sessions received top scores
- Highest scores:
 - Security & Disaster Preparedness
 - Innovate through Community

REPORT

Item 4. Technology Budget Change Proposals (BCPs) – Updates and Planning

Ms. Heather Pettit, Chief Information Officer

Advance to the next slide for this item.

What is a BCP?

- Budget Change Proposal
- Proposes a change to existing/ baseline budget
- Final BCP submitted to the Department of Finance
- If approved, included in the Governor's budget

Developing BCPs for FY21-22

Concept

(Dec – Feb)

Refine

(Mar – May)

Full BCP

(May – Jul)

**Submit to
DoF**

(Sep)

- **Committees and branch** provide recommendations for topics
- **JCC staff** drafts and/or facilitates authorship, reviews and refinement
- **JCTC** approves tech-related proposals for submission
- **Budget Committee** reviews all proposals; recommends which continue
- **Judicial Council** approves proposals for submission to DoF

Topics for consideration this cycle

- A. Branchwide Security Operations Center
- B. California Courts Protective Order Registry (CCPOR) Mobile Access
- C. Expansion of Remote Video Solutions
- D. Expansion of Online Traffic Adjudication Program
- E. Judicial Virtual Customer Service Center (Live Chat)
- F. Trial Court Digital Services: Improving Public Access and Customer Service
- G. Branchwide Automated Email and Text Reminders
- H. ... *other input?*

ACTION ITEM

Item 5. Privacy Resource Guide – Next Steps

Hon. Peter Siggins, Chair, Rules and Policy
Subcommittee

There are no slides for this item.

ACTION ITEM

Item 6. Status Report Review & 2020 Annual Agenda Discussion

Mr. Richard Blalock, Senior Business Systems Analyst, Information Technology

Ms. Camilla Kieliger, Senior Business Systems Analyst, Information Technology

Advance to the next slide for this item.

Annual Agenda Overview

Defines the work ITAC will undertake in the year

Process:

- Review year-end reports alongside draft 2020 objectives
- *New* Engage Branch IT community for feedback
- Hold formal vote later this month

2019 YEAR END STATUS

Joint Appellate Technology Subcommittee

Highlights:

- The proposed uniform formatting rules, and amendments to rule 8.500 were approved by the Judicial Council to be effective January 1, 2020.
- A pilot program is being developed in the Third Appellate District for e-delivery of court documents between the appellate court and a prison.

Chair: Hon. Louis Mauro

Estimated Completion Date: Ongoing

2019 YEAR END STATUS

Rules and Policy Subcommittee

Highlights:

- Amendments to Code of Civil Procedure sec. 1010.6, Penal Code sec. 1203.01, and rules 2.251, 2.255, 2.257, and 2.540 of the California Rules of Court were circulated for public comment, and approved by ITAC and the JCTC.
- The CEAC Records Management Subcommittee has determined standards are not needed at this time.
- The Privacy Resource Guide (PRG) has been published, ownership to be discussed at December ITAC meeting.

Chair: Hon. Peter Siggins

Estimated Completion Date: Ongoing

2020 ANNUAL AGENDA

Rules and Policy Subcommittee

See Page 13 in Materials E-Binder

Checkpoint:
Approve/Defer
Contents for Rules and Policy
Subcommittee



2019 YEAR END STATUS

Futures: Intelligent Chat for Self-Help Services (Phase 1)

Highlight: Draft Findings and Recommendations report completed.

Executive Sponsor: Hon. Michael Groch
Estimated Completion Date: August 2019

2019 YEAR END STATUS

Futures: Remote Video Appearances for Most Non-Criminal Hearings (Phase 1)

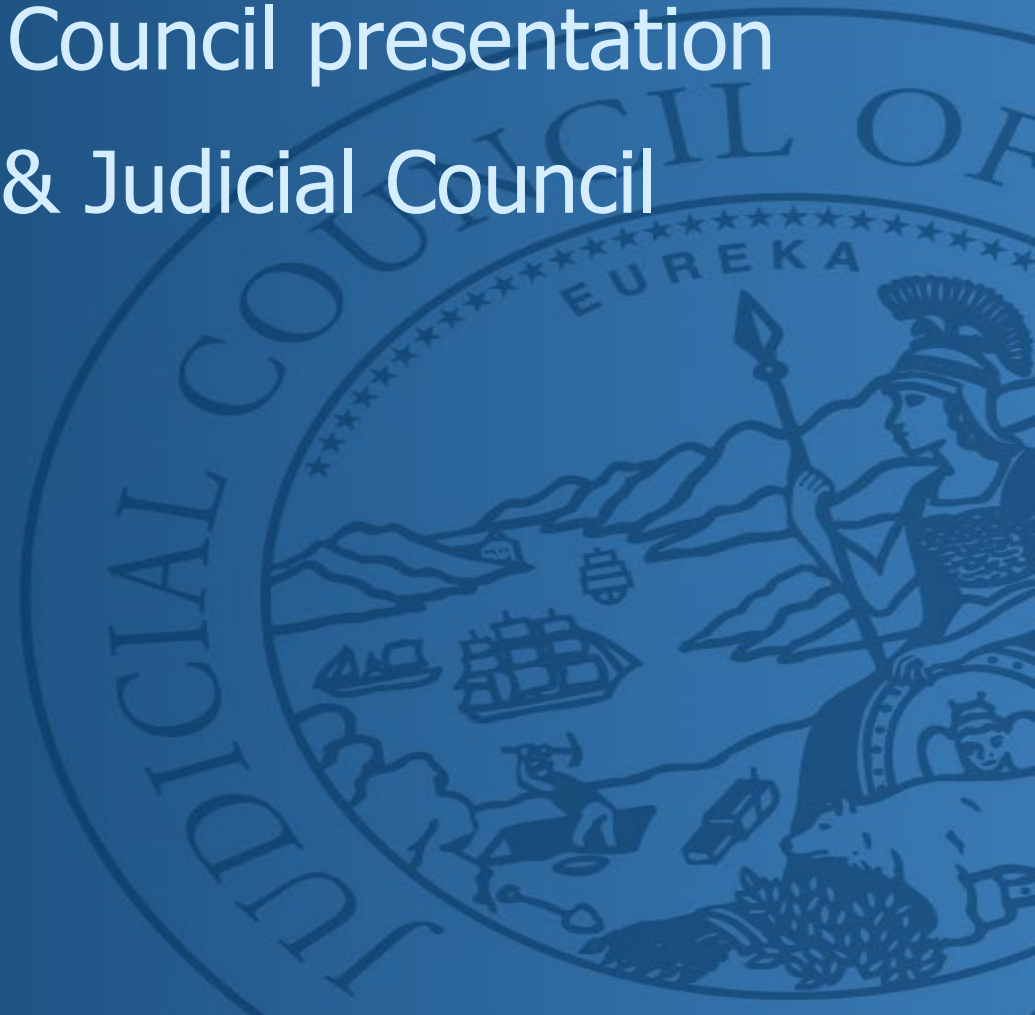
Highlight: Findings and Recommendations report completed and approved.

