



**INFORMATION TECHNOLOGY ADVISORY COMMITTEE**

**Minutes of Action by Email**

**November 12, 2024**

**Email Proposal**

At its September 25, 2024 open meeting, the Information Technology Advisory Committee (ITAC) approved circulation of an invitation to comment on a proposal to revise California Rules of Court, rule 10.172 and adopt rule 10.405. ITAC's Joint Information Security Governance Subcommittee and Rules & Policy Subcommittee subsequently revised the draft invitation to comment. ITAC was asked to review the revisions and vote via action by email on whether to approve circulation of the revised invitation to comment.

**Notice**

On November 8, 2024, a public notice and the proposal were posted advising that ITAC would act by email on Tuesday, November 12, 2024, at 9:00 a.m., under California Rules of Court, rule 10.75(o)(1)(B).

**Public Comment**

Because the email recommendation concerned a subject that otherwise must be discussed in an open meeting, ITAC invited public comment on the proposed branch technology priorities under rule 10.75(o)(2). The public comment period began at 9:00 a.m. on November 8, 2024, and ended at 9:00 a.m. November 12, 2024. No public comments were received.

**Action Taken**

After the public comment period ended, ITAC was asked to submit their votes by 12:00 p.m. on November 13, 2024, to approve the circulation of the revised invitation to comment. 19 members voted to approve, and 2 members did not vote. The email recommendation was approved.

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