



# 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

### MINUTES OF OPEN MEETING

April 28, 2021

12:00 PM 1:00 PM

Videoconference

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**Advisory Body Members Present:** Hon. Sheila F. Hanson, Chair; Mr. Adam Creiglow; 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 (Alex Barnett); Hon. Samantha P. Jessner; Hon. Kimberly Menninger; Hon. James Mize; Mr. Snorri Ogata; Mr. Darrel Parker; Hon. Donald Segerstrom; Hon. Bruce Smith; Ms. Jeannette Vannoy; Mr. Don Willenburg; Mr. David H. Yamasaki;

**Advisory Body Members Absent:** Hon. Louis R. Mauro, Vice Chair; Assemblymember Marc Berman; Hon. Joseph Wiseman; Hon. Theodore Zayner

**Others Present:** Judge Kyle Brodie; Ms. Heather Pettit; Mr. Kevin Lane; Mr. Mark Neuburger; Mr. Dennis Ma; Mr. Mark Dusman; Ms. Jamel Jones; Ms. Jessica Craven; Ms. Andrea Jaramillo; Ms. Jackie Woods and other JCC staff present

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#### OPEN MEETING

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

The chair called the meeting to order at 12:00 PM and took roll call.

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

The advisory body reviewed and approved the minutes of the March 24, 2021, Information Technology Advisory Committee meeting.

There were no public comments received for this meeting.

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

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##### **Item 1**

##### **Chair's Report**

**Presenter:** Hon. Sheila F. Hanson, Chair

**Update:** Judge Hanson welcomed to the meeting.

Since the March meeting, Judge Hanson presented three items to the Technology Committee. The Data Analytics Workstream report and the revised VRI Guidelines were both recommended for Judicial Council consideration; the Disaster Recovery workstream's final report was accepted by the committee.

The Online Dispute Resolution Workstream will present their report at this meeting. Judge Hanson thanked the executive sponsors and workstream volunteers for their dedication.

Of note, Justice Mauro was unable to attend this meeting as he was chairing a meeting of the Work Group on Homelessness. Members may recall he asked for their help on ideas and insights on using technology to provide services for persons without housing or at risk of losing their housing. If you have thoughts, please send them to him.

Lastly, the Rules & Policy Subcommittee currently has three proposals circulating for public comment posted to the branch website. Judge Hanson encouraged members and the public to review and respond with comments. The period closes May 27. The subcommittee will review and present any updates to ITAC at the June meeting.

## **Item 2**

### **Judicial Council Technology Committee Update**

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

Presenter: Hon. Kyle S. Brodie, Chair, Technology Committee

**Update:** Judge Brodie provided an update on the Technology Committee's activities since ITAC last met in March. They reviewed and approved at their April 12 meeting the Video Remote Interpreting Guidelines update, Data Analytics workstream's final report (including recommending a standing working group), and the Disaster Recovery Phase 2 workstream's final report.

The Technology Committee is seeking input on categories for the next \$25M Court Modernization Funding from other advisory committees, court information officers, and ITAC. They are also recruiting membership for a workstream to assist with category refinement/success metrics, trial court application review and recommendations, and review of progress reports.

The next meeting of the Technology Committee is on May 10 and topics include an update on the \$25M Court Technology Modernization Funding and discussion of categories and workstream membership. There will also be an update on the Statewide Self-Represented Litigant Portal.

## **Item 3**

### **Court Technology Modernization Funding for Fiscal Year 2021-2022**

Discussion about the categories and process for Fiscal Year 2021-2022 Court Technology Modernization Funding.

Presenters: Heather Pettit, Chief Information Officer

**Update:** Ms. Pettit asked for feedback on this year's process and input on the process for the next round of funding. She is meeting with the IT community for their feedback and input as well. Judge Brodie added that all input helps with the decision process.

**Item 4**

**Online Dispute Resolution Workstream Final Report (Action Requested)**

Review and approve the findings and recommendations of the workstream and recommend to the Technology Committee for consideration.

Presenters: Hon. Julie R. Culver, Chair, Technology Committee  
Mr. Dennis Ma, Project Manager

**Action:** Judge Culver and Mr. Dennis Ma presented the final report for the Online Dispute Resolution (ODR) Workstream. The report was included in the meeting materials. The workstream objectives were to develop a roadmap for California courts to plan for, develop, implement, and evaluate the success of their ODR program. ODR is in the early stages in the courts and any court considering using it should begin by identifying and using data to measure the problem they are trying to solve, as well as the outcomes and modify the program to optimize the results.

Mr. Ma added they interviewed four vendors and felt as if it would take significant effort from the courts to make an out-of-the-box solution work. A branchwide master service agreement is suggested to maximize use and lower cost, along with a branchwide funding source for pilots. Pilots for early adopters should create reference guides. Courts considering a custom solution should evaluate commercially available products as part of their cost benefit analysis. Additionally, courts should consider the many factors as listed in the report; use metrics and measurements to identify and use data clearly to define outcomes and goals; and lastly, review the rules and statutes that will need modification.

**Motion to recommend the Online Dispute Resolution Workstream final report to the Technology Committee for approval.**

**Approved.**

**Item 5**

**Annual Agenda and Written Workstream and Subcommittee Status Reports (Action Required)**

Chairs and Executive Sponsors will provide an update on current initiatives for ITAC's consideration and approval.

Presenters: Various

**Update:** **Tactical Plan for Technology Update Workstream**  
Hon. Sheila F. Hanson, Executive Sponsor

The updated Plan was approved by the Judicial Council at its March 12 meeting and has been posted to the branch website. There will be no future reports, and this is completed.

**Identity and Access Management Strategy Workstream**

Mr. Snorri Ogata, Executive Sponsor

No additional comments.

**Digital Evidence: Rules, Technology, and Pilot Evaluation**

Hon. Kimberly Menninger, Executive Sponsor

The workstream's title has been updated to "Electronic Evidence" to align with the Tactical Plan. No additional comments.

**Data Analytics: Assess and Report**

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

The workstream's final report was approved by the Technology Committee and moves forward to the Judicial Council. There will be no further updates. No additional comments.

**Disaster Recovery Initial Pilot and Knowledge Sharing**

Mr. Paras Gupta, Executive Sponsor

The workstream recently presented their final report and there will be no further updates. No additional comments.

**Online Dispute Resolution (ODR): Research Workstream**

Hon. Julie Culver, Executive Sponsor

This will be the final update for this workstream; they presented their final report at today's meeting. No, additional comments.

**Branchwide Information Security Roadmap Workstream**

Hon. Donald I. Segerstrom and Mr. Brian Cotta, Executive Sponsors

Extension approved to June 2021.

**E-Filing Workstream**

Mr. Snorri Ogata, Executive Sponsor

There were suggested updates that the committee agreed to review and approve at a later date.

**Rules & Policy Subcommittee**

Hon. Julie Culver, Chair

Currently out for public comment are one legislative proposal and two rules proposals.

**Joint Ad Hoc Subcommittee: Remote Video Appearances in Civil Proceedings**

Hon. Julie Culver, Liaison

No additional comments.

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

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There being no further business, the meeting was adjourned at 1:05 PM.

Approved by the advisory body on enter date.