



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.

Posted on: Month/Day/Year



Judicial Council of California

Information Technology
Advisory Committee

www.courts.ca.gov/itac.htm
itac@jud.ca.gov

INFORMATION TECHNOLOGY ADVISORY COMMITTEE

MINUTES OF OPEN MEETING

November 20, 2024

12:00 p.m. - 1:00 p.m.

Videoconference

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

Advisory Body Members Absent: Hon. Benjamin J. Cassady; Hon. Kathy Ciuffini; Hon. Damon Connolly; Hon. Michael S. Groch; Hon. Amy Guerra

Others Present: Hon. C. Todd Bottke; Hon. Maria D. Hernandez; Mr. Charles Johnson; Mr. Darrel E. Parker; Mr. Craig M. Peters; 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 September 25, 2024, Information Technology Advisory Committee meeting.

DISCUSSION ITEMS (NO ACTION REQUIRED) (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

Technology Committee Chair Report

This item was deferred to a future committee meeting.

Item 3

2025–2026 Tactical Plan for Technology Preview

Tactical Plan Workstream Executive Sponsor, Judge Hanson and member, Brian Cotta presented a preview of the 2025–2026 Tactical Plan for Technology.

Item 4

2025 Annual Agenda Discussion

Judge Hanson facilitated a discussion with the committee to seek ideas for the ITAC's 2025 Annual Agenda. This included a review of what may carry over from 2024 and any new business for the committee to consider.

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 enter date.

Provided by: Hon. Amy K. Guerra, Liaison, Advisory Committee on Providing Access and Fairness

2024 Highlights:

- In 2024, ITAC and PAF collaborated on a project titled, ***Language Access Signage and Technology Grants, Cycle 6***. Under this project, the committees worked to disburse ongoing monies (up to \$2.35 million each year) from the 2018 Budget Act as grants to trial courts for language access signage and technology initiatives on an annual basis. The Cycle 6 Grants launched for FY 2024–25 in March 2024. In November 2024, the council approved funding, in the amount of \$2.16 million, to 18 courts for language signage and technology-related projects.

2025 PAF Annual Agenda Projects (with ITAC Collaboration)

- For 2025, PAF and ITAC will collaborate on two PAF projects. The first is an ongoing project titled, ***Develop Training for Court Staff on Appropriate Use of Machine Translation Tools***. Under this project, PAF’s Language Access Subcommittee will partner with Judicial Council staff from the Center for Families, Children, and the Courts (CFCC) and Information Technology (IT), in consultation with the National Center for State Courts (NCSC), to develop training webinars and guidance materials for court staff on the appropriate use of machine translation tools within the courthouse to maintain meaningful and accurate communication between litigants and the courts. The estimated completion date is June 2025.
- The second project is titled, ***Language Access Signage and Technology Grants, Cycle 7***. For the fiscal year 2025–26, the grant cycle (Cycle 7) will commence in Spring 2025. Council staff will continue to develop annual reports on the grant program.
- I attended the PAF Language Access Subcommittee meeting in August 2024, and staff provided updates on 2024 projects and projects anticipated for 2025. Both 2025 Language Access Subcommittee Annual Agenda projects, with ITAC collaboration, will be on track. The subcommittee plans to meet in February or March 2025. I can provide this committee with a more substantive update at that time. Thank you.

This concludes my update on behalf of PAF, if you have any questions, please be sure to contact PAF’s lead staff/counsel, Cristina Resendiz-Johnson at cristina.resendiz-johnson@jud.ca.gov. Thank you!

