



## Judicial Council of California Administrative Office of the Courts

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Executive Office Programs Division*

**TO:** Justices of the Court of Appeal  
Judges, Commissioners, and Referees of the Superior Courts  
Executive Officers of the Superior Courts  
Clerk/Administrators of the Courts of Appeal  
Judicial Council Members  
Judicial Council Advisory Committee and Task Force Members  
Specialty Bar Associations  
Law-Related Community Organizations  
Interested Others

**FROM:** Pat Sweeten, Director  
Executive Office Programs Division

**DATE:** April 18, 2002

**SUBJECT/PURPOSE  
OF MEMO:** Nominations to the Judicial Council and Its Advisory Committees

**ACTION REQUIRED:** Submit form by the applicable deadline below.

**DEADLINE:** Judicial Council Membership: **May 31, 2002**  
Advisory Committee/Commission Membership: **June 28, 2002**

**CONTACT FOR  
FURTHER  
INFORMATION:** **NAME:** Roma Cheadle **TEL:** 415-865-7640 **FAX:** 415-865-4332 **EMAIL:** [Jcservices@jud.ca.gov](mailto:Jcservices@jud.ca.gov)

The Executive and Planning Committee of the California Judicial Council is soliciting nominations to fill vacancies on the Judicial Council and its advisory committees and on the Legal Services Trust Fund Commission.

The Judicial Council is the policy-making body of the state courts. It has the responsibility to set the direction and provide the leadership for improving the quality of the California judicial system and advancing the consistent, independent, impartial, and accessible administration of justice. Advisory committees help the council to fulfill its responsibility by apprising it of issues and concerns that confront the judicial system and by suggesting solutions and responses.

### **Judicial Council Vacancies**

For the three-year term commencing September 15, 2002, nominations are sought to fill voting positions on the council for one appellate court justice and three superior court judges.

Nonvoting vacancies on the council have not been included in this solicitation. In the near future, a solicitation for those vacancies will be sent to the specific groups involved.

### *Council Membership and Responsibilities*

The Chief Justice appoints council members according to positions prescribed in the California Constitution and California Rules of Court. Prior service on Judicial Council advisory committees is desirable. Some advisory members are nominated or selected by certain groups or organizations. A description of the council's mission, guiding principles, membership, and terms appears in California Rules of Court (Title Six, Judicial Administration Rules), rules 6.1 through 6.13. Additional information about the function and membership of the council can be found in article VI of the California Constitution.

### *Members' Terms and Time Commitment*

Terms of service for voting members of the Judicial Council are three years. Members attend approximately 8 one- to three-day council meetings per year. Each member is also appointed to an internal committee of the council, which requires participation in an additional 15 to 25 committee meetings per year (in person or by phone). Current members estimate that, in addition to attending meetings, they spend 3 to 4 days per month on council-related tasks.

## **Committee Vacancies**

The Chief Justice appoints advisory committee members according to positions or categories prescribed by the California Rules of Court and by statute. Positions held by members vary according to the focus of the committee. For example, the Family and Juvenile Law Advisory Committee includes the categories of CASA director and children's rights attorney; the Appellate Advisory Committee includes the categories of appellate justice and trial court judge with appellate experience.

Approximately 80 people are appointed annually to advisory committees. The 2002 Advisory Committee Nomination Form lists the positions for which nominations are being solicited in this cycle.

### *Committee Members' Responsibilities and Time Commitment*

The council's advisory committees regularly monitor certain topics, areas of law, and segments of the judiciary and comment to the council on identified issues. Each committee reviews and makes recommendations on legislation, rules, standards, and forms within its purview. Committee membership requires a commitment of 10 hours per month on average but may vary considerably from month to month, depending on the projects under way. Committees meet in person 4 to 10 times per year and by telephone conference 5 to 18 times per year.

### *Committee Members' Terms*

Terms of service for advisory committee members are generally three years in duration, although some committees' terms are for only one or two years. Terms of service for those appointed in this nomination cycle will begin November 1, 2002. For a description of the membership, terms, functions, and duties of advisory committees, see California Rules of Court, rules 6.30 through 6.55.

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### **How to Apply**

Complete a nomination form, attach a biography or curriculum vitae no longer than two pages, and return these by **May 31** (Judicial Council) or **June 28** (advisory committee/commission) to:

Office of the Secretariat  
Administrative Office of the Courts  
455 Golden Gate Avenue  
San Francisco, California 94102-3660  
Attn: Roma K. Cheadle  
Fax: 415-865-4332

Alternatively, the nominations solicitation letter and application forms can be completed online or downloaded from the California Courts Web site at [www.courtinfo.ca.gov/courtadmin/jc/nomform.htm](http://www.courtinfo.ca.gov/courtadmin/jc/nomform.htm) .

Before nominating someone, please check to ensure that your nominee is interested in a position and is available to serve if selected. Self-nominations are encouraged.

We very much appreciate your contribution to this important process. If you have any questions, please contact the Secretariat office at 415-865-7640.