



# 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

April 13, 2020  
10:00 AM - 12:00 PM

Judicial Council of California – Teleconference

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**Advisory Body  
Members Present:**

Hon. Donald Cole Byrd, Chair  
Hon. William F. Highberger, Vice-Chair  
Hon. Garry G. Haehnle  
Hon. Jennifer K. Rockwell  
Mr. Shawn C. Landry  
Mr. W. Samuel Hamrick Jr.  
Mr. Jarrod Orr  
Mr. Darrel E. Parker

**Advisory Body  
Members Absent:**

Hon. Brad R. Hill  
Hon. Patricia M. Lucas  
Hon. Vanessa W. Vallarta

**Staff Present:**

The following Judicial Council staff were present:  
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  
Ms. Peggy Symons, Manager, Facilities Services  
Mr. Andre Navarro, Manager, Facilities Services  
Mr. Jack Collins, Manager, Facilities Services  
Ms. Karen Baker, Manager, Facilities Services  
Ms. Nanci Connelly, Supervisor, Facilities Services  
Mr. Paul Fitzgerald, Supervisor, Facilities Services  
Ms. Donna Jorgensen, Supervisor, Facilities Services  
Mr. Glenn Mantoani, Supervisor, Facilities Services  
Mr. Steve Shelley, Supervisor, Facilities Services  
Mr. Paul Terry, Supervisor, Facilities Services  
Mr. Randy Swan, Supervisor, Facilities Services  
Mr. Patrick Treanor, Supervisor, Facilities Services  
Mr. Yassen Roussev, Supervisor, Facilities Services  
Mr. Ed Ellestad, Supervisor, Facilities Service  
Ms. Kristin Kerr, Attorney, Legal Services  
Ms. Rose Livingston, Senior Analyst, Judicial Council  
Mr. Zlatko Theodorovic, Deputy Director, Budget Services  
Ms. Donna Newman, Budget Supervisor, Budget Services  
Mr. Jason Haas, Senior Budget Analyst, Budget Services  
Ms. Kate Albertus, Facilities Analyst, Facilities Services  
Ms. Akilah Robinson, Associate Analyst, Facilities Services  
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 March 9, 2020. (*Motion: Rockwell; Second: Hamrick*)

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**PUBLIC WRITTEN COMMENTS**

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No public comments were received.

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**OPEN SESSION - ACTION ITEMS (ITEMS 1-5)**

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

**Summary:** Ratify emergency facility modifications from List A.

**Action:** *Reviewed and approved 81 projects for a total of \$3,694,844 to be paid from Facility Modification program funds previously encumbered. (Motion: Highberger; Second: Haehnle)*

**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 77 projects for a total of \$859,720 to be paid from Facility Modification program funds previously encumbered. (Motion: Rockwell; 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 5 projects for a total cost increase to the Facility Modifications Program budget of \$1,659,492. (Motion: Haehnle; 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 project for a total cost to the Facility Modification Program budget of \$108,038. (Motion: Landry; Second: Rockwell)*

**Action Item 5 – Reallocation of Funds**

**Summary:** Review and approve the reallocation of \$5,000,000 from Priority 2 FMs Over \$100K to Priority 1 Emergency FMs.

**Action:** *The committee voted to approve the reallocation of \$5,000,000 from Priority 2 FMs Over \$100K to Priority 1 Emergency FMs. (Motion: Haehnle; Second: Highberger)*

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**OPEN SESSION - DISCUSSION ITEMS (ITEMS 1-6)**  
**(NO ACTION REQUIRED)**

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**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. 21 CFRs were approved, and 0 CFRs were cancelled during this period.

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

**Summary:** Standard list of previously funded FMs on hold.

**Discussion Item 3 – April 2020 Sustainability Plan Update - Electric Vehicle Infrastructure (EVI) Grant Opportunity**

**Summary:** April 2020 Sustainability Plan Update - Electric Vehicle Infrastructure (EVI) Grant Opportunity.

**Discussion Item 4 – Court Facilities Trust Fund Status**

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

**Discussion Item 5 – October Travel Plans**

**Summary:** Review three options for the October meeting and site visits. The committee voted to focus on option 1 – to tour courts in Fresno, Madera, and Merced counties – for the October site meeting so that staff may move forward with travel arrangements and meeting planning.

**Discussion Item 6 – Director’s Update**

**Summary:** Director’s Update.

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**OPEN SESSION – INFORMATION-ONLY ITEMS (ITEMS 1-5)**  
**(NO ACTION REQUIRED)**

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**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 – DMF-III Project List Update**

**Summary:** Update on the DMF-III projects.

**Information Item 4 – Architectural Revolving Fund Projects Update**

**Summary:** FM Budget Reconciliation Projects Update.

**Information Item 5 – Facility Modification Budget Reconciliation Report**

**Summary:** FM Budget Reconciliation Projects Update.

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**ADJOURNMENT TO CLOSED SESSION AND ADJOURNMENT**

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There being no further open session business, the open session of the meeting was adjourned at 12:05 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 12:23 PM.

Approved by the advisory body on May 15, 2020.