



# JUDICIAL COUNCIL OF CALIFORNIA

WORKLOAD ASSESSMENT  
ADVISORY COMMITTEE

[www.courts.ca.gov/waac.htm](http://www.courts.ca.gov/waac.htm)  
[waac@jud.ca.gov](mailto:waac@jud.ca.gov)

## WORKLOAD ASSESSMENT ADVISORY COMMITTEE

### MINUTES OF OPEN MEETING

November 18, 2019

12:00 p.m. - 1:00 p.m.

via Conference Call

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**Advisory Body Members Present:** Hon. Lorna A. Alksne, Chair; Hon. Charles R. Brehmer; Hon. Pamela L. Butler; Hon. Stephanie Cameron; Hon. Joyce C. Hinrichs; Hon. Kirk H. Nakamura; Hon. Lawrence P. Riff; Hon. Jennifer K. Rockwell; Ms. Sherri R. Carter; Ms. Arlene D. Junior; Mr. James Kim; Mr. Michael D. Planet; Ms. Kim Turner

**Advisory Body Members Absent:** Ms. Bonnie Sloan

**Others Present:** Ms. Leah Rose-Goodwin; Ms. Kristin Greenaway; Mr. Nicholas Armstrong; Ms. Carolyn Bernabe; Ms. Rose Butler

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#### OPEN MEETING

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##### **Call to Order and Roll Call**

The chair called the meeting to order at 12:00 p.m., and took roll call.

##### **Approval of Minutes**

The advisory body reviewed and approved the minutes of the August 15, 2019, Workload Assessment Advisory Committee meeting.

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#### DISCUSSION AND ACTION ITEMS (ITEMS 1 – 3)

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##### **Item 1**

##### **Adjustment Request Process (ARPs)**

##### **Action:**

*The committee was informed of two ARPs that have been referred by the Trial Court Budget Advisory Committee (TCBAC) and was provided a summation of the ARPs with the intent to discuss the ARPs further when the committee next meets in-person. Staff needs to get feedback from the TCBAC at its meeting in February. The following courts have submitted the ARPs.*

**1) Monterey County Superior Court ARP**

*The court requests for adjustments to the Assessed Judicial Need (AJN), Resource Assessment Study (RAS), and Workload-Based Allocation and Funding Methodology (WAFM) to address the varying degrees of need for language access services and its*

*impact on case processing workload. Staff has contacted the Monterey Superior Court to obtain case level data to start the study.*

**2) Los Angeles/San Diego Counties Superior Courts ARP**

*The courts' request is for the committee to consider a new case weight for certification hearings performed under Welfare and Institutions code section 5256.1. Staff will work with the courts to better understand the issue.*

**3) El Dorado County Superior Court ARP**

*This ARP has yet to be officially referred by the TCBAC; however, the committee has been informed in advance of the ARP. The court requests that multiple locations, especially in small courts, be accounted for in workload assessments.*

**Item 2**

**Workload Study Approach/Methodology**

**Action:**

*The committee has been informed of two mandated study reports under the committee's purview that are due in November. The reports are:*

- *Standards and Measures that Promote the Fair and Efficient Administration of Justice, as required under Government Code section 77001.5. This is an annual report.*
- *The Need for New Judgeships in the Superior Courts – 2019 Update of the Judicial Needs Assessment, as required under Government Code section 69614(c)(1) & (3). This is a biennial report, due on even-numbered years. This was initially due in 2018, of which a preliminary report was submitted with the provision for the final report to be submitted in November 2019. The decision was made to include the new measures found in other studies made in 2018. This is the final report.*

*Over the next year, the staff has proposed developing a policy document and, through the process, identify other possible approaches to the workload studies. Some ideas mentioned by committee members were: 1) Meet more regularly; 2) Find ways to incorporate current information as things change, e.g., law changes that may affect workload; 3) Add granularity to capture the different levels of casetype complexity that are currently lumped into broad 'baskets,' and; 4) Allocate the weights and measures to properly credit the courts with higher levels of workload.*

*Staff provided a recap of the key aspects of the workload studies and questions to consider: Should these key aspects be augmented? Are the timelines effective? Is the five-year plan appropriate? Are there ways to automate data collection efforts?*

**Item 3**

**Next WAAC Meeting, February 2020**

**Action:**

*The committee was informed to expect a poll to determine the date of the next in-person meeting.*

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**A D J O U R N M E N T**

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There being no further business, the meeting was adjourned at 12:39 p.m.

Approved by the advisory body on March 3, 2020.