

**Trial Court Presiding Judges Advisory Committee (TCPJAC)**  
**Annual Agenda<sup>1</sup>—2019**

Approved by the Executive and Planning Committee: **[insert approval date]**

**I. COMMITTEE INFORMATION**

<b>Chair:</b>	Hon. Gary Nadler, Presiding Judge, Superior Court of Sonoma County
<b>Lead Staff:</b>	Cliff Alumno, Senior Analyst, Trial Court Leadership
<b>Committee's Charge/Membership:</b> <p><a href="#">Rule 10.46(a)</a> of the California Rules of Court states the charge of the Trial Court Presiding Judges Advisory Committee (TCPJAC), which is to contribute to the statewide administration of justice by monitoring areas of significance to the justice system and making recommendations to the Judicial Council on policy issues affecting the trial courts. In addition to this charge, <a href="#">rule 10.46(b)</a> sets forth the additional duties of the committee.</p> <p><a href="#">Per rule 10.46(c)</a>, the TCPJAC is comprised of the presiding judges of all 58 superior courts. Additionally, <a href="#">rule 10.46 (d)</a> establishes an Executive Committee consisting of the committee chair, vice-chair, and members in the following categories:</p> <ul style="list-style-type: none"><li>(a) All presiding judges from superior courts with 48 or more judges;</li><li>(b) Two presiding judges from superior courts with 2 to 5 judges, who are elected by the members in this court category;</li><li>(c) Three presiding judges from superior courts with 6 to 15 judges, who are elected by the members in this court category; and</li><li>(d) Four presiding judges from superior courts with 16 to 47 judges, who are elected by the members in this court category.</li></ul> <p>The current committee <a href="#">roster</a> is available on the committee's web page.</p>	

<sup>1</sup> The annual agenda outlines the work a committee will focus on in the coming year and identifies areas of collaboration with other advisory bodies and the Judicial Council staff resources.

**Subcommittees/Working Groups<sup>2</sup>:**

1. TCPJAC/CEAC Joint Legislation Subcommittee
2. TCPJAC/CEAC Joint Rules Subcommittee
3. TCPJAC/CEAC Joint Technology Subcommittee
4. TCPJAC/CEAC Joint Emergency Response Working Group

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<sup>2</sup> California Rules of Court, rule 10.30 (c) allows an advisory body to form subgroups, composed entirely of current members of the advisory body, to carry out the body's duties, subject to available resources, with the approval of its oversight committee.

## II. COMMITTEE PROJECTS

#	New or One-Time Projects <sup>3</sup>	
1.	<b>Project Title: Develop Resource for Presiding Judges and Court Executive Officers for Responding to Emergency Situations (One-Time)</b>	<b>Priority 2<sup>4</sup></b>
<p><b>Project Summary<sup>5</sup>:</b> In light of the significant impact emergency situations, such as the recent fires, have had on trial court operations, through a new TCPJAC/CEAC joint working group, develop an emergency response playbook or other resource(s) to assist presiding judges and court executive officers with responding to emergency situations. The resource(s) would include information that they need to consider and address before, during, and after an emergency situation (e.g., checklists, relevant law, evaluations of what happens resulting from an emergency situation, a compilation of procedures and processes already in place in several courts, etc.). When developing the resource(s), the working group will consult with current and former presiding judges and court executive officers who have experience with responding to various types of emergency situations.</p> <p><b>Status/Timeline:</b> 2018.</p> <p><b>Fiscal Impact/Resources:</b> Legal Services, Human Resources, Information Technology, and Facilities Services.</p> <p><b>Internal/External Stakeholders:</b> Superior Courts.</p> <p><b>AC Collaboration:</b> CEAC and the Information Technology Advisory Committee.</p>		

<sup>3</sup> All proposed projects for the year must be included on the Annual Agenda. If a project implements policy or is a program, identify it as *implementation* or a *program* in the project description and attach the Judicial Council authorization/assignment or prior approved Annual Agenda to this Annual Agenda.

<sup>4</sup> For non-rules and forms projects, select priority level 1 (must be done) or 2 (should be done). For rules and forms proposals, select one of the following priority levels: 1(a) Urgently needed to conform to the law; 1(b) Urgently needed to respond to a recent change in the law; 1(c) Adoption or amendment of rules or forms by a specified date required by statute or council decision; 1(d) Provides significant cost savings and efficiencies, generates significant revenue, or avoids a significant loss of revenue; 1(e) Urgently needed to remedy a problem that is causing significant cost or inconvenience to the courts or the public; 1(f) Otherwise urgent and necessary, such as a proposal that would mitigate exposure to immediate or severe financial or legal risk; 2(a) Useful, but not necessary, to implement statutory changes; 2(b) Helpful in otherwise advancing Judicial Council goals and objectives.

<sup>5</sup> A key objective is a strategic aim, purpose, or “end of action” to be achieved for the coming year.

