



JUDICIAL COUNCIL OF CALIFORNIA

INFORMATION TECHNOLOGY
ADVISORY COMMITTEE

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INFORMATION TECHNOLOGY ADVISORY COMMITTEE

MINUTES OF OPEN MEETING

May 21, 2020

12:00 PM - 1:00 PM

Videoconference

Advisory Body Members Present: Hon. Sheila F. Hanson, Chair; Hon. Louis R. Mauro, Vice Chair; Mr. Brian Cotta; Mr. Adam Creiglow; Mr. Alan Crouse; Hon. Julie R. Culver; Hon. Tara Desautels; Hon. Michael S. Groch; Mr. Paras Gupta; Hon. Samantha P. Jessner; Hon. Kimberly Menninger; Hon. James Mize; Mr. Snorri Ogata; Mr. Darrel Parker; Hon. Peter Siggins; Hon. Bruce Smith; Hon. Donald Segerstrom; Ms. Jeannette Vannoy; Mr. Don Willenburg; Mr. David H. Yamasaki; Hon. Theodore Zayner

Advisory Body Members Absent: Assemblymember Marc Berman; Mr. Jake Chatters; Ms. Alexandra Grimwade; Senator Robert Hertzberg; Hon. Joseph Wiseman

Others Present: Mr. Kevin Lane; Ms. Heather Pettit; Mr. Mark Dusman; Ms. Jamel Jones; Mr. Alex Barnett (Sen. Hertzberg office); Mr. Richard Blalock; Ms. Camilla Kieliger; Ms. Andrea Jaramillo; Ms. Nicole Rosa; Ms. Jackie Woods and other JCC staff present

OPEN MEETING

Call to Order and Roll Call

The chair called the meeting to order at 12:01, and took roll call.

Approval of Minutes

The advisory body approved the April 20, 2020 of the Information Technology Advisory Committee minutes at this meeting.

There were no public comments for this meeting.

DISCUSSION AND ACTION ITEMS (ITEMS 1 – 6)

Item 1

Chair's Report

Presenter: Hon. Sheila F. Hanson, Chair

Report: Judge Hanson welcomed members to the meeting and provided her update.

The findings and recommendations from the IT Community Development workstream were approved by the Judicial Council Technology Committee and with their approval,

the workstream is formally sunset. Congratulations were expressed for the entire workstream and their efforts in recommending ways to improve the branch community through resource sharing, educational opportunities, and collaborative tools. Judge Hanson is looking forward to receiving updates on the progress of executing those recommendations, in the months ahead.

During today's meeting the updated written workstream reports will be reviewed. Recognizing that efforts may be impacted by COVID-19, members were asked to share how their efforts are being impacted.

The nominations deadline to fill vacancies within the Judicial Council's advisory bodies is June 5 and Judge Hanson encouraged anyone interested in applying to do so.

Item 2

Judicial Council Technology Committee (JCTC) Update

Update on activities and news coming from this internal oversight committee.

Presenter: Hon. Kyle S. Brodie, Chair, JCTC

Report: Judge Brodie provided an update on the Judicial Council Technology Committee's progress since April 2020. He noted that the State budget situation has not improved, and some courts are still working remotely. Although, some counties are relaxing stay-at-home orders and reopening, there is still a need for technology.

The Judicial Council Technology Committee held a meeting on May 11 and the Judicial Council held their meeting on May 15.

Reports and actions taken by the Judicial Council Technology Committee were reprioritizing technology-related Budget Change Concepts (BCCs) for submission to Budget Committee supporting Branch IT Security and the Virtual Courthouse. They also reviewed and approved the IT Community Development workstream's findings and final report.

The next Judicial Council Technology Committee meeting is June 8, agenda is under development.

Lastly, Judge Brodie thanked Judge Hanson and members for their continued collaborative efforts for the judicial branch.

Item 3

Branch Budget Update

Receive an update on the branch budget and technology funding priorities for both FY2020-2021 and FY2021-2022.

Presenter: Ms. Heather Pettit, Chief Information Officer

Report: Ms. Pettit noted that Judge Brodie's budget update provided all current information and she didn't have any additional comments at this time.

Item 4

Futures Commission Directive: Intelligent Chat for Self Help Services – Status and Final Report (Action Requested)

Review and discuss the executive summary and draft report to the Judicial Council on the potential of a pilot project using intelligent chat technology to provide information and self-help services. Decide the report's readiness to recommend to the Judicial Council Technology Committee for acceptance and submission of the report to the Judicial Council.

