



JUDICIAL COUNCIL OF CALIFORNIA

ADVISORY COMMITTEE ON AUDITS AND
FINANCIAL ACCOUNTABILITY FOR THE
JUDICIAL BRANCH

www.courts.ca.gov/auditcommittee.htm
auditcommittee@jud.ca.gov

ADVISORY COMMITTEE ON AUDITS AND FINANCIAL ACCOUNTABILITY FOR THE JUDICIAL BRANCH

MINUTES OF OPEN MEETING WITH CLOSED SESSION

May 23, 2018

12:15 pm

Conference call

Advisory Body Members Present: Hon. David Rosenberg, Hon. Peter Siggins, Hon. Susan Matcham, Mr. Kevin Harrigan, Mr. Kevin Lane, Ms. Sherri Carter, Ms. Tania Ugrin-Capobianco and Mr. Phil Jelichich

Advisory Body Members Absent: Hon. Mary Ann O'Malley

Others Present: Ms. Andrea Rohmann (3rd DCA), Ms. Colette Bruggman (3rd DCA), Mr. Grant Parks, Mr. Robert Cabral, Mr. Oliver Cheng (Judicial Council Legal Services)

OPEN MEETING

Call to Order and Roll Call

The chair called the meeting to order at 12:16 pm, and took roll call.

Approval of Minutes

Judge Matcham moved to approve the minutes of the April 17th meeting, Justice Siggins seconded the motion. There was no further discussion of the minutes. Motion to approve passed by unanimous voice vote of the committee members present.

DISCUSSION AND ACTION ITEMS (INFO ITEMS 1&2; ACTION ITEM 1)

Info Item 1

Report from Audit Services.

Mr. Parks has shared that he anticipates having Solano, Colusa and Calaveras Superior Court audits completed by the next meeting in June. The audit plan for the next year has been prepared and shared with the committee members for their review and preliminary comments.

Materials provided for this meeting also included information on spending under Court Grants Innovations Program. Mr. Parks has shared that we have two years left in the program, and roughly 12% of 25 million that was awarded have already been spent to this date. Audit of that program

has been included as part of annual audit plan for Audit Services Office. However, based on the amount spent to date, Audit Services Office is still delaying identifying which courts to audit under that program. Mr. Parks has also added that executives from the Judicial Council continue to have discussions with DCSS about AB1058 audits and resolution of the audit findings. As soon as the information about the resolution becomes available, Mr. Parks will share this information with the committee members.

Justice Siggins asked if Audit Services office still has vacant position for Auditor. Mr. Parks has confirmed that his office has only one vacant auditor position, and that he is actively advertising for this position. Mr. Parks is hoping he can have this position filled in the next month or so.

Info Item 2.

General Discussion by Members of the Committee. No items were discussed.

Action Item 1.

External Audit Report – State Controller’s Office (Action Required)

Judge Rosenberg let the committee members know that he will recuse himself from participating in the discussion and subsequent committee action regarding the audit of Yolo Superior Court. Judge Rosenberg sits on the bench at Yolo, and thus turned this portion of the meeting over to the Vice-Chairman Justice Siggins.

Mr. Parks provided some highlights about this audit. Yolo Superior Court was the first of six pilot audits, statutorily required by the State Controller’s Office government Code 77206(h). Yolo was the first audit selected and completed. Once these pilot audits are completed, the SCO will inform how much it will cost to perform these audits on recurring bases. The overall audit conclusion is that Yolo superior court complied with the governing codes, rules and regulations, related to revenue, expenditures and fund balances. The SCO’s overall impression was that Yolo was very well managed. The SCO auditors also greatly appreciated coordination and cooperation from Mr. Landry and his staff during the audit. The auditors did find four minor findings. Two findings were in the area of cash handling, one in procurement area and one in the area of expenditure processing. The court agreed with the State Controller’s four findings. Committee staff recommended that the committee approve the audit report for public posting.

Action: Ms. Sherri Carter moved that the Yolo audit be approved for public posting (Ms. Ugrin-Capobianco seconded). With no further discussion, the motion unanimously passed by a voice vote of the committee members present (with Judge Rosenberg abstaining).

A D J O U R N M E N T

There being no further open meeting business, the meeting was adjourned to closed session at 12:32 pm.

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

Item 1

Draft Audit Report “Audit of the California Court of Appeal, 3rd Appellate District” – Rule of Court 10.75(d) (6) (Action Required)

Non-final audit reports or proposed responses to such reports Action.

Action: Justice Siggins moved that the audit of the 3rd DCA be approved and posted publicly (seconded by Ms. Ugrin-Capobianco). With no further discussion, the motion passed by unanimous voice vote of the committee members present.

Item 2

Privileged or Confidential Information – Rule of Court 10.75(d) (7) (Information Only)

Obtain Legal Advice on Proposed Updates to the Judicial Branch Contracting Manual

Mr. Oliver Cheng of the Judicial Council’s Office of Legal Services briefed committee members on the proposed changes to the Judicial Branch Contracting Manual (JBCM) and provided legal advice on the potential implications of accepting or rejecting various proposals.

Action: Committee members considered legal advice and developed a final draft of the JBCM changes. The committee further directed staff to publicly post the final draft and to solicit public comment. The committee expressed its intent to possibly take final action via e-mail—following the public comment period—to formally approve the proposed changes.

Adjourned closed session at 1:15pm.

Approved by the advisory body on June 19th.