



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

October 28, 2022

10:00 AM - 2:19 PM

Judicial Council of California – Sacramento Office/Videoconference for Public Access

Advisory Body Hon. Donald Cole Byrd, Chair
Members Present: Hon. William F. Highberger, Vice-Chair
Hon. John B. Ellis
Hon. Jennifer K. Rockwell
Hon. Vanessa W. Vallarta
Mr. W. Samuel Hamrick, Jr.
Mr. Jarrod Orr
Mr. Darrel E. Parker
Ms. Nocona Soboleski

Advisory Body Hon. Brad R. Hill
Members Absent: Hon. Patricia M. Lucas

Staff Present: The following Judicial Council staff were present:

Mr. John Wordlaw, Chief Administrative Officer, Executive Office
Mr. Tamer Ahmed, Deputy Director, Facilities Services
Mr. Jagan Singh, Principal Manager, Facilities Services
Ms. Mimi Morris, Principal Manager, Facilities Services
Mr. Michael Sablich, Principal Manager, Facilities Services
Ms. Mimi Chung, Manager, Facilities Services
Ms. Nanci Connelly, Manager, Facilities Services
Ms. Deepika Padam, Manager, 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. Randy Swan, Supervisor, Facilities Services
Mr. Paul Terry, Supervisor, Facilities Services
Mr. Patrick Treanor, Supervisor, Facilities Services
Mr. Ed Ellestad, Supervisor, Facilities Services
Mr. Chris Magnusson, Supervisor, Facilities Services
Mr. Yassen Roussev, Supervisor, Facilities Services
Mr. Douglas Walthour, Supervisor, Facilities Services
Ms. Kristin Kerr, Supervising Attorney, Legal Services
Mr. Hugh Dwiggin, Senior Facilities Analyst, Facilities Services
Ms. Kate Albertus, Facilities Analyst, Facilities Services
Ms. Sadie Varela, Facilities Analyst, Facilities Services
Ms. Akilah Robinson, Associate Analyst, Facilities Services

OPEN SESSION OF MEETING

Call to Order, Opening Remarks, and Roll Call

The chair called the open session of the meeting to order at 10:04 AM, roll was taken, and opening remarks were made. The committee welcomed two new members: Hon. John B. Ellis, Judge of the Superior Court of Solano County, and Ms. Nocona Soboleski, Court Executive Officer of the Superior Court of Kings County.

Approval of Minutes

The advisory committee voted to approve the open session minutes of its meeting held on August 29, 2022. (*Motion: Rockwell; Second: Hamrick*)

PUBLIC WRITTEN COMMENTS

No public comments were received.

DIRECTOR'S REPORT

The committee received the following updates:

1. Joint Advisory Committees Meeting:
 - a. On November 8, 2022, the committee will hold a joint public meeting via videoconference with the Court Facilities Advisory Committee, to review/approve the following draft policies for posting for a public comment period:
 - i. *Building Official Policy*
 - ii. *California Environmental Quality Act Objectives, Criteria, and Procedures*
2. San Diego Hall of Justice Modernization Project Update:
 - a. The San Diego Hall of Justice project—involving all major systems including HVAC, vertical transportation, and plumbing to modernize the building, and led by the County of San Diego—will be awarded to Balfour Beatty Construction through Best Value procurement. The Judicial Council's project share is \$27.1 million, and the county intends to spend an estimated \$20 million per year with multiple GMPs.
3. Napa County Criminal Courthouse - Legionella:
 - a. In August 2022, Napa County Public Health identified legionella in the roof-top cooling tower of the county-owned Napa County Hall of Justice—the building next door to the Napa County Criminal Courthouse. Subsequently, the Judicial Council coordinated with Napa County Public Health to collect samples from the Criminal Courthouse's rooftop cooling tower, which were submitted to the CDC lab for analysis. The council also hired an environmental health expert to expedite the results.
 - b. On August 22, 2022, the results of the samples indicated the presence of legionella, which was shared with Napa County Public Health. No order to close the Criminal Courthouse was issued by Napa County Public Health or CDC. At industry guidance and

