

Traffic Advisory Committee

Annual Agenda¹—2024

Approved by Rules Committee, October 26, 2023

I. COMMITTEE INFORMATION

Chair:	Hon. Maria Lucy Armendariz, Judge, Superior Court of California, County of Los Angeles
Lead Staff:	Jamie Schechter, Attorney, Criminal Justice Services Office
Committee's Charge/Membership: Rule 10.54 of the California Rules of Court states the charge of the Traffic Advisory Committee, which is to make recommendations to the Judicial Council for improving the administration of justice in the area of traffic procedure, practice, and case management and in other areas as set forth in the fish and game, boating, forestry, public utilities, parks and recreation, and business licensing bail schedules. The Traffic Advisory Committee currently has 13 members. The current committee roster is available on the committee's web page.	
Subcommittees/Working Groups²: None.	
Meetings Planned for 2024 ³ (Advisory body and all subcommittees and working groups) Date/Time/Location or Teleconference: <ul style="list-style-type: none">• In-person meeting October 2024 in San Francisco.• Bi-weekly telephone conferences as needed throughout the year. <input type="checkbox"/> Check here if exception to policy is granted by Executive Office or rule of court.	

¹ The annual agenda outlines the work a committee will focus on in the coming year and identifies areas of collaboration with other advisory bodies and the Judicial Council staff resources.

² California Rules of Court, [rule 10.30 \(c\)](#) allows an advisory body to form subgroups, composed entirely of current members of the advisory body, to carry out the body's duties, subject to available resources, with the approval of its oversight committee.

³ Refer to [Operating Standards for Judicial Council Advisory Bodies](#) for governance on in-person meetings.

II. COMMITTEE PROJECTS

#	New or One-Time Projects ⁴ [Group projects by priority number.]	
1.	Revision of Can't Afford to Pay Fine forms (forms TR-320/CR-320, form TR-321/CR-321)	Priority 1 (a) ⁵
		Strategic Plan Goal IV ⁶
<p>Project Summary⁷: MyCitations is an online option developed by the Judicial Council and 7 superior courts that allows a litigant to request an ability-to-pay determination for infraction fines and fees without having to appear in court. With the passage of Assembly Bill 143 (Stats. 2021, ch. 79), each of the 58 trial courts will offer online ability-to-pay determinations using MyCitations by June 30, 2024. Several stakeholders have noted that the infraction <i>Can't Afford to Pay Fine</i> forms (Ability to Pay forms) should be revised to be consistent with MyCitations.</p> <p>Status/Timeline: Anticipated circulation for comment in Spring 2024, with an effective date of January 2025.</p> <p>Fiscal Impact/Resources:</p> <p><input type="checkbox"/> This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</p> <p>Internal/External Stakeholders: Any proposal will be circulated for public comment.</p> <p>AC Collaboration: Criminal Law Advisory Committee, Advisory Committee on Providing Access and Fairness</p>		
2.	Revision of Agreement to Pay and Forfeit Bail in Installments forms and Agreement to Pay Traffic Violator School Fees in Installments (form TR-300), (form TR-300 (online)), form TR-310), and (form TR-310 (online))	Priority 1(b) ⁵
		Strategic Plan Goal IV ⁶
<p>Project Summary⁷: These forms need a reevaluation about the intended audience of the forms and whether separate “online” versions of the forms are still necessary in light of all council forms being accessible and fillable online.</p>		

⁴ All proposed projects for the year must be included on the Annual Agenda. If a project implements policy or is a program, identify it as *implementation* or a *program* in the project description and attach the Judicial Council authorization/assignment or prior approved Annual Agenda to this Annual Agenda.

⁵ For non-rules and forms projects, select priority level 1 (must be done) or 2 (should be done). For rules and forms proposals, select one of the following priority levels: 1(a) Urgently needed to conform to or accurately reflect the law; 1(b) Council or an internal committee has directed the committee to consider new or amended rules and forms; 1(c) Change is urgently needed to remedy a problem that is causing significant cost or inconvenience to the courts or the public; 1(d) Proposal is otherwise urgent and necessary, such as a proposal that would mitigate exposure to immediate or severe financial or legal risk. 2(a) Useful, but not necessary, to implement changes in law; 2(b) Responsive to identified concerns or problems; 2(c) Helpful in otherwise advancing Judicial Council goals and objectives.

⁶ Indicate which goal number of The Strategic Plan for California's Judicial Branch the project most closely aligns.

⁷ A key objective is a strategic aim, purpose, or “end of action” to be achieved for the coming year.