Presenters: Hon. Michael Groch, Workstream Executive Sponsor
Mr. John Yee, Enterprise Architect, Information Technology

Report: Judge Groch noted that the review and feedback given has been included in the executive summary. Recognizing that some may not read the full report, this summary includes key findings and recommendations.

Mr. Yee reviewed the executive summary sections that include an overview of the initial project from July 2018; stakeholder engagement and workstream activities; maturity of chat relative to customer service; key findings; key benefits and risks; recommendations and next steps; and the conclusion. This summary will provide users with key information provided in more detail in the Intelligent Chat workstream final report.

Motion to accept the updated Intelligent Chat Workstream report.

Approved.

Item 5

Comments and Questions Regarding Written Workstream and Subcommittee Reports

Futures Commission Directive: Voice-to-Text Language Services Outside the Courtroom

Hon. James Mize, Executive Sponsor

Judge Mize added, although COVID-19 may have caused a pause, it hasn't stopped the project and technology is moving forward fast and this will benefit the branch greatly when implemented.

Tactical Plan for Technology Update Workstream

Hon. Sheila F. Hanson, Executive Sponsor

Judge Hanson noted a formal launch and solicitation for participation will go out soon. Taking time for lessons learned from the last update and she expects this time it will be more streamlined as many items can be incorporated into new plan.

Identity and Access Management Strategy Workstream

Mr. Snorri Ogata, Executive Sponsor

Mr. Ogata noted that due to pandemic, some policy recommendations have already been implemented by early adopters in the judicial branch out of necessity. A secondary component was identity proofing, verifying the online person is the same as physical person. This will be included in the report to the committee.

Digital Evidence: Rules, Technology, and Pilot Evaluation

Hon. Kimberly Menninger, Executive Sponsor

Judge Menninger noted that this workstream has not stopped. The goal is to identify as many vendors that will work and demos from those vendors. June 3 is the next meeting. The workstream will share with the committee at a future meeting.

Data Analytics: Assess and Report

Hon. Tara Desautels and Mr. David Yamasaki, Executive Sponsors

Judge Desautels working with Gartner at start of the year, but once the COVID-19 hit, it slowed down workstream work. The Judicial Council staff has been helpful to get project moving. Mr. Yamasaki added, that they have identified tools in his court to help with restarting work at courts. He will share as soon as they are finalized.

Disaster Recovery Initial Pilot and Knowledge Sharing

Mr. Paras Gupta, Executive Sponsor

Mr. Gupta noted that they had to shift resources earlier, but they are back on track with project. This has been a challenging workstream due to the many options and individual court's needs. He will be sharing more at a future meeting.

Online Dispute Resolution (ODR): Research Workstream

Hon. Julie Culver, Executive Sponsor

Judge Culver noted that she has received between 15 – 20 requests to join this workstream and invite will be sent shortly. Looking to identify a project manager from that group or if members have a suggestion, please contact Judge Culver. They want to build roadmaps on any courts interested in ODR and how to go about it.

Branchwide Information Security Roadmap Workstream

Hon. Donald I. Segerstrom and Mr. Brian Cotta, Executive Sponsors

Judge Segerstrom has started participating as a new sponsor. Mr. Cotta added that had some slowdown, but Judicial Council staff has helped with tasks. Still identifying how much output will be requirement, recommendations, etc. Charged with building integration with other workstreams to align efforts with branch technology, conversations have begun.

Remote Video Appearances in Criminal Proceedings: Research

Executive Sponsor TBD

This workstream has not started.

Rules & Policy Subcommittee

Hon. Peter Siggins, Chair

Justice Siggins noted work continues and there are two items out for public comment and should be on track as work continues.

Joint Ad Hoc Subcommittee: Remote Video Appearances in Civil Proceedings

Hon. Peter Siggins, Chair

No additional comments.

Item 6

Facilities Workgroup Update

Receive an update on the Facilities Workgroup's progress in modernizing the California Trial Court Facilities Standards document, including an overview of the next steps.

Presenter: Mr. Richard Blalock, Senior Business Systems Analyst, Information Technology

Mr. Blalock provided an update on the workgroup of eleven courts. Focus was on two chapters in the Standards Manual to align with court needs and branch technology goals. Using more specific and identifying language that does a better job of expressing information. Ms. Kackie Cohen noted that facilities are now using the Standards Manual for all construction.

Next steps, update of remainder of manual by a separate working group; invite to comment on manual; and finally seek approval from the Judicial Council.

ADJOURNMENT

There being no further business, the meeting was adjourned at 12:52 PM.

Approved by the advisory body on July 8, 2020.