

# Trial Court Budget Advisory Committee

## Annual Agenda<sup>1</sup>—2024

Approved by Judicial Branch Budget Committee: January 18, 2024

### I. COMMITTEE INFORMATION

<b>Chair:</b>	Hon. Jonathan B. Conklin, Judge, Superior Court of Fresno County
<b>Lead Staff:</b>	Ms. Rose Lane, Senior Analyst, Judicial Council Budget Services
<b>Committee's Charge/Membership:</b> <p><a href="#">Rule 10.64(a)</a> of the California Rules of Court states the charge of the Trial Court Budget Advisory Committee is to make recommendations to the Judicial Council on the preparation, development, and implementation of the budget for trial courts and provide input to the council on policy issues affecting trial court funding. <a href="#">Rule 10.64(b)</a> sets forth additional duties of the committee.</p> <p><a href="#">Rule 10.64(c)</a> sets forth the membership requirements of the committee. The Trial Court Budget Advisory Committee currently has 24 members. The current committee <a href="#">roster</a> is available on the committee's web page.</p>	
<b>Subcommittees/Working Groups<sup>2</sup>:</b> <ol style="list-style-type: none"><li>1. Fiscal Planning Subcommittee – Review recommendations regarding trial court requests to set aside funds on their behalf that have reverted to the Trial Court Trust Fund pursuant to Government Code section 77203. This subcommittee also reviews requests from trial courts that relate to Children's Waiting Room funding.</li><li>2. Funding Methodology Subcommittee – Ongoing review and refinement of the Workload Formula, develop a methodology for allocations from the Trial Court Trust Fund Court Interpreters Program (0150037) in the event of a funding shortfall, and consider funding allocation methodologies for other non-discretionary dollars as necessary. Additionally, the subcommittee will continue its ongoing work to evaluate existing allocation methodologies and consider alternative methodologies to advance the goal of funding equity and stability to support trial court operations.</li><li>3. Revenue and Expenditure Subcommittee – Ongoing review of Trial Court Trust Fund and State Trial Court Improvement and Modernization Fund allocations supporting trial court projects and programs as well as any systematic cash flow issues affecting the trial courts.</li></ol>	

<sup>1</sup> The annual agenda outlines the work a committee will focus on in the coming year and identifies areas of collaboration with other advisory bodies and the Judicial Council staff resources.

<sup>2</sup> California Rules of Court, [rule 10.30 \(c\)](#) allows an advisory body to form subgroups, composed entirely of current members of the advisory body, to carry out the body's duties, subject to available resources, with the approval of its oversight committee.

4. Ad Hoc Interpreter Working Group – Develop an ongoing, workload-based methodology for allocation of Court Interpreters Program funding including, but not limited to, video remote interpreting and cross-assignments.
5. Ad Hoc Funds Held on Behalf Working Group – Review of current Trial Court Trust Fund Funds Held on Behalf of the Trial Courts guidelines to develop recommendations to increase program efficiency and transparency.

**Meetings Planned for 2024<sup>3</sup> (Advisory body and all subcommittees and working groups)**

Date/Time/Location or Teleconference:

**Trial Court Budget Advisory Committee**

January 2024/Videoconference; February 2024/Videoconference; May 2024/Videoconference; July 2024/ Videoconference; September 2024/In-person; November 2024/Videoconference

**Funding Methodology Subcommittee**

April 2024/Videoconference; June 2024/ Videoconference, October 2024/Videoconference

**Fiscal Planning Subcommittee**

April 2024/Videoconference; September 2024/Videoconference; October 2024/Videoconference

**Revenue and Expenditure Subcommittee**

April 2024/Teleconference, August 2024/Teleconference

Check here if exception to policy is granted by Executive Office or rule of court.

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<sup>3</sup> Refer to [Operating Standards for Judicial Council Advisory Bodies](#) for governance on in-person meetings.

