



Judicial Council of California

2860 Gateway Oaks Dr.
Suite 400
Sacramento, California
95833

Meeting Agenda

Judicial Council

Meeting materials
are available through
the hyperlinks in
this document.

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Friday, November 17, 2017

9:00 AM

Sacramento

OPEN SESSION (RULE 10.6(A)) — MEETING AGENDA

Session 9:00 a.m. – 12:55 p.m.

Call to Order

Public Comment

30 minutes

The Judicial Council welcomes public comment on general matters of judicial administration and on specific agenda items, as it can enhance the council's understanding of the issues coming before it.

Please see our public comment procedures at:

<http://www.courts.ca.gov/28045.htm>

- 1) Submit advance requests to speak by 4:00 p.m., Tuesday, November 14.
- 2) Submit written comments for this meeting by 1:00 p.m. on Wednesday, November 15.

Contact information for advance requests to speak, written comments, and questions:

E-mail:

judicialcouncil@jud.ca.gov

Postal mail or delivery in person:

Judicial Council of California

455 Golden Gate Avenue

San Francisco, California 94102-3688

Attention: Donna Ignacio

Approval of Minutes

[17-173](#) **Minutes of the September 14-15, 2017, Judicial Council meeting.**

5 minutes

Chief Justice's Report

10 minutes

Administrative Director's Report

[17-174](#) **Administrative Director's Report**

10 minutes

Judicial Council Statewide Update

[17-228](#) **Judicial Council Members' Statewide Updates**

Summary: Judicial Council members present updates on statewide judicial branch initiatives outside of internal committee or other advisory body work.

15 minutes

Judicial Council Committee Presentations

[17-175](#) **Judicial Council Committee Reports**

Summary: Executive and Planning Committee
Hon. Douglas P. Miller, Chair
Policy Coordination and Liaison Committee
Hon. Kenneth K. So, Chair
Rules and Projects Committee
Hon. Harry E. Hull, Jr., Chair
Judicial Council Technology Committee
Hon. Marsha G. Slough, Chair
Judicial Branch Budget Committee
Hon. David M. Rubin, Chair

30 minutes

Judicial Council Members' Liaison Reports

[17-177](#) **Judicial Council Members' Liaison Reports**

Summary: Judicial Council members report on their visits to the superior courts.

30 minutes

Break 11:10 – 11:25 a.m.

CONSENT AGENDA

A council member who wishes to request that any item be moved from the Consent Agenda to the Discussion Agenda is asked to please notify Roma Cheadle at 415-865-7640 at least 48 hours before the meeting.

[17-182](#)**Judicial Branch Administration: Judicial Branch Workers' Compensation Program (Action Required)****Summary:**

The Judicial Branch Workers' Compensation Program Advisory Committee recommends approval to revise the workers' compensation premium methodology for fiscal year 2018-19. This change will result in stabilizing program administrative costs.

[17-183](#)**Language Access: Language Access Representatives and Language Access Services Complaints (Action Required)****Summary:**

The Language Access Plan Implementation Task Force recommends that the Judicial Council adopt rules 2.850 and 2.851 of the California Rules of Court to require each superior court to (1) designate a Language Access Representative, and (2) adopt a language access services complaint form and complaint procedures. The new rules support Recommendations 25, 62, and 63 in the *Strategic Plan for Language Access in the California Courts*, adopted by the council in January 2015.

[17-188](#)**Judicial Council Report to the Legislature: Annual Report of Court Facilities Trust Fund Expenditures, 2016-17 (Action Required)****Summary:**

Judicial Council staff recommend approving the *Annual Report of Court Facilities Trust Fund Expenditures: 2016-17 Report to the Legislature Under Government Code Section 70352(c)*. Government Code Section 70352(c) requires that the Judicial Council report to the Legislature annually all expenditures from the Court Facilities Trust Fund after the end of each fiscal year.

[17-189](#)**Judicial Council Report to the Legislature: Dual-Status Youth Data Standards Working Group Report (Action Required)****Summary:**

The Family and Juvenile Law Advisory Committee recommends that the Judicial Council approve the report of the Dual-Status Youth Standards Working Group (the Working Group) for submission to the Legislature. Assembly Bill 1911 ([Eggman]; Stats. 2016, ch. 637) required the council to convene a prescribed group of stakeholders to define data elements and outcome tracking for youth involved in the dependency and delinquency system, and report to the Legislature by January 1, 2018. In compliance with that mandate, members of the committee volunteered to participate in the Working Group along with various justice partners.

