



Judicial Council of California

Trial Court Facility Modification
Advisory Committee

www.courts.ca.gov/tcfmac.htm
tcfmac@jud.ca.gov

TRIAL COURT FACILITY MODIFICATION ADVISORY COMMITTEE

MINUTES OF OPEN SESSION OF MEETING

August 28, 2023

12:00 PM - 1:09 PM

Judicial Council of California – Videocast for Public Access

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

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

Staff Present: The following Judicial Council staff were present:

Ms. Pella McCormick, Director, Facilities Services
Mr. Tamer Ahmed, Deputy Director, Facilities Services
Mr. Harry O'Hagin, Principal Manager, Facilities Services
Mr. Michael Sablich, Principal Manager, Facilities Services
Mr. Jagan Singh, Principal Manager, Facilities Services
Ms. Maria Atayde-Scholz, Manager, Facilities Services
Ms. Mimi Chung, Manager, Facilities Services
Mr. Jack Collins, Manager, Facilities Services
Ms. Nanci Connelly, Manager, Facilities Services
Mr. Andre Navarro, Manager, Facilities Services
Ms. Peggy Symons, Manager, Facilities Services
Mr. Paul Terry, Manager, Facilities Services
Mr. Paul Fitzgerald, Supervisor, Facilities Services
Mr. Glenn Mantoani, Supervisor, Facilities Services
Ms. Jennifer Merrill, Supervisor, Facilities Services
Mr. Steve Shelley, Supervisor, Facilities Services
Mr. Randy Swan, Supervisor, Facilities Services
Mr. Patrick Treanor, Supervisor, Facilities Services
Mr. Guillermo Urena, Supervisor, Facilities Services
Mr. Doug Walthour, Supervisor, Facilities Services
Ms. Kate Albertus, Facilities Analyst, Facilities Services
Ms. Sadie Varela, Facilities Analyst, Facilities Services
Ms. Akilah Robinson, Associate Analyst, Facilities Services
Ms. Kristin Kerr, Supervising Attorney, Legal Services
Ms. Erin Stagg, Attorney, Legal Services
Ms. Morgan Lardizarbal, Legislative Advocate, Government Affairs

OPEN SESSION OF MEETING

Call to Order, Opening Remarks, and Roll Call

The chair called the open session of the meeting to order at 12:02 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 July 17, 2023. (*Motion: Rockwell; Second: Highberger*)

PUBLIC WRITTEN COMMENTS

No public comments were received.

DIRECTOR'S REPORT

The committee received the following updates:

1. Solar and Battery Storage Program - Request for Proposal (RFP):

- The RFP has been published for 33 different court facilities sites:
 - Over 50 vendors attended the pre-proposal call which was held on August 17, 2023;
 - The virtual technical Q&A call is scheduled to be held on September 8, 2023, with RFP submissions due by December 14, 2023; and
 - The contract is estimated to be awarded in April 2024, with the systems estimated to be operational by 2026.

2. San Diego East County Regional Center Elevators:

- On July 26, 2023, the San Diego East County Regional Center elevator renovation project was completed with the installation of the cover plates for the old call buttons. The scope of the work included renovation of nine gearless traction elevators including car frames and platforms, buffers and safeties, hoist way entrance frames, doors and pit equipment, and new AC gearless machines.

3. Lactation Pod Projects:

- In FY 2022–23, the Judicial Council received \$15 million to partially implement requirements under AB 1576 to install lactation rooms for the public in courthouses that have lactation rooms for staff:
 - There are a total of 124 qualifying sites statewide of which 81 have received bids and are proceeding into site visits, procurement of material, and design submittals; and
 - Bids for the 81 projects were lower than expected resulting in savings, which could potentially fund an additional 32 sites from the \$15 million allocation. The project team has initiated planning for the procurement for the 32 sites.

4. Court Executives Advisory Committee (CEAC) Presentation:

- During CEAC’s statewide business meeting held on August 25, 2023, the Facilities Services Director, and Deputy Director provided an overview of various facilities initiatives, including IT modification project processes for facilities work, project permitting and inspection requirements, CAFM changes, and a real estate policy update.
- Court executive officers also were advised of the following:
 - The *Policy for Third Party Uses of Court Facilities* was posted for public comment with the review period closing on October 15, 2023; and
 - Courts will soon receive communications from Facilities Services relevant to court managed janitorial services for care and cleaning of ballistic glazing and compliance with recycling and composting.

OPEN SESSION - ACTION ITEMS (ITEMS 1-4)

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

The committee approved 121 projects for a total of \$2,280,730 to be paid from FM program funds previously encumbered for Priority 1 projects. (*Motion: Vallarta; Second: Highberger*)

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

The committee approved 57 projects for a total of \$1,090,394 to be paid from FM program funds previously encumbered for Priority 2 projects under \$100K.

(*Motion: Highberger; Second: Rockwell*)

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

The committee approved five Priority 2 FMs over \$100K for a total cost to the FM program budget of \$8,917,919. (*Motion: Ellis; Second: Vallarta*)

Action Item 4 – Five-Year Deferred Maintenance Backlog Report for Fiscal Year 2023–24

The committee approved the *Five-Year Deferred Maintenance Backlog Report for Fiscal Year 2023–24* for submission to the Department of Finance. (*Motion: Vallarta; Second: Rockwell*)

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

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

The committee received an update on CFR projects approved by the Facilities Services Director since the last meeting and CFR projects cancelled.

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

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

Discussion Item 3 – Facilities Maintenance Performance Report

The committee reviewed the facilities maintenance performance report.

ADJOURNMENT TO CLOSED SESSION AND ADJOURNMENT

There being no further open session business, the open session of the meeting was adjourned at 1:09 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 1:18 PM.

Approved by the advisory body on October 27, 2023.