## II. COMMITTEE PROJECTS

#	New or One-Time Projects <sup>4</sup>	
1.	<b>Project Title</b> Firearms Relinquishment Grant Program	<b>Priority 1<sup>5</sup></b>
<p data-bbox="170 318 1942 574"><b>Project Summary<sup>7</sup>:</b> Part of the charge of the committee pursuant to rule 10.64. The project originated as a result of \$40 million one-time General Fund included in the 2022 Budget Act, of which \$36 million is to be distributed to trial courts to support court-based firearm relinquishment programs. The Family and Juvenile Law Advisory Committee and Trial Court Budget Advisory Committee’s recommendation to allocate \$18.5 million to seven trial courts in the first grant cycle was approved by the Judicial Council at its January 20, 2023 business meeting. A subsequent recommendation to allocate \$1.5 million to one additional trial court in the second grant cycle was approved by the Judicial Council at its May 12, 2023 business meeting. The funding for these programs must be spent or encumbered by June 30, 2025.</p> <p data-bbox="170 613 533 646"><b>Status/Timeline:</b> One-time.</p> <p data-bbox="170 685 1411 717"><b>Fiscal Impact/Resources:</b> Center for Families, Children &amp; the Courts and Budget Services staff.</p> <p data-bbox="170 727 1919 802"><input checked="" type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. The committee will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p data-bbox="170 841 1184 873"><b>Internal/External Stakeholders:</b> External stakeholders include the trial courts.</p> <p data-bbox="170 912 1503 945"><b>AC Collaboration:</b> Family and Juvenile Law Advisory Committee; Judicial Branch Budget Committee.</p>		

<sup>4</sup> All proposed projects for the year must be included on the Annual Agenda. If a project implements policy or is a program, identify it as *implementation* or a *program* in the project description and attach the Judicial Council authorization/assignment or prior approved Annual Agenda to this Annual Agenda.

<sup>5</sup> For non-rules and forms projects, select priority level 1 (must be done) or 2 (should be done). For rules and forms proposals, select one of the following priority levels: 1(a) Urgently needed to conform to or accurately reflect the law; 1(b) Council or an internal committee has directed the committee to consider new or amended rules and forms; 1(c) Change is urgently needed to remedy a problem that is causing significant cost or inconvenience to the courts or the public; 1(d) Proposal is otherwise urgent and necessary, such as a proposal that would mitigate exposure to immediate or severe financial or legal risk. 2(a) Useful, but not necessary, to implement changes in law; 2(b) Responsive to identified concerns or problems; 2(c) Helpful in otherwise advancing Judicial Council goals and objectives.

<sup>6</sup> Indicate which goal number of The Strategic Plan for California’s Judicial Branch the project most closely aligns.

<sup>7</sup> A key objective is a strategic aim, purpose, or “end of action” to be achieved for the coming year.

#	<b>New or One-Time Projects<sup>4</sup></b>	
2.	<b>Project Title</b> Court Cluster System	<b>Priority 2<sup>5</sup></b> <b>Strategic Plan Goal<sup>6</sup>VII</b>
<p><b>Project Summary<sup>7</sup>:</b> Part of the charge of the committee pursuant to rule 10.64. The project originated from a Funding Methodology Subcommittee recommendation made on February 20, 2020 to initiate an ad hoc subcommittee to reevaluate the cluster system to identify potential opportunities for refinement or change. On July 6, 2023, the Trial Court Budget Advisory Committee approved updates to the annual Funding Methodology Subcommittee workplan, which included redirecting the court cluster system project to be addressed by the new Data Analytics Advisory Committee, which replaced the former Workload Assessment Advisory Committee. The project outcome could potentially impact the statewide four-cluster system and/or its criteria.</p> <p><b>Status/Timeline:</b> One-time.</p> <p><b>Fiscal Impact/Resources:</b> Business Management Services’ Office of Court Research and Budget Services staff.</p> <p><input checked="" type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. The committee will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p><b>Internal/External Stakeholders:</b> External stakeholders include the trial courts.</p> <p><b>AC Collaboration:</b> Data Analytics Advisory Committee; Judicial Branch Budget Committee.</p>		
3.	<b>Project Title</b> Funds Held on Behalf Policy Update	<b>Priority 2<sup>5</sup></b> <b>Strategic Plan Goal<sup>6</sup>VII</b>
<p><b>Project Summary<sup>7</sup>:</b> Part of the charge of the committee pursuant to rule 10.64. In October 2023, the Fiscal Planning Subcommittee Ad Hoc Funds Held on Behalf Working Group was established. The working group was charged with evaluating the process, application, and distribution components of the Funds Held on Behalf of the Trial Courts program. The working group met several times during November and December 2023 to develop recommendations for process and policy improvements. These recommendations will be considered at the January 22, 2024 Trial Court Budget Advisory Committee meeting and by the Judicial Council at its March 24, 2024 business meeting.</p> <p><b>Status/Timeline:</b> One-time.</p> <p><b>Fiscal Impact/Resources:</b> Budget Services staff.</p> <p><input checked="" type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. The committee will coordinate with Budget Services to ensure their review of relevant materials.</i></p>		

