



# JUDICIAL COUNCIL OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION  
ADVISORY COMMITTEE

[www.courts.ca.gov/tcfmac.htm](http://www.courts.ca.gov/tcfmac.htm)  
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## TRIAL COURT FACILITY MODIFICATION ADVISORY COMMITTEE

### MINUTES OF OPEN SESSION OF MEETING

October 29, 2020  
10:00 AM - 3:00 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  
Hon. Vanessa W. Vallarta  
Mr. W. Samuel Hamrick Jr.  
Mr. Shawn C. Landry  
Mr. Jarrod Orr  
Mr. Darrel E. Parker

**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  
Ms. Mimi Morris, Principal Manager, Facilities Services  
Mr. Jim Peterson, Principal Manager, Facilities Services  
Ms. Peggy Symons, Manager, Facilities Services  
Ms. Maria Atayde-Scholz, Manager, Facilities Services  
Mr. Andre Navarro, 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 Shelly, Supervisor, Facilities Services  
Mr. Randy Swan, Supervisor, Facilities Services  
Mr. Paul Terry, Supervisor, Facilities Services  
Mr. Patrick Treanor, Supervisor, Facilities Services  
Mr. Yassen Roussev, Supervisor, Facilities Services  
Ms. Kristin Kerr, Attorney, Legal Services  
Mr. Zlatko Theodorovic, Deputy Director, Budget Services  
Ms. Rose Livingston, Senior Analyst, Facilities Services  
Ms. Kate Albertus, Facilities Analyst, Facilities Services  
Ms. Akilah Robinson, Associate Analyst, 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 August 31, 2020. (*Motion: Vallarta; Second: Haehnle*)

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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)**

The committee approved 254 out of the 258 projects for a total of \$7,329,371 to be paid from Facility Modification program funds previously encumbered for Priority 1 projects. The committee declined to approve lines 158, 190, 228, and 243. (*Motion: Highberger; Second: Parker*)

**Action Item 2 – List B – Facility Modifications Under \$100K (Priority 2)**

The committee approved 100 projects for a total of \$1,080,747 to be paid from Facility Modification program funds previously encumbered for Priority 2 projects Under \$100K – with the understanding that staff have discretionarily determined to stop the authorization of future P2s under \$100K, with exception of P2 projects to be brought to the upcoming meeting in December 2020. (*Motion: Highberger; Second: Haehnle*)

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

The committee approved 6 projects for a total cost increase of \$953,001 to the Facility Modification program budget. (*Motion: Vallarta; Second: Rockwell*)

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

Due to budget constraints the committee declined to approve the 22 projects for a total cost to the Facility Modification Program budget of \$18,112,448. (*Motion: Highberger; Second: Rockwell*)

**Action Item 5 – 2021 TCFMAC Meeting Calendar (Action Required)**

Approved proposed TCFMAC schedule for calendar year 2021. (*Motion: Rockwell; Second: Vallarta*)

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

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**Discussion Item 1 – Update on Fiscal Year 2020-21 Facility Modification Budget**

The committee received an update on the Fiscal Year 2020-21 Facility Modifications Budget.

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

The committee reviewed CFR projects approved by the Facilities Services Deputy Director since the last meeting. 8 CFRs were approved, and 1 CFR was cancelled during this period.

**Discussion Item 3 – List F – Funded Facility Modifications on Hold**

The committee reviewed the standard list of previously funded FMs on hold.

**Discussion Item 4 – Update on Status of \$5M in Funding for Social Distancing Measures**

The committee received an update on the status of \$5M in funding made available to courts for social distancing measures.

**Discussion Item 5 – Memorandum from the Court Executives Advisory Committee Regarding Public Safety Power Shut-Off Preparedness**

The committee reviewed a Memorandum from the Court Executives Advisory Committee regarding the Public Safety Power Shut-off Preparedness and Continuity of Operations Recommendations developed by CEAC’s Ad Hoc Working Group on Trial Court Facilities.

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

The committee received an overview of the Portola Courthouse vandalism.

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

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**Information Item 1 – DMF-2 Projects Update**

Update on the DMF-2 projects.

**Information Item 2 – DMF-3 Projects Update**

Update on the DMF-3 projects.

**Information Item 3 – Architectural Revolving Fund Projects Update**

Update on the status of facility modification projects in the Architectural Revolving fund.

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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 2:16 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 2:37 PM.

Approved by the advisory body on December 7, 2020.