



JUDICIAL COUNCIL OF CALIFORNIA

JUDICIAL BRANCH BUDGET COMMITTEE

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JUDICIAL BRANCH BUDGET COMMITTEE

MINUTES OF OPEN MEETING

October 26, 2016

2:00 pm to 6:00 pm

The Superior Court of San Diego, 220 West Broadway, San Diego, CA 92101

Advisory Body Members Present:

Hon. David B. Rubin (Chair), Hon. James M. Humes, (Vice-Chair), Hon. Marla O. Anderson, Hon. Jeffrey B. Barton, Hon. Kyle S. Brodie, Hon. Gary Nadler (Phone), Hon. Dean T. Stout, Ms. Kimberly Flener, and Ms. Audra Ibarra

Advisory Body Members Absent:

Others Present:

Ms. Jody Patel, Ms. Millicent Tidwell, Mr. Zlatko Theodorovic, and Ms. Lucy Fogarty,

OPEN MEETING

Call to Order and Roll Call

The chair called the meeting to order at 2:03 pm, took roll call and advised no public comments were received.

Approval of Minutes

The committee reviewed and approved the minutes of the September 28, 2016 meeting.

DISCUSSION AND ACTION ITEMS

Item 1

Budget Change Proposal Process (Action Required)

Annual Process for budget change proposal preparation, approval, and submission.

Presenter(s)/Facilitator(s): Hon. James M. Humes, Vice-Chair

Action: The Judicial Branch Budget Committee unanimously approved the recommendation from the Budget Change Proposal Subcommittee regarding establishing a process for BCP preparation, approval, and submission. The recommendation will be presented to the Judicial Council for consideration. For purposes of clarity, the timeframes given are for BCPs for fiscal year 2018-2019 but would apply for all fiscal years thereafter.

#	Timeframe	Description
1	October 2016 – March 2017	Initial Funding Requests (IFRs) are submitted to the Judicial Branch Budget Committee (JBBC) by Judicial Council advisory bodies and other requesting entities. The JBBC reviews the IFRs and determines which IFRs should be developed into Budget Change Proposals (BCPs) or BCP concepts as necessary for further advisory committee consideration.

#	Timeframe	Description
2	April 2017 – June 2017	IFRs are developed into BCPs and all applicable advisory bodies, as identified in the original IFR, are given the opportunity as time permits to provide input. Advisory bodies prioritize BCPs within their purview for submission to JBBC for its review.
3	No later than two weeks in advance of the July 2017 Judicial Council meeting	The JBBC reviews unsuccessful BCPs from the prior fiscal year and suggests which old BCPs should be included as part of the new budget year package (2018-2019). The JBBC will organize and prioritize all BCPs for further review.
4	July 2017	The BCPs are presented to the Judicial Council for final prioritization and approval.
5	August 2017	Judicial Council staff completes the drafting of all BCP documents required by the Department of Finance and submits them to the JBBC for review.
6	1 st Week of September 2017	BCPs are signed by the Administrative Director and submitted to the Department of Finance on the date determined by the Department of Finance.

Item 2

Court Innovations Grant Program (Closed Session)

Update regarding Innovations Grant Program.

Presenter(s)/Facilitator(s): Ms. Jody Patel, Chief of Staff, Judicial Council

A D J O U R N M E N T

There being no further business, the meeting was adjourned at 2:40 pm.

Approved by the advisory body on enter date March 22, 2017.