



JUDICIAL COUNCIL OF CALIFORNIA

455 Golden Gate Avenue · San Francisco, California 94102-3688

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REPORT TO THE JUDICIAL COUNCIL

For business meeting on May 24, 2018

Title	Agenda Item Type
Executive and Planning Committee Chair's Report	Information Only
Submitted by	Date of Report
Justice Douglas P. Miller, Chair Executive and Planning Committee	May 24, 2018
	Contact
	Amber Barnett 916-263-1398 phone amber.barnett@jud.ca.gov
	Donna Ignacio, Analyst 916-263-2719 phone donna.ignacio@jud.ca.gov

Executive Summary

As outlined in the California Rules of Court, rule 10.11, the Executive and Planning Committee (E&P) oversees the Judicial Council's meeting process and operating procedures, including agenda setting for council meetings, development of the council's long-range strategic plan for the judicial branch, and development of policies and procedures related to court facilities and communications with the branch. The committee is also charged with directing the nominations process for vacancies on the council and its advisory bodies and overseeing specific advisory bodies. This report summarizes the committee's activities since the last Judicial Council internal committee presentation during the council's March business meeting.

Overview of Committee Meetings

Since the March council meeting, the committee met by conference call on March 21 (open), April 17 (closed), May 3 (open), May 16 (joint open with RUPRO), and met in person on May 23 (closed). The committee also conducted one action by e-mail on May 18, during which the committee reviewed a report for the Consent Agenda of the May council meeting.

Agenda Setting and Other Business

During its May 3 meeting, the committee set the agenda for the council's May 24 business meeting. On May 16, the committee held a joint open meeting with RUPRO to review discussion item 18-082: Judicial Administration: Public Disclosure of Settlement Agreements. After the joint meeting, E&P convened an open meeting to continue setting the agenda for the May 24 business meeting. The committee also conducted additional business as summarized below since the council's March business meeting.

2018 Annual Agendas

On March 21, the committee met to review, and they approved, the 2018 annual agenda of the Advisory Committee on Providing Access and Fairness.

Recommendations for Judicial Council Appointments

During the April 17 closed meeting, the committee reviewed nominations submitted for upcoming vacancies on the Judicial Council and developed recommendations to be sent to the Chief Justice.

Recommendations for Advisory Body Appointments

At the May 23 closed meeting, the committee reviewed nominations for the following advisory bodies:

- Appellate Advisory Committee
- Advisory Committee on Civil Jury Instructions
- Advisory Committee on Criminal Jury Instructions
- Civil and Small Claims Advisory Committee
- Collaborative Justice Courts Advisory Committee
- Court Facilities Advisory Committee
- Court Interpreters Advisory Panel
- Court Security Advisory Committee
- Criminal Law Advisory Committee
- Executive Committee of the Court Executives Advisory Committee
- Family and Juvenile Law Advisory Committee
- Governing Committee of the Center for Judicial Education and Research
- Information Technology Advisory Committee
- Judicial Branch Workers' Compensation Program Advisory Committee

- Legal Services Trust Fund Commission
- Probate and Mental Health Advisory Committee
- Traffic Advisory Committee
- Trial Court Budget Advisory Committee
- Trial Court Facility Modification Advisory Committee
- Tribal Court-State Court Forum
- Workload Assessment Advisory Committee

The committee developed recommendations to be sent to the Chief Justice.



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EXECUTIVE AND
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EXECUTIVE AND PLANNING COMMITTEE

MINUTES OF OPEN MEETING

Thursday, February 8, 2018

12:10 to 1:10 p.m.

Teleconference

Committee Members Present: Justice Douglas P. Miller (Chair); Judge Marla O. Anderson, (Vice Chair); Justice Harry E. Hull, Jr., Presiding Judges Patricia M. Lucas and Gary Nadler; Judges Stacy Boulware Eurie, Samuel K. Feng, and David M. Rubin; Ms. Kimberly Flener and Ms. Gretchen Nelson

Other Attendees: Hon. Charles Margines, Ms. Rodina Catalano, and Mr. Neal Taniguchi

Committee Staff Present: Ms. Millicent Tidwell

Staff Present: Ms. Suzanne Blihovde, Mr. Mike Courtney, Ms. Kimberly DaSilva, Ms. Nicole Davis, Mr. Mike Courtney, Mr. Robert Downs, Ms. Marcela Eggleton, Ms. Angela Guzman, Ms. Donna Ignacio, Ms. Jamel Jones, Mr. Doug Kauffroath, Mr. Greg Keil, Ms. Shelley La Botte, Ms. Mona Lawson, Mr. Chris Magnusson, Ms. Anna Maves, Mr. Jason Mayo, Ms. Susan McMullan, Ms. Donna Newman, Mr. Patrick O'Donnell, Ms. Anne Ronan, Ms. Leah Rose-Goodwin, Ms. Robin Seeley, Mr. Brian Simeroth, Mr. David Smith, Ms. Laura Speed, Mr. Greg Tanaka, Mr. Zlatko Theodorovic, Mr. John Wordlaw, and Ms. Josely Yangco-Fronda