[17-191](#)**Judicial Council Report to the Legislature: State Trial Court Improvement and Modernization Fund Expenditures for 2016-17 (Action Required)**

Summary: Judicial Council staff recommend approval of the *Report of State Trial Court Improvement and Modernization Fund Expenditures for 2016-17* for transmittal to the Legislature. Government Code section 77209(i) requires the Judicial Council to report annually to the Legislature on the use of the State Trial Court Improvement and Modernization Fund and include any appropriate recommendations.

[17-192](#) **Judicial Council Report to the Legislature: Statewide Collection of Delinquent Court-Ordered Debt for Fiscal Year 2016-17 (Action Required)**

Summary: Penal Code section 1463.010(c) requires the Judicial Council to report the extent to which each court or county collections program is following best practices, the programs' performance, and any changes necessary to improve performance of collection programs statewide.

[17-196](#) **Uniform Bail and Penalty Schedules: 2018 Edition (Action Required)**

Summary: The Traffic Advisory Committee recommends revisions to the Uniform Bail and Penalty Schedules, effective January 1, 2018. Vehicle Code section 40310 provides that the Judicial Council must annually adopt a uniform traffic penalty schedule for all nonparking Vehicle Code infractions. Under rule 4.102 of the California Rules of Court, trial courts, in performing their duty under Penal Code section 1269b, must revise and adopt a schedule of bail and penalties for all misdemeanor and infraction offenses except Vehicle Code infractions. The penalty schedule for traffic infractions is established by the schedules adopted by the Judicial Council (the council).

[17-200](#) **Jury Instructions: New, Revised, Renumbered, and Revoked Civil Jury Instructions and Verdict Forms (Action Required)**

Summary: The Advisory Committee on Civil Jury Instructions recommends approving for publication the new, revised, renumbered, and revoked civil jury instructions and verdict forms prepared by the committee. These revisions bring the instructions up to date with developments in the law over the previous six months.

[17-202](#) **Judicial Council-Sponsored Legislation: Access to Juvenile Case File for Purposes of Appellate Proceedings (Action Required)**

Summary: The Policy Coordination and Liaison Committee and Appellate Advisory Committee recommend that the Judicial Council sponsor legislation to amend Welfare and Institutions Code section 827, which specifies who may access and copy records in a juvenile case file, to clarify that people who are entitled to seek review of certain orders in juvenile proceedings or who are respondents in such appellate proceedings may, for purposes of those appellate proceedings, access and copy those records to which they were previously given access by the juvenile court. The proposed amendment would also clarify that either the juvenile court or the Court of Appeal may permit such individuals to access and copy additional records in the juvenile case file.

[17-203](#)**Judicial Council-Sponsored Legislation: Temporary Emergency Gun Violence Restraining Orders (Action Required)****Summary:**

The Policy Coordination and Liaison Committee and the Civil and Small Claims Advisory Committee recommend that the Judicial Council sponsor legislation to amend the statutes setting forth the procedure for issuing a temporary emergency gun violence restraining order, specifically Penal Code sections 18140 and 18145. The amendments would replace the procedural requirement for obtaining an order orally with requirements set forth directly within the gun violence prevention statutes, which would parallel the requirements for emergency orders obtained in domestic violence cases and clarify the procedures for law enforcement officers and the court to follow. This change, which was initiated as the result of concerns expressed by a judicial officer as to whether the current procedure complied with the statute, would not in any way change the factual assertions required of the officer or the findings required of the judicial officer for the order to issue.

[17-204](#)**Judicial Council-Sponsored Legislation: Authorization for Fees for Electronic Filing and Service in the Appellate Courts (Action Required)****Summary:**

The Policy Coordination and Liaison Committee and the Administrative Presiding Justices Advisory Committee recommend that the Judicial Council sponsor legislation to amend the Government Code sections relating to appellate court fees to (1) clarify that an appellate court or its electronic filing service provider may charge a reasonable fee for e-filing services; (2) allow an appellate court in a contract with an e-filing service provider to contract to receive a portion of the fees collected by that provider; and (3) authorize the appellate courts to charge a fee to recover costs incurred for providing e-filing. People entitled to fee waivers would not be subject to any of the fees provided for in the legislation.

