



JUDICIAL COUNCIL OF CALIFORNIA

EXECUTIVE AND
PLANNING COMMITTEE

www.courts.ca.gov/epmeetings.htm
executiveandplanning@jud.ca.gov

EXECUTIVE AND PLANNING COMMITTEE

MINUTES OF OPEN MEETING WITH CLOSED SESSION

Thursday, February 11, 2016

12:10 to 1:10 p.m.

Judicial Council Conference Center

Committee Members Present: Justice Douglas P. Miller (Chair), Judge Marla O. Anderson (Vice Chair); Justice James M. Humes; Judges Daniel J. Buckley, Samuel K. Feng, Gary Nadler, David M. Rubin, and Charles D. Wachob; Mr. Richard D. Feldstein, Mr. Frank McGuire, and Ms. Donna D. Melby

Other Attendees: Justices Mariano-Florentino Cuéllar and Harry E. Hull Jr.; Judges Jonathan B. Conklin and Mark A. Juhas

Committee Staff Present: Ms. Nancy Carlisle

Staff Present: Mr. Patrick Ballard, Ms. Debbie Brown, Mr. Robert Cabral, Ms. Nancy Carlisle, Ms. Roma Cheadle, Ms. Jessica Craven, Mr. Michael Giden, Ms. Pat Haggerty, Ms. Donna Hershkowitz, Mr. John Judnick, Mr. Doug Kauffroath, Ms. Shelly LaBotte, Ms. Anna Maves, Mr. Patrick O'Donnell, Ms. Pam Reynolds, Ms. Anne Ronan, Ms. Leah Rose-Goodwin, Mr. Michael Roosevelt, Mr. Zlatko Theodorovic, Ms. Millicent Tidwell, Mr. Enrique Villasana, Ms. Jennifer Walter, and Mr. Don Will

OPENING MEETING

Call to Order and Roll Call

The chair called the meeting to order at 12:10 p.m. and committee staff took roll call.

Approval of Minutes

The committee approved the minutes of the January 26, 2016, meeting.

DISCUSSION AND ACTION ITEMS

Item 1

Agenda Setting for the February 25–26 Judicial Council Meeting (Action Required)

Review draft reports and set the agenda for the Judicial Council meeting in February.

Action: *The committee reviewed draft reports and set the agenda for the Judicial Council meeting in February.*

A D J O U R N M E N T

There being no further open meeting business, the open meeting was adjourned at 12:50 p.m.

C L O S E D S E S S I O N

Item A

Pursuant to California Rules of Court, rule 10.75(d)(6)

Non-final audit reports

Review available non-final audit reports for the Judicial Council meeting in February.

Action: The committee approved the draft audit reports for placement on the February Judicial Council business meeting agenda.

Approved by the advisory body on June 9, 2016.



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EXECUTIVE AND PLANNING COMMITTEE

MINUTES OF OPEN MEETING

Thursday, March 24, 2016

12:10 p.m. to 1:00 p.m.

Teleconference

Committee Members Present: Justice Douglas P. Miller (Chair); Judge Marla O. Anderson (Vice Chair); Justice James M. Humes; Judges Daniel J. Buckley, Samuel K. Feng, Gary Nadler, David M. Rubin, and Charles D. Wachob; Mr. Frank McGuire and Ms. Donna D. Melby

Committee Members Absent: Mr. Richard D. Feldstein

Committee Staff Present: Ms. Nancy Carlisle

Staff Present: Ms. Karene Alvarado, Mr. Steven Chang, Ms. Roma Cheadle, Ms. Benita Downs, Ms. Audrey Fancy, Ms. Deborah Genzer, Ms. Bonnie Hough, Ms. Susan McMullan, Mr. Patrick O'Donnell, Ms. Pam Reynolds, Ms. Anne Ronan, Mr. David Smith, Ms. Leah Rose-Goodwin, Mr. Corby Sturges, Mr. Zlatko Theodorovic, and Mr. Don Will

OPEN MEETING

Call to Order and Roll Call

The chair called the meeting to order at 12:10 p.m. and committee staff took roll call.

