UTAH JUDICIAL COUNCIL
POLICY, PLANNING, & TECHNOLOGY COMMITTEE
MEETING AGENDA
December 5, 2025 – 12:00 p.m. to 1:30 p.m.
Webex

12:00	Welcome and approval of minutes	Action	Tab 1	Judge Gardner
	CJA 4-102 (NEW). Case and calendar assignments **Local supplemental rules:** (assignments & reassignments) Article 1. District Court Rules: • 1st district: 10-1-101 • 2nd district: 10-1-201 • 3rd district: 10-1-306 • 4th district: 10-1-406 • 5th district : 10-1-501 • 6th district & juvenile: 10-1-602 • 7th district & juvenile: 10-1-701 • 8th district & juvenile: 10-1-802 Article 2. Juvenile Court Rules: • 1st juvenile: 10-2-101 • 2nd juvenile: 10-2-201 • 3rd juvenile: 10-2-301 • 4th juvenile: 10-2-401 • 5th juvenile: 10-2-501 Article 3 (new). Business and Chancery Court Rules: • 10-3-101	Action	Tab 2	
1:00	Technology report/proposals	Discussion		Brody Arishita
1:50	Old Business/New Business	Discussion		Judge Gardner
2:00	Adjourn			

2026 Meetings:

January 9, 2026	July 10, 2026
February 6, 2026	August 7, 2026
March 6, 2026	September 4, 2026
April 10, 2026	October 2, 2026
May 1, 2026	November 6, 2026
June 5, 2026	December 4, 2026

TAB 1

Minutes

November 3, 2025

UTAH JUDICIAL COUNCIL
POLICY, PLANNING and TECHNOLOGY COMMITTEE
MEETING MINUTES
DRAFT
Webex video conferencing
November 3, 2025 – 12 p.m.

MEMBERS:	PRESENT	EXCUSED
Judge James Gardner, *Chair*	✓	
Judge Jon Carpenter	✓	
Judge Angela Fonnesbeck		✓
Judge Christine Johnson	✓	

GUESTS:

Nick Stiles
Shane Bahr
Michael Drechsel
Stacy Haacke

STAFF:

Keisa Williams
Brody Arishita
Cindy Schut

(1) Welcome and approval of minutes:

Judge Gardner welcomed the committee members, including new member, Judge Christine Johnson, to the Policy, Planning, and Technology Committee (PP&T) meeting. PP&T considered the minutes from the October 3, 2025 meeting. With no changes, Judge Gardner moved to approve the minutes as presented. Judge Johnson seconded the motion. The motion passed unanimously.

(2) CJA 3-101. Judicial performance standards:

Nick Stiles reviewed proposed amendments to rule 3-101 received from the Board of Appellate Court Judges. In summary, the proposed amendments revise the appellate courts' case under advisement standards. Currently, appellate judges may only circulate 3 principal opinions per calendar year more than 6 months after submission. The proposed amendments change the performance standards to a percentage of opinions, rather than a set number, and reduce the timeframes for circulation. The shift is intended to be responsive to legislative partners who expressed concern following a decrease in opinions issued in 2023, resulting from delayed jury trials during the COVID-19 pandemic. Percentages help account for varying caseloads.

Shane Bahr provided an update on the Board of District Court Judges' contemplation of amending rule 3-101. The District Court Board discussed extending the 60-day under advisement limit to 90 days for trial court judges, allowing three cases per calendar year over 60 days. However, a statutory requirement mandates that trial courts finalize cases within 60 days, suggesting this proposal might require a legislative change. Mr. Bahr noted he has spoken to the data team and discovered that tracking metrics based on percentages would be nearly impossible for trial courts due to the volume of cases and other variables.

The committee discussed concerns that shifting from a concrete number to a percentage might be perceived as loosening standards rather than tightening them, and that percentages change frequently

as opinions are issued, making calendar-year tracking potentially difficult. Judge Gardner asked for clarification on which cases are tracked for metrics. Mr. Stiles explained that the metrics apply to an individual judge after a case is submitted and authorship is assigned. It applies to forms of adjudicative decisions required of a judicial officer, provided it is not a group decision decided on a panel.

After further discussion, Judge Carpenter moved to send rule 3-101 to the Judicial Council with a recommendation that it be posted for a 45-day public comment period. Judge Johnson seconded the motion. The motion passed unanimously.

(3) CJA 3-111. Performance Evaluation of Court Commissioners:

Shane Bahr presented proposed amendments to rule 3-111. The proposed amendments remove (3)(A)(iv)(b) which allows court commissioners to exclude an attorney from the certification performance survey with approval from the Management Committee. The language is a carryover from a past rule that applied to judges and commissioners several years ago. The provision no longer applies. Mr. Bahr forwarded the proposed amendments to the commissioners and did not receive any objections.