Information Technology Advisory Committee
Annual Agenda¹—2025

Approved by Judicial Council Technology Committee: [Date]

I. COMMITTEE INFORMATION

Chair:	Hon. Sheila F. Hanson, Judge, Superior Court of California, County of Orange
Lead Staff:	Jessica Craven, Information Systems Supervisor, Judicial Council Information Technology
Committee’s Charge/Membership: <p>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.</p> <p>Rule 10.53(d) sets forth the membership position of the committee. The ITAC currently has 21 members. The current committee roster is available on the committee’s webpage.</p>	
Subgroups of the Advisory Committee²: Subcommittees <ol style="list-style-type: none">1. Rules & Policy Subcommittee2. Joint Information Security Governance Subcommittee Workstreams <ol style="list-style-type: none">1. Tactical Plan for Technology 2025–2026 (continue and complete plan activities)2. IT Modernization Program FY 2024–25 (continue and complete FY 2024–25 activities)3. IT Modernization Program FY 2025–26 (initiate and support FY 2025–26 activities)4. Advancing the Hybrid Courtroom Phase 2 (new for 2025 pending resources)	

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).

5. Supporting the Exploration of Artificial Intelligence (AI) for Use in the Courts (new for 2025 pending resources)
6. Electronic Evidence, Phase 3: Pilot, Evaluation, Request for Proposal (tentative, pending resources)
7. Exploring Systems for Providing Public Access to Court Case Records (tentative, pending resources)

Meetings Planned for 2025³ (Advisory body and all subgroups listed above.)

Date/Time/Remote or Location if in person (see footnote 3 for in-person meetings):

Information Technology Advisory Committee:

Third Tuesday of every month, 12:00 – 1:00 p.m. / remote

Joint Information Security Governance Subcommittee:

Third Thursday of every month, 12:15 – 1:15 p.m. / remote

Rules & Policy Subcommittee:

First Thursday of every month, 12:00 – 1:00 p.m. / remote

Exception is January 16, 12:00 – 1:00 p.m. / remote

Workstreams:

Tactical Plan for Technology 2025-2026

January 6, 12:00 – 1:00 p.m. / remote

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

³ Refer to section IV. 2. of the [Operating Standards for Judicial Council Advisory Bodies](#) for governance on in-person meetings.

Note: Because of the current budget and staffing constraints, advisory body chairs and staff must first consider meeting remotely. The chair of the Executive and Planning Committee is suspending advisory body in-person meetings for the 2024–2025 annual agenda cycle. If an in-person meeting is needed, the responsible Judicial Council office head must seek final approval from the advisory body’s internal oversight committee chair. Please see the prioritization memo dated July 1, 2024, for additional details.

II. COMMITTEE PROJECTS

#	Continued Workstream (ending 2025) ⁴	
1.	Project Title: Tactical Plan for Technology Update 2025–2026	Priority⁵ I
<p data-bbox="176 396 1283 431">Project Summary: Update <i>Tactical Plan for Technology</i> for effective date 2025–2026.</p> <p data-bbox="176 464 1388 500">Key Objectives: This project is continued from the 2024 agenda. The remaining objectives are:</p> <ul style="list-style-type: none"> <li data-bbox="226 505 1486 540">a) Finalize and obtain approval from ITAC, the Technology Committee, and the Judicial Council. <li data-bbox="226 540 688 576">b) Formally sunset the workstream. <p data-bbox="176 605 1934 677">Origin of Project: California Rules of Court, rule 10.53(b)(8) requires that the Information Technology Advisory Committee develop and recommend a tactical technology plan with input from the courts.</p> <p data-bbox="176 709 1934 781">Status/Timeline: Targeting approvals of the final plan from ITAC at its January 2025 meeting, the Technology Committee at its February 2025 meeting, and the Judicial Council at its April 2025 meeting.</p> <p data-bbox="176 813 1192 849">Fiscal Impact/Staff Resources: Judicial Council Information Technology staff.</p> <p data-bbox="176 854 1902 925"><input type="checkbox"/> <i>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.</i></p> <p data-bbox="176 963 1934 1034">Internal/External Stakeholders: Internal: Appellate and trial courts, Judicial Council Information Technology. External: justice partners, court users, and the public.</p> <p data-bbox="176 1066 1507 1102">AC Collaboration: Tactical Plan for Technology Workstream, Judicial Council Technology Committee.</p>		

⁴ All proposed projects for the year must be included on the Annual Agenda. If a project implements policy or is a program, identify it as *implementation* or a *program* in the project description and attach the Judicial Council authorization/assignment or prior approved Annual Agenda to this Annual Agenda.

