



JUDICIAL COUNCIL
OF CALIFORNIA

TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

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TRIAL COURT FACILITY MODIFICATION ADVISORY COMMITTEE

OPEN MEETING WITH CLOSED SESSION AGENDA

Open to the Public Unless Indicated as Closed (Cal. Rules of Court, rule 10.75(c)(1))

OPEN PORTION OF THIS MEETING IS BEING RECORDED

Date: October 23, 2015
Time: 10:00 AM - 4:00 PM
Location: Sacramento/Teleconference for Public Access
Public Call-in Number: 1-877-820-7831 Listen Only Code: 4502468

Meeting materials for open portions of the meeting will be posted on the advisory body web page on the California Courts website at least three business days before the meeting. Agenda items are numbered for identification purposes only and will not necessarily be considered in the indicated order.

I. OPEN MEETING (CAL. RULES OF COURT, RULE 10.75(C)(1))

Call to Order and Roll Call 10:00 AM

Approval of Minutes

Approve minutes of the August 31, 2015 Trial Court Facility Modification Advisory Committee meeting.

II. ACTION ITEMS (ITEMS 1 – 9)

Action Item 1 – (Action Required) – List A – Emergency Facility Modification Funding (Priority 1)

Summary: Ratify emergency facility modifications from List A.

Action Requested: Staff recommends 40 projects for a total of \$871,127 to be paid from funds previously encumbered for emergency funding.

Presenter: Mr. Patrick McGrath, Facilities Operations Manager

Action Item 2 – (Action Required) – List B – Facility Modifications Less than \$50K (Priority 2)

Summary: Ratify facility modifications less than \$50K from List B.

Action Requested: Staff recommends 86 projects for a total of \$590,706 to be paid from funds previously encumbered for facility modifications less than \$50K.

Presenter: Mr. Patrick McGrath, Facilities Operations Manager

Action Item 3 – (Action Required) – List C – Cost Increases Over \$50K

Summary: Ratify facility modifications requiring cost increases over \$50K from List C.

Action Requested: Staff recommends seven projects for a total cost increase to the Facility Modification program budget of \$989,695.

Presenter: Mr. Patrick McGrath, Facilities Operations Manager

Action Item 4 – (Action Required) – List D – Facility Modifications Over \$50K

Summary: Review recommended facility modifications over \$50K from List D.

Action Requested: Staff recommends 35 projects for a total cost to the Facility Modification Program Budget of \$10,798,599.

Presenter: Mr. Patrick McGrath, Facilities Operations Manager

Action Item 5 – Action Required) – List E – Court-Funded Facilities Requests (Facility Modifications)

Summary: Review Court-Funded Facilities Requests (Facility Modifications) from List E.

Action Requested: Staff recommends three CFRs for review and approval.

Presenter: Mr. Patrick McGrath, Facilities Operations Manager

Action Item 6– (Action Required) – FY 2014-2015 Annual Report

Summary: Review FY 2014-2015 TCFMAC Annual Report to the Judicial Council.

Action Requested: Staff recommends the committee delegate authority to the Chair and Vice-Chair to make changes based on court input and submit to E&P.

Presenter: Mr. Patrick McGrath, Facilities Operations Manager

Action Item 7 – (Action Required) – Quarterly Activity Report, Quarter 1 of Fiscal Year 2015-2016

Summary: Review and discuss the *Trial Court Facility Modification Advisory Committee Activity Report for Quarter 1, Fiscal Year 2015-2016*.

Action Requested: Provide input and additions to draft document and approve release to E&P upon revision.

Presenter: Mr. Patrick McGrath, Facilities Operations Manager

Action Item 8 – (Action Required) – 2016 Meeting Calendar

Summary: Confirm proposed 2016 TCFMAC meeting dates.

Action Requested: Staff recommends approving the meeting calendar for 2016.

Presenter: Mr. Patrick McGrath, Facilities Operations Manager

Action Item 9 – (Action Required) – Shared Cost Execution

Summary: Review and discuss approval authority and execution of FMs less than \$50K relative to Shared Cost Approval restrictions.

