



# JUDICIAL COUNCIL OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION  
ADVISORY COMMITTEE

[www.courts.ca.gov/tcfmac.htm](http://www.courts.ca.gov/tcfmac.htm)  
[tcfmac@jud.ca.gov](mailto:tcfmac@jud.ca.gov)

## TRIAL COURT FACILITY MODIFICATION ADVISORY COMMITTEE

### MINUTES OF OPEN SESSION OF MEETING

December 2, 2019  
12:00 PM - 1:40 PM

Judicial Council of California –Teleconference

---

**Advisory Body  
Members Present:**

Hon. Donald Cole Byrd, Chair  
Hon. William F. Highberger, Vice-Chair  
Hon. Garry G. Haehnle  
Hon. Jennifer K. Rockwell  
Hon. Vanessa W. Vallarta  
Mr. W. Samuel Hamrick, Jr.  
Mr. Shawn C. Landry  
Mr. Darrel E. Parker  
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  
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  
Ms. Jennifer Chappelle, Manager, Facilities Services  
Ms. Nanci Connelly, Facility Operations Supervisor, Facilities Services  
Mr. Paul Fitzgerald, Facility Operations Supervisor, Facilities Services  
Ms. Donna Jorgensen, Facility Operations Supervisor, Facilities Services  
Mr. Glenn Mantoani, Facility Operations Supervisor, Facilities Services  
Mr. Steve Shelley, Facility Operations Supervisor, Facilities Services  
Mr. Randy Swan, Facility Operations Supervisor, Facilities Services  
Mr. Paul Terry, Facility Operations Supervisor, Facilities Services  
Mr. Patrick Treanor, Facility Operations Supervisor, Facilities Services  
Mr. Javier Carrillo, Facilities Management Administrator  
Mr. Charles Martel, Supervising Attorney, Legal Services  
Ms. Kate Albertus, Facilities Analyst, Facilities Services  
Ms. Akilah Robinson, Associate Analyst, Facilities Services  
Ms. Sadie Varela, Administrative Specialist, Facilities Services

**Others Present:**

Ms. Lucy Fogarty, Deputy Director, Budget Services  
Ms. Donna Newman, Budget Supervisor, Budget Services  
Mr. Jason Haas, Senior. Budget Analyst, Budget Services  
Ms. Lisa Crownover, Senior Budget Analyst, Budget Services  
Ms. Rose Livingston, Senior Analyst, Judicial Council

**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 11, 2019. (*Motion: Vallarta; Second: Orr*)

---

**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 50 projects for a total of \$1,029,089 to be paid from Facility Modification program funds previously encumbered. (Motion: Vallarta; 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 110 projects for a total of \$1,106,298 to be paid from Facility Modification program funds previously encumbered. (Motion: Landry; Second: Rockwell)*

**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 3 projects for a total cost increase to the Facility Modifications Program budget of \$281,061. (Motion: Orr; Second: Hamrick)*

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

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

**Action:** *Reviewed 5 projects and approved the first 4 projects only, for a total approved cost to the Facility Modification Program funds of \$1,450,584. The committee declined to approve the Mendocino HVAC project, FM-0142019. (Motion: Highberger; Second: Haehnle)*

**Action Item 5 – Design Cost Approval of 14 Generator Projects in Preparation for Judicial Council Applications for Grant Funding**

**Summary:** Approval of design costs for 14 like-for-like generator replacement projects so the Judicial Council will be positioned to apply for grant funding when it becomes available. The generator replacements are for fire/life/safety.

**Action:** *The committee voted to defer this action item until the March 9, 2020 TCFMAC meeting. (Motion: Vallarta; Second: Highberger)*

**Action Item 6 – Fiscal Year 2018-19 Annual Report of Court Facilities Trust Fund (CFTF) Expenditures**

**Summary:** FY 2018-19 Annual Report of CFTF Expenditures for submission to the legislature.

**Action:** *Reviewed and approved the CFTF Expenditures Annual Report for submission to the legislature. (Motion: Vallarta; Second: Haehnle)*

**Action Item 7 – Santa Barbara Court Request for Judicial Council to Fund Courtroom Build-Out for Multi-Defendant Trial**

**Summary:** Santa Barbara court’s request for Judicial Council to provide funding for a courtroom build-out in preparation for an upcoming multi-defendant, gang-related trial.

**Action:** *The committee voted to deny this request and invited the court to resubmit it with additional justification or provide court funding for the project. (Motion: Highberger; Second: Rockwell. Abstain: Parker)*

---

**OPEN SESSION - DISCUSSION ITEMS (ITEMS 1-3)  
(NO ACTION REQUIRED)**

---

**Discussion Item 1 – Court Facilities Trust Fund (CFTF) Fund Status**

**Summary:** Update on the status of the Court Facilities Trust Fund.

**Discussion Item 2 – Fiscal Year 2021-22 Budget Change Proposals (BCPs)**

**Summary:** Review of identified funding needs for FY 2021-22.

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

**Summary:** Review and discuss CFR projects approved by the Facilities Services Deputy Director since the last meeting. 4 CFRs were approved during this period.

---

**OPEN SESSION – INFORMATION-ONLY ITEM (ITEM 1)  
(NO ACTION REQUIRED)**

---

**Information Item 1 – Inglewood Courthouse Energy Efficiency Project**

**Summary:** Committee conditionally approved a cost increase for the Inglewood Courthouse Energy Efficiency Project (FM-0059232) at the October 11, 2019 meeting, provided the payback period is 10 years or fewer.

---

**ADJOURNMENT TO CLOSED SESSION AND ADJOURNMENT**

---

There being no further open session business, the open session of the meeting was adjourned at 1:40 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 2:30 PM.

Approved by the advisory body on January 27, 2020.