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 voted to approve the following minutes:

- December 14, 2017, Executive and Planning Committee open meeting with closed session
- January 4, 2018, Executive and Planning Committee closed meeting

DISCUSSION AND ACTION ITEMS

Item 1

Subordinate Judicial Officer Exception – Request from the Superior Court of Orange County (Action Required)

Review request from the Superior Court of Orange County for a one-year extension to the temporary exception to the conversion of three vacant subordinate judicial officer positions to judgeships.

Action: The committee voted to approve the request from the Superior Court of Orange for a one-year extension to the temporary exception to conversion of three vacant subordinate judicial positions to judgeships.

Item 2

Subordinate Judicial Officer Exception – Request from the Superior Court of San Mateo County (Action Required)

Review request from the Superior Court of San Mateo County for a one-year extension to the temporary exception to the conversion of two vacant subordinate judicial officer positions to judgeships.

Action: The committee voted to approve the request from the Superior Court of San Mateo for a one-year extension to the temporary exception to conversion of two vacant subordinate judicial officer positions to judgeships.

Item 3

Agenda Setting for the March Judicial Council Meeting (Action Required)

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

Action: The committee reviewed draft reports and set the agenda for the Judicial Council meeting in March, which will be a one-day meeting held on March 2.

ADJOURNMENT

There being no further business, the meeting was adjourned at 12:32 p.m.

Approved by the advisory body on March 1, 2018.



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EXECUTIVE AND PLANNING COMMITTEE

MINUTES OF OPEN MEETING WITH CLOSED SESSION

Thursday, March 1, 2018

9:00 a.m. to 1:00 p.m.

San Francisco

Committee Members Present: Justice Douglas P. Miller (Chair); Judge Marla O. Anderson, (Vice-chair); Justice Harry E. Hull, Jr.; Presiding Judges Patricia M. Lucas and Gary Nadler; Judges Stacy Boulware Eurie, Samuel K. Feng, and David M. Rubin; Ms. Kimberly Flener, and Ms. Gretchen Nelson

Advisory Body Chairs and Vice Chairs Present: Collaborative Justice Courts Advisory Committee
Hon. Richard Vlavianos, Chair, and Hon. Rogelio R. Flores, Vice-chair

Court Executives Advisory Committee
Ms. Kimberly Flener, Chair

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

Court Interpreters Advisory Panel
Hon. Brian McCabe, Chair, and Mr. Shawn Landry, Vice-chair

Court Security Advisory Committee
Hon. Charlaïne F. Olmedo, Chair

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

Language Access Plan Implementation Task Force
Hon. Mariano-Florentino Cuéllar, Chair

Shriver Civil Counsel Act Implementation Committee
Hon. Earl Johnson, Jr. (Ret.), Chair

Trial Court Presiding Judges Advisory Committee
Hon. Patricia M. Lucas, Chair

Tribal Court-State Court Forum
Hon. Dennis M. Perluss, Co-chair

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

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

Committee Staff Present: Ms. Millicent Tidwell

Staff Present: Mr. Cliff Alumno, Ms. Karene Alvarado, Ms. Francine Byrne, Ms. Roma Cheadle, Ms. Shelley Curran, Mr. Douglas Denton, Ms. Charlene Depner, Ms. Ann Gilmour, Ms. Lisa Gotch, Ms. Bonnie Rose Hough, Ms. Donna Ignacio, Ms. Mary Ann Koory, Ms. Olivia Lawrence, Mr. Chris Magnusson, Ms. Claudia Ortega, Ms. Leah Rose-Goodwin, Ms. Sonia Sierra Wolf, Mr. Jagandeep Singh, Mr. David Smith, Ms. Laura Speed, Ms. Elizabeth Tam-Helmuth, Ms. Josely Yangco-Frona, and Ms. Carrie Zoller

OPENING MEETING

Call to Order and Roll Call

The vice-chair called the meeting to order at 9:05 a.m. and committee staff took roll call.

