



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

January 29, 2021
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. 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
Hon. Garry G. Haehnle

Staff Present: The following Judicial Council staff were present:
Mr. John Wordlaw, Chief Administrative Officer, Judicial Council
Ms. Pella McCormick, Acting 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. Maria Atayde-Scholz, 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
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. Robert Stetson, Facilities Management Administrator, Facilities Services
Mr. Charley Martel, Supervising Attorney, Legal Services
Ms. Kristin Kerr, Attorney, Legal Services
Ms. Maggie Stern, Attorney, Legal Services
Mr. Jeremy Ehrlich, Attorney, Legal Services
Mr. Zlatko Theodoric, Deputy Director, Budget Services
Ms. Donna Newman, Budget Supervisor, Budget Services
Ms. Lisa Crownover, Senior Budget Analyst, Budget Services
Ms. Kate Albertus, Facilities Analyst, Facilities Services
Ms. Akilah Robinson, Associate Analyst, Facilities Services

OPEN SESSION OF MEETING

Call to Order, Opening Remarks, and Roll Call

The chair called the open session of the meeting to order at 10:04 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 December 07, 2020, provided Action Item 1 is corrected to include the missing motion/second to capture the vote. (*Motion: Rockwell; Second: Highberger*)

PUBLIC WRITTEN COMMENTS

No public comments were received.

OPEN SESSION - ACTION ITEMS (ITEMS 1-9)

Action Item 1 – Facility Modification Program Budget Actions

The committee received an update on the Facility Modification (FM) Program Budget and approved the following reallocation:

1. \$783,288 from FMs Less than \$2K to Firm Fixed Price; and
2. \$4,000,000 from Priority 2 FMs Over \$100K funding to Priority 1 Emergency FMs funding. (*Motion: Rockwell; Second: Vallarta*)

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

The committee approved 98 projects for a total of \$2,112,804 to be paid from FM program funds previously encumbered for Priority 1 projects. (*Motion: Rockwell; Second: Hamrick*)

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

The committee approved five FM projects for a total cost increase of \$1,130,724 to the FM program budget. (*Motion: Vallarta; Second: Highberger*)

Action Item 4 – Guidelines for the Responsibility of Facility Costs between the Judicial Council and Trial Courts

The committee deferred taking action on the guidelines until its meeting on March 8, 2021. Additional time was allotted for review and comment on the guidelines by the members of the Court Executives Advisory Committee.

Also, the committee discussed staff's response to seating in Item 7 on page 14 of *Attachment 5–Comments Summary* and was directed to report back on a pricing comparison of theater-style versus bench-style seating.

Action Item 5 – 2021 Draft Trial Court Facility Modification Advisory Committee Annual Agenda

The committee approved the draft *2021 Trial Court Facility Modification Advisory Committee Annual Agenda*. (*Motion: Highberger; Second: Vallarta*)

Action Item 6 – Q1/Q2 Trial Court Facility Modification Reports for Fiscal Year 2020–21

The committee approved draft FY 2020–21 reports on FMs for quarters 1 and 2 and subject to final review and approval by TCFMAC chair and vice-chair for submission to the Judicial Council as Information-Only items. (*Motion: Highberger; Second: Vallarta*)

Action Item 7 – Extension of Deadline for \$5M Social Distancing Funds Reimbursement

The committee:

1. Approved the extension of the deadline from December 11, 2020, to February 16, 2021, for trial courts to submit requests for reimbursement for qualifying COVID-19 pandemic-related expenses to be paid for from the \$5 million in Maintenance Budget funds (CFTF 3066) made available by the committee in June 2020.

2. Received a status update on fund disbursements to date.

(*Motion: Rockwell; Second: Landry*)

Action Item 8 – Fiscal Year 2022–23 Budget Change Proposals

The committee approved FY 2022–23 Budget Change Proposals for consideration by the Judicial Council on the following funding needs: FMs, deferred maintenance, sustainability measures, operations and maintenance, and the council’s share of the County of San Diego’s project cost to modernize the San Diego Hall of Justice’s conveying (elevators and escalators) and HVAC systems. (*Motion: Highberger; Second: Rockwell*)

Action Item 9 – Riverside Southwest Justice Center Energy Efficiency Project

The committee approved staff’s request to reduce the project scope to court-exclusive areas only and proceed with the project. This project—for an LED interior and exterior lighting upgrade for the whole building (FM-0061175)—had been on hold since approved by the TCFMAC in May 2019, pending receipt of Riverside County’s shared-cost approval letter. The total project cost had been approved at \$456,980. The revised cost for the whole building is now \$530,000, and the cost for the court exclusive area is now \$428,000. (*Motion: Parker; Second: Orr*)

OPEN SESSION - DISCUSSION ITEMS (ITEMS 1-6)
(NO ACTION REQUIRED)

Discussion Item 1 – FY 2019–20 Annual Report to Legislature of Court Facilities Trust Fund (CFTF) Expenditures

The committee reviewed the FY 2019–20 CFTF Annual Report to the Legislature.

Discussion Item 2 – Court Facilities Trust Fund Status

The committee received an update on the status of the CFTF.

Discussion Item 3 – List E – Court-Funded Requests (CFRs)

The committee reviewed CFR projects approved by the Facilities Services Acting Director since the last meeting: 18 CFRs (11 leases and 7 FMs) were approved, and no CFRs were cancelled during the reporting period.

Discussion Item 4 – List F – Funded Facility Modifications on Hold

The committee reviewed the list of previously funded FM projects on hold.

Discussion Item 5 – Lease/License Expense and Revenue Forecast

The committee received a report on Judicial Council lease and license expenses and revenues.

Discussion Item 6 – Director’s Report

The committee received a report from the Facilities Services Acting Director on new service provider contracts and an analysis on the effectiveness of air scrubbers.

OPEN SESSION – INFORMATION-ONLY ITEMS (ITEMS 1-6)
(NO ACTION REQUIRED)

Information Item 1 – Governor’s Budget

Update on the Governor’s Budget.

Information Item 2 – DMF-2 Projects Update

Update on the DMF-2 projects.

Information Item 3 – DMF-3 Projects Update

Update on the DMF-3 projects.

Information Item 4 – Architectural Revolving Fund Projects Update

Update on the Architectural Revolving Fund projects.

Information Item 5 – List B – Facility Modifications Under \$100K (Priority 2)

The committee received an update on 19 Priority 2 FMs under \$100K with a Facility Modification Program project cost of \$223,208. Due to budget constraints, staff did not recommend any of these projects for approval.

Information Item 6 – List D – Priority 2 Facility Modifications \$100K and Over and Priority 3 Facility Modifications

The committee received an update on 24 Priority 2 FMs over \$100K with a FM Program project cost of \$17,225,986. Due to budget constraints, staff did not recommend any of these projects for approval.

ADJOURNMENT TO CLOSED SESSION AND ADJOURNMENT

There being no further open session business, the open session of the meeting was adjourned at 2:40 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 2:58 PM.

Approved by the advisory body on March 8, 2021.