#	New or One-Time Projects <sup>4</sup>
	<p data-bbox="176 191 1184 224"><i>Internal/External Stakeholders:</i> External stakeholders include the trial courts.</p> <p data-bbox="176 264 888 297"><i>AC Collaboration:</i> Judicial Branch Budget Committee.</p>

# Ongoing Projects and Activities <sup>4</sup>		
1.	<b><i>Project Title Allocations to the Trial Courts</i></b>	<b><i>Priority 1<sup>5</sup></i></b>
		<b><i>Strategic Plan Goal<sup>6</sup> VII</i></b>
<p><b><i>Project Summary<sup>7</sup></i></b>: Part of the charge of the committee pursuant to rule 10.64. The Trial Court Budget Advisory Committee recommended that the Judicial Council allocate \$3 billion to the trial courts, including \$2.8 billion from the Trial Court Trust Fund, which included \$74.1 million General Fund for inflationary costs and \$207.8 million General Fund for employee benefits, pretrial funding, implementation of the Community Assistance, Recovery, and Empowerment Act, and for support of trial court operations for 2023–24. The Trial Court Budget Advisory Committee also recommended approval of the Workload Formula allocation of \$2.5 billion (a subset of the total \$3 billion allocation) based on recommended methodologies. The allocations were approved by the Judicial Council at its July 21, 2023 business meeting.</p> <p>The Trial Court Budget Advisory Committee will continue to make recommendations to the council on the preparation, development, and implementation of the budget for trial courts and provide input to the council on policy issues affecting trial court funding. This will include an ongoing evaluation of existing allocation methodologies and consideration of alternative methodologies to advance the goal of funding equity and stability to support trial court operations.</p> <p><b><i>Status/Timeline:</i></b> Ongoing.</p> <p><b><i>Fiscal Impact/Resources:</i></b> Budget Services staff.</p> <p><input checked="" type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. The committee will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p><b><i>Internal/External Stakeholders:</i></b> External stakeholders include the trial courts.</p> <p><b><i>AC Collaboration:</i></b> Judicial Branch Budget Committee.</p>		
2.	<b><i>Project Title Workload Formula Adjustment Request Process (ARP)</i></b>	<b><i>Priority 1<sup>5</sup></i></b>
		<b><i>Strategic Plan Goal<sup>6</sup> VII</i></b>
<p><b><i>Project Summary<sup>7</sup></i></b>: Part of the charge of the committee pursuant to rule 10.64. At its August 22, 2013 meeting, the Judicial Council approved the Trial Court Budget Advisory Committee’s recommendation to adopt the Workload Formula Adjustment Request Process to allow courts an annual opportunity to submit recommendations for changes to the Workload Formula. The project outcome is expected to assist the courts and the council with ongoing review and refinement of the Workload Formula to support trial court operations.</p> <p><b><i>Status/Timeline:</i></b> Ongoing.</p>		