[17-205](#)**Judicial Council-Sponsored Legislation (Criminal Procedure): Electronic Arrest and Search Warrants (Action Required)****Summary:**

The Policy Coordination and Liaison Committee and Criminal Law Advisory Committee recommend amending Penal Code sections 817 and 1526 to make more efficient the process for electronically issuing arrest and search warrants, respectively. This recommendation would allow magistrates to issue arrest and search warrants electronically without communicating with the officer telephonically by eliminating the requirement of an oral statement under oath. It would also make amendments to align Penal Code section 817 with Penal Code section 1526.

[17-206](#)**Judicial Council-Sponsored Legislation: Uniform Hourly Rate for Community Service in Lieu of Infraction Fine (Action Required)****Summary:**

The Policy Coordination and Liaison Committee and the Traffic Advisory Committee recommend that Penal Code section 1209.5 be amended to provide a uniform rate throughout the state for converting infraction fines into community service hours. Specifically, the committees propose a uniform hourly rate of double the California

state minimum wage for community service performed in lieu of paying infraction fines. This proposal is in response to Judicial Council directives to consider recommendations to promote access to justice in infraction cases.

[17-207](#)**Judicial Council-Sponsored Legislation: Modernization of Civil Statutes (Action Required)****Summary:**

The Policy Coordination and Liaison Committee and Information Technology Advisory Committee recommend that the Judicial Council sponsor legislation to amend section 1719 of the Civil Code and sections 594, 659, 660, and 663a of the Code of Civil Procedure. This legislative proposal is needed to modernize the statutes and would (1) authorize the courts to electronically serve a written demand for payment on the drawer of a bad check, (2) authorize electronic service of notices of intention to move for a new trial or vacate judgment, and (3) amend certain deadlines tied to dates of “mailing” to be tied instead to dates of “service.”

[17-208](#)**Judicial Council: 2017 Legislative Policy Summary (Action Required)****Summary:**

The Policy Coordination and Liaison Committee recommends that the Judicial Council adopt the updated Legislative Policy Summary reflecting actions through the 2017 legislative year. Adoption of this updated summary of positions taken on court-related legislation will assist the council in making decisions about future legislation, consistent with the judicial branch’s strategic plan goals.

[17-212](#)**Access to Visitation Grant Program: Funding Allocation for Federal Grant Fiscal Years 2018-19 through 2020-21 (Action Required)****Summary:**

The Family and Juvenile Law Advisory Committee recommends that the Judicial Council approve Access to Visitation Grant Program funding allocation and distribution of approximately \$755,000 to \$770,000 statewide for federal grant fiscal years 2018-19 through 2020-21. The Access to Visitation contract period for federal grant fiscal years 2018-19 through 2020-21 begins on April 1 and ends on March 31 (each fiscal year). The funding allocations will be directed to 11 superior courts representing 18 counties and involving 15 subcontractor agencies (i.e., local community nonprofit service providers) to support and facilitate noncustodial parents’ access to and visitation with their children through supervised visitation and exchange services, parent education, and group counseling services for family law cases. Family Code section 3204(b)(2) requires the Judicial Council to determine the final number and amount of grants to be awarded to the superior courts.

[17-213](#)**Family Law: Technical Changes to Bifurcation Forms (Action Required)****Summary:**

The Family and Juvenile Law Advisory Committee recommends technical revisions to two forms - an application and an order for the early termination of marital or partnership status. Specifically, the list of the conditions of granting the bifurcation of

the case and ending status early upon a separate trial will be changed to track the language used in Family Code section 2337. This change will ensure that the conditions of granting the bifurcation last until the judgment has been entered on all remaining issues and has become final.

[17-214](#)**Family Law: Technical Changes to Limited Scope Representation Rule and Form (Action Required)****Summary:**

The Family and Juvenile Law Advisory Committee recommends technical revisions to a rule of court and an order form used in limited scope representation cases. The technical changes will respond to the concerns recently raised by court clerks about the change in procedure needed because the order form, as amended effective September 1, 2017, includes a proof of service, requiring clerks to process the order twice. The revisions will ensure that court clerks need process the order only once.

