INFORMATION TECHNOLOGY ADVISORY COMMITTEE

MINUTES OF OPEN MEETING

September 28, 2022
10:00 AM to 2:00 PM
Judicial Council of California
Judicial Council Boardroom
455 Golden Gate Avenue, 3rd Floor
San Francisco, CA 94102

Advisory Body Members Present:	Hon. Sheila F. Hanson, Chair; Hon. Louis R. Mauro, Vice Chair; Mr. Mike Baliel; Mr. Brian Cotta; Hon. Julie R. Culver; Hon. Tara Desautels; Mr. Jason Galkin; Ms. Alexandra Grimwade; Hon. Michael S. Groch; Hon. Amy Guerra; Hon. Samantha P. Jessner; Hon. Kimberly Menninger; Mr. Jake Pison; Hon. Bruce Smith; Mr. Neal Taniguchi; Mr. Anh Tran; Ms. Jeannette Vannoy; Mr. Don Willenburg; Mr. David H. Yamasaki; and Hon. Theodore Zayner.
Advisory Body Members Absent:	Assembly Member Marc Berman; Mr. Jake Chatters; Mr. Adam Creiglow; Hon. Truc T. Do; Senator Robert Hertzberg; and Hon. James Mize
Others Present:	Hon. Kyle S. Brodie; Hon. Victor A. Rodriguez; Mr. Darrel Parker; Mr. Snorri Ogata; Ms. Michelle Duarte; Ms. Leah Rose-Goodwin; Ms. Heather Pettit; Ms. Jamel Jones; Ms. Camilla Kieliger; 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 committee reviewed and approved the minutes of the July 27, 2022, meeting.

There were no public comments received for this meeting.

DISCUSSION AND ACTION ITEMS (ITEMS 1–11)

Item 1

Chair's Report

Update: Hon. Sheila F. Hanson, Chair, welcomed new and parting members to the meeting. She added that ITAC is a busy committee working on many initiatives. Some of those initiatives turn into branchwide projects such as data analytics and intelligent chat, which both are on the agenda. Members of ITAC have a significant impact on how the branch provides expanded access to justice through the use of technology.

Judicial Council Technology Committee

Update: Hon. Kyle S. Brodie, Chair, Judicial Council Technology Committee, provided an update on committee activities. The Strategic Plan Workstream's goal is to present the revised plan at the Judicial Council's December meeting. The Court Technology (IT) Modernization Funding allocations were approved at the September 20 Judicial Council meeting, and the Technology Committee approved the projects from courts. Intra-branch agreements are being established and initial court progress reports are due January 17, 2023. Lastly, the Technology Committee also approved ITAC's proposed amendment to their 2022 Annual Agenda to establish the new Joint Information Security Governance Committee, pending other required approvals.

Item 3

New and Outgoing ITAC Members

Update: Judge Hanson announced that Judge James Mize, Judge Michael Groch, and Mr. Adam Creiglow were reappointed to the committee. She then welcomed the committee's four new court members: Judge Amy Guerra, Fresno, Mr. Jason Galkin, Nevada, Mr. Neal Taniguchi, CEO, San Mateo, and Mr. Jake Pison, CIO, San Diego. Lastly, Judge Hanson thanked the four outgoing court members for their service, dedication, and commitment to branch technology. They are Judge Donald Segerstrom, retired, Tuolumne, Mr. Jake Chatters, CEO, Placer, Mr. Darrell Parker, CEO, Santa Barbara, and Mr. Snorri Ogata, Los Angeles.

Item 4

Strategic Plan for Technology

Update: Ms. Michelle Duarte and Mr. Jason Galkin, members of the Strategic Plan Workstream, presented the updated *Strategic Plan for Technology 2023-2026.* Key updates include refined goals and content; a proposal to include metrics was referred to ITAC for consideration for inclusion in the Tactical Plan for Technology. The five strategic plan goals are: to advance the digital court, promote equal access to digital services, innovate through community, advance IT security and infrastructure, and advocate for rule and legislative changes. The updated plan will be presented to the Judicial Council at their December meeting.

Item 5

Court Technology Modernization Funding (CTMF)

Update: Hon. Kyle S. Brodie, Chair, Technology Committee and Ms., Heather Pettit, CIO/Director, Judicial Council Information Technology provided an update on the IT Modernization Budget Change Proposal (BCP). The BCP provides for a branch Information Security Office, modernization of the Courts of Appeal and Supreme Court (staffing) and trial

courts, along with support for branchwide initiatives and local court projects that modernize court operations. Funding priorities considered were based on court priorities and Technology Committee priorities for branchwide programs. The majority of the proposals focused on electronic records management, infrastructure, remote appearances, case management, and courthouse-related projects. The total allocation for local project funding for FY22-23 is $12.5 million.

Item 6

E-Filing: Implementing Legislation

Update: Ms. Pettit provided an overview of the efforts to implement recent legislation allowing e-filing of domestic violence and gun violence restraining orders. Solutions must be in place by next summer, and in addition to offering e-filing, courts must announce the availability of e-filing on the home page of their website. Some courts have existing solutions in place based on case management systems. Funding has been requested specifically for courts without a current solution.

Item 7

Remote Appearances Data

Update: Ms. Leah Rose-Goodwin, Manager, Court Research, and Ms. Pettit shared data on the usage and frequency of remote proceedings as requested by the legislature. Work is ongoing to support courts in collecting and reporting the required data.

