

TCPJAC/CEAC Joint Transcript Fee Working Group

Public Comment Session Procedures

July 27, 2023

The Joint Transcript Fee Working Group is holding a virtual open meeting to receive public comments that will help inform and shape recommendations to the Legislature to increase uniformity in transcription rate expenditures in California.

Government Code Section 69950.5 requires that on or before January 1, 2024, the Judicial Council shall report these recommendations to the Legislature. The intent of the report to the Legislature shall be to not reduce the rate of pay or overall compensation to reporters or jeopardize collective bargaining agreements.

The listening session will include an overview of the working group and its charge, and then will be open to the public to provide input on the subject of transcription rate expenditure uniformity.

Comments can be voiced at this meeting on July 27 from 1:30 PM to 3:30 PM and are limited to two minutes, or they may be submitted in writing to TCPJAC_CEAC@jud.ca.gov until July 27 at 5:00 PM. All comments received— whether verbal or written—will be reviewed and considered by the working group when forming recommendations to the Legislature.

PLEASE BE ADVISED

- Given time constraints and potential number of speakers, there is no guarantee that all speakers will be accommodated. In this case, please submit a written comment to TCPJAC_CEAC@jud.ca.gov by July 27 at 5:00 PM.
- Each speaker will have a maximum time of two minutes to speak.
- Individuals who attend the public comment session must follow speaking and video requests and protocols and remain orderly. The Joint Transcript Fee Working Group chair may mute, turn off video, or remove any disorderly persons from the virtual session.
- All comments provided will be listen-only, so working group members will not respond to the comments being made; however, all comments will be used to inform recommendations.

WRITTEN COMMENTS

Written comments addressing any agenda topic(s) will be accepted and made available to working group members. Written comments should clearly indicate the topic(s) being addressed.

Please email written comments to: TCPJAC_CEAC@jud.ca.gov or mail them to:

Judicial Council of California

Attn: Leadership Services Division, Trial Court Leadership Office
2860 Gateway Oaks Drive, Suite 400
Sacramento, CA 95833

Please submit all written comments by 5:00 p.m. on Thursday, July 27.

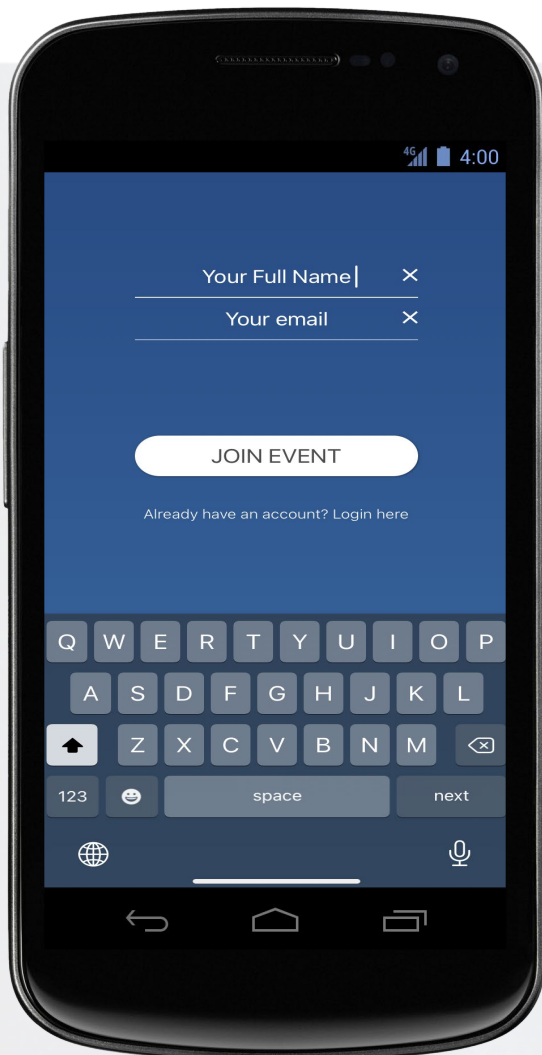
Using BlueJeans

Access the app

1. **Go to the applicable store:***
iOS devices: App Store
Android devices: Play Store