[17-215](#)**Child Support: Revise Income Withholding for Support and Related Instructions (Action Required)****Summary:**

The Family and Juvenile Law Advisory Committee recommends that the Judicial Council approve revisions to *Income Withholding for Support* (form FL-195/OMB 0970-0154) and *Income Withholding for Support-Instructions* (form FL-196/OMB 0970-0154) to comply with Family Code section 5208 and federal law.

[17-216](#)**Rules: Electronic Filing and Service (Action Required)****Summary:**

As part of the Rules Modernization Project, the Information Technology Advisory Committee and the Civil and Small Claims Advisory Committee recommend amending several California Rules of Court related to electronic service and electronic filing. The amendments are intended to improve the organization of the rules; improve the rules' consistency with the Code of Civil Procedure, including consistency with recently enacted legislation; and reduce redundancies between the rules and the Code of Civil Procedure.

[17-217](#)**Rules and Forms: Miscellaneous Technical Changes (Action Required)****Summary:**

Various members of the judicial branch, members of the public, and Judicial Council staff have identified errors in the California Rules of Court and Judicial Council forms resulting from typographical errors and changes resulting from legislation and previous rule amendments and form revisions. Judicial Council staff recommend making the necessary corrections to avoid causing confusion for court users, clerks, and judicial officers.

[17-218](#)**Trial Courts: Children's Waiting Room Fund Balance Cap Adjustments (Action Required)****Summary:**

The Trial Court Budget Advisory Committee recommends the Judicial Council approve three requests to adjust the requesting trial courts' Children's Waiting Room

fund balance cap. The Judicial Council revised its Children's Waiting Room (CWR) Distribution and Fund Balance Policy on June 26, 2015, placing a cap on the amount of CWR fund balance that courts can accumulate. Courts with fund balances that exceed the cap are required to return the amount above the cap to the Trial Court Trust Fund by the end of the fiscal year, unless the council approves a court's request for a cap adjustment. The Judicial Council approved additional revisions to the policy on March 24, 2017, to extend the review and adjustment of CWR fund balances from an annual to a biennial schedule, beginning with the 2016-17 fund balances. The total amount requested by the trial courts that would increase their CWR fund balance cap is \$862,289.

[17-219](#)**Judicial Branch Administration: Sabbatical Request for Hon. John P. Doyle (Action Requested)****Summary:**

The Executive and Planning Committee recommends the approval of an unpaid sabbatical leave for Judge John P. Doyle of the Superior Court of Los Angeles County, for the period of August 6, 2018, to December 3, 2018. During this sabbatical leave, Judge Doyle intends to teach classes at the Pepperdine Law School London Program, in London, England. As adjunct faculty, Judge Doyle's experience in this program will enhance his ability to continue serving effectively as a trial court judge and thereby benefit the administration of justice.

[17-220](#)**Judicial Council Report to the Legislature: Disposition of Criminal Cases According to Race and Ethnicity of the Defendant (Action Requested)****Summary:**

Since 2001 the Judicial Council's Office of Court Research has produced the report, *Disposition of Criminal Cases According to the Race and Ethnicity of the Defendant: 2017 Report to the California Legislature as Required by Penal Code Section 1170.45*, by analyzing the disposition of felony cases using data provided by the California Department of Justice. Doing so fulfills the requirements of Penal Code section 1170.45, which requires the Judicial Council to report annually on the disposition of criminal cases statewide according to the defendants' race and ethnicity. The 2017 report indicates that when grouping defendants according to the extensiveness of their prior criminal records and types of offense, the data show a complex pattern in the severity of sentences that defendants receive. When directly comparing defendant groups in the context of the severity of their criminal offenses and prior criminal histories, sentencing outcomes are variable and appear to be primarily associated with defendants' prior criminal record and offense type. Due to data limitations that are outlined in the report and also highlighted by the Criminal Justice Statistics Center (CJSC) of the California Department of Justice (DOJ), we encourage the reader to exercise caution in attempting to attribute causes for the observed differences in sentencing among racial/ethnic groups.

[17-222](#)**Appellate Procedure: Format for Reporters' Transcripts Delivered in Electronic Form (Action Required)**

Summary: To implement recent legislation, the Appellate Advisory Committee recommends amending rule 8.144 of the California Rules of Court, which governs the format of reporters' transcripts to incorporate requirements for transcripts that are delivered in electronic form and to reorganize the provisions so that the formatting requirements applicable to all transcripts including those in paper form are easier to find. The committee also recommends amending several other rules to conform to the new legislation and to correct cross-references in the rules.

