



# JUDICIAL COUNCIL OF CALIFORNIA

TECHNOLOGY COMMITTEE

[www.courts.ca.gov/jctc.htm](http://www.courts.ca.gov/jctc.htm)  
[jctc@jud.ca.gov](mailto:jctc@jud.ca.gov)

## JUDICIAL COUNCIL TECHNOLOGY COMMITTEE

### MINUTES OF OPEN MEETING

November 9, 2015  
12:00 noon - 1:00 p.m.

**Advisory Body Members Present:** Hon. Marsha G. Slough, Chair; Hon. Daniel J. Buckley, Vice-Chair; Hon. Ming W. Chin; Hon. David E. Gunn; Hon. Gary Nadler; Mr. Mark Bonino; Mr. Jake Chatters; Mr. Richard D. Feldstein; and Ms. Debra Elaine Pole

**Liaison Members Present:** Hon. Terence L. Bruiniers

**Others Present:** Mr. Mark Dusman; Mr. Zlatko Theodorovic; Ms. Virginia Sanders-Hinds; Ms. Renea Stewart; Ms. Lucy Fogarty; Ms. Jessica Craven; Ms. Kathy Fink; Mr. David Koon; Mr. Patrick O'Donnell; Ms. Jamel Jones; and Mr. Robert Oyung

---

#### OPEN MEETING

---

##### **Call to Order and Roll Call**

The chair called the meeting to order, took roll call, and advised that no public comments was received.

##### **Approval of Minutes**

The members unanimously approved the minutes of the August 20, 2015 and the September 15, 2015 Judicial Council Technology Committee meetings.

---

#### DISCUSSION AND ACTION ITEMS (ITEMS 1 – 6)

---

##### **Item 1**

###### **Chair Report**

**Update:** Hon. Marsha G. Slough, Chair of the Judicial Council Technology Committee (JCTC), welcomed and thanked everyone for attending. Judge Slough reviewed the agenda for the meeting, as well as provided updates on recent meetings in which she and other members represented the JCTC or reported on the JCTC activities.

##### **Item 2**

###### **E-Signature Standards and Guidelines: Update to the Trial Court Records Manual**

**Update:** Mr. Patrick O'Donnell provided an update on the proposal to update the Trial Court Records Manual with standards and guidelines governing electronic signatures by judges and courts. These standards and guidelines were developed by the Court

Executives Advisory Committee and the Information Technology Advisory Committee to implement Government Code section 68150(g).

**Action:** The committee received the report.

### Item 3

#### **Update/Report on Information Technology Advisory Committee (ITAC)**

**Update:** Hon. Terence L. Bruiniers, Chair of ITAC, provided an update and report on the activities of the advisory committee, its subcommittees, and its workstreams.

**Action:** The committee received the report.

### Item 4

#### **Report on Information Security Framework Workstream: Final Deliverables**

**Update:** Hon. Terence L. Bruiniers, Chair of ITAC, and Mr. Robert Oyung, ITAC member and Executive Sponsor of the workstream, provided an update and report on the proposal to accept the final deliverables of the Information Security Framework Workstream, which includes How to Use the Information Systems Controls Framework and Information Security Framework Checklist documents.

**Action:** The committee voted to accept the deliverables.

### Item 5

#### **Update on Civil Case Management System (V3) Replacement Budget Change Proposal**

**Update:** Mr. Richard D. Feldstein provided an update and report on the work related to the civil case management system (V3) replacement budget change proposal.

**Action:** The committee received the report.

### Item 6

#### **Update on Sustain Justice Edition Case Management System**

**Update:** Mr. Richard D. Feldstein provided an update and report on the work related to the Sustain Justice Edition case management system including an upcoming meeting with the courts.

**Action:** The committee received the report.

---

## **A D J O U R N M E N T**

---

There being no further business, the meeting was adjourned.