Approval of Minutes

The committee approved the minutes of the February 25, 2016, meeting.

DISCUSSION AND ACTION ITEMS

Item 1

Agenda Setting for the April 15, 2016, Judicial Council Meeting (Action Required)

Review draft reports and set the agenda for the Judicial Council meeting in April.

Action: *The committee reviewed draft reports and set the agenda for the Judicial Council meeting in April.*

Item 2

Subordinate Judicial Officer Conversions Update and Request (Action Required)

Update members on a committee review of legislation and policies adopted by the Judicial Council on the subject of court requests to defer Subordinate Judicial Officer conversions.

Action: *Hon. Marla O. Anderson, Vice-Chair, briefed the committee on requests from three courts to defer conversion of subordinate judicial officers to judgeships and the resulting review that a working group of E&P members is conducting to clarify Judicial Council policies. She indicated a timeline by the summer of 2016 for completing the review.*

Review a request from the Superior Court of California, County of Placer to temporarily defer conversion of one vacant Subordinate Judicial Officer position to a judgeship.

Action: *The committee voted to approve the request from the Superior Court of California, County of Placer to temporarily defer conversion of one vacant Subordinate Judicial Officer position to a judgeship.*

INFORMATION ONLY ITEMS (NO ACTION REQUIRED)

Item 3

Annual Agenda Preparation (Information Only)

Discuss committee roles and preparation for reviewing advisory body annual agendas on April 14, 2016.

Action: *Hon. Marla O. Anderson, Vice-Chair, discussed the format for the upcoming meeting and preparations for E&P member participation in the discussion of the annual agendas.*

There being no further open meeting business, the open meeting was adjourned at 12:55 p.m.

Approved by the advisory body on April 14, 2016.



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EXECUTIVE AND PLANNING COMMITTEE

MINUTES OF CLOSED MEETING

Tuesday, March 29, 2016

11:30 to 1:30 p.m.

Teleconference

Advisory Body Members Present: Justice Douglas P. Miller (Chair); Judge Marla O. Anderson, (Vice Chair); Justice James M. Humes; Judges Daniel J. Buckley, Samuel K. Feng, Gary Nadler, David M. Rubin and Charles D. Wachob; Mr. Richard D. Feldstein, Mr. Frank McGuire and Ms. Donna D. Melby

Advisory Body Members Absent:

Committee Staff Present: Ms. Jody Patel

C L O S E D S E S S I O N

Call to Order and Roll Call

The chair called the meeting to order at 11:30 a.m. and committee staff took roll call.

Item 1

Judicial Council Nominations

The committee reviewed nominations for vacancies on the Judicial Council.

Action: The committee formulated recommendations for submission to the Chief Justice.

A D J O U R N M E N T

There being no further business, the meeting was adjourned at 12:50 p.m.

Approved by the advisory body on April 14, 2016.



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EXECUTIVE AND PLANNING COMMITTEE (E&P)

MINUTES OF ACTION BY E-MAIL

Tuesday, April 5, 2016

Action by E-Mail

Advisory Body Members Who Participated: Justice Douglas P. Miller (Chair); Judge Marla O. Anderson, (Vice Chair); Justice James M. Humes; Judges Daniel J. Buckley, Samuel K. Feng, Gary Nadler, David M. Rubin, Charles D. Wachob; Mr. Richard D. Feldstein, Mr. Frank McGuire and Ms. Donna D. Melby

Committee Staff: Ms. Jody Patel and Ms. Nancy Carlisle

DISCUSSION AND ACTION ITEM

Proposals for Review

The committee reviewed and considered the following draft report as an Information Only Item on the agenda for the April 15, 2016, Judicial Council business meeting:

16-046 – Judicial Council: Implementation of Judicial Council Directives on Judicial Council Staff Restructuring (No Action Required)

The chair of the Executive and Planning Committee (E&P) presents this informational report on the implementation of the Judicial Council Directives on Staff Restructuring, as approved by the Judicial Council on August 31, 2012. The Judicial Council Staff Restructuring Directives specifically direct the Administrative Director to report to E&P before each council meeting on every directive. This informational report provides an update on the progress of implementation efforts.

