

# **Court Security Advisory Committee**

As of July 15, 2016

**Hon. Thomas M. Maddock, Chair**  
Judge of the Superior Court of California,  
County of Contra Costa

**Hon. Jaime R. Román**  
Judge of the Superior Court of California,  
County of Sacramento

**Hon. Patricia Bamattre-Manoukian,  
Vice-Chair**  
Associate Justice of the Court of Appeal  
Sixth Appellate District

## **TRIAL COURT PRESIDING JUDGES ADVISORY COMMITTEE LIAISON**

**Hon. Gregory S. Gaul**  
Presiding Judge of the  
Superior Court of California,  
County of Shasta

**Hon. Jeffrey G. Bennett**  
Judge of the Superior Court of California,  
County of Ventura

## **GOVERNMENTAL AFFAIRS LIAISON**

**Ms. Melissa Fowler-Bradley**  
Court Executive Officer  
Superior Court of California,  
County of Shasta

**Mr. Cory Jasperson**  
Director  
Governmental Affairs  
Judicial Council of California

**Ms. Deborah Norrie**  
Court Executive Officer  
Superior Court of California,  
County of Plumas

## **LEGAL SERVICES LIAISON**

**Mr. Michael I. Giden**  
Supervising Attorney  
Legal Services  
Judicial Council of California

**Hon. Charlaine F. Olmedo**  
Judge of the Superior Court of California,  
County of Los Angeles

## **REAL ESTATE AND FACILITIES MANAGEMENT LIAISON**

**Mr. Enrique Villasana**  
Director  
Real Estate and Facilities Management  
Judicial Council of California

**Mr. Darrel E. Parker**  
Court Executive Officer  
Superior Court of California,  
County of Santa Barbara

## **JUDICIAL COUNCIL STAFF TO THE COMMITTEE**

**Mr. Michael M. Roddy**  
Court Executive Officer  
Superior Court of California,  
County of San Diego

**Mr. Edward Ellestad**  
Supervisor, Security Operations  
Real Estate and Facilities Management  
Judicial Council of California



JUDICIAL COUNCIL  
OF CALIFORNIA

COURT SECURITY  
ADVISORY COMMITTEE

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

COURT SECURITY ADVISORY COMMITTEE

MINUTES OF OPEN MEETING WITH CLOSED SESSION

April 5, 2016

12:15 p.m. to 1:15 p.m.

877-820-7831, passcode 2856918 (listen only)

**Advisory Body  
Members Present:**

Hon. Thomas M. Maddock, Judge, Superior Court of Contra Costa  
Hon. Patricia Bamattre-Manoukian, Associate Justice, Court of Appeal, Sixth  
Appellate District  
Hon. Jeffrey G. Bennett, Judge, Superior Court of Ventura County  
Ms. Deena Fawcett, Clerk/Administrator of the Court of Appeal, Third Appellate  
District  
Ms. Melissa Fowler-Bradley, Court Executive Officer, Superior Court of Shasta  
County  
Ms. Deborah W. Norrie, Court Executive Officer, Superior Court of Plumas  
County  
Hon. Charlene F. Olmedo, Judge, Superior Court of Los Angeles County  
Mr. Darrel E. Parker, Court Executive Officer, Superior Court of Santa Barbara  
County  
Mr. Michael M. Roddy, Court Executive Officer, Superior Court of San Diego  
County  
Hon. Jaime Román, Judge, Superior Court of Sacramento County

**Advisory Body  
Members Absent:**

None

**Others Present:**

Hon. Gregory S. Gaul, Presiding Judge, Superior Court of California, County of  
Shasta  
Mr. Michael I. Giden, Supervising Attorney—Legal Opinion Unit, Legal Services,  
Judicial Council of California  
Mr. Edward Ellestad, Supervisor, Security Operations, Real Estate and  
Facilities Management, Administrative Division, Judicial Council of California  
Ms. Lisa Gotch, Analyst, Security Operations, Real Estate and Facilities  
Management, Administrative Division, Judicial Council of California

---

**OPEN MEETING**

---

**Call to Order and Roll Call**

The chair called the meeting to order at 12:18 p.m., and staff took roll call.

**Approval of Minutes**

The advisory body reviewed and approved the minutes of the January 26, 2016, Court Security Advisory Committee meeting. Ms. Fowler-Bradley abstained as she was not in attendance at that meeting.

---

**INFORMATION ONLY ITEMS (NO ACTION REQUIRED)**

---

**Info 1**

**Annual Agenda Update**

Judge Maddock reported that the draft that members approved had been submitted, and that he would present it to Executive and Planning Committee (E&P) members on April 14, 2016.

**Info 2**

**Solicitation for Nominations**

Judge Maddock reported that four members' terms will expire later this year (Judge Bennett, Judge Olmedo, Ms. Fowler-Bradley, and Ms. Fawcett) and that Ms. Fawcett is retiring in July. E&P is soliciting for nominations for two trial court judges, one trial court judicial administrator, and one appellate court judicial administrator. Details will be sent. The deadline is May 6, 2016.

