



# 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 12, 2021

10:00 AM - 1:51 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  
Ms. Pella McCormick, Acting 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. Peggy Symons, Manager, Facilities Services  
Mr. Jack Collins, Manager, Facilities Services  
Ms. Jennifer Chappelle, 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. Randy Swan, Supervisor, Facilities Services  
Mr. Paul Terry, Supervisor, Facilities Services  
Mr. Patrick Treanor, Supervisor, Facilities Services  
Mr. Yassen Roussev, Supervisor, Facilities Services  
Mr. Ed Ellestad, Supervisor, Facilities Services  
Mr. Zlatko Theodorovic, Deputy Director, Budget Services  
Mr. Charley Martel, Supervising Attorney, Legal Services  
Mr. Jeremy Ehrlich, Attorney, Legal Services  
Ms. Kristin Kerr, Attorney, Legal Services  
Ms. Rose Livingston, Senior Analyst, Judicial Council  
Ms. Kate Albertus, Facilities Analyst, Facilities Services  
Ms. Akilah Robinson, Associate Analyst, Facilities Services

**OPEN SESSION OF MEETING**

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**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 8, 2021. (*Motion: Rockwell; 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 1-7)**

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**Action Item 1 – Facility Modification Program Budget Actions**

The committee received an update on the status of the Facility Modification (FM) Program Budget and removed the temporary hold on funding Priority 2 FMs based on administrative savings plus the state Department of Finance’s support for the branch to request \$2.5 million in FY 2020-21 from the Immediate and Critical Needs Account (ICNA) of the State Court Facilities Construction Fund (SCFCF). (*Motion: Rockwell; Second: Vallarta*)

**Action Item 2 – List A – Emergency Facility Modification Funding (Priority 1)**

The committee approved 58 projects for a total of \$2,733,085 to be paid from FM program funds previously encumbered for Priority 1 projects. (*Motion: Highberger; Second: Rockwell*)

**Action Item 3 – List B – Facility Modifications Under \$100K (Priority 2)**

The committee approved 21 projects for a total of \$221,347 to be paid from FM program funds to be encumbered for Priority 2 projects under \$100K. (*Motion: Vallarta; Second: Haehnle*)

**Action Item 4 – List C – Facility Modification Cost Increases Over \$50K**

The committee approved five projects for a total cost increase of \$655,041 to the FM program budget. (*Motion: Highberger; Second: Orr*)

**Action Item 5 – List D – Facility Modifications Over \$100K (Priority 2) and Priority 3 Facility Modifications**

The committee approved 10 projects for a total of \$6,955,717 to be paid from FM program funds to be encumbered for Priority 2 projects over \$100K. (*Motion: Rockwell; Second: Landry*)

**Action Item 6 – Five-Year Analysis of Air Scrubber Costs and Development of a Judicial Council Air Scrubber Policy**

The committee deferred taking action on the five-year analysis of air scrubber costs and development of a Judicial Council air scrubber policy, pending further analysis and follow-up recommendations by staff. (*Motion: Parker; Second: Orr*)

**Action Item 7 – Trial Court Facility Modifications Report for Quarter 3 of Fiscal Year 2020-21**

The committee approved the draft *Trial Court Facility Modifications Report for Quarter 3 of Fiscal Year 2020–21*, to be submitted to the Judicial Council as an Information-Only item. (*Motion: Highberger; Second: Orr*)

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

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**Discussion Item 1 – Sustainability Update**

The committee received an update on sustainability initiatives.

**Discussion Item 2 – 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 trial courts for social distancing measures.

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

The committee reviewed CFR projects approved by the Facilities Services Acting Director since the last meeting: 10 CFRs were approved (7 FMs, 2 leases extensions, and 1 small project). No CFRs were cancelled during the reporting period.

**Discussion Item 4 – List F – Funded Facility Modifications on Hold**

The committee reviewed the list of previously funded FM projects on hold.

**Discussion Item 5 – Director’s Report**

The committee received updates on: 1) Budget hearings; 2) Supplemental lease analysis and planning; 3) San Diego East County Regional Center Shared Cost Letter signed by the county and unpermitted improvements installed by tenant; 4) operations and maintenance (O&M) service provider contracts; and 5) Administrative savings to be used for plumbing fixture assessment and replacement.

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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**

The committee received an update on the status of DMF-2 projects.

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

The committee received an update on the status of DMF-3 projects.

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

The committee received an update on 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 1:51 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 2:03 PM, and the committee moved to the closed education session. The closed education session adjourned at 3:06 pm.

Approved by the advisory body on May 14, 2021.