- in coordination with the Judicial Council’s environmental health experts, water treatment experts, and public health officials, the council shut down the cooling tower.
- c. On August 23, 2022, cleaning and disinfecting processes were initiated, retesting took place on August 31, 2022, results came back negative on September 6, 2022, and cooling tower equipment and chemicals were replaced on September 9, 2022. The cooling tower has been put on a quarterly sampling/testing schedule for one year, with the next sampling scheduled for November 2, 2022.
 - d. The Judicial Council is developing a Waterborne Pathogens Management Program to manage and reduce the presence of legionella, to reduce occupant exposure and illness in council owned and managed facilities.
4. New 2.0 Computer Aided Facilities Management (CAFM) System:
- a. The CAFM system—used to manage statewide demand and planned maintenance, facility modifications, leases, plan review, inspections, incident reporting, and document management—is undergoing a major upgrade with new functionality including migration to IBM cloud-based operations.
 - b. Training is scheduled November 9–23, 2022, and migration to the new CAFM 2.0 system will occur the week of November 21st. Phase 1 will go live on November 28, 2022, and Phase 2 of the upgrade will conclude in 2023.
5. Court-Funded Facilities Request (CFR) Project Management Costs:
- a. Facilities Services is producing an annual update on the number of CFR projects and expenditures to inform workload analysis and decisions on staffing levels. Based on the projected workload, there is a lack of staff resources. Courts submitting larger projects will be notified that a project management fee will be added to hire project managers through contract services.

OPEN SESSION - ACTION ITEMS (ITEMS 1–6)

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

The committee approved 111 projects for a total of \$5,620,974 to be paid from facility modification (FM) program funds previously encumbered for Priority 1 projects.

(Motion: Highberger; Second: Rockwell)

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

The committee approved 68 projects for a total of \$885,936 to be paid from FM program funds previously encumbered for Priority 2 projects under \$100K.

(Motion: Vallarta; Second: Highberger)

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

The committee approved cost increases over \$50K for 5 projects for a total of \$2,194,189 to be paid from FM program funds. *(Motion: Highberger; Second: Hamrick)*

Action Item 4 – List D – Facility Modifications Over \$100K (Priority 2)

The committee approved 14 Priority 2 FMs over \$100K for a total cost to the FM program budget of \$9,596,837. (*Motion: Rockwell; Second: Ellis*)

Action Item 5 – Trial Court Facility Modification Advisory Committee 2023 Meeting Schedule

The committee approved its meeting schedule for the 2023 calendar year. (*Motion: Highberger; Second: Rockwell*)

Action Item 6 – Trial Court Facility Modifications Report for Quarter 1 of FY 2022–23

The committee approved the draft *Trial Court Facility Modifications Report for Quarter 1 of Fiscal Year 2022–23*, adding the Priority 3 Mosk project as a spotlight, for submission to the Judicial Council as an Information-Only item. (*Motion: Rockwell; Second: Highberger*)

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

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

The committee reviewed 2 CFRs (Lease Extensions) that were approved by the Facilities Services Director since the last committee meeting. There was no CFRs cancelled during this reporting period.

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

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

Discussion Item 3 – Sustainability Update

The committee received an update on sustainability initiatives.

Discussion Item 4 – Facilities Maintenance Performance Report

The committee received a report on facilities maintenance performance.

Discussion Item 5 – Judicial Council HVAC Systems Process Water Chemistry Program

The committee reviewed the Judicial Council HVAC Systems Process Water Chemistry Program.

Discussion Item 6 – Judicial Council Parking Program: History and Parking Rate Analysis

The committee reviewed history and rate analysis of the Judicial Council Parking Program.

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

Information Items 1–4 (updates on deferred maintenance funding and architectural revolving fund projects) were not presented owing to a lack of time in the meeting agenda.

ADJOURNMENT TO CLOSED SESSION AND ADJOURNMENT

There being no further open session business, the open session of the meeting was adjourned at 2:19 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 2:33 PM.

Approved by the advisory body on December 5, 2022.