---

**DISCUSSION AND POSSIBLE ACTION ITEMS (ITEMS 1-1)**

---

**Item 1**

**Trial Court Security Survey**

Judge Maddock discussed a trial court security survey to obtain information about needs and priorities, and proposed having staff prepare a first draft that would be circulated to members for review and comment, and then shared with chairs of the Court Executives Advisory Committee and Trial Court Presiding Judges Advisory Committee. Mr. Ellestad was asked to prepare a draft.

---

**ADJOURNMENT**

---

There being no further open meeting business, the meeting was adjourned at 12:31 p.m.

Approved by the advisory body on enter date.



# JUDICIAL COUNCIL OF CALIFORNIA

455 Golden Gate Avenue  
San Francisco, CA 94102-3688  
Tel 415-865-4200  
TDD 415-865-4272  
Fax 415-865-4205  
www.courts.ca.gov

HON. TANI G. CANTIL-SAKAUYE  
*Chief Justice of California*  
*Chair of the Judicial Council*

MR. MARTIN HOSHINO  
*Administrative Director,*  
*Judicial Council*

## COURT SECURITY ADVISORY COMMITTEE

HON. THOMAS M. MADDOCK  
*Chair*

*Hon. Patricia Bamattre-Manoukian*  
*Hon. Jeffrey G. Bennett*  
*Ms. Melissa Fowler-Bradley*  
*Ms. Deborah Norrie*  
*Hon. Charlaine F. Olmedo*  
*Mr. Darrel E. Parker*  
*Mr. Michael M. Roddy*  
*Hon. Jaime R. Román*

COMMITTEE STAFF  
*Mr. Edward Ellestad*  
*Tel 415-865-4538*  
*Fax 415-865-8990*

[date]

Hon. [name]  
Presiding Judge of [court]  
[address]  
[city, state, zip]

Re: Trial Court Security Questionnaire

Dear Judge [name]:

The Court Security Advisory Committee is gathering information to increase awareness of trial court security needs and priorities and to assist in future funding requests. To ensure that your court is represented, please complete the attached one-page survey, which should take no more than 30 minutes, and return it by [September 1, 2016].

To aid in information gathering, we have copied court staff who have worked with the Judicial Council on security projects and obtained summary data from committee staff in the Security Operations unit, which is shared below. The court has:

- [#] x-ray machines and [#] magnetometers that were purchased and maintained by the Screening Equipment Replacement Program [using a Trial Court Trust Fund allocation].
- Over the last 10 years, Security Operations installed access, duress, and/or camera systems [and did x other projects] for a total of [\$] in [#] facilities.
- [#] security projects for [x] being considered and prioritized for funding.
- [x] court-requested security assessments from the Security Operations unit. The last was dated [x].

As discussed at the Trial Court Presiding Judges Advisory Committee and Court Executives Advisory Committee meetings, the funding for the Trial Court Security Grant Program was eliminated starting Fiscal Year

Hon. [name]

[date]

Page 2

2015–2016 and a new source has not yet been identified, leaving courts with little assistance on new installation, maintenance, and replacement of systems. The Screening Equipment Replacement Program budget remains intact, but the program is significantly underfunded, resulting in shifting costs to the courts. Budget Change Proposals seeking to secure ongoing dedicated funding to address Court security system and equipment needs were submitted for Fiscal Year 2015–2016 and 2016–2017, both of which were denied. Responses to this survey will help us advocate for future funding to support trial court security equipment and systems. Please note that security staffing is a separate issue and is not part of this survey or our charge.

Please feel free to contact committee staff with any questions. Completed surveys can be returned to them at [securityoperations@jud.ca.gov](mailto:securityoperations@jud.ca.gov).

Sincerely,

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

TM/  
Attachment  
cc/att: [name], Court Executive Officer, [court]  
[facilities/security contacts at that court]

Please return completed survey to securityoperations@jud.ca.gov by [September 1, 2016].  
Additional information can be found in the cover letter that accompanied this survey.

**1. Rank from 1 to 5, with 1 being most important or immediate and 5 being the least, the following security concerns for your courthouses within the next 12 months.**

|   | Priority 1               | Priority 2               | Priority 3               | Priority 4               | Priority 5               |
|---|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Preventing weapons/prohibited items from being brought inside                                       | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Preventing attacks on judicial officers, employees, and court users                                 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Preventing property damage to court facilities  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Separating court staff from in-custodies  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Identifying/addressing issues via a security assessment   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Customized free on site trainings (active shooter, crime prevention, judicial officer safety, etc.) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

**2. Status of the following security equipment/systems in your courthouses?**

|                                  | A. Are they accurate     |                          | B. Are they sufficient   |                          |
|----------------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
|                                  | Yes                      | No                       | Yes                      | No                       |
| X-ray machines and magnetometers | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