Executive Sponsor: Hon. Samantha Jessner
Estimated Completion Date: December 2019

2020 ANNUAL AGENDA

Projects Nearly Complete

- **Futures/Remote Video:** Judicial Council presentation
- **Futures/Intelligent Chat:** JCTC & Judicial Council presentations



2019 YEAR END STATUS

Futures: Voice to Text Language Services Outside the Courtroom (Phase 1)

Highlight: Evaluation site nearly complete, testing to occur in December.

Executive Sponsor: Hon. James Mize
Estimated Completion Date: April 2020

2020 ANNUAL AGENDA

**Futures: Voice-to-Text Language Services
Outside the Courtroom (Ph 1)**

See Page 20 in Materials E-Binder

2020 ANNUAL AGENDA

**Futures: Voice-to-Text Language Services
Outside the Courtroom (Ph 2)**

See Page 21 in Materials E-Binder

Checkpoint:
Approve/Defer
Contents for Futures Commission Directives

2019 YEAR END STATUS

E-Filing Strategy

Highlight: Workstream sunset on October 4, 2019 and program transferred to JCIT.

Executive Sponsor: Hon. Sheila Hanson
Estimated Completion Date: December 2019

2019 YEAR END STATUS

Identity and Access Management Strategy

Highlight: Policy track recommendations reviewed at ITAC and CITMF.

Executive Sponsor: Mr. Snorri Ogata
Estimated Completion Date: June 2020

2020 ANNUAL AGENDA

Identity and Access Management Strategy

See Page 24 in Materials E-Binder

2019 YEAR END STATUS

IT Community Development

Highlight: Final recommendations are being documented.

Executive Sponsors: Hon. Alan Perkins, Ms. Jeannette Vannoy

Estimated Completion Date: April 2020

2020 ANNUAL AGENDA

IT Community Development

See Page 27 in Materials E-Binder

2019 YEAR END STATUS

Digital Evidence: Management (Phase 2)

Highlight: Team Leads identified, orientation held. Kickoff being scheduled for December/January.

Executive Sponsor: Hon. Kimberly Menninger

Estimated Completion Date: December 2020

2020 ANNUAL AGENDA

Digital Evidence: Management (Phase 2)

See Page 29 in Materials E-Binder

2019 YEAR END STATUS

Data Analytics: Assess and Report (Phase 1)

Highlight: Contracted with Gartner to build a branch data governance framework; launch pilot projects with 19-20 BCP funding; seek 20-21 BCP funding for permanent resources for data analytics

Executive Sponsor: Hon. Tara Desautels, Mr. David Yamasaki

Estimated Completion Date: December 2020

2020 ANNUAL AGENDA

Data Analytics: Assess and Report (Phase 1)

See Page 31 in Materials E-Binder

2019 YEAR END STATUS

Disaster Recovery (DR) Framework (Phase 2)

Highlight: Vendor engagement complete; pilot court in pilot phase.

Executive Sponsor: Mr. Paras Gupta
Estimated Completion Date: June 2020

2020 ANNUAL AGENDA

Disaster Recovery (DR) Framework (Phase 2)

See Page 33 in Materials E-Binder

2019 YEAR END STATUS

Online Dispute Resolution (ODR): Assessment

Highlight: Solicitation for workstream membership will occur shortly.

Executive Sponsor: Hon. Julie Culver

Estimated Completion Date: December 2019

2020 ANNUAL AGENDA

Online Dispute Resolution (ODR): Assessment

See Page 35 in Materials E-Binder

2019 YEAR END STATUS

Branchwide Information Security Roadmap

Highlight: Kickoff held October 7, 2019; workstream dividing into tracks.

Executive Sponsor: Brian Cotta

Estimated Completion Date: December 2019

2020 ANNUAL AGENDA

Branchwide Information Security Roadmap

See Page 37 in Materials E-Binder

2020 ANNUAL AGENDA

(New) Tactical Plan for Technology Update

See Page 38 in Materials E-Binder

Checkpoint:
Approve/Defer
Contents for Workstreams



REPORTS

Item 7. Liaison Reports

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

There are no slides for this item.

Adjourn



**** ITAC on Recess ****
To return at 1:00 pm

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