



JUDICIAL COUNCIL OF CALIFORNIA

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TRIAL COURT FACILITY MODIFICATION
ADVISORY COMMITTEE

TRIAL COURT FACILITY MODIFICATION ADVISORY COMMITTEE

MINUTES OF OPEN SESSION OF MEETING

July 20, 2020
10:00 AM - 3:30 PM

Judicial Council of California – Teleconference

**Advisory Body
Members Present:**

Hon. Donald Cole Byrd, Chair
Hon. William F. Highberger, Vice-Chair
Hon. Garry G. Haehnle
Hon. Jennifer K. Rockwell
Hon. Vanessa W. Vallarta
Mr. W. Samuel Hamrick Jr.
Mr. Shawn C. Landry
Mr. Jarrod Orr
Mr. Darrel E. Parker

**Advisory Body
Members Absent:**

Hon. Brad R. Hill
Hon. Patricia M. Lucas

Staff Present:

The following Judicial Council staff were present:
Mr. Mike Courtney, Director, Facilities Services
Ms. Pella McCormick, Deputy Director, Facilities Services
Mr. Jagan Singh, Principal Manager, Facilities Services
Mr. Jim Peterson, Principal Manager, Facilities Services
Ms. Mimi Morris, Principal Manager, Facilities Services
Ms. Peggy Symons, Manager, Facilities Services
Mr. Andre Navarro, Manager, Facilities Services
Mr. Jack Collins, Manager, Facilities Services
Ms. Karen Baker, Manager, Facilities Services
Ms. Mary Bustamante, Manager, Facilities Services
Ms. Nanci Connelly, Supervisor, Facilities Services
Mr. Paul Fitzgerald, Supervisor, Facilities Services
Ms. Donna Jorgensen, Supervisor, Facilities Services
Mr. Glenn Mantoani, Supervisor, Facilities Services
Mr. Steve Shelly, Supervisor, Facilities Services
Mr. Randy Swan, Supervisor, Facilities Services
Mr. Paul Terry, Supervisor, Facilities Services
Mr. Patrick Treanor, Supervisor, Facilities Services
Mr. Yassen Roussev, Supervisor, Facilities Services
Mr. Ed Ellestad, Supervisor, Facilities Service
Mr. Charley Martel, Supervising Attorney, Legal Services
Ms. Kristin Kerr, Attorney, Legal Services
Ms. Rose Livingston, Senior Analyst, Facilities Services
Ms. Kate Albertus, Facilities Analyst, Facilities Services
Ms. Akilah Robinson, Associate Analyst, Facilities Services

Others Present:

Hon. Julie Culver, Presiding Judge, Superior Court of Monterey County
Mr. Chris Ruhl, Court Executive Officer, Superior Court of Monterey County

OPEN SESSION OF MEETING

Call to Order, Opening Remarks, and Roll Call

The chair called the open session of the meeting to order at 10:00 AM, roll was taken, and opening remarks were made.

Approval of Minutes

The advisory committee voted to approve the open session minutes of its meeting held on May 15, 2020 and its Out-of-Cycle meeting held on June 1, 2020. (*Motion: Highberger; Second: Vallarta*)

PUBLIC WRITTEN COMMENTS

No public comments were received.

OPEN SESSION - ACTION ITEMS (ITEMS 1-7)

Action Item 1 – Fiscal Year 2020-21 Facility Modification Budget

The committee approved the proposed Fiscal Year 2020-21 Facility Modification budget. (*Motion: Rockwell; Second: Orr*)

Action Item 2 – List A – Emergency Facility Modification Funding (Priority 1)

The committee approved 95 projects for a total of \$3,102,966 to be paid from Facility Modification program funds to be encumbered for Priority 1 projects. (*Motion: Haehnle; Second: Highberger*)

Action Item 3 – List B – Facility Modifications Under \$100K (Priority 2)

