



Judicial Council of California

Trial Court Facility Modification
Advisory Committee

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TRIAL COURT FACILITY MODIFICATION ADVISORY COMMITTEE

MINUTES OF OPEN SESSION OF MEETING

October 27, 2023

10:00 AM - 1:19 PM

Van Nuys Courthouse East/Videocast for Public Access

Advisory Body Members Present: Hon. Donald Cole Byrd, Chair (by video)
Hon. William F. Highberger, Vice-Chair
Hon. John B. Ellis
Hon. Jennifer K. Rockwell
Hon. Vanessa W. Vallarta
Mr. Jarrod Orr
Mr. Darrel E. Parker (by video)
Ms. Nocona Soboleski
Mr. David H. Yamasaki

Advisory Body Members Absent: Hon. Brad R. Hill
Hon. Patricia M. Lucas (Ret.)

Staff Present: The following Judicial Council staff were present:

Mr. Adam Dorsey, Chief Administrative Officer, Executive Office
Ms. Pella McCormick, Director, Facilities Services
Mr. Tamer Ahmed, Deputy Director, Facilities Services
Mr. Harry O'Hagin, Principal Manager, Facilities Services (by video)
Mr. Michael Sablich, Principal Manager, Facilities Services
Mr. Jagan Singh, Principal Manager, Facilities Services
Mr. Robert Carlson, Manager, Facilities Services
Ms. Mimi Chung, Manager, Facilities Services (by video)
Mr. Jack Collins, Manager, Facilities Services
Ms. Nanci Connelly, Manager, Facilities Services (by video)
Mr. Andre Navarro, Manager, Facilities Services
Mr. Paul Terry, Manager, Facilities Services (by video)
Mr. Glenn Mantoani, Supervisor, Facilities Services (by video)
Ms. Jennifer Merrill, Supervisor, Facilities Services (by video)
Mr. Steve Shelley, Supervisor, Facilities Services (by video)
Mr. Randy Swan, Supervisor, Facilities Services (by video)
Mr. Patrick Treanor, Supervisor, Facilities Services (by video)
Mr. Guillermo Urena, Supervisor, Facilities Services
Mr. Doug Walthour, Supervisor, Facilities Services (by video)
Mr. Javier Carrillo, Facilities Management Administrator, Facilities Services (by video)
Mr. Fred Salas, Facilities Management Administrator, Facilities Services
Mr. Hugh Dwiggin, Senior Facilities Analyst, Facilities Services (by video)
Ms. Kate Albertus, Facilities Analyst, Facilities Services
Ms. Sadie Varela, Facilities Analyst, Facilities Services (by video)
Ms. Mary Li, Associate Analyst, Facilities Services
Ms. Akilah Robinson, Associate Analyst, Facilities Services (by video)
Ms. Hannah Rashyde, Administrative Specialist, Facilities Services (by video)
Ms. Kristin Kerr, Supervising Attorney, Legal Services (by video)
Ms. Erin Stagg, Attorney II, Legal Services (by video)

OPEN SESSION OF MEETING

Call to Order, Opening Remarks, and Roll Call

Judge William F. Highberger presided over the meeting as chair and called the open session of the meeting to order at 10:02 AM. At that time, 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 August 28, 2023. (*Motion: Vallarta; Second: Rockwell; Abstain: Orr and Yamasaki*)

PUBLIC WRITTEN COMMENTS

Prior to the meeting regarding Discussion Item 5 on the agenda, the committee received the following written comment, which was read into the record by Ms. Pella McCormick:

My question is whether the Judicial Council intends to comply with Senate Bill 1203 which added Safety Code section 38562.4 in which declares the legislature’s intent that state agencies such as the Judicial Council aim to achieve net-zero emissions of greenhouse gases resulting from their operations no later than January 1, 2035.

In response to this inquiry, Judicial Council staff replied with the following statement:

The Judicial Council complies with requirements applicable to judicial branch entities and routinely considers executive branch guidance regarding carbon emissions when conducting environmental review.

DIRECTOR’S REPORT

The committee received the following updates:

1. New Capital Project Building Activations—El Centro (Imperial), Redding (Shasta), and Willows (Glenn):

- Three capital construction projects are nearing completion, and the buildings will soon be activated as operating courthouses:
 - **Imperial – New El Centro Courthouse:** The dedication ceremony is scheduled for December 18, 2023, with the courthouse opening to the public in January 2024. Effective November 1, 2023, a building engineer from the service provider (Pride Industries) will have permanent assignment to the new building. Building maintenance training has been completed. Pending completion of punch-list items, the facility is scheduled for the court to move in at the end of November 2023.
 - **Shasta – New Redding Courthouse:** The building is expected to receive its Certificate of Occupancy by October 31, 2023. Once received, the activation activities will begin, which will take an additional 45 to 90 days before the building opens to the public.
 - **Glenn – Willows Courthouse and Renovation:** The building is scheduled to open to the public on November 1, 2023. The date of the dedication ceremony is yet to be

determined. A building engineer from the service provider (Pride Industries) has been assigned to the building. Training and punch list items are ongoing and scheduled to complete by November 1, 2023, with some remaining items to be completed by mid-December 2023.

