



# JUDICIAL COUNCIL OF CALIFORNIA

INFORMATION TECHNOLOGY  
ADVISORY COMMITTEE

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## INFORMATION TECHNOLOGY ADVISORY COMMITTEE

### NOTICE AND AGENDA OF OPEN MEETING

Open to the Public (Cal. Rules of Court, rule 10.75(c)(1) and (e)(1))

THIS MEETING IS BEING CONDUCTED BY ELECTRONIC MEANS

THIS MEETING IS BEING RECORDED

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**Date:** December 5, 2023  
**Time:** 12:00 PM – 1:00 PM  
**Connection Info:** <https://jcc.granicus.com/player/event/3035>

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Meeting materials will be posted on the advisory body web page on the California Courts website at least three business days before the meeting.

Members of the public seeking to make an audio recording of the meeting must submit a written request at least two business days before the meeting. Requests can be e-mailed to [itac@jud.ca.gov](mailto:itac@jud.ca.gov).

Agenda items are numbered for identification purposes only and will not necessarily be considered in the indicated order.

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#### I. OPEN MEETING (CAL. RULES OF COURT, RULE 10.75(C)(1))

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##### Call to Order and Roll Call

##### Approval of Minutes (Action Required)

Approve minutes of the following Information Technology Advisory Committee meetings:

- September 28, 2023
- October 20, 2023

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#### II. PUBLIC COMMENT (CAL. RULES OF COURT, RULE 10.75(K)(1))

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This meeting will be conducted by electronic means with a listen only conference line available for the public. As such, the public may submit comments for this meeting only in writing. In accordance with California Rules of Court, rule 10.75(k)(1), written comments pertaining to any agenda item of a regularly noticed open meeting can be submitted up to one complete business day before the meeting. For this specific meeting, comments should be e-mailed to [itac@jud.ca.gov](mailto:itac@jud.ca.gov). Only written comments received by **12 p.m. on December 4** will be provided to advisory body members prior to the start of the meeting.

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**III. REPORTS AND POSSIBLE ACTION ITEMS (ITEMS 1-4)**

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**Item 1**

**Chair's Report**

Presenter: Hon. Sheila F. Hanson, Chair

**Item 2**

**SB 133 Minimum Technology Standards: Prepare for Public Comment (Action Requested)**

Review draft invitation to comment on the proposal to adopt minimum technology standards for the courtroom technology necessary to permit remote participation in court proceedings, as required by Senate Bill 133. Consider approval to distribute draft for public comment.

Presenters: Hon. Samantha P. Jessner, Vice-Chair  
Ms. Saskia Kim, Attorney, Policy and Research Division  
Ms. Jenny Grantz, Attorney, Legal Services Division

**Item 3**

**IT Update on Trial Court Facilities Manual**

Update on the Trial Court Facilities manual content.

Presenter: Ms. Heather L. Pettit, CIO / Director, Information Technology

**Item 4**

**2024 Annual Agenda and Workstream Status (Action Requested)**

A review of ITAC's draft 2024 Annual Agenda.

Facilitator: Hon. Sheila F. Hanson, Chair

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**IV. ADJOURNMENT**

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**Adjourn**