

Information Technology Advisory Committee

Annual Agenda¹—2025

Approved by Judicial Council Technology Committee: [February 10, 2025]

I. COMMITTEE INFORMATION

Chair:	Hon. Sheila F. Hanson, Judge, Superior Court of California, County of Orange
Lead Staff:	Christopher Sandino, Sr. Business Systems Analyst, Judicial Council Information Technology
Committee's Charge/Membership: Rule 10.53 of the California Rules of Court states the charge of the Information Technology Advisory Committee (ITAC), which is to make recommendations to the council for improving the administration of justice through the use of technology and for fostering cooperative endeavors to resolve common technological issues with other stakeholders in the justice system. The committee promotes, coordinates, and acts as executive sponsor for projects and initiatives that apply technology to the work of the courts. Rule 10.53(b) sets forth additional duties of the committee. Rule 10.53(d) sets forth the membership position of the committee. ITAC currently has 21 members. The current committee roster is available on the committee's webpage.	
Subgroups of the Advisory Committee²: Workstreams 1. IT Modernization Program FY 2025–26 2. IT Modernization Program FY 2026–27 3. Advancing the Hybrid Courtroom Phase 2 4. Supporting the Exploration of Artificial Intelligence (AI) for Use in the Courts (tentative, pending resources) Supporting the Exploration of Artificial Intelligence (AI) for Use in the Courts (proposed for 2026 pending resources) 5. Electronic Evidence Phase 3: Pilot, Evaluation, and Request for Proposals (RFP) Electronic Evidence, Phase 3: Pilot, Evaluation, Request for Proposal (tentative, pending resources) 6. Enhanced California Connected Framework and Collaboration Tools (tentative, pending approval) Innovate Through Community (tentative,	

¹ The annual agenda outlines the work a committee will focus on in the coming year or cycle and identifies areas of collaboration with other advisory bodies and the Judicial Council staff resources.

² For the definition of “subcommittee” see Cal. Rules of Court, rule 10.30(c); “working group” see rule 10.70, “workstream,” see rule 10.53(c); and “education curriculum committee,” see rule 10.50(c)(6).

Formatted: Font: Times New Roman, 12 pt, Not Bold, Highlight

Formatted: Font: Times New Roman, 12 pt, Not Bold, Highlight

Formatted: Highlight

Commented [JC1]: Needs/pending IT Community - Jeannette Vannoy; WCAG ruling/webcontent accessibility guidelines - Jordan Aiken; AI (gen and other) - Brian Cotta

Formatted: Font: Times New Roman, 12 pt, Not Bold, Highlight

7.

8.9. Joint Information Security Governance Subcommittee

☐ Check here if in-person meeting is approved by the internal committee oversight chair.

Commented [JC3]: Confirm meeting time and in person meeting.

2

II. COMMITTEE PROJECTS

#	Continued Workstream (ending 2026)	
1 2.	Project Title: IT Modernization Program FY 2025–26	Priority 1
		Strategic Plan Goals VI
Project Summary: Evaluate status reports tracking and provide related program support activities.		
Key Objectives: This project is continued from the 2025 agenda. The remaining objectives are: a) Review courts’ progress reports, identify projects needing branch attention, and report findings to staff for assistance. b) Formerly sunset the workstream at the completion of these objectives for the fiscal year.		
Origin of Project: Beginning with the Budget Act of 2022, the Judicial Council receives IT Modernization funding, in part, to support local court projects. As of FY 2023–24, the Technology Committee delegated to ITAC the evaluation of court proposals and progress reports.		
Status/Timeline: The workstream will meet <u>quarterly/biannually</u> to review the progress reports through the end of FY 2025–26.		
Fiscal Impact/Staff Resources: Judicial Council Information Technology staff. ☐ This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.		
Internal/External Stakeholders: Internal: Appellate and trial courts. External: justice partners, court users, and the public.		
AC Collaboration: Judicial Council Technology Committee.		

#	New Workstream (ending 2027)	
2 3.	Project Title: IT Modernization Program FY 2026–27	Priority 1
		Strategic Plan Goals III, IV, and VI
	Project Summary: Review court applications and recommend project proposals; receive and evaluate project status reports; and provide relevant program support functions. Key Objectives: a) Initiate workstream, confirm membership, identify core team (sponsor and leads), and conduct kickoff meeting. b) Refine category requirements and success metrics, if needed. c) Review and evaluate court project proposals; recommend list of projects to approve based on program criteria. d) Seek ITAC approval and recommendation to the Technology Committee. e) Review court progress reports, identify projects that need program support, and help inform staff support activities, where needed. f) At the completion of these objectives, formally sunset the workstream. Origin of Project: Beginning with the Budget Act of 2022, the Judicial Council receives IT Modernization funding, in part, to support local court projects. As of FY 2023–24, the Technology Committee delegated ITAC evaluation of court proposals and progress reports. Status/Timeline: Solicitation of membership to begin in early 2026; recommendation to Technology Committee by July 2026. Fiscal Impact/Staff Resources: Judicial Council Information Technology staff. ☐ This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials. Internal/External Stakeholders: Internal: Appellate and trial courts. External: justice partners, court users, and the public. AC Collaboration: IT Modernization Workstream, Judicial Council Technology Committee.	

