

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

Webex video conferencing
July 11, 2025 – 12 p.m.

MEMBERS:

PRESENT

EXCUSED

Judge James Gardner, <i>Chair</i>	✓	
Justice Paige Petersen		✓
Judge Angela Fonnesbeck	✓	
Judge Jon Carpenter	✓	

GUESTS:

James Peters
Pleasy Wayas
Janine Liebert
Lauren Anderson
Daniel Meza-Ríncon
Keri Sargent
Karl Sweeney

STAFF:

Keisa Williams
Brody Arishita
Cindy Schut

(1) Welcome and approval of minutes:

Judge Gardner welcomed the committee members to the Policy, Planning, and Technology Committee (PP&T). PP&T considered the minutes from the June 6, 2025 meeting. With no changes, Judge Carpenter moved to approve the minutes as presented. Judge Gardner seconded the motion. The motion passed unanimously.

(2) Rules back from public comment:

- **CJA 3-117. Committee on Court Forms**
- **CJA 3-403. Judicial branch education**
- **Appendix A. Justice Court Nominating Commissions Procedure Manual**

No public comments were received on rules 3-117 or 3-403. Appendix A was approved on an expedited basis with a May 1, 2025 effective date and no public comments were received. Because Appendix A was approved on an expedited basis, no further action is necessary.

Judge Fonnesbeck moved to recommend to the Judicial Council that rules 3-117 and 3-402 be approved as final with a November 1, 2025 effective date. Judge Carpenter seconded the motion. The motion passed unanimously.

(3) CJA 3-116. Pretrial Release and Supervision Committee:

The pretrial release and supervision committee was dissolved and removed from CJA 1-205 in November 2024, but the associated committee rule was not repealed. The proposed amendments repeal the committee rule.

Judge Gardner moved to recommend to the Judicial Council that rule 3-116 be repealed with a July 21, 2025 effective date. Judge Carpenter seconded the motion. The motion passed unanimously.

(4) Judicial Council Rules on the Use of Generative AI

Brody Arishita reviewed the revised generative Artificial Intelligence (AI) rule. Key revisions include a clear distinction between court-provided AI tools and court-approved AI tools. The list of approved tools has been moved to the intranet to allow for easier updates without rule amendments. The committee discussed concerns about passive AI use, such as AI-generated summaries appearing automatically on web pages, PDFs, or within email applications, which are not explicitly requested by the user. Those applications could lead to unintentional policy violations or unintended disclosure requirements. Mr. Arishita acknowledged this point and committed to discussing it with the AI committee legal subgroup.

Following a discussion, the Committee made the following changes:

- added “generative artificial intelligence” in the first paragraph;
- changed the heading of section two from "You may only use approved tools" to "You may only use approved or provided tools;”
- added “(IT)” after “Information Technology Department;”
- added “Public tools that are authorized” in section 4;
- added “Nonpublic tools that are purchased” in section 5; and
- made other non-substantive formatting changes.

Judge Gardner asked for clarification on the second sentence in paragraph one. Which rules, specifically, would employees and judges be violating?

No action is needed at this time. Mr. Arishita will incorporate the committee’s suggestions for further review by legal and staff groups and will bring the revised rule back to PP&T at a later date.

(5) CJA 3-407. Accounting

Karl Sweeney presented proposed amendments to rule 3-407. The Board of Justice Court Judges recently approved the Court's Accounting Manual as the new standard for all justice courts. The proposed amendments reflect this change and also ensure justice courts are represented on the Accounting Manual Committee. Additionally, proposed changes aim to broaden the manual's scope, renaming it the Utah Judiciary Accounting Manual.

Following a discussion, the Committee made the following changes:

- removed paragraph (4) because compliance is addressed in paragraph (1)(A);
- (line 62) added “not designated by office” and removed “Members listed in paragraphs (1)(B)(ii), (iii), and (vi) may serve additional terms” to clarify which members only serve three-year terms;
- (line 63) added “[A]dditional terms must be approved by the state court administrator, or designee.”;
- capitalized “Courts of Record” and “Courts not of Record” throughout; and

- Uncapitalized “justice court administrator” in line 112 for consistency with “state court administrator.”

With no further discussion, Judge Carpenter moved to send rule 3-407 to the Judicial Council with a recommendation that it be posted for a 45-day public comment period. Judge Fannesbeck seconded the motion. The motion passed unanimously.

Technology report/proposals: None.

Old Business/New Business: The artwork policy is still working its way through the boards of judges.

Adjourn: With no further items for discussion, the meeting adjourned at 12:36 p.m. The next meeting will be held on August 1, 2025, at noon via Webex video conferencing.