#	New or One-Time Projects <sup>3</sup>	
2.	<b>Project Title: Provide Input to CEAC During Its Review of the Standards of Judicial Administration to Clarify and Improve Access to Justice Measures (One-Time)</b>	<b>Priority 2<sup>4</sup></b>
<p><b>Project Summary:</b> As needed, provide input to CEAC as it reviews the existing Standards of Judicial Administration and recommends additions, deletions, and/or revisions to performance measures. CEAC is conducting this review to improve the branch’s ability to communicate the trial courts’ objectives and uniform performance measures to each other, other branches of government, and the public. This effort would seek to expand existing performance measures that focus solely on time to disposition to include broader access measures (e.g., potential standards for self-help center hours, clerks’ office hours, etc.). This project was conceived as a way to assist with developing responses to Department of Finance inquiries regarding how increased and decreased funding impacts trial court operations and services.</p> <p><b>Status/Timeline:</b> 2020.</p> <p><b>Fiscal Impact/Resources:</b> Judicial Council and Trial Court Leadership.</p> <p><b>Internal/External Stakeholders:</b> None.</p> <p><b>AC Collaboration:</b> CEAC.</p>		

#	<b>Ongoing Projects and Activities<sup>3</sup></b>	
3.	<b>Project Title: Develop, Review, Comment, and Make Recommendations on Proposed Legislation to Establish New and/or Amend Existing Laws</b>	<b>Priority 1<sup>4</sup></b>
<p><b>Project Summary<sup>5</sup>:</b> The TCPJAC/CEAC Joint Legislation Subcommittee (JLS) monitors proposed and existing legislation that has a significant operational or administrative impact on the trial courts. The subcommittee also reviews proposals to create, amend, or repeal statutes to achieve cost savings or greater efficiencies for the trial courts and recommend proposals for future consideration by the Policy Coordination and Liaison Committee (PCLC).</p> <p><b>Status/Timeline:</b> Ongoing.</p> <p><b>Fiscal Impact/Resources:</b> Governmental Affairs and Judicial Council and Trial Court Leadership.</p> <p><b>Internal/External Stakeholders:</b> None.</p> <p><b>AC Collaboration:</b> CEAC.</p>		
4.	<b>Project Title: Develop, Review, and/or Provide Input on Proposals to Establish, Amend, or Repeal the California Rules of Court, Standards on Judicial Administration, and Forms; Make Recommendations on the Rule Making Process</b>	<b>Priority 1<sup>4</sup></b>
<p><b>Project Summary<sup>5</sup>:</b> The TCPJAC/CEAC Joint Rules Subcommittee (JRS) develops, reviews, and provides input on proposals to establish, amend, or repeal the California Rules of Court, Standards of Judicial Administration, and forms to improve the efficiency or effectiveness of the trial courts. The subcommittee focuses on those proposals that may lead to a significant fiscal or operational impact on the trial courts. Additionally, the subcommittee makes recommendations to the Rules and Projects Committee (RUPRO) concerning the overall rule making process.</p> <p><b>Status/Timeline:</b> Ongoing.</p> <p><b>Fiscal Impact/Resources:</b> Legal Services and Judicial Council and Trial Court Leadership.</p> <p><b>Internal/External Stakeholders:</b> None.</p> <p><b>AC Collaboration:</b> CEAC.</p>		

#	<b>Ongoing Projects and Activities<sup>3</sup></b>	
5.	<b>Project Title: Legislative Advocacy of Increased Funding for the Trial Court Trust Fund (TCTF)</b>	<b>Priority 1<sup>4</sup></b>
<p><b>Project Summary<sup>5</sup>:</b> Develop strategies on how presiding judges can strengthen their role and be better prepared to both advocate for and assist the Judicial Council, including Governmental Affairs, in advocating for increased funding to the Trial Court Trust Fund (TCTF).</p> <p><b>Status/Timeline:</b> Ongoing.</p> <p><b>Fiscal Impact/Resources:</b> Governmental Affairs, Budget Services, and Judicial Council and Trial Court Leadership.</p> <p><b>Internal/External Stakeholders:</b> Superior Courts.</p> <p><b>AC Collaboration:</b> CEAC and the Judicial Branch Budget Committee.</p>		
6.	<b>Project Title: Review and Make Recommendations on Court Technology Proposals and Recommendations</b>	<b>Priority 2<sup>4</sup></b>
<p><b>Project Summary<sup>5</sup>:</b> The TCPJAC/CEAC Joint Technology Subcommittee reviews and provides, on an as-needed basis, early presiding judge and court executive officer input on court technology proposals and recommendations that have a direct impact on court operations. The subcommittee also provides input and feedback on various technology issues being addressed by the Judicial Council Technology Committee and the Information Technology Advisory Committee. The subcommittee is charged with providing preliminary feedback on technology proposals on behalf of the TCPJAC and CEAC. Input on more substantive technology policy decisions will first be vetted by the subcommittee and then presented to the TCPJAC and CEAC for final review.</p> <p><b>Status/Timeline:</b> Ongoing.</p> <p><b>Fiscal Impact/Resources:</b> Legal Services, Information Technology, and Judicial Council and Trial Court Leadership.</p> <p><b>Internal/External Stakeholders:</b> None.</p> <p><b>AC Collaboration:</b> CEAC.</p>		