Action Requested: Staff recommends incorporating counties’ estimated share of projects \$15K-\$50K into annual Estimate Statements to allow for increased flow of approved projects into execution.

Presenter: Mr. Patrick McGrath, Facilities Operations Manager

III. DISCUSSION ITEMS (ITEMS 1 - 6)

Discussion Item 1 – List F – Funded Facility Modifications on Hold

Summary: Review and discuss projects that have previously been funded by the committee, but that are on hold for various reasons.

Presenter: Mr. Patrick McGrath, Facilities Operations Manager

Discussion Item 2 – Parking Rate Changes Report

Summary: Review and discuss proposed parking rate increases and change from “free” to “paid” parking at Harbor Justice Center.

Presenter: Mr. Patrick McGrath, Facilities Operations Manager, and Mr. Ken Kachold, Regional Manager

Discussion Item 3 – CFARF Reconciliation

Summary: Overview of CFARF budget, expenditures, and projects.

Presenter: Mr. Patrick McGrath, Facilities Operations Manager

Discussion Item 4 – Staffing Surge Report

Summary: Discuss staffing surge report.

Presenter: Mr. Patrick McGrath, Facilities Operations Manager, and Mr. Curt Soderlund, Chief Administrative Officer

Discussion Item 5 – Facilities Policies Working Group Overview

Summary: Discuss FPWG-approved policies and actions.

1. Real Estate, Ms. Eunice Calvert-Banks, Manager
2. Facilities Management, Mr. Jerry Pfab, Senior Manager
3. Environmental Compliance, Ms. Laura Sainz, Manager

Discussion Item 6 – Water Conservation Efforts Update

Summary: Update on water conservation policy implementation efforts.

Presenter: Ms. Laura Sainz, Environmental Compliance & Sustainability Manager

IV. INFORMATION ONLY ITEMS (ITEMS 1-2)

Information Item 1 – Court Facilities Trust Fund Report on Q1 Expenditures

Summary: Informational report on FY 15-16 Q1 expenditures from CFTF.

Information Item 2 – Report on Budget Reconciliation

Summary: Informational report on FY 15-16 budget reconciliation and spending plan, as well as completed and canceled facility modifications during the reporting period.

V. ADJOURNMENT

Adjourn to Closed Session

**VI. CLOSED SESSION (CAL. RULES OF COURT, RULE 10.75(d))
(ACTION ITEMS 1-2)**

Approval of Closed Session Minutes

Approve minutes of the August 31, 2015 Trial Court Facility Modification Advisory Committee closed meeting.

**Closed Action Item 1 – Security Related – Facility Modifications Less than \$50K
(List B)**

Facility Modification Security Projects (Action Required)

Pursuant to California Rules of Court, Rule 10.75(d)(5) *Security plans or procedures or other matters that if discussed in public would compromise the safety of the public or of judicial branch officers or personnel or the security of judicial branch facilities or equipment, including electronic data.*

Summary: Review security related facility modifications less than \$50K from List B.

Action Requested: Staff recommends two security related projects for a total of \$9,937 to be paid from funds previously encumbered for facility modifications less than \$50K.

Presenter: Mr. Patrick McGrath, Facilities Operations Manager

Closed Action Item 2 – Court-Funded Facilities Requests (List E) – Leases and Security Related

Court-Funded Facilities Requests – Leases and Security Related (Action Required)

Pursuant to California Rules of Court, Rule 10.75(d)(3) *Negotiations concerning a contract, a labor issue, or legislation;*

Pursuant to California Rules of Court, Rule 10.75(d)(4) *The price and terms of payment for the purchase, sale, exchange, or lease of real property for a judicial branch facility before the property has been acquired or the relevant contracts have been executed.*

Summary: Review Court-Funded Facilities Requests related to new leases and lease renewals.

Action Requested: Staff recommends executing the proposed leases on List E – Court-Funded Facilities Requests (Leases and Security Related Projects).

Presenter: Ms. Eunice Calvert-Banks, Manager, Real Estate

Adjourn Closed Session