#	<b>Ongoing Projects and Activities<sup>4</sup></b>	
	<p><b>Fiscal Impact/Resources:</b> Business Management Services’ Office of Court Research and Budget Services staff.</p> <p><input checked="" type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. The committee will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p><b>Internal/External Stakeholders:</b> External stakeholders include the trial courts.</p> <p><b>AC Collaboration:</b> Data Analytics Advisory Committee.</p>	
3.	<b>Project Title Community Assistance, Recovery, and Empowerment (CARE) Act</b>	<b>Priority 1<sup>5</sup></b>
	<p><b>Strategic Plan Goal<sup>6</sup>VII</b></p> <p><b>Project Summary<sup>7</sup>:</b> Part of the charge of the committee pursuant to rule 10.64. The project originated as a result of a new required court-based mental health services engagement and oversight program. The 2023 Budget Act included \$29.5 million for the trial courts for program planning and implementation. Of that amount, \$21.7 million was allocated to Cohort One trial courts (Glenn, Orange, Riverside, San Diego, San Francisco, Stanislaus, Tuolumne, and Los Angeles) and \$7.7 million to Cohort Two courts to support implementation in 2024–25. The Trial Court Budget Advisory Committee recommended utilizing the Workload Formula methodology to allocate the 2023–24 CARE Act funding to all participating courts in 2023–24 and in subsequent years. This methodology was approved by the Judicial Council at its July 21, 2023 business meeting. The allocation for Los Angeles Superior Court was approved by the council at it September 19, 2023 meeting, as Los Angeles was added to Cohort One late in the budget process and was not included in the allocations approved by the council in July.</p> <p><b>Status/Timeline:</b> Ongoing.</p> <p><b>Fiscal Impact/Resources:</b> Center for Families, Children &amp; the Courts and Budget Services staff.</p> <p><input checked="" type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. The committee will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p><b>Internal/External Stakeholders:</b> External stakeholders include the trial courts.</p> <p><b>AC Collaboration:</b> Judicial Branch Budget Committee.</p>	
4.	<b>Project Title Court Interpreter Funding Methodology</b>	<b>Priority 2<sup>5</sup></b>
	<b>Strategic Plan Goal<sup>6</sup>VII</b>	

**# Ongoing Projects and Activities<sup>4</sup>**

**Project Summary<sup>7</sup>:** Part of the charge of the committee pursuant to rule 10.64. The project originated due to the declining fund balance in the Trial Court Trust Fund Court Interpreters Program (0150037). The Ad Hoc Interpreter Working Group was established to develop a methodology for allocations from the Court Interpreters Program in the event of a funding shortfall and to review existing methodologies. The working group made a recommendation to the Trial Court Budget Advisory Committee that was approved by the Judicial Council on July 24, 2020, to allocate the 2020 Budget Act appropriation to the trial courts, replacing the prior reimbursement process. Effective July 1, 2022, the Judicial Council approved an update to the methodology that incorporates the prior three years' interpreter expenditures and allocates funding up to the appropriation amount. Unspent funds will reimburse courts with a shortfall. On January 20, 2023, the Judicial Council approved additional recommendations to the methodology to exclude the 2020–21 pandemic year in the three-year average expenditure data indefinitely, utilize Court Interpreters Program fund balance to make courts whole in the event court savings are insufficient up to the appropriation amount, and approve a cross-assignment reimbursement process. The working group will continue its work in 2024 to consider if data on video remote interpreting can be utilized in the methodology for consideration by the Trial Court Budget Advisory Committee and Judicial Branch Budget Committee. The project outcome anticipates that allocations will not exceed the program appropriation using a workload-based methodology based on the most reliable data available.

**Status/Timeline:** Ongoing.

**Fiscal Impact/Resources:** Center for Families, Children & the Courts and Budget Services staff.

*This project may result in an allocation or distribution of funds to the courts. The committee will coordinate with Budget Services to ensure their review of relevant materials.*

