

**Traffic Advisory Committee**  
**Annual Agenda<sup>1</sup> 2024-2025**  
**Approved by Rules Committee: October 22, 2024**

**I. COMMITTEE INFORMATION**

<b>Chair:</b>	Hon. Maria Lucy Armendariz, Judge, Superior Court of California, County of Los Angeles
<b>Lead Staff:</b>	Jamie Schechter, Attorney, Criminal Justice Services Office
<p><b>Committee’s Charge/Membership:</b>  <a href="#">Rule 10.54</a> of the California Rules of Court states the charge of the Traffic Advisory Committee, which is to make recommendations to the Judicial Council for improving the administration of justice in the area of traffic procedure, practice, and case management and in other areas as set forth in the fish and game, boating, forestry, public utilities, parks and recreation, and business licensing bail schedules.</p> <p>The Traffic Advisory Committee currently has 13 members. The current committee <a href="#">roster</a> is available on the committee’s web page.</p>	
<p><b>Subgroups of the Advisory Committee<sup>2</sup>:</b>  None.</p>	
<p><b>Meetings Planned for 2025<sup>3</sup> (Advisory body and all subgroups listed above.)</b>  Date/Time/Remote or Location if in person (see footnote 3 for in-person meetings):</p> <ul style="list-style-type: none"> <li>• Remote meeting October 2024</li> <li>• Bi-weekly telephone conferences as needed throughout the year.</li> </ul>	

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

<sup>2</sup>For the definition of “subcommittee” see Cal. Rules of Court, rule 10.30(c); “working group” see rule 10.70, “workstream,” see rule 10.53(c); and “education curriculum committee,” see rule 10.50(c)(6).

<sup>3</sup> Refer to section IV. 2. of the [Operating Standards for Judicial Council Advisory Bodies](#) for governance on in-person meetings.

Note: Because of the current budget and staffing constraints, advisory body chairs and staff must first consider meeting remotely. The chair of the Executive and Planning Committee is suspending advisory body in-person meetings for the 2024–2025 annual agenda cycle. If an in-person meeting is needed, the responsible Judicial Council office head must seek final approval from the advisory body’s internal oversight committee chair. Please see the prioritization memo dated July 1, 2024, for additional details.

Check here if in-person meeting is approved by the internal committee oversight chair.

## II. COMMITTEE PROJECTS

#	New or One-Time Projects <sup>4</sup> [Group projects by priority number.]	
1.	<b><i>New project to consider recommending Judicial Council—sponsored legislation regarding Traffic Violator School as it Relates to MyCitations</i></b>	<p><b><i>Priority 1</i></b><sup>5</sup></p> <p><b><i>Strategic Plan IV</i></b><sup>6</sup></p>
<p><b><i>Project Summary:</i></b> <i>MyCitations</i> is an online program developed by the Judicial Council that allows a litigant to request an ability-to-pay determination for infraction fines and fees without having to appear in court. Currently, <i>MyCitations</i> does not have the option for litigants to request traffic violator school. Several stakeholders, including courts, have requested that <i>MyCitations</i> include the option of traffic violator school. However, statutory timeframes for the reporting of traffic violator school completion and payment of the fine are impediments to offering this option through <i>MyCitations</i>. Further, courts have raised questions about how reduced fine amounts should be distributed when the litigant has requested traffic violator school and an ability-to-pay reduction. The proposal would explore possibilities for legislation to allow traffic violator school to become part of <i>MyCitations</i>.</p> <p><b><i>Status/Timeline:</i></b> If approved by the Legislation Committee, anticipated to circulate for comment in Spring 2025, to go to the Council in fall 2025 as proposed legislation with an effective date of January 1, 2027.</p> <p><b><i>Fiscal Impact/Resources:</i></b></p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p><b><i>Internal/External Stakeholders:</i></b> Trial courts, Department of Motor Vehicles, other justice system partners, JCC Governmental Affairs, Legislation Committee, and any proposal will be circulated for public comment.</p> <p><b><i>AC Collaboration:</i></b> None</p>		
2.	<b><i>Revision of Trial by Declaration form TR-235</i></b> (One-time project)	<b><i>Priority 2 (b)</i></b> <sup>5</sup>

<sup>4</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>5</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 or accurately reflect the law; 1(b) Council has directed the committee to consider new or amended rules and forms; 1(c) Change is urgently needed to remedy a problem that is causing significant cost or inconvenience to the courts or the public; or 1(d) Proposal is otherwise urgent and necessary, such as a proposal that would mitigate exposure to immediate or severe financial or legal risk. *For each priority level 1 proposal, the advisory body must provide a specific reason why it should be done this year and how it fits within the identified category.* 2(a) Useful, but not necessary, to implement changes in law; 2(b) Responsive to identified concerns or problems; or 2(c) Helpful in otherwise advancing Judicial Council goals and objectives. *If an advisory committee is interested in pursuing any Priority Level 2 proposals, please include justification as to why the proposal should be approved at this time.*

<sup>6</sup> Indicate which goal number of The Strategic Plan for California’s Judicial Branch the project most closely aligns.