17-223**Trial Court Allocations: Trial Court Trust Fund Funds Held on Behalf of the Trial Courts (Action Required)**

Summary: The Fiscal Planning Subcommittee of the Trial Court Budget Advisory Committee recommends that the Judicial Council approve two new requests and three amended requests for Trial Court Trust Fund (TCTF) funds to be held on behalf of the trial courts. Under the Judicial Council-adopted process, a court may request that funding reduced as a result of a court exceeding its 1 percent fund balance cap be retained in the TCTF for the benefit of that court. The total estimated amount requested by the trial courts that would be reduced from their 2017-18 allocations for exceeding the cap is \$989,112. The council will be informed of any final adjustments to the estimated amounts after the 2016-17, 1 percent fund balance cap has been finalized.

17-224**Subordinate Judicial Officers: Deferrals of Conversions to Judgeships (Action Required)**

Summary: The Executive and Planning Committee (E&P) of the Judicial Council has authority to confirm conversions of subordinate judicial officer positions to judgeships under the Government Code using uniform criteria adopted by the Judicial Council to identify positions eligible for conversion. Under certain circumstances, E&P may grant a temporary exception to conversion at the request of a court that wishes to defer a conversion until a later time. E&P now proposes the refinement of an existing criterion for granting exceptions that would allow for a one-year extension of an original deferral if good cause can be shown by the court.

17-226**Tri-Annual Review of Judicial Council Governance Policies and Principles (Action Required)**

Summary: The Executive and Planning Committee recommends revising the *Judicial Council Governance Policies*. The Judicial Council revises these policies every three years. A recent analysis of both the California Rules of Court and the governance policies revealed substantially similar verbiage. The 2017 revisions include simplified language in the governance policies and inclusion of the *Operating Standards for Judicial Council Advisory Bodies*.

EDUCATIONAL AGENDA**17-198****Family Law: Judicial Council Education Session**

Summary: At the request of the Judicial Council, this educational session reviews milestone

developments in family courts; services provided by the Center for Families, Children & the Courts and other Judicial Council offices; projects in development; and work that still needs to be done.

Speakers: Hon. Mark A. Juhas, Co-chair, Family and Juvenile Law Advisory Committee
Ms. Charlene Depner, Center for Families, Children & the Courts
Ms. Bonnie Rose Hough, Center for Families, Children & the Courts

45 minutes

DISCUSSION AGENDA

[17-211](#) **Judicial Branch: Quarterly Report on the Judicial Council's Court Innovations Grant Program, Fiscal Year 2017-2018, Quarter 1 (No Action Required)**

Summary: This report summarizes activities of the Judicial Council's Court Innovations Grant Program since March 2017, when the Judicial Council approved grants for 52 innovative projects for 28 superior courts and one appellate court.

Speakers: Hon. David M. Rubin, Chair, Judicial Branch Budget Committee
Hon. James M. Humes, Vice-Chair, Judicial Branch Budget Committee

20 minutes

[17-209](#) **Judicial Council: 2018 Legislative Priorities (Action Required)**

Summary: Each year, the Judicial Council authorizes sponsorship of legislation to further key council objectives and establishes priorities for the upcoming legislative year. For the last several years, the council's legislative priorities have focused on implementation of efficiencies in the courts, investment in the judicial branch, and securing critically needed judgeships. The Policy Coordination and Liaison Committee recommends a similar approach for the 2018 legislative year to the Judicial Council.

Speakers: Mr. Cory T. Jaspersen, Office of Governmental Affairs

25 minutes

INFORMATION ONLY ITEMS (NO ACTION REQUIRED)

[17-127](#) **Judicial Council Report to the Legislature: Report of Allocations and Reimbursements to the Trial Courts**

Summary: Government Code section 77202.5(a) requires that the Judicial Council report to the Legislature annually on allocations and reimbursements to the trial courts. The Judicial Council staff submitted to the Legislature on September 30, 2017, the *Report of Allocations and Reimbursements to the Trial Courts in Fiscal Year 2016-17*.

[17-128](#) **Judicial Council Report to the Legislature: Allocation of the State Level Reserve in the Trial Court Trust Fund**

Summary: As required in Government Code section 68502.5(c)(2)(B), funds are set aside in the Trial Court Trust Fund to be allocated by the Judicial Council and used by the trial

courts for unforeseen emergencies, unanticipated expenses for existing programs, or unavoidable funding shortfalls. The Judicial Council staff submitted to the Legislature on October 1, 2017, the *Report of Allocation of the State Level Reserve in the Trial Court Trust Fund for Fiscal Year 2016-17*.