The committee approved 116 projects for a total of \$1,127,637 to be paid from Facility Modification program funds to be encumbered for Priority 2 projects Under \$100K. (*Motion: Highberger; Second: Parker*)

Action Item 4 – List C – Cost Increases Over \$50K

The committee approved 8 projects for a total cost increase of \$1,561,770 to the Facility Modification program budget. (*Motion: Vallarta; Second: Parker*)

Action Item 5 – List D – Facility Modifications Over \$100K

The committee approved 7 projects for a total cost to the Facility Modification Program budget of \$5,481,562. (*Motion: Landry; Second: Haehnle*)

Action Item 6 – Leak Assessment and Mitigation

The committee:

- 1) Reviewed historical data on the categories of plumbing leaks and the buildings in which the leaks predominantly occur, and considered two different options proposed by staff to mitigate their impact; and

- 2) Approved Option 1 which authorizes staff to use Planning funds from the FY 2020-21 Facility Modification Budget previously approved in Action Item 1 to hire a plumbing contractor to assess the top five buildings with the highest domestic water and fixture leaks and provide a project estimate to mitigate. The RFP for the plumbing contractor will be written with flexibility to allow for the possibility of moving forward with the actual mitigation work described in Option 2. Staff will report to the committee at the next TCFMAC meeting scheduled for August 31, 2020. (*Motion: Highberger; Second: Rockwell*)

Action Item 7 – Orange County Central Justice Center – Latest Communication from California State Fire Marshal

The committee:

- 1) Reviewed two options presented by staff for funding the fire/life/safety corrections to the Orange County Central Justice Center as required by the California State Fire Marshal; and
- 2) Approved Option 1 which authorizes staff to submit a Budget Change Proposal to fund the necessary work. (*Motion: Highberger; Second: Orr*)

OPEN SESSION - DISCUSSION ITEMS (ITEMS 1-7) (NO ACTION REQUIRED)

Discussion Item 1 – List E – Approved Court-Funded Requests (CFRs)

The committee reviewed CFR projects approved by the Facilities Services Deputy Director since the last meeting. 12 CFRs were approved, and 1 CFR was cancelled during this period.

Discussion Item 2 – List F – Funded Facility Modifications on Hold

The committee reviewed the standard list of previously funded FMs on hold.

Discussion Item 3 – Guidelines for the Responsibility of Facility Costs between the Judicial Council and Trial Courts

The committee received an update on the *Guidelines for the Responsibility of Facility Costs between the Judicial Council and Trial Courts* (formerly named *Facilities Funding Responsibilities between the Judicial Council and Superior Courts*).

Discussion Item 4 – Sustainability Plan Update

The committee received an update on the Sustainability Plan.

Discussion Item 5 – Leasing Expense and Revenue Forecast

Staff presented a report on Judicial Council leasing expenses and revenues.

Discussion Item 6 – Re-evaluate Guidelines for Priority 1 Emergency Elevator Calls

Staff reported on the need to re-evaluate guidelines for priority 1 emergency elevator calls during the coronavirus pandemic.

Discussion Item 7 – Director’s Update

The director of Facilities Services provided an update on the Service Provider procurement status.

**OPEN SESSION – INFORMATION-ONLY ITEMS (ITEMS 1–4)
(NO ACTION REQUIRED)**

The following Information Only items were provided for the committee’s review:

Information Item 1 – DMF-II Project List Update

Information Item 2 – DMF-III Project List Update

Information Item 3 – Architectural Revolving Fund Projects Update

Information Item 4 – Cancellation of October Travel Plans

ADJOURNMENT TO CLOSED SESSION AND ADJOURNMENT

There being no further open session business, the open session of the meeting was adjourned at 2:20 PM, and the advisory committee moved to the closed session of the meeting. The closed session of the meeting—which was closed to the public for discussion of security-related items (per Cal. Rules of Court, Rule 10.75(d))—was adjourned at 2:53 PM.

Approved by the advisory body on August 31, 2020.