*If using a different phone, please use the web version of the app found here: <https://www.bluejeans.com/>

2. **Install the app.** In your app store, search for **BlueJeans Video Conferencing**. Once you've found the app (see example to the right), tap **Get**, **Download**, or **Install**.
3. **Access BlueJeans.** Click the new BlueJeans icon on your homescreen and follow the log-in instructions below.



Log into the meeting

1. **Enter your name and email address in the displayed fields** (see example on the left). Your name will be displayed publicly so please use your full name. Your email address will not be displayed.
2. **Tap Join Event to enter the meeting.**
3. **Proceed to the Presenting Comment instructions on the next page.**

Note: Not all phones are the same. These directions walk you through the most common operating systems.

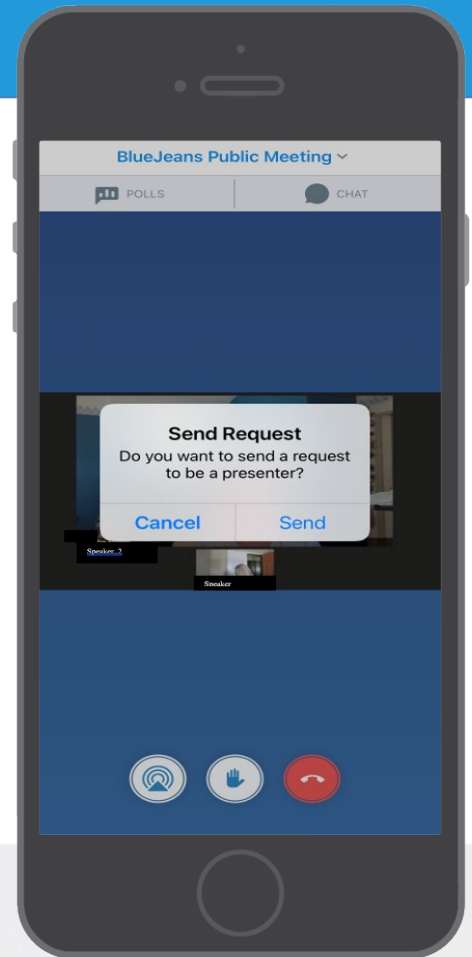


Presenting Comment

1. Stay on mute. Once you've joined, you will be able to see and hear the meeting in progress; however, you will be **muted, and video will be off.** Please do *not* unmute yourself—the moderator will unmute you when it's your turn to speak. *Please do not leave the meeting or you will lose your place in the queue.*

2. Let us know you want to speak. When you're ready to speak, please select the **hand icon.** You will receive the message: **Send Request: Do you want to send a request to be a presenter?** (see example on the right). Press **Send.** When it is your turn, the moderator will admit you into the speaker room, introduce you, and unmute you to speak. **If you choose not to speak, do not select the hand raise feature.**

Note: Comments provided will be listen-only (working group members will not respond to comments); however, all comments will be used to inform recommendations.



Speaking

1. Time Delay. There may be a delay between mobile devices as you're being moved to the speaker room. Please do not leave the meeting while you are being connected (you may hear music as you connect).

2. Time allotted. Each speaker will have **two minutes to provide comment.** A warning will be given as time is coming to a close. If you exceed the three minutes, the moderator will remove you from the speaker room and bring in the next speaker (you will remain in the meeting as an attendee).

Note: If a pop-up message appears on your phone indicating Low Bandwidth, please **do not** select it—this will remove your picture from view and create confusion.

3. Finish speaking and wait. When you are finished speaking, the moderator will move you from the speaker room and place you back into the meeting as an Attendee where you will be able to hear and see the remainder of the meeting.