#	Continued Workstream (ending 20265)	
34	Project Title: Advancing the Hybrid Courtroom Phase 2	Priority 1
		Strategic Plan Goals I and IV
Project Summary: Develop technology standards for equipment needs and implementation within courtrooms to enable remote proceedings, as per Judicial Council standards and Senate Bill 133 (2023, ch. 34). These standards will be compiled as a technology playbook for courts, referenced in the <i>California Trial Court Facilities Standards</i>, and updated annually. Key Objectives: a) Initiate workstream, confirm membership, and conduct orientation/kickoff meeting. b) Develop technology standards for court facilities for the purpose of conducting remote proceedings and support for the hybrid courtroom. (The standards would then be updated annually). c) Gather stakeholder input. d) Present findings and recommendations to ITAC, the Technology Committee, the Trial Court Facility Modification Advisory Committee, and the Judicial Council (if applicable). e) Formally sunset the workstream. Origin of Project: 2024 Advancing the Hybrid Courtroom Workstream. Status/Timeline: Initiation of workstream is pending resources. Once confirmed, estimated 12-month timeline to complete key objectives. Fiscal Impact/Staff Resources: Judicial Council Information Technology, Executive Office, and Facilities Services staff. ☐ This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials. Internal/External Stakeholders: Internal: Trial courts. External: justice partners, court users, and the public. AC Collaboration: Trial Court Facility Modification Advisory Committee.		

#	New Workstream (ending 2027X)	
4 95.	Project Title: Supporting the Exploration of Artificial Intelligence (AI) for Use in the Courts	Priority 2
		Strategic Plan Goals III and IV
Project Summary: Participate in, and provide technology perspective on, branchwide efforts related to artificial intelligence. Identify potential court-related use cases and assess the benefits and risks to the branch.		
Key Objectives:		
a) Contribute to and support assignments carried out by the Chief Justice’s Artificial Intelligence Task Force, including providing input on policies, potential rules of court, and other projects. b) Identify potential uses of AI by the courts and within the branch. For those uses: i. Explicitly distinguish between AI and Generative AI uses, and ii. Complete an assessment of: a. Potential benefits such as increasing accuracy and efficiency; increasing access to justice; and enhancing data-informed decision making; and b. Potential risks such as confidentiality, reliability, bias, information security, and transparency. c) Present findings to ITAC, the Artificial Intelligence Task Force, the Technology Committee, and the Judicial Council (if applicable). d) Formally sunset the workstream.		
Origin of Project: The Chief Justice’s creation of the Artificial Intelligence Task Force, which was announced at the May 2024 Judicial Council meeting.		
Status/Timeline: Initiation of workstream is pending resources and direction from the Artificial Intelligence Task Force. Once confirmed, estimated 12-month timeline to complete key objectives.		
Fiscal Impact/Staff Resources: Judicial Council Information Technology, Executive Office, Legal Services, Policy and Research, and Governmental Affairs staff.		
This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.		
Internal/External Stakeholders: Internal: Appellate and trial courts. External: justice partners, court users, and the public.		
AC Collaboration: Artificial Intelligence Task Force and other Judicial Council advisory bodies as needed.		

#	New Workstream (ending 2027X)	
5 6.	Project Title: Electronic Evidence Phase 3: Pilot, Evaluation, and Request for Proposals (RFP)	Priority 2
		Strategic Plan Goals I and IV
Project Summary: Continue assessment of electronic evidence solution options and use findings (including from previous workstream) to potentially develop an enterprise request for proposal (RFP) for a branchwide solution(s), if recommended.		
Key Objectives: Based on findings from Phase 2: a) Identify and evaluate electronic evidence solution(s) in small-to-medium-sized court(s) to collect additional data and requirements (Phase 2 included data from large courts). b) Evaluate both commercial-off-the-shelf (COTS) and home grown solutions used by courts. c) Investigate additional vendors, including using product demonstrations, education sessions, and proofs of concept. d) Provide findings and recommendations regarding enterprise solution(s) for the branch (including whether a branch master agreement with vendor options is desired). e) If recommended, consider developing an enterprise RFP seeking a master agreement of solution(s)/product(s) to meet the needs and requirements of the various court sizes. f) Seek approval from ITAC, the Technology Committee, and the Judicial Council (if applicable) on any recommendations. g) Formally sunset the workstream.		
Origin of Project: Tactical Plan for Technology. Recommendation of Phase 2 workstream.		
Status/Timeline: Initiation of workstream is pending resources. Once confirmed, estimated 18-month timeline to complete key objectives.		
Fiscal Impact/Staff Resources: Judicial Council Information Technology staff. ☐ This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.		
Internal/External Stakeholders: Internal: trial courts. External: justice partners, court users, and the public.		
AC Collaboration: Court Executives Advisory Committee, Trial Court Presiding Judges Advisory Committee, ITAC’s Rules & Policy Subcommittee, and other Judicial Council advisory bodies as needed.		