2. Orange Central Justice Center (CJC) Project Update:

- Prior to the CJC’s transfer to the state, the county, starting at the 11th floor working downwards, initiated floor-by-floor renovation to upgrade the existing fire and life safety (FLS) systems. The FLS systems upgrade work was stopped at the 4th floor, prior to the transfer of the facility to the Judicial Council in 2012.
- The Judicial Council has a project underway to expand the FLS systems through the remaining floors. The total project cost of \$71 million is shared by the Judicial Council and county, respectively. The Notice to Proceed was issued on January 30, 2023, and project completion date is expected in January 2026.
- Since the courthouse must continue operating, some operations relocated to swing space. Phase 1 began in September 2023, with work continuing on abatement and demolition. State Fire Marshal approval of the FLS systems is expected in the near term, and the Phase 2 relocation plan has commenced.

3. Staffing Update:

The following Judicial Council staff were introduced:

- Mr. Adam Dorsey, incoming Chief Administrative Officer, will replace Mr. John Wordlaw effective January 1, 2024.
- Mr. Robert Carlson is a new manager in the Facilities Services Project Management Unit.

OPEN SESSION - ACTION ITEMS (ITEMS 1-6)

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

The committee approved 158 projects for a total of \$6,222,822 to be paid from Facility Modification (FM) program funds previously encumbered for Priority 1 projects.

(Motion: Ellis; Second: Orr)

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

The committee approved 128 projects for a total of \$1,486,930 to be paid from FM program funds previously encumbered for Priority 2 projects under \$100K.

(Motion: Yamasaki; Second: Rockwell)

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

The committee approved cost increases over \$50K for two projects for a total of \$402,406 to be paid from FM program funds. *(Motion: Vallarta; Second: Yamasaki)*

Action Item 4 – List D – Facility Modifications Over \$100K (Priority 2)

The committee approved five Priority 2 FMs over \$100K for a total cost to the FM program budget of \$2,996,451. (*Motion: Ellis; Second: Orr*)

Action Item 5 – Trial Court Facility Modification Advisory Committee 2024 Meeting Schedule

The committee approved its proposed meeting schedule for the 2024 calendar year, with the meeting on May 20, 2024, changed from virtual to in-person in San Francisco with remote appearance as necessary. (*Motion: Rockwell; Second: Ellis*)

Action Item 6 – Trial Court Facility Modifications Report for Quarter 1 of Fiscal Year 2023–24

The committee approved the *Trial Court Facility Modifications Report for Quarter 1 of Fiscal Year 2023–24* for submission to the Judicial Council as an information-only item. In addition, the committee requested that future reports include summary tables—by project category/cost and county/cost—for ease of reference to the FMs listed in the report’s Attachment A.

(*Motion: Vallarta; Second: Rockwell*)

**OPEN SESSION - DISCUSSION ITEMS (ITEMS 1–5)
(NO ACTION REQUIRED)**

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

The committee received an update on CFR projects approved by the Facilities Services Director since the last meeting and CFR projects cancelled.

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

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

Discussion Item 3 – Facilities Maintenance Performance Report

The committee reviewed the facilities maintenance performance report.

Discussion Item 4 – Parking Program Additional Information

The committee reviewed additional information on the parking program stemming from a question posed during its July 2023 meeting.

Discussion Item 5 – Sustainability Update

The committee received an update on sustainability initiatives.

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

Information Item 1 – Deferred Maintenance Funding – DMF-2 Projects Update

The committee received an update on the status of DMF-2 projects.

Information Item 2 – Deferred Maintenance Funding – DMF-3 Projects Update

The committee received an update on the status of DMF-3 projects.

Information Item 3 – Deferred Maintenance Funding – DMF-4 Projects Update

The committee received an update on the status of DMF-4 projects.

Information Item 4 – Architectural Revolving Fund Projects Update

The committee received an update on the status of FMs in the Architectural Revolving Fund.

ADJOURNMENT TO CLOSED SESSION AND ADJOURNMENT

There being no further open session business, the open session of the meeting was adjourned at 1:19 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 1:35 PM.

Approved by the advisory body on December 4, 2023.