



JUDICIAL COUNCIL OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

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TRIAL COURT FACILITY MODIFICATION ADVISORY COMMITTEE

MINUTES OF OPEN SESSION OF MEETING

October 12, 2018
10:30 AM – 1:30 AM

Judicial Council of California – Santa Clara Family Justice Center/Teleconference

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- Advisory Body Members Present:** Hon. Donald Cole Byrd, Chair
Hon. William F. Highberger, Vice-Chair
Hon. Jennifer K. Rockwell
Hon. James Stoelker
Hon. Vanessa W. Vallarta
Mr. Jarrod Orr
Ms. Linda Romero Soles (by phone)
Ms. Jeanine D. Tucker (by phone)
- Advisory Body Members Absent:** Hon. Brad R. Hill
Hon. Patricia M. Lucas
- Others Present:** The following Judicial Council staff/others were present:
Mr. John Wordlaw, Chief Administrative Officer, Judicial Council
Mr. Mike Courtney, Director, Facilities Services
Mr. Jagan Singh, Principal Manager, Facilities Services
Mr. Jim Peterson, Principal Manager, Facilities Services
Ms. Maria Atayde-Scholz, Manager, Facilities Services
Mr. Andre Navarro, Manager, Facilities Services
Ms. Donna Jorgensen, Supervisor, Facilities Services (by phone)
Mr. Glenn Mantoani, Supervisor, Facilities Services (by phone)
Mr. Patrick Treanor, Supervisor, Facilities Services (by phone)
Mr. Clifford Ham, Senior Project Manager, Facilities Services
Mr. Ken Levy, Attorney, Legal Services (by phone)
Mr. Zlatko Theodorovic, Director, Budget Services (by phone)
Ms. Donna Newman, Budget Supervisor, Budget Services (by phone)
Mr. Michael Sun, Senior Budget Analyst, Budget Services (by phone)
Mr. Chris Magnusson, Senior Facilities Analyst, Facilities Services (by phone)
Ms. Akilah Robinson, Associate Analyst, Facilities (by phone)
Ms. Kate Albertus, Facilities Analyst, Facilities Services
Mr. Mark Hummel, Solano County (by phone)
Mr. James Kremko, Solano County (by phone)
Mr. Terry Schmidtbauer, Solano County (by phone)
Mr. Robert Smith, ARUP (by phone)
Mr. Mike Mieler, ARUP (by phone)

OPEN SESSION OF MEETING

Call to Order, Opening Remarks, and Roll Call

The chair called the open session of the meeting to order at 10:30 AM, roll was taken, and opening remarks were made.

Approval of Minutes

The advisory committee voted to approve the open session minutes of its meeting held on August 27, 2018. (*Motion: Highberger; Second: Stoelker*)

PUBLIC WRITTEN COMMENTS

No public comments were received.

OPEN SESSION - ACTION ITEMS (ITEMS 1-10)

Action Item 1 – List A – Emergency Facility Modification Funding (Priority 1)

Summary: Ratify emergency facility modifications from List A.

Action: *Reviewed and approved 33 projects for a total of \$606,719 to be paid from Facility Modification program funds previously encumbered. (Motion: Rockwell; Second: Highberger)*

Action Item 2 – List B – Facility Modifications Less than \$100K (Priority 2)

Summary: Ratify facility modifications less than \$100K from List B.

Action: *Reviewed and approved 85 projects for a total of \$635,790 to be paid from Facility Modification program funds previously encumbered. (Motion: Vallarta; Second: Highberger)*

Action Item 3 – List C – Cost Increases Over \$50K

Summary: Ratify facility modifications requiring cost increases over \$50K from List C.

Action: *Reviewed and approved 6 projects for a total cost increase to the Facility Modifications Program budget of \$4,932,057. (Motion: Stoelker; Second: Orr)*

Action Item 4 – List D – Facility Modifications Over \$100K

Summary: Review recommended facility modifications over \$100K from List D and P3 projects.

Action: *Reviewed and approved 1 facility modification project for a total cost to the Facility Modification Program Budget of \$135,069. (Motion: Highberger; Second: Rockwell)*

Action Item 5 – Solano Hall of Justice Scope Change

Summary: Scope change for the Solano Hall of Justice Flood Protection Project.

Action: *Reviewed and approved the scope change for the Solano HOJ Flood Protection Project. (Motion: Highberger; Second: Vallarta)*

Action Item 6 – Annual Report of the TCFMAC for Fiscal Year 2017-18

Summary: Review annual report for FY 2017-18 for submission to the Judicial Council.

Action: *Reviewed and approved – with recommended revisions – the FY 2017-18 Annual Report for submission to the Judicial Council.*

(Motion: Highberger; Second: Stoelker)

Action Item 7 – Fiscal Year 2017-18 Annual Report of CFTF Expenditures

Summary: FY 2017-18 Annual Report of CFTF Expenditures for submission to Department of Finance.

Action: *Reviewed and approved CFTF Expenditures Annual Report for submission to DOF.*

(Motion: Highberger; Second: Rockwell)

Action Item 8 – Asbestos Containing Materials (ACM) Policy

Summary: Policy for ACM that will be presented to the Judicial Council’s Executive and Planning (E&P) Committee for review/approval and submitted to the Judicial Council.

Action: *This action item has been deferred to the next TCFMAC meeting.*

Action Item 9 – Facility Modification Policy

Summary: FM policy that will be presented to E&P for review/approval and submitted to the Judicial Council.

Action: *This action item has been deferred to the next TCFMAC meeting.*

Action Item 10 – 2019 TCFMAC Meeting Calendar

Summary: Meetings for the next calendar year.

Action: *This action item has been deferred to the next TCFMAC meeting.*

OPEN SESSION - DISCUSSION ITEMS (ITEMS 1-4)
(NO ACTION REQUIRED)

Discussion Item 1 – Seismic Projects Report

Summary: Update on the Seismic Projects Report.

Discussion Item 2 – Funding Responsibility between Judicial Council and the Courts

Summary: Draft guidelines for the funding responsibilities between Judicial Council and the courts.

**This discussion item has been deferred to the next TCFMAC meeting.*

Discussion Item 3 – List E – Approved Court-Funded Requests (CFRs)

Summary: Review and discuss CFR projects approved by the Facilities Services Director since the last meeting. Five CFRs were approved during this period.

Discussion Item 4 – List F – Funded Facility Modifications on Hold

Summary: Review and discuss projects that have previously been funded by the committee but are on hold for various reasons.

**OPEN SESSION – INFORMATION ONLY ITEMS (ITEMS 1–3)
(NO ACTION REQUIRED)**

Information Item 1 – DMF-I Project List Status

Summary: Received status update on the DMF-I projects.

**This information only item has been deferred to the next TCFMAC meeting.*

Information Item 2 – Architectural Revolving Fund (ARF) Projects Update

Summary: Receive the latest update on the status of facility modification projects in the ARF.

**This information only item has been deferred to the next TCFMAC meeting.*

Information Item 3 – FM Budget Reconciliation

Summary: Received the latest project updates.

**This information only item has been deferred to the next TCFMAC meeting.*

CLOSED SESSION

The committee elected to hold the closed session of the meeting prior to the open session. The closed session of the meeting—which was closed to the public for discussion of security-related items (per Cal. Rules of Court, Rule 10.75(d))—was adjourned at 10:25 AM.

Approved by the advisory body on December 3, 2018.