

**UTAH JUDICIAL COUNCIL
POLICY, PLANNING and TECHNOLOGY COMMITTEE
MEETING MINUTES**

Webex video conferencing
December 2, 2022: 9 am

MEMBERS:	PRESENT	EXCUSED	GUESTS:
Judge Samuel Chiara, <i>Chair</i>	•		Paul Barron Keri Sargent
Judge Suchada Bazzelle	•		
Judge Augustus Chin	•		STAFF:
Judge David Connors		•	Keisa Williams Brody Arishita Minhvan Brimhall
Judge James Gardner	•		

(1) Welcome and approval of minutes:

Judge Chiara welcomed committee members to the meeting. The committee considered the minutes from the November 4, 2022 meeting. With no changes, Judge Bazzelle moved to approve the minutes as presented. Judge Gardner seconded the motion. The motion passed unanimously.

(2) Email filings by Self-Rep litigants:

- CJA 4-503. Mandatory electronic filing (civil and probate)
- CJA 4-603. Mandatory electronic filing (criminal/district)
- CJA 4-801. Filing small claims cases
- CJA 4-901. Mandatory electronic filing in juvenile court
- CJA 9-302. Mandatory electronic filing (criminal/justice court)

The proposed amendments reflect the Judicial Council's decision to ensure self-represented litigants may continue to file by email until the MyCase system is available. The committee recommended minor, non-substantive changes to the rules. The committee also noted that Licensed Paralegal Practitioners currently do not have the ability to electronically file in juvenile court matters.

With no further discussion, Judge Gardner moved to approve rules CJA 4-503, 4-603, 4-801, 4-901, and 9-302 as amended with a recommendation to the Judicial Council that they be approved on an expedited basis with a December 17, 2022 effective date, followed by a 45-day comment period. Judge Bazzelle seconded the motion. The motion passed unanimously.

Technology report/proposals:

Brody Arishita is meeting with TCEs and clerks of court to finalize membership of the advisory group. The amendments to rule CJA 1-204 will go into effect on January 1, 2023. The group will discuss various technology needs of the court, including reducing the court's internet bandwidth by prohibiting non-court-related activities and streaming. The group will also look at whether the court should continue using the Google platform for email service.

Old Business/New Business: None

Calendar invites for the 2023 PPT meetings will be sent to committee members within the next week. The calendar dates for 2023 dates are listed below.

January 6, 2023

February 3, 2023

March 3, 2023

April 7, 2023

May 5, 2023 (all day)

June 2, 2023

July 7, 2023

August 4, 2023

September 1, 2023

October 6, 2023

November 3, 2023 (all day)

December 1, 2023

Adjourn: With no further items for discussion, the meeting adjourned. The next meeting will be held on January 6, 2023 at 12:00 PM via Webex video conferencing, unless otherwise noted.