

Admin.

January 22, 2020

Memorandum 2020-2

Meeting Schedule

As a state body, the Committee on Revision of the Penal Code (“Committee”) is required to conduct its business in public meetings.

The Chair has proposed that the Committee hold regular two-day meetings, six times a year. The first day of each meeting would be dedicated to public comment and testimony from invited witnesses. The second would be a day of Committee deliberation and discussions with staff. Each meeting would be dedicated to a different topic. The proposed topics for 2020 would roughly follow the arc of a criminal case, from policing and pretrial matters, to sentencing, to release, supervision, and community reentry.

The Committee should set a schedule for its meetings in 2020, with an eye toward maximizing attendance by Committee members and leaving enough time between meetings for necessary staff work.

To facilitate attendance by legislative members, the schedule should avoid conflicting with important legislative deadlines and with legislative members’ committee assignments.

It would also be helpful to avoid conflicts with dates that are scheduled for meetings of the California Law Revision Commission.¹ That would make it easier for the Commission’s senior staff to attend the Committee’s meetings.

With those considerations in mind, the staff proposes the following dates (all of which are Thursdays and Fridays) for meetings in 2020:

March 12 & 13
April 30 & May 1
June 11 & 12
July 30 & 31
September 17 & 18
November 12 & 13

Committee members are requested to bring their calendars to the January meeting, in case conflicts require making adjustments to the proposed schedule.

1. In 2020, the Commission is scheduled to meet on January 30, March 26, May 21, July 16, September 10, and November 5.

Once any necessary adjustments have been made, the Committees should approve a meeting schedule.

Respectfully submitted,

Brian Hebert
Executive Director