**Internal/External Stakeholders:** External stakeholders include the trial courts.

**AC Collaboration:** Judicial Branch Budget Committee.



### III. LIST OF 2023 PROJECT ACCOMPLISHMENTS

#	Project Highlights and Achievements
1.	<p><b>Workload Formula, State Trial Court Improvement and Modernization Fund, and Trial Court Trust Fund Allocations</b></p> <p>The Trial Court Budget Advisory Committee and Judicial Branch Budget Committee made 2023–24 recommendations to the Judicial Council that included State Trial Court Improvement and Modernization Fund and Trial Court Trust Fund allocations to support trial court programs and operations. The recommendations included allocations of \$45.2 million from the Improvement and Modernization Fund and approximately \$3 billion from the Trial Court Trust Fund, which were approved by the Judicial Council at its July 21, 2023 business meeting.</p>
2.	<p><b>Allocation Methodologies for SB 154 and SB 101 Backfill Funding</b></p> <p>The Funding Methodology Subcommittee recommended allocation methodologies for trial court backfill funding, developed in consultation with the Department of Finance, related to the expansion of eligibility for civil filing fee waivers and elimination of certain criminal fees. The Trial Court Budget Advisory Committee approved the recommendation for the five-year revenue collection methodology for allocation of \$689,000 in backfill funding to the trial courts for 2022–23 and ongoing. For 2023–24, trial courts will receive a total of \$1.4 million, which includes the annual backfill amount for 2022–23 and 2023–24. In addition, the Trial Court Budget Advisory Committee approved the five-year average revenue collection methodology for allocation of \$826,000 in backfill funding to the trial courts for 2023–24 and ongoing. The recommendations were approved by the Judicial Council at its September 19, 2023 business meeting.</p>
3.	<p><b>Civil Assessment Allocation Methodology</b></p> <p>Part of the charge of the committee pursuant to rule 10.64. The project originated as a result of new, ongoing funding included in the 2022 Budget Act to backfill civil assessment fee revenue loss due to the reduction in the amount of the civil assessment from \$300 to \$100 and one-time elimination of prior debt. Civil assessment revenues are now deposited into the General Fund rather than the Trial Court Trust Fund. The Trial Court Budget Advisory Committee’s recommended allocation methodology for the \$110 million was approved by the Judicial Council at its July 15, 2022 business meeting. Beginning in 2023–24, the amount of civil assessment backfill funding is \$100 million ongoing. The Judicial Council approved the Trial Court Budget Advisory Committee’s recommendation to allocate the ongoing \$10 million reduction at its September 20, 2022 business meeting.</p>
4.	<p><b>Court Reporter Funding</b></p> <p>Part of the charge of the committee pursuant to rule 10.64. The project originated as a result of \$30 million ongoing General Fund included in the 2021 Budget Act to increase the number of court reporters in family law and civil law case types. The Ad Hoc Court Reporter Funding Subcommittee was established to develop a methodology for allocating the funding to all trial courts. The Trial Court</p>

#	<b>Project Highlights and Achievements</b>
	<p>Budget Advisory Committee’s recommendation to allocate the \$30 million proportionally based on the most-recently published Assessed Judicial Need, after a funding floor is provided, beginning in 2021–22, was approved by the Judicial Council at its January 22, 2022 business meeting. This established allocation methodology is used to allocate funding included in the annual budget to the trial courts to increase the number of court reporters in family and civil law case types.</p>
5.	<p><b>Increased Transcript Rates</b></p> <p>Part of the charge of the committee pursuant to rule 10.64. The project originated as a result of \$7 million ongoing General Fund included in the 2021 Budget Act to address the costs associated with increased transcript rates. The Ad Hoc Court Reporter Funding Subcommittee was established to develop a methodology for allocating the funding to all trial courts. The Trial Court Budget Advisory Committee’s recommendation to allocate the \$7 million proportionally in one lump sum using an average of the prior three-year transcript expenditures was approved by the Judicial Council at its January 21, 2022 business meeting. The recommendation also established a baseline for identifying cost increases based on the most-recently published Assessed Judicial Need after a funding floor is provided, beginning in 2021–22. This established allocation methodology is used to allocate funding included in the annual budget to the trial courts to cover the cost of increased transcript rates.</p>
6.	<p><b>State Trial Court Improvement and Modernization Fund and Trial Court Trust Fund Allocation Adjustments</b></p> <p>Part of the charge of the committee pursuant to rule 10.64. The project originated from requests from several Judicial Council offices to increase their approved allocations from the State Trial Court Improvement and Modernization Fund and Trial Court Trust Fund to address unanticipated funding needs in support of the trial courts. The Revenue and Expenditure Subcommittee and Trial Court Budget Advisory Committee acted promptly to consider the requests to ensure the funding adjustments occurred timely to meet the needs of the trial courts and comply with related rules of court. The Trial Court Budget Advisory Committee and Judicial Branch Budget Committee advanced the respective recommendations for these requests which were approved by the Judicial Council at various business meetings.</p>