#	<u>New Workstream (ending 2027)</u>	
6.	<u>Project Title: Enhanced California Connected Framework and Collaboration Tools</u>	<u>Priority 2</u>
		<u>Strategic Plan Goal III</u>
<u>Project Summary:</u> The California Courts have a longstanding tradition of collaborating to adopt technology solutions. It is crucial to update and develop new resources that support the use of a unified framework for court-related technology solutions. In accordance with Judicial Branch Strategic Technology Plan goal to Innovate Through Community, this will enable courts to stay informed about common technology adoptions and identify opportunities for collaboration. <u>Key Objectives:</u> h) Review and update the California Courts Connected framework to ensure its continued applicability and include it in the Tactical Plan revision. i) Develop a solutions inventory across courts as a tool for information exchange, including a regular cadence to keep it current (i.e., aligned with Modernization Fund activities). j) Conduct an information campaign to ensure that court leaders are informed of related technology solutions. <u>Origin of Project:</u> Suggestion from 2026 Annual Agenda Discussion <u>Status/Timeline:</u> Initiation of workstream is pending approval and resources. Once confirmed, estimated 12-month timeline to complete key objectives. <u>Fiscal Impact/Staff Resources:</u> Judicial Council Information Technology staff. ☐ TBD <u>Internal/External Stakeholders:</u> Internal: trial courts and appellate courts. External: justice partners, court users, and the public. <u>AC Collaboration:</u> Other Judicial Council advisory bodies as needed.		

Formatted: Font: Times New Roman

Formatted: Font: Times New Roman

#	New Workstream (ending 2027)	
7.	Project Title: Develop Strategies to Improve the Digital Experience on Court Websites	Priority 2
		Strategic Plan Goals I and II
Project Summary: The purpose of this initiative is to identify opportunities to provide an improved user experience on court websites and portals across the judicial branch through user centered design principles, content management strategies, and modern technology solutions.		
Key Objectives:		
a) Research user centered design principles to inform improvement strategies to modernize court websites.		
b) Inventory existing sites to identify areas of focus for improved content management strategies.		
c) Evaluate opportunities to modernize case access and payment portal solutions.		
d) Develop a report of recommended considerations.		
Number of user-centered design improvements identified.		
Number of content management strategies identified.		
Categorized priorities of potential portal improvement strategies.		
Origin of Project: Suggestion from 2026 Annual Agenda Discussion		
Status/Timeline: Initiation of workstream is pending approval and resources. Once confirmed, estimated 12-month timeline to complete key objectives.		
Fiscal Impact/Staff Resources: Judicial Council Information Technology staff.		
□ TBD		
Internal/External Stakeholders: Internal: trial courts and appellate courts. External: justice partners, court users, and the public.		
AC Collaboration: Other Judicial Council advisory bodies as needed.		
Website Content Accessibility Guidelines (W)		
#	Ongoing Projects and Activities	
97.	Project Title: Rules & Policy Subcommittee Projects	Priority 2(b)
		Strategic Plan Goals I

Formatted: Numbered + Level: 1 + Numbering Style: a, b, c, ... + Start at: 1 + Alignment: Left + Aligned at: 0.38" + Indent at: 0.63"

Commented [JC4]: From information provided by Jordan Aiken, Jeannette Vannoy, and John Yee. Q: if this should be ITAC or within JCIT operations?

Formatted Table

#	Ongoing Projects and Activities
	Project Summary: Develop rules and policies related to judicial branch technology and make recommendations for action by ITAC. Key Objectives: The Rules & Policy Subcommittee does not currently have a specific assignment in 2026; however, the subcommittee will reengage should this change, including input on potential technology-related legislative items. Origin of Project: Standing subcommittee established to develop proposals necessary to allow for the use of technology in court administration. Also provided for in the Tactical Plan for Technology. Status/Timeline: Ongoing. Fiscal Impact/Staff Resources: Judicial Council Information Technology, Legal Services, and Governmental Affairs staff. ☐ This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials. Internal/External Stakeholders: Internal: Appellate and trial courts. External: justice partners, court users, and the public. AC Collaboration: Judicial Council Rules Committee, Joint Rules Subcommittee of the Trial Court Presiding Judges Advisory Committee and Court Executives Advisory Committee.

