



JUDICIAL COUNCIL OF CALIFORNIA

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TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

TRIAL COURT FACILITY MODIFICATION ADVISORY COMMITTEE

MINUTES OF OPEN SESSION OF MEETING

May 17, 2019

10:00 AM - 4:00 PM

Judicial Council of California – Sacramento/Teleconference

**Advisory Body
Members Present:**

Hon. Donald Cole Byrd, Chair
Hon. William F. Highberger, Vice-Chair
Hon. Jennifer K. Rockwell (phone)
Hon. Vanessa W. Vallarta
Mr. W. Samuel Hamrick Jr.
Ms. Linda Romero Soles
Mr. Darrel E. Parker (phone)
Mr. Jarrod Orr

**Advisory Body
Members Absent:**

Hon. Brad R. Hill
Hon. Patricia M. Lucas

Staff Present:

The following Judicial Council staff were present:
Mr. John Wordlaw, Chief Administrative Officer, Judicial Council
Mr. Mike Courtney, Director, Facilities Services
Ms. Pella McCormick, Deputy Director, Facilities Services
Mr. Jagan Singh, Principal Manager, Facilities Services
Mr. Jim Peterson, Principal Manager, Facilities Services
Ms. Mimi Morris, Principal Manager, Facilities Services
Ms. Maria Atayde-Scholz, Manager, Facilities Services
Mr. Andre Navarro, Manager, Facilities Services
Ms. Karen Baker, Manager, Facilities Services
Mr. Paul Fitzgerald, Supervisor, Facilities Services
Ms. Donna Jorgensen, Supervisor, Facilities Services
Mr. Glenn Mantoani, Supervisor, Facilities Services
Mr. Randy Swan, Supervisor, Facilities Services
Mr. Paul Terry, Supervisor, Facilities Services
Mr. Steve Shelley, Supervisor, Facilities Services (phone)
Mr. Patrick Treanor, Supervisor, Facilities Services
Mr. Ed Ellestad, Supervisor, Facilities Services
Mr. Jeremy Ehrlich, Attorney, Legal Services
Mr. Eric Schnurpfeil, Attorney, Legal Services
Ms. Rose Livingston, Senior Analyst, Judicial Council
Ms. Kate Albertus, Facilities Analyst, Facilities Services
Ms. Akilah Robinson, Associate Analyst, Facilities Services (phone)
Ms. Sadie Varela, Administrative Specialist, Facilities Services

Others Present:

OPEN SESSION OF MEETING

Call to Order, Opening Remarks, and Roll Call

The chair called the open session of the meeting to order at 10:00 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 April 8, 2019. (*Motion: Hamrick; Second: Vallarta*)

PUBLIC WRITTEN COMMENTS

No public comments were received.

OPEN SESSION - ACTION ITEMS (ITEMS 1-8)

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

Summary: Ratify emergency facility modifications from List A.

Action: *Reviewed and approved 70 projects for a total of \$1,939,076 to be paid from Facility Modification program funds previously encumbered. (Motion: Rockwell; Second: Orr)*

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 91 projects for a total of \$845,519 to be paid from Facility Modification program funds previously encumbered. (Motion: Highberger; Second: Vallarta)*

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 15 projects for a total cost increase to the Facility Modifications Program budget of \$2,089,217. (Motion: Vallarta; 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 4 facility modification projects for a total cost to the Facility Modification Program Budget of \$2,884,800. (Motion: Highberger; Second: Vallarta)*

Action Item 5 – Energy Efficiency Projects

Summary: Review previously approved 12 energy efficiency projects for \$2M with cost increases and revised pay back periods and advise staff to 1) continue with these projects, or 2) redirect funding from the project savings to fund additional projects.

Action: Reviewed and approved the revised funding distribution for 4 energy efficiency projects. The remaining 8 energy efficiency projects will be brought back to the committee at the next TCFMAC meeting in July 2019. (Motion: Highberger; Second: Hamrick)

Action Item 6 – October Travel Plans

Summary: Review two options for the October off-site meeting and select the preferred option.

Action: Reviewed and approved Option 1– to tour courts in San Bernardino and Riverside county– for the October off-site meeting so that staff can move forward with travel arrangements and meeting planning. (Motion: Vallarta; Second: Orr)

Action Item 7 – Reallocation of Funds

Summary: Review and approve reallocation of \$1,350,000 from Unplanned FMs Over \$100K Allocation to Priority 1 FM Allocation.

Action: Reviewed and approved reallocation of \$1,350,000 from Unplanned FMs Over \$100K Allocation to Priority 1 FM Allocation. (Motion: Highberger; Second: Rockwell)

Action Item 8 – FY 20-21 Budget Change Proposal (BCP) Initial Funding Requests (IFRs) Additional Item

Summary: FY 20-21 BCP IFR additional item for Trial Court Leasing Funding (\$8,000,000) submitted to the Judicial Branch Budget Committee for consideration at its May meeting.

Action: Ratify and approve one additional FY 2020-21 Budget Change Proposal Initial Funding Request for Trial Court Leasing Funding in the amount of \$8,000,000 submitted to the Judicial Branch Budget Committee for consideration at its May meeting. (Motion: Highberger; Second: Orr)

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

Discussion Item 1 – List E – Approved Court-Funded Requests (CFRs)

Summary: Review and discuss CFR projects approved by the Facilities Services Deputy Director since the last meeting. 5 CFRs were approved during this period.

Discussion Item 2 – List F – Funded Facility Modifications on Hold

Summary: Standard list of previously funded FMs on hold.

OPEN SESSION – INFORMATION-ONLY ITEMS (ITEMS 1-4)
(NO ACTION REQUIRED)

Information Item 1 – DMF-I Project List Update

Summary: Update on the DMF-I projects.

Information Item 2 – DMF-II Project List Update

Summary: Update on the DMF-II projects.

Information Item 3 – Architectural Revolving Fund Projects Update

Summary: ARF projects update.

Information Item 4 – Facility Modification Budget Reconciliation Report

Summary: FM Budget Reconciliation Projects Update.

ADJOURNMENT TO CLOSED SESSION AND ADJOURNMENT

There being no further open session business, the open session of the meeting was adjourned at 1:00 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 2:05 PM.

Approved by the advisory body on July 19, 2019.