



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

December 3, 2018
12:00 PM - 1:30 PM

Judicial Council of California – Teleconference

**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. W Samuel Hamrick Jr
Ms. Linda Romero Soles
Mr. Darrel E. Parker

**Advisory Body
Members Absent:**

Hon. Brad R. Hill
Hon. Patricia M. Lucas
Mr. Jarrod Orr

Others Present:

The following Judicial Council staff/others were present:
Mr. Mike Courtney, Director, Facilities Services
Mr. Jagan Singh, Principal Manager, Facilities Services
Ms. Mimi Morris, Principal Manager, Facilities Services
Ms. Maria Atayde-Scholz, Manager, Facilities Services
Ms. Karen Baker, Manager, Facilities Services
Ms. Jennifer Chappelle, Manager, Facilities Services
Ms. Donna Jorgensen, Supervisor, Facilities Services
Mr. Patrick Treanor, Supervisor, Facilities Services
Mr. Ed Ellestad, Supervisor, Facilities Services
Mr. Charles Martel, Supervising Attorney, Legal Services
Mr. Steve Shelley, Facilities Management Administrator, Facilities Services
Mr. Jerry Ripperda, Supervisor, Facilities Services
Ms. Akilah Robinson, Associate Analyst, Facilities
Ms. Kate Albertus, Facilities Analyst, Facilities Services

OPEN SESSION OF MEETING

Call to Order, Opening Remarks, and Roll Call

The chair called the open session of the meeting to order at 12:00 PM, 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 October 12, 2018. (*Motion: Stoelker; Second: Highberger*)

PUBLIC WRITTEN COMMENTS

No public comments were received.

OPEN SESSION - ACTION ITEMS (ITEMS 1-7)

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

Summary: Ratify emergency facility modifications from List A.

Action: *Reviewed and approved 72 projects for a total of \$1,953,603 to be paid from Facility Modification program funds previously encumbered. (Motion: Highberger; Second: Stoelker)*

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 88 projects for a total of \$1,230,915 to be paid from Facility Modification program funds previously encumbered. (Motion: Romero-Soles; Second: Parker)*

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 4 projects for a total cost increase to the Facility Modifications Program budget of \$1,037,329. (Motion: Stoelker; Second: Highberger)*

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 \$280,000. (Motion: Vallarta; Second: Parker)*

Action Item 5 – Reallocation of Funds for Facility Condition Assessments

Summary: Reallocation of \$5 million of FM Funds to cover the Facility Condition Assessments and funding of the \$5 million of FM under the DMF-II list.

Action: Reviewed and approved (1) Reallocation of no more than \$5 million of the FM funds to cover Facility Condition Assessments and (2) funding of no more than \$5 million of FMs under the DMF-II, once DMF-II funding is approved from DOF. (Motion: Vallarta; Second: Highberger)

Action Item 6 – Asbestos Containing Materials (ACM) Policy

Summary: Policy for ACM that will be presented to E&P and submitted to Judicial Council.

Action: Approved ACM policy for submission to Judicial Council. (Motion: Romero-Soles; Second: Rockwell)

Action Item 7 – 2019 TCFMAC Meeting Calendar

Summary: Meeting for the next calendar year.

Action: Tentatively approved 2019 TCFMAC meeting calendar, pending alternative dates. (Motion: Rockwell; Second: Romero-Soles)

OPEN SESSION - DISCUSSION ITEMS (ITEMS 1-2)
(NO ACTION REQUIRED)

Discussion Item 1 – Fiscal Year 2020-21 Budget Change Proposals (BCPs)

Summary: Review of identified funding needs for FY 2020-21.

Discussion Item 2 – List E – Approved Court-Funded Requests (CFRs)

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

ADJOURNMENT TO CLOSED SESSION AND ADJOURNMENT

There being no further open session business, the open session of the meeting was adjourned at 1:19 PM, and the advisory committee moved to the closed session of the meeting. 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 1:30 PM.

Approved by the advisory body on January 28, 2019.