



# JUDICIAL COUNCIL OF CALIFORNIA

TRIAL COURT BUDGET  
ADVISORY COMMITTEE

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## TRIAL COURT BUDGET ADVISORY COMMITTEE

### FISCAL PLANNING SUBCOMMITTEE

#### NOTICE AND AGENDA OF OPEN MEETING

Open to the Public (Cal. Rules of Court, rule 10.75(c)(1) and (e)(1))

THIS MEETING IS BEING CONDUCTED BY ELECTRONIC MEANS

THIS MEETING IS BEING RECORDED

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**Date:** September 26, 2019  
**Time:** 9:30 a.m. - 10:00 a.m.  
**Public Call-in Number:** 1-877-820-7831, Pass Code: 1884843 (listen only)

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Meeting materials will be posted on the advisory body web page on the California Courts website at least three business days before the meeting.

Members of the public seeking to make an audio recording of the meeting must submit a written request at least two business days before the meeting. Requests can be e-mailed to [tcbac@jud.ca.gov](mailto:tcbac@jud.ca.gov).

Agenda items are numbered for identification purposes only and will not necessarily be considered in the indicated order.

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#### **I. OPEN MEETING (CAL. RULES OF COURT, RULE 10.75(C)(1))**

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

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

Approve minutes of the July 25, 2019 Fiscal Planning Subcommittee meeting.

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#### **II. PUBLIC COMMENT (CAL. RULES OF COURT, RULE 10.75(K)(1))**

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This meeting will be conducted by electronic means with a listen only conference line available for the public. As such, the public may submit comments for this meeting only in writing. In accordance with California Rules of Court, rule 10.75(k)(1), written comments pertaining to any agenda item of a regularly noticed open meeting can be submitted up to one complete business day before the meeting. For this specific meeting, comments should be e-mailed to [tcbac@jud.ca.gov](mailto:tcbac@jud.ca.gov) or mailed or delivered to Judicial Council of California, 2850 Gateway Oaks Drive, Sacramento, CA 95833, attention: Mr. Catrayel Wood. Only written comments received by 9:30 a.m. on September 25, 2019 will be provided to advisory body members prior to the start of the meeting.

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**III. DISCUSSION AND POSSIBLE ACTION ITEMS (1-4)**

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**Item 1**

**Trial Court Trust Fund (TCTF) Funds Held on Behalf (FHOB) of the Trial Courts Requests (Action Item)**

Consideration of whether to recommend that the Judicial Council approve TCTF funds to be held on behalf of the trial courts in response to two amended requests from two trial courts.

Presenter(s)/Facilitator(s): Hon. Jonathan B. Conklin, Chair, Fiscal Planning  
Subcommittee  
Mr. Catrayel Wood, Senior Budget Analyst, Budget Services

**Item 2**

**Updates to the FHOB of the Trial Courts Policy (Action Item)**

Consideration of revisions to the current FHOB submission process including streamlining the submission schedule and to make a change to the recipient of the request.

Presenter(s)/Facilitator(s): Hon. Jonathan B. Conklin, Chair, Fiscal Planning  
Subcommittee  
Mr. Catrayel Wood, Senior Budget Analyst, Budget Services

**Item 3**

**Update to Children's Waiting Room (CWR) Policy (Action Item)**

Consideration of revisions to the CWR Distribution and Fund Balance Policy, which includes an update to the timing of fund balance cap reductions, removal of language that is no longer relevant, and other technical revisions to clarify language in the policy.

Presenter(s)/Facilitator(s): Hon. Jonathan B. Conklin, Chair, Fiscal Planning  
Subcommittee  
Ms. Michele Allan, Budget Supervisor, Judicial Council  
Budget Services

**Item 4**

**CWR Fund Balance Cap Biennial Review (Action Item)**

Overview of reductions for 2018-19 fund balance exceeding the cap; and consideration of fund balance cap adjustment requests from four courts.

Presenter(s)/Facilitator(s): Hon. Jonathan B. Conklin, Chair, Fiscal Planning  
Subcommittee  
Ms. Michele Allan, Budget Supervisor, Judicial Council  
Budget Services

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**IV. INFORMATION ONLY ITEMS (NO ACTION REQUIRED)**

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**None**

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**V. ADJOURNMENT**

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**Adjourn**

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