⁵ For non-rules and forms projects, select priority level 1 (must be done) or 2 (should be done). For rules and forms proposals, select one of the following priority levels: 1(a) Urgently needed to conform to or accurately reflect the law; 1(b) Council has directed the committee to consider new or amended rules and forms; 1(c) Change is urgently needed to remedy a problem that is causing significant cost or inconvenience to the courts or the public; or 1(d) Proposal is otherwise urgent and necessary, such as a proposal that would mitigate exposure to immediate or severe financial or legal risk. *For each priority level 1 proposal, the advisory body must provide a specific reason why it should be done this year and how it fits within the identified category.* 2(a) Useful, but not necessary, to implement changes in law; 2(b) Responsive to identified concerns or problems; or 2(c) Helpful in otherwise advancing Judicial Council goals and objectives. *If an advisory committee is interested in pursuing any Priority Level 2 proposals, please include justification as to why the proposal should be approved at this time.*

⁶ Indicate which goal number of The Strategic Plan for California’s Judicial Branch the project most closely aligns.

#	Continued Workstream (ending 2025)	
2.	Project Title: IT Modernization Program FY 2024–25	Priority 1
		Strategic Plan Goals VI
<p>Project Summary: Evaluate status reports tracking and provide related program support activities.</p> <p>Key Objectives: This project is continued from the 2024 agenda. The remaining objectives are:</p> <ul style="list-style-type: none"> 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. <p>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.</p> <p>Status/Timeline: The workstream will meet quarterly to review the progress reports through the end of FY 2024–25.</p> <p>Fiscal Impact/Staff Resources: Judicial Council Information Technology staff.</p> <p><input type="checkbox"/> 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.</p> <p>Internal/External Stakeholders: Internal: Appellate and trial courts. External: justice partners, court users, and the public.</p> <p>AC Collaboration: Judicial Council Technology Committee.</p>		

#	New Workstream (ending 2026)	
3.	Project Title: IT Modernization Program FY 2025–26	Priority I
Strategic Plan Goals III, IV, and VI		
<p>Project Summary: Review court applications and recommend project proposals; receive and evaluate project status reports; and provide relevant program support functions.</p> <p>Key Objectives:</p> <ul style="list-style-type: none"> a) Identify core team (sponsor and leads); confirm membership; hold kickoff meeting. b) Refine category requirements and success metrics, if needed. c) Review and evaluate court project proposals based on program criteria; and propose list of projects to potentially receive funding. 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. <p>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.</p> <p>Status/Timeline: Solicitation of membership to begin in 2025; recommendation to Technology Committee by July 2025.</p> <p>Fiscal Impact/Staff Resources: Judicial Council Information Technology staff.</p> <p><input type="checkbox"/> <i>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.</i></p> <p>Internal/External Stakeholders: Internal: Appellate and trial courts. External: justice partners, court users, and the public.</p> <p>AC Collaboration: IT Modernization Workstream, Judicial Council Technology Committee.</p>		