Action: *The committee approved the report as an Information Only Item on the agenda for the April Judicial Council business meeting.*

CLOSURE OF ACTION

The action by e-mail concluded on April 5, 2016.

Approved by the advisory body on April 14, 2016.



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EXECUTIVE AND PLANNING COMMITTEE

MINUTES OF OPEN MEETING

Thursday, April 14, 2016

10:30 a.m. to 2:20 p.m.

Judicial Council Conference Center

Committee Members Present: Judge Marla O. Anderson (Vice Chair); Justice James M. Humes; Judges Daniel J. Buckley, Samuel K. Feng, Gary Nadler, Charles D. Wachob, and David M. Rubin; Mr. Richard D. Feldstein, and Ms. Donna D. Melby

Committee Members Absent: Justice Douglas P. Miller (Chair) and Mr. Frank McGuire

Advisory Body Chairs and Vice Chairs Present: Advisory Committee on Providing Access and Fairness
Hon. Kathleen E. O'Leary, Co-chair

Collaborative Justice Courts Advisory Committee
Hon. Richard Vlavianos, Chair, and Hon. Rogelio R. Flores, Vice Chair

Court Facilities Advisory Committee
Hon. Brad R. Hill, Chair

Court Interpreters Advisory Panel
Hon. Steven K. Austin, Chair, and Ms. Christina M. Volkers, Vice Chair

Court Security Advisory Committee
Hon. Thomas M. Maddock, Chair

Governing Committee of the Center for Judicial Education and Research
Hon. Theodore M. Weathers, Chair

Language Access Plan Implementation Task Force
Hon. Manuel J. Covarrubias, Vice-Chair

Trial Court Facility Modification Advisory Committee
Hon. Donald C. Byrd, Chair, and Hon. William F. Highberger, Vice-Chair

Trial Court Budget Advisory Committee
Hon. Johnathan B. Conklin, Chair

Tribal Court-State Court Forum
Hon. Abby Abinanti and Hon. Dennis M. Perluss, Co-chairs

Workload Assessment Advisory Committee
Hon. Lorna A. Alksne, Chair

Committee Staff Present: Ms. Nancy Carlisle

Staff Present: Ms. Roma Cheadle, Ms. Francine Byrne, Mr. Steven Chang, Mr. Douglas Denton, Mr. Edward Ellestad, Ms. Deana Farole, Ms. Lucy Fogarty, Ms. Bonnie Rose Hough, Mr. Bob Lowney, Mr. Chris H. Magnusson, Mr. Patrick McGrath, Ms. Catherine Price, Ms. Kelly Quinn, Ms. Pam Reynolds, Ms. Nancy Taylor, Mr. Zlatko Theodorovic, Ms. Jennifer Walter, Ms. Kyanna Williams, and Ms. Sonia Sierra-Wolf

OPENING MEETING

Call to Order and Roll Call

The vice chair called the meeting to order at 10:30 a.m. and committee staff took roll call.

Approval of Minutes

The committee approved the minutes of the following:

- March 24, 2016, Executive and Planning Committee meeting
- March 29, 2016, Executive and Planning Committee meeting
- April 5, 2016, Executive and Planning Committee e-mail action

DISCUSSION AND ACTION ITEMS

Item 1

2016 Annual Agendas

The committee reviewed draft annual agendas for advisory bodies for which it has oversight.

Action: *The committee approved the 2016 annual agendas of the following advisory bodies as submitted:*

- Advisory Committee on Providing Access and Fairness
- Collaborative Justice Courts Advisory Committee
- Court Facilities Advisory Committee
- Court Interpreters Advisory Panel
- Court Security Advisory Committee
- Governing Committee of the Center for Judicial Education and Research
- Language Access Plan Implementation Task Force
- Sargent Shriver Civil Counsel Act Implementation Committee
- Trial Court Budget Advisory Committee
- Trial Court Facility Modification Advisory Committee
- Tribal Court-State Court Forum
- Workload Assessment Advisory Committee

ADJOURNMENT

There being no further open meeting business, the meeting was adjourned at 2:20 p.m.

Approved by the advisory body on June 9, 2016.