#	New or One-Time Projects⁴ [Group projects by priority number.]	
	<p>Status/Timeline: Anticipated circulation for comment in Spring 2024, with effective date of January 2025.</p> <p>Fiscal Impact/Resources: <input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Any proposal will be circulated for public comment.</p> <p>AC Collaboration: None</p>	
3.	Amend Cal. Rules of Court, rule 4.107	Priority 1(c)⁵ Strategic Plan Goal IV⁶
	<p>Project Summary⁷: A stakeholder requested the Traffic Advisory Committee consider revision of Cal. Rules of Court, rule 4.107 to clarify whether reminder notices are required for all infractions or Vehicle Code infractions only, and if it is required for all infractions, clarification about the procedure for litigants who do not have an address on file with the Department of Motor Vehicles.</p> <p>Status/Timeline: Anticipated circulation for comment in Spring 2024, with effective date of January 2025.</p> <p>Fiscal Impact/Resources: <input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Any proposal will be circulated for public comment.</p> <p>AC Collaboration: None.</p>	
4.	Revision of Traffic Instructions and Citations (forms TR-INST, TR-100, TR-106, TR-108, TR-115, TR-120, TR-140)	Priority 1(d)⁵ Strategic Plan Goal IV⁶
	<p>Project Summary⁷: Traffic citation forms, including form TR-130 (commonly known as a “ticket”) fall within the purview of the Traffic Advisory Committee. A revised form TR-130 was adopted by the council on September 19, 2023. The Traffic Advisory Committee expects to make conforming changes to the remaining citation forms based on the new form TR-130.</p> <p>Status/Timeline: Anticipated circulation for comment in Spring 2024, with effective date of January 2025.</p>	

#	New or One-Time Projects⁴ [Group projects by priority number.]	
	<p>Fiscal Impact/Resources: Committee staff, Criminal Law Advisory Committee.</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: California Highway Patrol and other law enforcement agencies.</p> <p>AC Collaboration: None.</p>	
5.	<p>Revision of Trial by Declaration form TR-235</p>	<p>Priority 2 (b)⁵</p> <p>Strategic Plan Goal IV⁶</p>
	<p>Project Summary⁷: A stakeholder requested the Traffic Advisory Committee consider revision of treatment of Engineering and Traffic surveys (ETS) on this form, specifically the term “on file with the court” in box 4 and 5.</p> <p>Status/Timeline: Anticipated circulation for comment in Spring 2024, with effective date of January 2025.</p> <p>Fiscal Impact/Resources:</p> <p><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p>Internal/External Stakeholders: Any proposal will be circulated for public comment.</p> <p>AC Collaboration: None</p>	

#	Ongoing Projects and Activities⁴ [Group projects by priority number.]	
1.	2024 Bail Schedules Revision	Priority 1(a)⁵
		Strategic Plan Goal IV⁶
<p>Project Summary⁷: The Traffic Advisory Committee is required to revise and update the Uniform Bail and Penalty Schedules annually to conform with new laws, as required by Penal Code section 1269b and California Rule of Court 4.102.</p> <p>Status/Timeline: Anticipated January 2024 effective date.</p> <p>Fiscal Impact/Resources:</p> <p><input type="checkbox"/> This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</p> <p>Internal/External Stakeholders: Will be circulated for public comment.</p> <p>AC Collaboration: N/A</p>		
2.	Review Pending and Enacted Legislation	Priority 1(a)⁵
		Strategic Plan Goal II⁶
<p>Project Summary⁷: Review pending and enacted legislation that may have an impact on traffic court administration. Provide subject matter expertise on legislation, including fiscal impacts for the courts. Propose rules and forms necessary to comply with legislation or other directives.</p> <p>Status/Timeline: Ongoing</p> <p>Fiscal Impact/Resources: Committee Staff, Governmental Affairs.</p> <p><input type="checkbox"/> This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</p> <p>Internal/External Stakeholders: N/A</p> <p>AC Collaboration: N/A</p>		
3.	Traffic Bench Officer and Temporary Judge Training	Priority 1(a)⁵

#	Ongoing Projects and Activities⁴ [Group projects by priority number.]	
		<i>Strategic Plan Goal IV⁶</i>
	<p data-bbox="176 245 1913 318"><i>Project Summary⁷</i>: Provide advice as requested by the Center for Judicial Education and Research (CJER) with development of traffic training programs and materials for bench officers and temporary judges assigned to traffic proceedings.</p> <p data-bbox="176 367 527 399"><i>Status/Timeline</i>: Ongoing.</p> <p data-bbox="176 440 737 472"><i>Fiscal Impact/Resources</i>: Committee staff.</p> <p data-bbox="176 483 1906 553"><input type="checkbox"/> <i>This project may result in an allocation or distribution of funds to the courts. We will coordinate with Budget Services to ensure their review of relevant materials.</i></p> <p data-bbox="176 594 663 626"><i>Internal/External Stakeholders</i>: N/A</p> <p data-bbox="176 667 806 699"><i>AC Collaboration</i>: CJER Governing Committee.</p>	

III. LIST OF 2023 PROJECT ACCOMPLISHMENTS

[Provide highlights and achievements of completed projects that were included in the [Previous Year] Annual Agenda.]

#	Project Highlights and Achievements <i>[Provide brief, broad outcome(s) and completed date.]</i>
1.	The committee updated the Uniform Bail and Penalties Schedule to be consistent with 2023 legislation, completed December 2023.
2.	The committee provided Government Affairs office and the council’s Legislation Committee subject matter expertise on numerous pending traffic bills, including operational and fiscal impacts of proposed legislation, ongoing.
3.	The committee sent a proposal to the Council that amended Cal. Rules of Court, rule 4.103; revised forms TR-130, TR 140, and TR INST; and revoked forms TR-135 and TR-145, approved at September 19, 2023 meeting.
4.	The committee sent a proposal to the Council for technical changes to Amend Cal. Rules of Court, rule 4.107; revise forms TR-235, TR-300, TR-300o, TR-310, TR-310o, approved at September 19, 2023 meeting.