[17-179](#)**Court Facilities: Lease-Revenue Bond Issuance, Fall 2016 and Spring 2017****Summary:**

As authorized and directed by the Judicial Council, the Administrative Director presents this report on actions taken in connection with lease-revenue bonds issued by the State Public Works Board (SPWB) in fall 2016 and spring 2017, for the financing of court facilities projects.

[17-181](#)**Judicial Council Report to the Legislature: Status of the Phoenix Program, 2016****Summary:**

In accordance with Government Code section 68511.8, the Judicial Council will submit its annual status report to the Legislature on the Phoenix Program. This status report includes a description and discussion of major activities undertaken in 2016 for the Phoenix Program, project accomplishments to date, and annual revenues and expenditures for these projects. The following summary of the report is provided under the requirements of Government Code section 9795: the Phoenix Program's primary focus in 2016 was on continuing to provide each trial court with full comprehensive administrative support. This report presents annual service metrics for the various fiscal and human capital management areas the program supports. These areas specifically include Accounts Payable, General Ledger, Purchasing, Payroll, and Trust and Treasury Services. The Phoenix Program provides daily administrative support to all 58 trial courts.

[17-186](#)**Judicial Council Report to the Legislature: Electronic Recording Equipment****Summary:**

Government Code section 69958 requires that the Judicial Council report to the Legislature semiannually on all purchases and leases of electronic recording equipment that will be used to record superior court proceedings.

[17-187](#)**Judicial Council Report to the Legislature: Recidivism Reduction Fund Court Grant Program****Summary:**

The Budget Act of 2015 (Assem. Bill 93; Stats. 2015, ch. 10) requires the Judicial Council to submit an annual report to the Joint Legislative Budget Committee (JLBC) and the Department of Finance (DOF) on the Recidivism Reduction Fund Court Grant Program. The *Recidivism Reduction Fund Court Grant Program: Annual Report, 2017* documents the activities of the Judicial Council and the grantees, details court grant program implementation at the local level, and provides updates on the status of data analysis including some preliminary findings.

[17-195](#)**Trial Courts: Quarterly Investment Report for Third Quarter of 2017****Summary:**

This *Trial Courts: Quarterly Investment Report for Third Quarter of 2017* covers the period of July 1, 2017, through September 30, 2017, and provides the financial results for the funds invested by the Judicial Council on behalf of the trial courts as part of the judicial branch treasury program. The report is submitted under agenda item 10, Resolutions Regarding Investment Activities for the Trial Courts, approved by the Judicial Council on February 27, 2004.

[17-201](#)**Court Facilities: 2016-17 Trial Court Facility Modification Advisory Committee Annual Report****Summary:**

The Trial Court Facility Modification Advisory Committee has completed allocating facility modification funding for fiscal year 2016-17 and submits its *Annual Report of the Trial Court Facility Modification Advisory Committee for Fiscal Year 2016-17* for informational purposes.

[17-210](#)**Government Code Section 68106: Public Notice by Courts of Closures or Reduced Clerks' Office Hours (Gov. Code, § 68106-Report No. 44)****Summary:**

Government Code section 68106 directs (1) trial courts to notify the public and the Judicial Council before closing courtrooms or clerks' offices or reducing clerks' regular office hours, and (2) the council to post all such notices on its website and also relay them to the Legislature. This is the 44th report to date listing the latest court notices received by the council under this statutory requirement; since the previous report, one superior court, Kings County, has issued a new notice.

[17-221](#)**Court Records: Trial Court Records Manual Update****Summary:**

The Court Executives Advisory Committee presents the Judicial Council with the revised *Trial Court Records Manual*. The update to the manual contains changes required by Assembly Bill 1443 (Stats. 2017, ch. 172) to reflect the addition of gun violence record retention requirements as well as the elimination of the statutory reporting requirement for destroyed or transferred court records. The update also contains technical changes to align the manual with intervening legislative and rule changes.

Appointment Orders[17-225](#)**Appointment Orders****Summary:**

Appointment Orders since the last business meeting.

Adjournment (approx. 12:55 p.m.)