  

|  | A. Do you have equipment |                          | B. What are replacement schedules<br>% each year | C. Do you have maintenance agreements |                          | D. Do you have funding to replace |                          | E. Do you have funding to maintain |                          |
|--|--------------------------|--------------------------|--|---------------------------------------|--------------------------|-----------------------------------|--------------------------|------------------------------------|--------------------------|
|  | Have                     | Need                     |  | Have                                  | Need                     | Yes                               | No                       | Yes                                | No                       |
| Electronic Access Control systems to secure staff areas          | <input type="checkbox"/> | <input type="checkbox"/> | Click here to enter text.                        | <input type="checkbox"/>              | <input type="checkbox"/> | <input type="checkbox"/>          | <input type="checkbox"/> | <input type="checkbox"/>           | <input type="checkbox"/> |
| Duress alarms for judicial officers on the bench and in chambers | <input type="checkbox"/> | <input type="checkbox"/> | Click here to enter text.                        | <input type="checkbox"/>              | <input type="checkbox"/> | <input type="checkbox"/>          | <input type="checkbox"/> | <input type="checkbox"/>           | <input type="checkbox"/> |
| Security Cameras for monitoring/response/recording               | <input type="checkbox"/> | <input type="checkbox"/> | Click here to enter text.                        | <input type="checkbox"/>              | <input type="checkbox"/> | <input type="checkbox"/>          | <input type="checkbox"/> | <input type="checkbox"/>           | <input type="checkbox"/> |
| Other security projects such as [x]                              | <input type="checkbox"/> | <input type="checkbox"/> | Click here to enter text.                        | <input type="checkbox"/>              | <input type="checkbox"/> | <input type="checkbox"/>          | <input type="checkbox"/> | <input type="checkbox"/>           | <input type="checkbox"/> |

Describe your security equipment and security system needs and priorities within the next 12 months (for example, replacing a 14-year old camera system that is increasingly problematic). Security staffing is a separate issue and is not part of this survey or our charge.

[Click here to enter text.](#)

**3. Would your court be able to operate safely without the following security equipment?**

|   | No                       | Maybe but extreme hardship | Maybe but moderate hardship | Maybe                    | Yes                      |
|---|--------------------------|----------------------------|-----------------------------|--------------------------|--------------------------|
| X-ray machines and magnetometers and maintenance agreements | <input type="checkbox"/> | <input type="checkbox"/>   | <input type="checkbox"/>    | <input type="checkbox"/> | <input type="checkbox"/> |
| Access system repairs and maintenance agreements            | <input type="checkbox"/> | <input type="checkbox"/>   | <input type="checkbox"/>    | <input type="checkbox"/> | <input type="checkbox"/> |
| Duress alarm repairs and maintenance agreements             | <input type="checkbox"/> | <input type="checkbox"/>   | <input type="checkbox"/>    | <input type="checkbox"/> | <input type="checkbox"/> |
| Camera repairs and maintenance agreements                   | <input type="checkbox"/> | <input type="checkbox"/>   | <input type="checkbox"/>    | <input type="checkbox"/> | <input type="checkbox"/> |
| Other security projects such as [x]                         | <input type="checkbox"/> | <input type="checkbox"/>   | <input type="checkbox"/>    | <input type="checkbox"/> | <input type="checkbox"/> |

**4. How often do the following security incidents occur in your court?**

|  | Never                    | 1-5 Incidents per month  | 6-10 Incidents per Month | More than 10 incidents per month | Daily Occurrence         |
|--|--------------------------|--------------------------|--------------------------|----------------------------------|--------------------------|
| Weapons confiscated at screening (guns/knives/other deadly weapons)  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>         | <input type="checkbox"/> |
| Unscreened persons entering screened areas   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>         | <input type="checkbox"/> |
| Violence or threats against court users (suspects/victims/witnesses/ family members/attorneys/LEO)   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>         | <input type="checkbox"/> |
| Violence or threats against court staff or judicial officers   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>         | <input type="checkbox"/> |
| Property crimes on/in court property (theft in parking lot/vandalism inside courthouse/burglary of courthouse/theft of property from within courthouse/etc.) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>         | <input type="checkbox"/> |

If your court tracks security-related statistics (such as confiscated items at entrance screening, acts of violence in the courthouse or threats and incidents involving staff/facilities), please share any metrics you have gathered, give anecdotes about crime trends in your court, and contact info of staff responsible for keeping these records for follow up questions.

[Click here to enter text.](#)

**5. Please share any experiences or anecdotes on how aforementioned security equipment or systems have helped, or could have helped, to prevent or address security concerns to date. What worked? What did not work? What may have helped if only your court had “that” system?**

[Click here to enter text.](#)

**6. If you would like to receive a current security assessment, or information on home assessments, online privacy protection for judicial officers, or free on-site customized staff trainings (active shooter, crime prevention, judicial officer safety, bomb threats, etc.), provide name of contact person.**

[Click here to enter text.](#)

**7. Number of courthouses in your county:**

[Click here to enter text.](#)