#	<b>Ongoing Projects and Activities<sup>3</sup></b>	
7.	<b><i>Project Title: Serve as a Resource</i></b>	<b><i>Priority 2<sup>4</sup></i></b>
<p><b><i>Project Summary<sup>5</sup>:</i></b> Serve as a subject matter resource for Judicial Council divisions and other council advisory groups to avoid duplication of efforts and contribute to development of recommendations for council action.</p> <p><b><i>Status/Timeline:</i></b> Ongoing.</p> <p><b><i>Fiscal Impact/Resources:</i></b> Judicial Council and Trial Court Leadership.</p> <p><b><i>Internal/External Stakeholders:</i></b> None.</p> <p><b><i>AC Collaboration:</i></b> CEAC.</p>		

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### III. LIST OF 2018 PROJECT ACCOMPLISHMENTS

#	Project Highlights and Achievements
1.	<p><b>TCPJAC/CEAC Joint Legislation Subcommittee.</b> Remained active throughout 2018, holding 13 conference calls to, on behalf of the TCPJAC and CEAC, provide review and make recommendations to the Policy Coordination and Liaison Committee (PCLC) on 27 different bills identified by Governmental Affairs as having significant operational or administrative impact on the trial courts. In December 2018, the subcommittee meeting schedule will be set according to the PCLC’s 2019 meeting schedule. The subcommittee will continue to meet to review proposals to create, amend, or repeal statutes to achieve cost savings or greater efficiencies for the trial courts, and to recommend proposals for the future consideration.</p>
2.	<p><b>TCPJAC/CEAC Joint Rules Subcommittee.</b> Remained active throughout 2018 to, on behalf of the TCPJAC and CEAC, provided review and input on behalf of the TCPJAC and CEAC, and submit comments on rules, standards, and form proposals that may have a significant fiscal or operational impact on the trial courts. This subcommittee will continue to be active in 2019 and meet as needed.</p>
3.	<p><b>TCPJAC/CEAC Joint Technology Subcommittee.</b> The subcommittee has reviewed and provided formal comments on rule proposal SPR18-37, related to remote access of court records. The subcommittee will continue to meet in 2019.</p>
4.	<p><b>Law Enforcement Body Cameras: New JRN Reference Page.</b> In July 2018, the TCPJAC/CEAC Joint Working Group to Assess Issues Related to the Body Cameras Worn by Law Enforcement completed its charge by establishing a <a href="#">new resource page</a> on the Judicial Resources Network (JRN) related to local court policies governing body cameras worn by law enforcement while at the court. It is linked in the <a href="#">News &amp; Reference section</a> under “California Trial Court Administration and Planning.” The direct link to the new page is <a href="http://jrn.courts.ca.gov/reference/body-worn-camera-policies.htm">http://jrn.courts.ca.gov/reference/body-worn-camera-policies.htm</a>. The joint working group was charged to 1) assess issues relating to the presence of body-worn cameras brought into the court by officers appearing on legal matters; 2) review and recommend policies and procedures for trial courts; and 3) determine other related issues that may arise as the working group delves into this subject. During March of this year, the CEOs were asked to provide local policies that their courts may have and were willing to share. These policies are now available on JRN as resources for courts that have not yet established local policies. For those courts, as policies are established, courts are asked to contact TCPJAC lead staff if they would like their court’s policies to be added to the resource page.</p>
5.	<p><b>Proposal to Amend Penal Code Section 808 to include “court commissioners” within the definition of “magistrate.”</b> In 2017, TCPJAC requested that a proposal be developed to expand the pool of judicial officers who are authorized to perform magistrate duties, provide courts with greater flexibility to equitably address judicial workloads, and increase access to justice. The Judicial Council sponsored AB 745 (Reyes), which would have authorized the presiding judges of the Superior Courts of Riverside and San Bernardino Counties to allow court commissioners to perform specified criminal magistrate duties until January 1, 2021. In January 2018, the bill died pursuant to Art. IV, Sec. 10(c) of the California Constitution.</p>



#	Project Highlights and Achievements
6.	<b>Educational Opportunities.</b> TCPJAC and CEAC leadership collaborated with Judicial Council staff to provide 24 educational breakout sessions on 12 key areas of court operations as part of the January and August 2018 TCPJAC/CEAC Statewide Business Meetings. The topics of the educational breakout sessions included: Pretrial Detention and Release Reform: Report and Recommendations to the Chief Justice; Budget Advocacy; Overview of Court Budgeting; WAFM – Current and Future Status; Court/County Funding Responsibilities Regarding Court Security Court Technology Trends; Court Financial Reporting; Pre-Trial Services: Best Practices; Facilities: How to Make a Successful Maintenance or Modification Request; Audits: Survival Guide; and Innovations in Specialty and Collaborative Courts. Participants included presiding judges, assistant presiding judges, court executive officers, and assistant court executive officers.

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