#	New Workstream (ending 2026)	
4.	Project Title: Advancing the Hybrid Courtroom Phase 2	Priority 1
Strategic Plan Goals I and IV		
<p>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.</p> <p>Key Objectives:</p> <ul style="list-style-type: none"> 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 the hybrid courtroom (to be updated annually). c) Gather stakeholder input. d) Present findings and recommendations to the ITAC, the Technology Committee, the Trial Court Facility Modification Advisory Committee, and the Judicial Council (if applicable). e) Formally sunset the workstream. <p>Origin of Project: 2024 Advancing the Hybrid Courtroom Workstream.</p> <p>Status/Timeline: Initiation of workstream is pending resources. Once confirmed, estimated 12-month timeline to complete key objectives.</p> <p>Fiscal Impact/Staff Resources: Judicial Council Information Technology, Executive Office, and Facilities Services staff.</p> <p><input type="checkbox"/> <i>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.</i></p> <p>Internal/External Stakeholders: Internal: Trial courts. External: justice partners, court users, and the public.</p> <p>AC Collaboration: Trial Court Facility Modification Advisory Committee.</p>		

#	New Workstream (ending 2026)	
5.	Project Title: Supporting the Exploration of Artificial Intelligence (AI) for Use in the Courts	Priority 2 Strategic Plan Goals III and IV
<p>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.</p> <p>Key Objectives:</p> <ul style="list-style-type: none"> 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, including an assessment of: <ul style="list-style-type: none"> i. Potential benefits such as increasing accuracy and efficiency; increasing access to justice; and enhancing data-informed decision making; and ii. 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. <p>Origin of Project: The Chief Justice’s creation of the Artificial Intelligence Task Force, which was announced at the May 2024 Judicial Council meeting.</p> <p>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.</p> <p>Fiscal Impact/Staff Resources: Judicial Council Information Technology, Executive Office, Legal Services, Policy and Research, and Governmental Affairs staff.</p> <p><input type="checkbox"/> <i>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.</i></p> <p>Internal/External Stakeholders: Internal: Appellate and trial courts. External: justice partners, court users, and the public.</p> <p>AC Collaboration: Artificial Intelligence Task Force and other Judicial Council advisory bodies as needed.</p>		

#	New Workstream (ending 2026)	
6.	Project Title: Electronic Evidence Phase 3: Pilot, Evaluation, and Request for Proposals (RFP)	Priority 2 Strategic Plan Goals I and IV
<p>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.</p> <p>Key Objectives: Based on findings from Phase 2:</p> <ul style="list-style-type: none"> 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 the solution used by the Superior Court of San Diego County. 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) Develop 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 the ITAC, the Technology Committee, and the Judicial Council (if applicable) on any recommendations. g) Formally sunset the workstream. <p>Origin of Project: <i>Tactical Plan for Technology</i>. Recommendation of Phase 2 workstream.</p> <p>Status/Timeline: Initiation of workstream is pending resources. Once confirmed, estimated 18-month timeline to complete key objectives.</p> <p>Fiscal Impact/Staff Resources: Judicial Council Information Technology staff. <input type="checkbox"/> <i>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.</i></p> <p>Internal/External Stakeholders: Internal: trial courts. External: justice partners, court users, and the public.</p> <p>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.</p>		

#	New Workstream (ending 2026)	
7.	Project Title: Exploring Systems for Providing Public Access to Court Case Records	Priority 3
Strategic Plan Goals I, III, and IV		
<p>Project Summary: Research, investigate, and analyze existing public access systems for court case records. Make recommendation(s) as it relates to potential judicial branch solution(s). This workstream will not consider or analyze any rules or necessary statute changes.</p> <p>Key Objectives:</p> <ul style="list-style-type: none"> a) Initiate workstream, confirm membership, and conduct orientation/kickoff meeting. b) Identify current and pending legislation related to public access of court case documents. c) Identify and understand the diverse approaches employed by courts in managing public access to court case records. d) Create a framework for evaluating existing and potential system solutions. e) Conduct analysis of various public access portals and examine various software and vendors. f) Present findings and recommendations to the ITAC, the Technology Committee, and the Judicial Council (if applicable). g) Formally sunset the workstream. <p>Origin of Project: ITAC’s consideration of potential legislative issues requiring courts to provide public access to court case records for free or for a small fee.</p> <p>Status/Timeline: Initiation of workstream is pending resources. Once confirmed, estimated 12-month timeline to complete key objectives.</p> <p>Fiscal Impact/Staff Resources: Judicial Council Information Technology staff.</p> <p><input type="checkbox"/> <i>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.</i></p> <p>Internal/External Stakeholders: Internal: Appellate and trial courts. External: justice partners, court users, and the public.</p> <p>AC Collaboration: Remote Access to Electronic Court Records Working Group, and other Judicial Council advisory bodies as needed.</p>		

