

STATE OF CALIFORNIA



MEMO

To : POLICY AND PROCEDURE COMMITTEE **Date:** December 19, 2013
RAMON ALVAREZ C., CHAIR
GLENN STEVENS, MEMBER

From : WILLIAM G. BRENNAN
ROBIN PARKER

Subject: ANNUAL REPORT CONCERNING BOARD ADOPTED POLICIES

Over the years, the Board has adopted a wide range of policies pertaining to Board operations. While these policies do not have the force of law, they serve as guides to the Board and staff. In addition, they may be modified or waived as the Board determines appropriate. The staff has consolidated the policies into a single document for purposes of consistency and to educate new members.

The enclosed summary provides the Board with an opportunity to review the policies and suggest changes as deemed appropriate. The changes from 2013 are noted in underline and strikeout font; they pertain to annual updates, the resignation of Judge Prod, and improvements to the Transcript Policy to pattern it more closely to the courts. There were no substantive changes.

This matter is being agendized for informational purposes only and no Board action is required.

If you have any questions or require additional information, please to not hesitate to contact me at (916) 324-6197 or Robin at (916) 323-1536.

Enclosure

cc: Bismarck Obando