Item 8

Data Analytics Advisory Committee

Action: Ms. Leah Rose-Goodwin presented information on the new advisory committee, which was established based on recommendations from ITAC's Data Analytics Workstream. Rule 10.68 of the California Court Rules states that this advisory committee will make recommendations on the collection, use, and sharing of judicial branch data; inform decision-making, promote transparency, and improve the administration of justice; ensuring security of nonpublic data and data sources, and develop standards, performance measures, and report emerging issues related to data to support branch projects and initiatives.

Item 9

Language Access Services and Technology Grant Program

Update: Hon. Victor A. Rodriguez, Chair, Language Access Subcommittee, presented the proposed allocations for the Signage and Technology Grant Program for the current fiscal

year. Ten courts applied for signage grants and 14 courts applied for technology grants. Justice Rodriguez asked ITAC to approve the proposed allocations.

Action: ITAC members approved, for submission to the Judicial Council, the proposed Signage and Technology Grants for FY 22-23 and allocating the remaining $393,134 in signage funding to two related technology projects.

Item 10

eCART: Compiling and Submitting Clerk's Transcripts

Update: Mr. Snorri Ogata, Chief Information Officer, demonstrated Electronic Court of Appeals Records and Transcripts (eCART), the branchwide solution developed by the Superior Court of Los Angeles County for compiling and submitting transcripts to the Courts of Appeal. This replaces the Transcript Assembly Program (TAP), which ended August 31, 2022. Court Technology Modernization Funding was used to build eCART and the project showcases the joint support and operational model between a trial court as the developer and the council in deployment and support of a branchwide solution.

Item 11

Virtual Customer Service Center

Update: Mr. John Yee, Enterprise Architect and Mr. Rahul Dalia, Sr. Business Systems Analyst demonstrated the Virtual Customer Service Center (VCSC). This is a continuation of ITAC's Futures Commission: Intelligent Chat Workstream. Court Technology Modernization Funding was used for this project. The chatbot is live with name change, small claims, and family law. In progress is Spanish language translation of content, as well as the addition of eviction and fee waiver content areas. The next areas to be developed include traffic and ability to pay.

ADJOURNMENT

There being no further business, the meeting was adjourned.

Approved by the advisory body on enter date.

JBSIS 4.0 Project

Goals
Modernize, simplify, and increase efficiency of JBSIS reporting

Logic
Count fewer things, count them well, and require they be counted

Approach
Create 3-tiered report structure (required, recommended, and optional data elements)

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JBSIS 3.0 v. JBSIS 4.0

JBSIS 3.0

- 12 reports
- Two sets of data standards
  - Full JBSIS
  - Portal
- All report elements are required

JBSIS 4.0

- 11 reports
- One set of data standards
- Three-tiered report structure
  - Mandated (required)
  - Supplemental (recommended)
  - Recommended for local tracking (optional)

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Three-tier approach

JBSIS 3.0 Report

Filings, dispositions, caseload, and case aging, case characteristics, fee waivers, interpreters provided, representation, hearings, case events, motions, disposition characteristics

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Mandatated JBSIS 4.0 Report

- High-priority data elements
- Filings, dispositions, caseload, and case aging

Recommended supplemental JBSIS report

- Detailed case data elements
- Case characteristics, fee waivers, interpreters provided, representation

Optional local management report

- Case processing data elements
- Hearings, case events, motions, disposition characteristics

Three-tier approach

Mandated JBSIS 4.0 Report

- High-priority data elements included in branch reports, regularly requested, or consequential for resource allocation
- Required for courts to track and report regularly

Supplemental JBSIS Report

- Data elements that would be helpful for work done by the branch
- Recommended for courts to track and report if confident in the quality of the data

Local Management Report

- Data elements useful for local court management purposes
- Not reported to the Judicial Council

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Count of required data elements

Report #	Report	JBSIS data points	Portal data points	4.0 mandated data points
04a	Appellate Court Appeals	309	0	*(Combined with 4b)*
04b	Appellate Division Appeals	99	10	21
05a	Limited Civil	1228	53	234
05b	Unlimited Civil	1278	80	243
06a	Family Law	764	122	147
07c	Felony	1292	106	532
08a	Juvenile Delinquency	472	82	91
09a	Juvenile Dependency	342	56	100
10a	Mental Health	320	45	63
11a	Misdemeanors/Infractions	858	106	282
12a	Probate	318	66	67
13a	Small Claims	62	20	15
	TOTAL	**7342**	**746**	**1795**

Other changes

- Addition of two new case type on civil reports
  - EDD
  - Asbestos
- Addition of 34 new rows
  - To expand case aging reporting to more reports
  - To align reporting with case age standards

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JBSIS 4.0 Timeline

- 2020-2022: JBSIS Subcommittee develops JBSIS 4.0 data standards

- July 2022: JC directs staff to create JBSIS 4.0 implementation plan

- July 2023: JC will compile JBSIS 4.0 manual

- January 2024: JC will update data submission processes

- July 2024: Courts will begin submitting JBSIS 4.0 data

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Why involve ITAC?

- Major change to JBSIS data reporting

- JC IT resources may be needed:

  - Development of new process for ingesting, maintaining data according to 4.0 standards

  - Provide technological support preceding and throughout implementation

- Consult needed on implementation schedule

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Contact

- JBSIS Subcommittee of CEAC

- Jake Chatters, Chair, Superior Court of Placer County (courtadmin@placer.courts.ca.gov)

- Jackie Henke, Senior Analyst, Judicial Council (jackie.henke@jud.ca.gov)