#	Ongoing Projects and Activities	
8.	Project Title: Rules & Policy Subcommittee Projects	Priority 2(b)
Strategic Plan Goals I		
<p>Project Summary: Develop rules and policies related to judicial branch technology and make recommendations for action by the ITAC.</p> <p>Key Objectives: The Rules & Policy Subcommittee does not currently have a specific assignment in 2025; however, the subcommittee will reengage should this change, including input on potential technology-related legislative items.</p> <p>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.</p> <p>Status/Timeline: Ongoing.</p> <p>Fiscal Impact/Staff Resources: Judicial Council Information Technology, Legal Services, and Governmental Affairs staff.</p> <p><input type="checkbox"/> 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.</p> <p>Internal/External Stakeholders: Internal: Appellate and trial courts. External: justice partners, court users, and the public.</p> <p>AC Collaboration: Judicial Council Rules Committee, Joint Rules Subcommittee of the Trial Court Presiding Judges Advisory Committee and Court Executives Advisory Committee.</p>		

#	Ongoing Projects and Activities	
8.1	Project Title: Review and Provide Input on Pending Legislation (pending)	Priority 1
	Strategic Plan Goals 1	
<p>Project Summary: Review pending legislation related to court technology and provide input on impacts the legislation may have on the courts.</p> <p>Key Objectives: Currently, there are no specific assignment in 2025; however, this may change if any potential technology-related legislative issues arise.</p> <p>Origin of Project: Judicial Council Governmental Affairs.</p> <p>Status/Timeline: Ongoing.</p> <p>Fiscal Impact/Staff Resources: Judicial Council Information Technology, Legal Services, and Governmental Affairs staff.</p> <p><input type="checkbox"/> 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.</p> <p>Internal/External Stakeholders: Internal: Supreme Court, Courts of Appeal, trial courts. External: justice partners, court users, and the public.</p> <p>AC Collaborations: Judicial Council Legislation Committee and other Judicial Council advisory bodies as needed.</p>		

#	Ongoing Projects and Activities	
9.	Project Title: Joint Information Security Governance Subcommittee Projects	Priority 1
	Strategic Plan Goals VI	
<p>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 the ITAC and the Court Executives Advisory Committee.</p> <p>Key Objectives:</p> <ul style="list-style-type: none"> 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 the ITAC, the Technology Committee, and the Judicial Council (when applicable). <p>Origin of Project: Strategic and Tactical Plans for Technology; Branchwide Information Security Workstream.</p> <p>Status/Timeline: Ongoing.</p> <p>Fiscal Impact/Staff Resources: Judicial Council Information Technology, Legal Services, and Trial Court Leadership staff.</p> <p><input type="checkbox"/> 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.</p> <p>Internal/External Stakeholders: Internal: Appellate and trial courts. External: justice partners, court users, and the public.</p> <p>AC Collaboration: ITAC Rules & Policy Subcommittee, other Judicial Council advisory bodies as needed.</p>		

III. LIST OF 2024 PROJECT ACCOMPLISHMENTS

#	Project Highlights and Achievements
1.	Tactical Plan Workstream 2025–2026 — The workstream was initiated. 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 continues to finalize the updated plan for approval into 2025.
2.	IT Modernization Program FY 2023–24 — The workstream fulfilled its 12-month commitment, reviewing the first fiscal year quarterly reports to assess progress and identify areas of court support needed by staff.
3.	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.
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 is expected to advance for recommendation to 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.
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.