Policy and Planning Committee
Matheson Courthouse
Council room
450 South State St.
Salt Lake City, Utah 84111

June 3, 2016

Members Present	**Members Excused**
Hon. Ann Boyden	Hon. Marvin Bagley
John Lund	Hon. Mark DeCaria
Hon. Reed S. Parkin	Hon. Mary Noonan
	Nancy J. Sylvester

Staff	**Guests**
Keisa L. Williams	

(1) Approval of minutes
Judge Reed Parkin stated there are not enough members present to be a quorum; therefore the members briefly discussed a few issues. Without a quorum the minutes from May 6, 2016 will need to be approved at the next meeting.

(2) CJA 11-203. Senior justice court judges.
Judge Parkin discussed the justice court issues with senior judges. Judge Parkin stated if there are two judges with an individual caseload of less than 60% the county can begin reduction proceedings.

The committee briefly discussed CJA 11-203; however, due to the lack of a quorum no motions were made.

(3) CJA 4-202.02. Records classification.
Keisa Williams stated H.B. 68 made changes regarding compelling blood draws for individuals with suspected infectious diseases. Judge Mary Noonan confirmed this is most likely for emergency response personnel.

The committee briefly discussed CJA 4-202.02; however, due to the lack of a quorum no motions were made.

(4) CJA 4-403. Electronic signature and signature stamp use.
Ms. Williams stated that Brent Johnson was notified that some justice courts throughout the state have adopted a policy of only using clerks' first name and the first initial of their last name when they are signing court documents below a Judge's stamped or e-signature. Mr. Johnson recommended the committee discuss a consistent state-wide policy and encouraged requiring the use of the full first and last name.

The committee briefly discussed CJA 4-403; however, due to the lack of a quorum no motions were made.

(5) Other Business
The member discussed rescheduling the July 1 meeting to June 24. Staff will send out notice of the change. There was no other business and the meeting was adjourned.