# New or One-Time Projects <sup>4</sup> [Group projects by priority number.]	
	<p align="center"><i>Strategic Plan Goal IV<sup>6</sup></i></p> <p><b>Project Summary:</b> Revise the officer declaration form (TR-235) for trial by written declaration based on Rules Committee feedback and to be consistent with <i>MyCitations</i>. In the Spring of 2024, the committee circulated for public comment a proposed revision of form TR-235 regarding treatment of Engineering and Traffic surveys (ETS) on this form, specifically the term “on file with the court” in boxes 4 and 5, as well as other clarifying changes to the form. Based on feedback received, the committee withdrew the proposal to consider additional clarifications and to conform the form with the online trial by declaration being developed for <i>MyCitations</i>.</p> <p><b>Status/Timeline:</b> Anticipated circulation for comment in Spring 2026, with effective date of January 2027.</p> <p><b>Fiscal Impact/Resources:</b></p> <p><input type="checkbox"/> This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</p> <p><b>Internal/External Stakeholders:</b> Trial courts, other justice system partners, and any proposal will be circulated for public comment.</p> <p><b>AC Collaboration:</b> None</p>

# Ongoing Projects and Activities	
1.	<p><b>2025 Bail Schedules Revision</b></p> <p style="text-align: right;"><b>Priority 1(a)</b> <sup>5</sup></p> <p style="text-align: right;"><b>Strategic Plan Goal IV</b> <sup>6</sup></p> <p><b>Project Summary:</b> The Traffic Advisory Committee is required to revise and update the Uniform Bail and Penalty Schedules annually to conform with new laws, as required by Penal Code section 1269b and California Rule of Court 4.102.</p> <p><b>Status/Timeline:</b> Anticipated circulation for comment in October 2024 to go the Council by circulating order with a January 2025 effective date.</p> <p><b>Fiscal Impact/Resources:</b>  <input type="checkbox"/> This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</p> <p><b>Internal/External Stakeholders:</b> Will be circulated for public comment.</p> <p><b>AC Collaboration:</b> N/A</p>
2.	<p><b>Review Pending and Enacted Legislation</b></p> <p style="text-align: right;"><b>Priority 1(a)</b> <sup>5</sup></p> <p style="text-align: right;"><b>Strategic Plan Goal II</b> <sup>6</sup></p> <p><b>Project Summary:</b> Review pending and enacted legislation that may impact traffic court administration. Provide subject matter expertise on legislation, including fiscal impacts for the courts. Propose rules and forms necessary to comply with legislation or other directives.</p> <p><b>Status/Timeline:</b> Ongoing</p> <p><b>Fiscal Impact/Resources:</b> Committee Staff, Governmental Affairs.  <input type="checkbox"/> This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</p> <p><b>Internal/External Stakeholders:</b> N/A</p> <p><b>AC Collaboration:</b> N/A</p>
3.	<p><b>Traffic Bench Officer and Temporary Judge Training</b></p> <p style="text-align: right;"><b>Priority 1(a)</b> <sup>5</sup></p>

#	Ongoing Projects and Activities
	<i>Strategic Plan Goal IV<sup>6</sup></i>
	<p><b>Project Summary:</b> Provide support as requested by the Center for Judicial Education and Research (CJER) with development of traffic training programs and materials for bench officers and temporary judges assigned to traffic proceedings.</p> <p><b>Status/Timeline:</b> Ongoing.</p> <p><b>Fiscal Impact/Resources:</b> Committee staff.</p> <p><input type="checkbox"/> This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</p> <p><b>Internal/External Stakeholders:</b> N/A</p> <p><b>AC Collaboration:</b> CJER Governing Committee.</p>

### III. LIST OF 2024 PROJECT ACCOMPLISHMENTS

#	Project Highlights and Achievements
1.	The committee updated the Uniform Bail and Penalties Schedule to be consistent with 2024 legislation, completed December 2023.
2.	The committee provided Government Affairs office and the council’s Legislation Committee subject matter expertise on pending traffic bills, including operational and fiscal impacts of proposed legislation, ongoing.
3.	The committee proposed revisions to form TR INST, approved at the September 20, 2024, Judicial Council meeting.
4.	The committee proposed amendments to Cal. Rules of Court, rule 4.107, approved at the September 20, 2024, Judicial Council meeting.
5.	The committee proposed revisions to forms TR-320/CR-320, TR-321/CR-321, approved at the September 20, 2024, Judicial Council meeting.