



# JUDICIAL COUNCIL OF CALIFORNIA

TRIAL COURT BUDGET  
ADVISORY COMMITTEE

[www.courts.ca.gov/tcbac.htm](http://www.courts.ca.gov/tcbac.htm)

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## TRIAL COURT BUDGET ADVISORY COMMITTEE

### MINUTES OF OPEN MEETING

November 30, 2021  
11:00 a.m. – 3:00 p.m.

<http://jcc.granicus.com/player/event/1482>

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<b>Advisory Body Members Present:</b>	Judges: Hon. Jonathan B. Conklin (Chair), Hon. Jill C. Fannin, Hon. Patricia L. Kelly, Hon. Erick L. Larsh, Hon. Scott B. Thomsen, and Hon. Theodore C. Zayner.  Executive Officers: Ms. Kim Bartleson, Mr. Chad Finke, Mr. Kevin Harrigan, Mr. Shawn Landry, Ms. Krista LeVier, Mr. Brandon E. Riley, Mr. Chris Ruhl, Mr. Neal Taniguchi, Mr. Brian Taylor, and Mr. David Yamasaki.
<b>Advisory Body Members Absent:</b>	Hon. Daniel J. Buckley, Hon. Kimberly Gaab, Hon. Erick L. Larsh, Hon. Deborah A. Ryan, Hon. Michael A. Sachs, Hon. Kevin M. Seibert, Ms. Rebecca Fleming (Vice Chair), and Mr. James Kim .
<b>Others Present:</b>	Mr. John Wordlaw, Ms. Fran Mueller, Mr. Rob Oyung, Ms. Heather Pettit, Mr. Zlatko Theodorovic, Ms. Brandy Olivera, Ms. Oksana Tuk, and Mr. Jason Haas.

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#### OPEN MEETING

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

The chair welcomed the members, called the meeting to order at 11:01 a.m., and took roll call.

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

The advisory body reviewed and approved minutes of the November 16, 2021 Trial Court Budget Advisory Committee (TCBAC) virtual meeting.

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#### DISCUSSION AND ACTION ITEMS (ITEM 1)

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##### **Item 1 - Delegation of Trial Court Trust Fund (TCTF) Authority (Action Required)**

Consideration of a recommendation from the Revenue and Expenditure (R&E) Subcommittee to delegate TCTF authority to the Judicial Council Administrative Director to transfer council-approved funding from one program or project to another.

Presenter(s)/Facilitator(s): Ms. Oksana Tuk, Senior Analyst, Judicial Council Budget Services

**Action:** *TCBAC unanimously voted to approve the following recommendation from the R&E Subcommittee to approve delegation authority to the Judicial Council Administrative Director to transfer TCTF funding allocations approved by the Judicial Council from one program or project to another, subject to any restrictions or conditions provided by the council, as necessary, to address unanticipated needs and contingencies, for consideration by the Judicial Branch Budget Committee (Budget Committee) on December 7, 2021 and the Judicial Council at its January 20-21, 2022 business meeting.*

**Item 2- 2021-22 State Trial Court Improvement and Modernization Fund (IMF) Allocation Adjustment for the Judicial Council Information Technology (IT) Office (Action Required)**

Consideration of a recommendation from the R&E Subcommittee to adjust the 2021-22 IMF allocation for IT telecommunications, statewide planning, and development support programs.

Presenter(s)/Facilitator(s): Ms. Heather Pettit, Chief Information Officer / Director, Information Technology Services

Mr. Jason Haas, Senior Analyst, Judicial Council Budget Services

**Action:** *TCBAC unanimously voted to approve the following recommendation to be considered by the Budget Committee at its December 7, 2021 meeting and the Judicial Council at its March 12, 2022 business meeting:*

*A change to the 2021-22 approved Local Assistance allocation from the IT Statewide Planning and Development Support (SPDS) program (\$168,667) and the IT Telecommunications Support program (\$195,750), totaling \$364,417, shifting this amount to Support Operations to allow for the hire of 4.0 full-time equivalent (FTE) positions for the SPDS program and 5.5 FTE positions for the Telecommunications Support program. Approval of this funding shift request for 2021-22 allocations carries the understanding that future year allocation requests for these positions will be the same. Long-term funding for the 9.5 FTEs will result in no additional cost to the previous 2022-23 IT SPDS and Telecommunications Support program estimated expenditures.*

**Item 3 - SB 170 Ongoing \$7 Million Court Reporter Funding Allocation Methodology (Action Required)**

Consideration of a recommendation from the Funding Methodology Subcommittee (FMS) on an allocation methodology to cover the costs associated with increased transcript rates effective 2021-22.

Presenter(s)/Facilitator(s): Ms. Rebecca Fleming, Cochair, Funding Methodology Subcommittee

**Action:** *TCBAC unanimously voted to approve the following recommendation from the FMS, to be considered by the Budget Committee on December 7, 2021 and the Judicial Council at its January 20-21, 2022 business meeting:*

- 1. An allocation methodology that allocates the \$7 million appropriation to each trial court proportionally, based on an average of the prior three-year transcript expenditures;*

*2. Establish 2020-21 actual expenditures, adjusted to reflect the September 23, 2021 effective date of the increased transcript rate outlined in Attachment 3B, as a baseline to determine cost increases and identify unspent funds for General Fund reversion each fiscal year as necessary; and*

*3. Direct staff to update the three-year average for the allocation methodology each year based on the most recent data available for actual expenditures on transcripts.*

**Item 4 - SB 170 Ongoing \$30 Million Court Reporter Funding Allocation Methodology (Action Required)**

Consideration of a recommendation from the FMS on an allocation methodology to increase the number of court reporters in family law and civil law case types effective 2021-22.

Presenter(s)/Facilitator(s): Ms. Rebecca Fleming, Cochair, Funding Methodology Subcommittee

**Action:** *TCBAC unanimously voted to approve the following recommendation from the FMS, to be considered by the Budget Committee on December 7, 2021 and the Judicial Council at its January 20-21, 2022 business meeting:*

*1. Approve an allocation methodology that allocates the \$30 million funding proportionally to each trial court based on the most-recently published non-criminal Assessed Judicial Need (AJN), and after a \$25,000 funding floor is provided to those courts that fall below the floor amount through the model;*

*2. Capture a baseline number and associated costs for court reporters in non-criminal case types, effective July 1, 2021, to ensure that these funds are not being used to supplant existing expenditures in these areas, consistent with the requirements in the budget language;*

*3. Update the AJN data and Schedule 7A data used each year based on the most recent information available at the time of allocation for each fiscal year 3 ; and*

*4. Identify unspent funds for General Fund reversion each fiscal year as necessary.*

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

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There being no further business, the meeting was adjourned at 11:54 a.m.

Approved by the advisory body on January 13, 2022.