



JUDICIAL COUNCIL
OF CALIFORNIA

TRIAL COURT BUDGET
ADVISORY COMMITTEE

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TRIAL COURT BUDGET ADVISORY COMMITTEE

FUNDING METHODOLOGY SUBCOMMITTEE

MINUTES OF OPEN MEETING

December 16, 2015

12:30 p.m. to 3:00 p.m.

Judicial Council, Veranda Room C, 2860 Gateway Oaks Drive, Suite 400, Sacramento, CA 95833

Members Present: Judges: Jonathan B. Conklin (Co-Chair), Mark A. Cope, Barry P. Goode, Carolyn B. Kuhl.

Executive Officers: Rebecca Fleming (Co-Chair), Sherri R. Carter, Samuel Hamrick, Jr., Jeffrey E. Lewis, Michael D. Planet, Michael M. Roddy, Mary Beth Todd, Tania Ugrin-Capobianco, and Christina M. Volkers.

Members Absent: Judges: Lesley D. Holland and Cynthia Ming-Mei Lee.

Others Present: Judicial Council staff: Leah Rose-Goodwin and Colin Simpson.

OPEN MEETING

Call to Order and Roll Call

The co-chair called the meeting to order at 12:35 p.m., and took roll call.

Approval of Minutes

The advisory body reviewed and approved the minutes of the August 5, 2015 Trial Court Budget Advisory Committee (TCBAC) Funding Methodology Subcommittee meeting.

Public Comment

None received.

DISCUSSION AND ACTION ITEMS (ITEMS 1-8)

Item 7

Civil Assessments and WAFM (Discussion Item)

Three members—Hon. Lesley D. Holland, Michael M. Roddy, and Tania Ugrin-Capobianco—were assigned to review civil assessments with the objective of gathering information and identifying the implications of including and not including civil assessments in each court's equivalent, available WAFM funding amount. The members would report back to the subcommittee at its February meeting.

Item 1

Subcommittee Work Plan (Action Item)

The subcommittee unanimously adopted the following updated work plan:

FY 2015–2016

1. Identify technology funding streams (with JCTC and CITMF assistance)
2. Joint working group with Family and Juvenile Law Advisory Committee to evaluate the allocation methodology for Child Support Commissioner and Family Law Facilitator Program funding.
3. Evaluate the impact of civil assessments as it relates to the Workload-based Allocation and Funding Methodology (WAFM)
4. Plans for FY 2018–2019 and beyond
5. Review operating expenses and equipment (OE&E) calculation and other WAFM components to determine handling of inflation, modification and refresh cycle
6. New judgeships staffing complement funding

FY 2016–2017

1. Review self-help funding allocation
2. Review AB 1058 revenue as an offset
3. Identify all funding sources and determine allocation models
4. Review funding floor calculation to determine handling of inflation and refresh cycle
5. Special circumstances cases funding

Indefinite

1. Evaluate impact of JCC and other provided services
2. Evaluate how to include unfunded costs – courthouse construction

Item 2

WAFM Component Update Schedules (Action Item)

The subcommittee unanimously approved the current annual update cycles in place for five WAFM components—average court executive officer salary, Federal Bureau of Labor Statistics (BLS) factor, salary-driven and non-salary-driven benefits, AB 1058 adjustment, and average RAS-related salary—and chose option 1B, to update annually the average operating expenses and equipment (OE&E) per full-time equivalent (FTE) by cluster component using a three-year average from 4th quarter Quarterly Financial Statement data through two fiscal years prior.

Item 3

Included and Excluded OE&E Expense Codes (Action Item)

The subcommittee deferred action on this item to the subcommittee's next meeting. Information on the number of courts using the codes in question was requested.

Item 4

OE&E Expense Codes Not Considered Previously (Action Item)

The subcommittee unanimously approved designating some of those court expenditure codes with no expenditures in 2011–2012 or created after 2011–2012 and, therefore, not previously considered in the Judicial Council-approved methodology for calculating WAFM OE&E per FTE as included and deferred recommending the designation of the remaining codes. The codes considered and their designation as a result of the subcommittee’s actions are listed below.

Court-Specific Code	Court-Specific Code Description	WAFM OE&E Designation
920402	Temporary housing expense related to relocating an employee.	Included
920499	May be used in lieu of the individual court specific codes within such corresponding expense detail code.	Included
920604	Maps.	Included
920633	Ergonomic supplies.	Included
923903	Specific to form delivery.	Included
923916	Testing services.	Included
925108	Instruments-County provided.	Included
931109	Out of state travel expense for all other mileage claim payments.	Included
935502	Parking maintenance.	Included
938407	Costs of contracting for public works planning and engineering services.	Included
938902	Surveillance services.	Included
938903	Police reports. (e.g., PC 987.9 cases)	Included
939405	Contract review.	Included
939418	Contract law firm fees.	Included
942702	Custodial services.	Included
943507	Mainframe operating software.	Included
943508	Mainframe application software.	Included
952099	May be used in lieu of the individual court specific codes within such corresponding expense detail code.	Included

Court-Specific Code	Court-Specific Code Description	WAFM OE&E Designation
971003	Record realized loss incurred on sale of investments.	Included
971004	Record unrealized loss on investment due to decrease in market value.	Included
971102	Record expense for administration of other post employment benefits (OPEB) investments by trustee.	Included
971103	Record other post employment benefits (OPEB) paid by trustee.	Included
972399	May be used in lieu of the individual court specific codes within such corresponding expense detail code.	Included
973101	Expense for notes principal repayments.	Included
922704	Rental or lease of sheriff security equipment.	Deferred
934506	Perimeter security provided by contract at the entrance of the courthouse.	Deferred
938804	Dependency Counsel and Other Eligible Expenses to be Reimbursed by JDCCP Allocation	Deferred
939407	Attorney civil, no public defender.	Deferred
939408	Attorney civil, conflict of interest.	Deferred
939409	Attorney criminal, no public defender.	Deferred
939410	Attorney criminal, conflict of interest.	Deferred
939415	Attorney mental health, no public defender.	Deferred
939416	Attorney mental health, conflict of interest.	Deferred
939417	Attorney mental health, other.	Deferred
939419	Contract law firm costs.	Deferred
941103	Incidence/disturbance calls.	Deferred
973199	May be used in lieu of the individual court specific codes within such corresponding expense detail code.	Deferred

Item 5

WAFM, Non-WAFM, and Undesignated Trial Court Allocations, Revenues, and Reimbursements (Action Item)

The subcommittee unanimously approved designating six funding sources—Replacement Screening Stations, Recidivism Reduction Program, Juvenile Dependency Counsel

Collections (including DRAFT), California Justice Corps, California Adult Reentry Drug Court Project, and Non-Judicial Council Grants—not previously considered for inclusion in or exclusion from the Judicial Council-approved equivalent, available WAFM funding under the “Items that Require Further Analysis” category.

Item 6

Fund Expenditures Included in WAFM OE&E per FTE (Action Item)

The subcommittee deferred action on this item to the subcommittee’s next meeting.

Item 8

Open Discussion (Discussion Item)

No action taken.

A D J O U R N M E N T

There being no further business, the meeting was adjourned at 2:05 p.m.

Approved by the subcommittee on February 5, 2016.