



# 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

March 8, 2021  
12:00 PM - 1:30 PM

Judicial Council of California – Teleconference

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**Advisory Body** Hon. Donald Cole Byrd, Chair  
**Members Present:** Hon. William F. Highberger, Vice-Chair  
Hon. Garry G. Haehnle  
Hon. Jennifer K. Rockwell  
Hon. Vanessa W. Vallarta  
Mr. W. Samuel Hamrick, Jr.  
Mr. Jarrod Orr  
Mr. Darrel E. Parker

**Advisory Body** Hon. Brad R. Hill  
**Members Absent:** Hon. Patricia M. Lucas  
Mr. Shawn C. Landry

**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. Andre Navarro, Manager, Facilities Services  
Mr. Jack Collins, Manager, Facilities Services  
Ms. Karen Baker, Manager, 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. Patrick Treanor, Supervisor, Facilities Services  
Mr. Ed Ellestad, Supervisor, Facilities Services  
Mr. Zlatko Theodorovic, Deputy Director, Budget Services  
Mr. Charley Martel, Supervising Attorney, Legal Services  
Mr. Jeremy Ehrlich, Attorney, Legal Services  
Ms. Kristin Kerr, Attorney, Legal Services  
Ms. Maggie Stern, Attorney, Legal 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 12:01 PM, 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 January 29, 2021. (*Motion: Rockwell; Second: Highberger*)

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**PUBLIC WRITTEN COMMENTS**

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No public comments were received.

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**OPEN SESSION - ACTION ITEMS (ITEMS 1-4)**

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**Action Item 1 – Facility Modification Program Budget Actions**

The committee received an update on the status of the FM Program Budget and approved the reallocation of \$2,500,000 from the Facility Modifications (FMs) Less than \$2K budget to the Priority 2 FMs Over \$100K budget.

(*Motion: Highberger; Second: Parker*)

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

The committee approved 80 projects for a total of \$941,359 to be paid from FM program funds previously encumbered for Priority 1 projects. (*Motion: Vallarta; Second: Rockwell*)

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

The committee approved nine FM projects for a total cost increase of \$1,539,583 to the FM program budget. (*Motion: Haehnle; Second: Orr*)

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

The committee approved the *Guidelines for the Responsibility of Facility Costs between the Judicial Council and Trial Courts*. (*Motion: Parker; Second: Haehnle. Opposed: Orr*)

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**OPEN SESSION - DISCUSSION ITEMS (ITEMS 1-2)**

**(NO ACTION REQUIRED)**

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

The committee reviewed CFR projects approved by the Facilities Services Acting Director since the last meeting: two lease CFRs were approved, and no CFRs were cancelled during the reporting period.

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

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

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**OPEN SESSION – INFORMATION-ONLY ITEMS (ITEMS 1–2)  
(NO ACTION REQUIRED)**

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**Information Item 1 – List B – Facility Modifications Under \$100K (Priority 2)**

The committee received an update on 18 Priority 2 FMs under \$100K with a Facility Modification Program project cost of \$181,482. Due to budget constraints, staff did not recommend any of these projects for approval. However, and as visible to the public, FM project #16 will be changed to Priority 1, and if found visible to the public, FM project #2 will be changed to Priority 1. Moreover, and at the point FM projects #5 and #6 become more serious, they will be changed to Priority 1.

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

The committee received an update on 26 Priority 2 FMs over \$100K with an FM Program project cost of \$18,528,851. Due to budget constraints, staff did not recommend any of these projects for approval.

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**ADJOURNMENT TO CLOSED SESSION AND ADJOURNMENT**

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There being no further open session business, the open session of the meeting was adjourned at 1:17 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 1:38 PM.

Approved by the advisory body on April 12, 2021.