



Judicial Council of California
Trial Court Budget Advisory Committee

www.courts.ca.gov/tcbac.htm

tcbac@jud.ca.gov

TRIAL COURT BUDGET ADVISORY COMMITTEE

MINUTES OF OPEN MEETING

January 22, 2024
12:00 p.m. – 2:30 p.m.

<https://jcc.granicus.com/player/event/3260>

Advisory Body Members Present: Judges: Hon. Jonathan B. Conklin (Chair), Hon. Judith C. Clark, Hon. Kimberly A. Gaab, Hon. Wendy G. Getty, Hon. Maria D. Hernandez, Hon. Patricia L. Kelly, Hon. Erick L. Larsh, Hon. Michael J. Reinhart, and Hon. Kevin M. Seibert.

Executive Officers: Ms. Rebecca Fleming (Vice Chair), Ms. Stephanie Cameron, Mr. Chad Finke, Mr. James Kim, Mr. Shawn Landry, Ms. Krista LeVier, Mr. Brandon E. Riley, Mr. Chris Ruhl, Mr. Lee Seale, Mr. David W. Slayton, Mr. Neal Taniguchi, and Mr. David H. Yamasaki.

Advisory Body Members Absent: Hon. Jill C. Fannin, Hon. David C. Kalemkarian, and Hon. Michael A. Sachs.

Others Present: Hon. Ann C. Moorman, Mr. Zlatko Theodorovic, Ms. Fran Mueller, Ms. Donna Newman, and Ms. Rose Lane.

OPEN MEETING

Call to Order and Roll Call

The chair welcomed the members, called the meeting to order at 12:03 p.m. and took roll call.

Approval of Minutes

The committee approved minutes from the November 2, 2023 Trial Court Budget Advisory Committee (TCBAC) meeting.

DISCUSSION AND ACTION ITEMS (ITEMS 1-4)

Item 1 – 2023–24 State Trial Court Improvement and Modernization Fund (IMF) Allocation Increase for the Judicial Council Center for Judicial Education and Research (Action Required)

Consider a recommendation from the Revenue and Expenditure Subcommittee to increase the 2023–24 IMF allocation by \$150,000 to provide required education to new judges.

Presenter(s)/Facilitator(s): Ms. Karene Alvarado, Director, Judicial Council Center for Judicial Education and Research

Action: The TCBCAC unanimously voted to approve the recommendation to increase the 2023-24 IMF allocation for the Judicial Education program by \$150,000 to provide the Judicial Council's Center for Judicial Education and Research with the resources necessary to provide additional judicial officer orientation to newly appointed judges as required by California Rule of Court 10.462. The approved recommendation will be considered by the Judicial Branch Budget Committee and then the Judicial Council at its March 15, 2024 business meeting.

Item 2 – Access to Visitation Grant Program Funding Allocation for Federal Fiscal Years 2024–25 through 2026–27 (Action Required)

Consider a recommendation from the Family and Juvenile Law Advisory Committee to approve the Access to Visitation Grant Program funding allocation and distribution of \$655,000 for 2024–25 through 2026–27.

Presenter(s)/Facilitator(s): Ms. Shelly La Botte, Senior Analyst, Judicial Council Center for Families, Children & the Courts

Action: The TCBCAC unanimously voted to approve the following recommendations from the Family and Juvenile Law Advisory Committee for consideration by the Judicial Branch Budget Committee and then Judicial Council at its March 15, 2024 business meeting:

1. Allocate and distribute \$655,000 to 8 of the 9 superior courts that submitted applications for the Access to Visitation Grant Program for federal fiscal years 2024–25 through 2026–27; and
2. Delegate authority to the Family and Juvenile Law Advisory Committee to distribute and reallocate any excess grant funds to any of the eight applicant courts based on need and justification within the scope of the grant program if any of the selected courts decline their grant award amount after Judicial Council allocation approval but before execution of a funding contract with the Judicial Council.

Item 3 – Funds Held on Behalf (FHOB) of the Trial Courts Policy Updates (Action Required)

Consider recommendations from the Fiscal Planning Subcommittee to update the current policy for the FHOB program.

Presenter(s)/Facilitator(s): Hon. Jonathan B. Conklin, Chair, Trial Court Budget Advisory Committee
Ms. Rose Lane, Senior Analyst, Judicial Council Budget Services

Action: The TCBCAC unanimously voted to approve the following recommendations to be considered by the Judicial Council at its March 15, 2024 business meeting:

1. New Request Criteria – Require that trial courts submit new requests using new funding from the previous fiscal year or unspent funding from a previously approved FHOB project to be considered for a new project because the original project has been completed or surrendered.

2. *Amended Request Criteria* – Allow trial courts to submit amended requests only to (1) amend the amount of funds for an existing project and/or (2) extend the fiscal year period to implement a previously approved project.
3. *Submission Cycles* – Establish one annual submission cycle in September, after all courts have completed their fiscal year-end close-out process. Requests will go to the January Judicial Council meeting for consideration.
4. *Court Representation* – Trial courts that have submitted a request for consideration are strongly encouraged to provide a representative at the FPS and Judicial Council meetings.
5. *Application Process* – Redesigned the application form to make it easier to complete and review and ensure it includes relevant project and fiscal information needed for consideration and tracking of the request.
6. *Distribution of Funding* – Implement a monthly reimbursement model so that the funds are held in the TCTF on behalf of the court, as originally intended. Courts will be reimbursed monthly based on actual expenses submitted and recorded in the Judicial Council Phoenix SAP accounting system. For smaller courts that might have difficulty paying for upfront costs, there will be a process to request early distribution of funding prior to the submittal of actual expenditures related to the project; and
7. *Make language amendments to the current policy to reflect the recommendations and delete outdated references.*

Item 4 – Trial Court Budget Change Proposals for 2025–26 (Action Required)

Deliberate trial court funding priorities and budget change concepts, as reported by TCBCAC members from their assigned courts, for consideration in the 2025–26 budget development process.

Presenter(s)/Facilitator(s):	Hon. Jonathan B. Conklin, Chair, Trial Court Budget Advisory Committee
	Ms. Rebecca Fleming, Vice Chair, Trial Court Budget Advisory Committee

Action: *The TCBCAC deliberated trial court funding priorities but ultimately deferred the finalization and prioritization of the 2025-26 budget change proposals to an action by email in between meetings on February 2, 2024. The final concepts will move forward to the Judicial Branch Budget Committee for consideration.*

INFORMATION ONLY ITEMS (NO ACTION REQUIRED)

Info 1 – Governor’s Budget Proposal for 2024-25

Annual informational update on the Governor’s Budget proposal for 2024-25.

Presenter(s)/Facilitator(s):	Mr. Zlatko Theodorovic, Director, Judicial Council Budget Services
------------------------------	--

Action: *No action taken.*

ADJOURNMENT

There being no further business, the meeting was adjourned at 2:13 p.m.

Approved by the advisory body on February 14, 2024.