Formatted Table

#	Ongoing Projects and Activities	
9.17 1	Project Title: Review and Provide Input on Pending Legislation (pending)	Priority 1
		Strategic Plan Goals 1
	Project Summary: Review pending legislation related to court technology and provide input on impacts the legislation may have on the courts. Key Objectives: Currently, there are no specific assignmentassignments in 2025; however, this may change if any potential technology-related legislative issues arise. Origin of Project: Judicial Council Governmental Affairs. Status/Timeline: Ongoing. Fiscal Impact/Staff Resources: Judicial Council Information Technology, Legal Services, and Governmental Affairs staff. ☐ This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials. Internal/External Stakeholders: Internal: Supreme Court, Courts of Appeal, trial courts. External: justice partners, court users, and the public. AC Collaborations: Judicial Council Legislation Committee and other Judicial Council advisory bodies as needed.	

Formatted Table

#	Ongoing Projects and Activities	
108.	Project Title: Joint Information Security Governance Subcommittee Projects	Priority 1
		Strategic Plan Goals VI
Project Summary: Review and provide feedback on security-related recommendations made by the Judicial Council’s Information Security Office and other entities, review and recommend policies and other security-related proposals for action by ITAC and the Court Executives Advisory Committee. Key Objectives: a) Review and make recommendations on branchwide incident management. b) Review and make recommendations on branchwide security training. c) Review and make recommendations on branchwide security policies. d) Research potential branchwide security portfolio offerings. e) Review and make recommendations on branchwide security service and solution opportunities. f) Present recommendations to ITAC, the Technology Committee, and the Judicial Council (when applicable). Origin of Project: Strategic and Tactical Plans for Technology; Branchwide Information Security Workstream. Status/Timeline: Ongoing. Fiscal Impact/Staff Resources: Judicial Council Information Technology, Legal Services, and Trial Court Leadership staff. ☐ This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials. Internal/External Stakeholders: Internal: Appellate and trial courts. External: justice partners, court users, and the public. AC Collaboration: ITAC Rules & Policy Subcommittee, other Judicial Council advisory bodies as needed.		

III. LIST OF 2025 PROJECT ACCOMPLISHMENTS

#	Project Highlights and Achievements
1.	Tactical Plan Workstream 2025–2026 — The workstream was completed. It developed 16 initiatives, updated the plan, and conducted an Invitation to Comment to gather broad input from the branch and the public. The workstream finalized the updated plan that was approved in 2025.
2.	IT Modernization Program FY 2024–25 — The workstream reviewed 140 project proposals from 41 courts and recommended approval of 122 projects. The workstream will continue its term to evaluate progress reports and inform staff of program support needs of courts.
3.	IT Modernization Program FY 2025–26 — <u>The workstream reviewed 154 local court projects requesting over \$50 million in funding were submitted by 41 trial 149 project proposals from 38 courts and 3 appellate courts. The workstream reviewed them all and recommended approval of 147 projects. Workstream leads also worked with JCIT leadership to conduct an additional review of all AI related projects to ensure alignment with the Judicial Councils upcoming policy.</u>
4.	Joint Information Security Governance Subcommittee — The subcommittee developed a proposal for a rule of court that would allow for the adoption of branchwide technology and data security guidelines; this proposal was approved by the Judicial Council at its April 2025 meeting.
5.	Rules & Policy Subcommittee — The subcommittee approved a proposal for a rule of court that would allow for the adoption of branchwide technology and data security guidelines, which is expected to advance for recommendation to the council at its April 2025 meeting.
6.	Electronic Evidence, Phase 2: Rules, Technology and Pilot Evaluation — The workstream completed its final findings and recommendations report, which was approved by the Judicial Council Technology Committee. With the committee’s approval, the work was completed, and the workstream was sunset. A new workstream is anticipated to continue the next steps of the electronic evidence initiative, pending resources.
7.	Advancing the Hybrid Courtroom Workstream Phase 1: Minimum Technology Standards — The workstream completed its final findings and recommendations for minimum technology standards for courtroom technology to provide remote participation in court proceedings, in compliance with Senate Bill 133 (Stats. 2023, ch. 34). The Judicial Council approved the recommendations, effective April 1, 2024. The workstream was sunset in December 2024. A new Phase 2 workstream will be initiated to evaluate supplemental recommendations.
8.	Advancing the Hybrid Courtroom Workstream Phase 1: Master Agreement for AV equipment — A request for proposals for audiovisual systems, digital courtroom solutions, and related installation and maintenance services was completed. This led to the establishment of a master services agreement with 14 vendors, available for branchwide use.

Commented [CS5]: info needed.

Commented [JC6R5]: [Mercedes Edelin](#) - is there any way you can help us fill in the blanks on the highlights and achievements?

Commented [EM7R5]: [@Craven, Jessica](#) Done! Let me know if you have any input or require more data.