



Judicial Council of California

Information Technology
Advisory Committee

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INFORMATION TECHNOLOGY ADVISORY COMMITTEE

MINUTES OF OPEN MEETING

January 21, 2025

12:00 – 1:00 p.m.

Videoconference

Advisory Body Members Present: Hon. Sheila F. Hanson, Chair; Hon. Samantha P. Jessner, Vice-Chair; Mr. Mike Baniel; Hon. Benjamin J. Cassady; Hon. Kathy Ciuffini; Mr. Brian Cotta; Mr. Adam Creiglow; Hon. Julie R. Culver; Hon. Tara M. Desautels; Mr. Jason Galkin; Hon. Michael S. Groch; Mr. A.J. Guzman; Ms. Carrie Holmes; Mr. Brett Howard; Hon. Kimberly Menninger; Hon. Ioana Petrou; Mr. Jake Pison

Advisory Body Members Absent: Hon. Damon Connolly; Ms. Rebecca Fleming; Hon. Amy Guerra

Others Present: Hon. Kyle Brodie; Mr. John Yee; Judicial Council staff

OPEN MEETING

Call to Order and Roll Call

The chair called the meeting to order. Staff took roll call and made opening announcements.

Approval of Minutes

The advisory body reviewed and approved the minutes of the December 18, 2024, Information Technology Advisory Committee meeting.

DISCUSSION AND POSSIBLE ACTION ITEMS (ITEMS 1–4)

Item 1

Chair Report

The committee received an update on activities and news from the Information Technology Advisory Committee chair, Hon. Sheila F. Hanson.

Item 2

2025–2026 Tactical Plan for Technology

The committee received updates on the draft from the workstream sponsor, Hon. Sheila F. Hanson, and workstream member Mr. Brian Cotta. Updates included the addition of an ‘Introduction’ page and addressing feedback from the public comment period.

Action: *The committee voted to recommend the draft 2025–2026 Tactical Plan for Technology to be forwarded to the Technology Committee for approval.*

Item 3

2025 Annual Agenda

The committee received an overview of the proposed 2025 Annual Agenda which includes six workstreams and two subcommittees, from the Information Technology Advisory Committee chair, Hon. Sheila F. Hanson.

Action: The committee voted to recommend the 2025 Annual Agenda to be forwarded to the Technology Committee for approval.

Item 4

Judicial Branch Technology: Rules for Adoption of Technology and Data Security Guidelines

The committee reviewed a report recommending that the Judicial Council revise California Rules of Court, rule 10.172 and adopt rule 10.405, from the Joint information Security Governance Subcommittee chair, Hon. Tara M. Desautels and Legal Services Attorney, Ms. Jenny Grantz.

Action: The committee voted to recommend the rules proposal for Adoption of the Technology and Data Security Guidelines to be forwarded to the Technology Committee for approval.

A D J O U R N M E N T

There being no further business, the meeting was adjourned.

Approved by the advisory body on April 28, 2025.