Approval of Minutes

The committee voted to approve the following minutes:

- February 8, 2018, Executive and Planning Committee open meeting

DISCUSSION AND ACTION ITEMS

Item 1

2018 Advisory Body Annual Agenda Discussions (Action Required)

Review 2018 annual agendas with advisory body chairs and staff for the following advisory bodies for which it has oversight:

- 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 Facility Modification Advisory Committee
- Tribal Court–State Court Forum
- Workload Assessment Advisory Committee
- Court Executives Advisory Committee and Trial Court Presiding Judges Advisory Committee (revisions to annual agenda)

Action 1: The committee approved the 2018 annual agendas of the following advisory bodies as submitted:

- **Collaborative Justice Courts Advisory Committee**
- **Court Facilities Advisory Committee**
- **Court Interpreters Advisory Panel**
- **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 Facility Modification Advisory Committee**
- **Workload Assessment Advisory Committee**

Action 2: The committee approved the 2018 annual agendas of the following advisory bodies with amendments:

- **Court Security Advisory Committee**
Amend Ongoing Projects #3, 4, and 5 to include projected costs for these projects to related Budget Change Proposals for fiscal year 2018-19.
- **Tribal Court-State Court Forum**
Amend New/One-Time Project #2 to correct the advisory committee collaboration section information to Family and Juvenile Advisory Committee.

Action 3: The committee approved revisions to the previously approved 2018 annual agendas of the following advisory bodies as submitted:

- **Court Executives Advisory Committee**
- **Trial Court Presiding Judges Advisory Committee**

Item 2

Subordinate Judicial Officer Conversion – Request from the Superior Court of Los Angeles County (Action Required)

Review request from the Superior Court of Los Angeles County to convert one vacant subordinate judicial officer position to a judgeship.

Action: The committee voted to approve the request from the Superior Court of Los Angeles to convert one subordinate judicial officer position to a judgeship.

A D J O U R N M E N T

There being no further open meeting business, the meeting was adjourned at 11:40 a.m.

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

Item 1

Pursuant to California Rules of Court, rule 10.75(d)(1)

Recommendation for Advisory Committee Subcommittee Appointment

Review material and develop a recommendation to be sent to the committee chair regarding a subcommittee appointment.

Action: The committee approved a recommendation for a subcommittee appointment to be forwarded to the committee chair.

Adjourned closed session at 11:45 a.m.

Approved by the advisory body on March 21, 2018.



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EXECUTIVE AND PLANNING COMMITTEE

MINUTES OF OPEN MEETING

Wednesday, March 21, 2018

12:00 to 12:30 p.m.

Teleconference

Committee Members Present: Justice Douglas P. Miller (Chair); Judge Marla O. Anderson, (Vice-chair); Justice Harry E. Hull, Jr., Presiding Judges Patricia M. Lucas and Gary Nadler; Judges Stacy Boulware Eurie and Samuel K. Feng; Ms. Kimberly Flener and Ms. Gretchen Nelson

Committee Members Not Present: Judge David M. Rubin

Others Present: Justice. Laurie D. Zelon

Committee Staff Present: Ms. Millicent Tidwell

Staff Present: Ms. Donna Ignacio, Ms. Laura Speed, Ms. Kyanna Williams, and Ms. Josely Yangco-Fronda

OPENING MEETING

Call to Order and Roll Call

The chair called the meeting to order at 12:02 p.m. and committee staff took roll call.

Approval of Minutes

The committee voted to approve the following minutes:

- March 1, 2018, Executive and Planning Committee open meeting with closed session

DISCUSSION AND ACTION ITEMS

Item 1

2018 Annual Agenda: Advisory Committee on Providing Access and Fairness (Action Required)

Review draft 2018 annual agenda of the Advisory Committee on Providing Access and Fairness

Action: The committee approved the 2018 annual agenda of the Advisory Committee on Providing Access and Fairness with the following amendments:

- **Add new Gender Expression/Identify Joint Ad Hoc Working Group.**
- **Add new project and description for Gender Expression/Identity**
- **Amend Ongoing Project #8 to include the Trial Court Presiding Judges Advisory Committee to the advisory committee collaboration section**

ADJOURNMENT

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

Approved by the advisory body on May 3, 2018.



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EXECUTIVE AND PLANNING COMMITTEE

MINUTES OF CLOSED MEETING

Tuesday, April 17, 2018

12:00 to 2:00 p.m.

Teleconference

Committee Members Present: Justice Douglas P. Miller (Chair); Judge Marla O. Anderson, (Vice Chair); Presiding Judge Patricia M. Lucas; Judges Stacy Boulware Eurie, Samuel K. Feng, and David M. Rubin; Ms. Kimberly Flener and Ms. Gretchen Nelson

Committee Members Absent: Justice Harry E. Hull, Jr. and Presiding Judge Gary Nadler

Staff Present: Ms. Millicent Tidwell, Ms. Amber Barnett, Ms. Laura Speed, and Ms. Roma Cheadle

CLOSED SESSION

Call to Order and Roll Call

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

Item 1

Pursuant to California Rules of Court, rule 10.75 (d)(1)

Nominations for Judicial Council Appointments

Review nominations and develop recommendations to be submitted to the Chief Justice regarding appointments to the Judicial Council.

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

ADJOURNMENT

There being no further business, the meeting was adjourned at 1:40 p.m.

Approved by the advisory body May 3, 2018.