With no further discussion, Judge Gardner moved to send rule 3-111 to the Judicial Council with a recommendation that it be posted for a 45-day public comment period. Judge Carpenter seconded the motion. The motion passed unanimously.

(3) CJA 4-410. Courthouse closure:

Stacy Haacke presented proposed amendments to rule 4-410. Recently, a justice court without a sitting judge had a cybersecurity incident. A senior judge was presiding over all cases until a new judge could be appointed. Ms. Haacke met with the boards of justice, juvenile, and district court judges (boards) to get feedback on whether and how the rule should be amended. Discussions with the boards included addressing situations where no judge is physically present, but available virtually, in smaller areas. The boards recommended the following amendments:

- add paragraphs (11)(A) and (11)(B);
- add cybersecurity and court operations throughout the rule; and
- modify the language to include a provision for physical building closure, as well as operational closure to cover any technology issues.

With no further discussion, Judge Carpenter moved to send rule 4-410 to the Judicial Council with a recommendation that it be posted for a 45-day public comment period. Judge Johnson seconded the motion. The motion passed unanimously.

(4) CJA 1-205. Standing and ad hoc committees

Michael Drechsel reviewed proposed amendments to rule 1-205. In summary, the chair of the Uniform Fine Committee believes the committee's work can be accomplished more efficiently with one district court judge and two justice court judges. This three-member group would bring enough experience to address the committee's responsibilities (outlined in rule 4-302), without needlessly consuming the time of additional judicial officers. Because the Uniform Fine Schedule must ultimately be approved by the full Council, additional district and justice court judges have an opportunity to provide feedback and oversight.

The committee questioned removing the requirement for misdemeanor docket experience, suggesting that experience is invaluable. Mr. Drechsel explained that the pool of judges with specific misdemeanor-only experience is narrowing and misdemeanor docket experience could include work as a prosecutor or defense counsel. Judge Johnson suggested requiring a district court judge who has experience with a criminal docket that encompasses both felonies and misdemeanors. Mr. Drechsel noted that while fines are the prime focus for justice court judges, criminal docket experience would capture judges who regularly see the fine schedule in operation. The committee changed "misdemeanor" to "criminal" in line 55 and removed "preferably" in line 54.

After further discussion, Judge Carpenter moved to have Michael Drechsel present the proposed amendments to rule 1-205 to the Management Committee for review, with a recommendation from PP&T that it be posted for a 45-day public comment period. Judge Gardner seconded the motion. The motion passed unanimously.

Technology report/proposals:

Brody Arishita reported that the judicial AI framework was approved by the Judicial Council last week. A preview of the updated internal website was shared, listing the Utah judicial AI framework, vision statement, guiding principles, new policy on generative AI use, and the AI resource hub. Mr. Arishita has been working with the education department on training. Two training courses were recently conducted for law clerks to address concerns related to judges asking them to utilize AI.

Old Business/New Business: None.

Adjourn: With no further items for discussion, the meeting adjourned at 12:38 p.m. The next meeting will be held on December 5, 2025, at noon, via Webex video conferencing.

TAB 2

CJA 4-102. Case assignments and reassignments (NEW)

<u>Notes</u>: I made a few edits based on conversations with the boards of judges

1   **Rule 4-102. Case and calendar assignments**

2   **Intent:**

3   The intent of this rule is to establish a uniform administrative procedures for the initial
4   assignment and subsequent reassignment of cases in a manner that ensures athe fair,
5   impartial, and equitable distribution of judicial workloads and the efficient administration of
6   justice.

7   **Applicability:**

8   This rule applies to district, juvenile, and business and chancery courts.

9   **Statement of the Rule:**

10   (1) **Initial assignments.**

11   (1)(A) **District – Business and Chancery courts.** All newly filed cases in district and
12   business and chancery courts will be assigned to judges on a random basis using an
13   automated court management system approved by the Council, unless a case type
14   exemption is granted. The system should, to the greatest extent possible, ensure that
15   case assignments cannot be predicted by court staff or judges.

16   (1)(B) **Juvenile courts.** All newly filed cases in juvenile courts will be assigned using a
17   fair and impartial procedure outlined in a local supplemental rule approved by the
18   Council.

19   (2) **Reassignments.** All district courts, juvenile courts, and the business and chancery court
20   Each district must establish a fair and impartial reassignment procedure. that is fair and
21   impartial. Procedures must be which must be outlined in in a local supplemental rule approved
22   by the Council. Reassignments must be made in accordance with that procedure.

23   (3) **Exceptions**. Assignments and reassignments for district court water cases and district court
24   tax cases are governed by Rules 6-103 and 6-104.

25   (4) **Compliance.** All case assignments and reassignments must comply with this Code, the
26   Utah Rules of Procedure, and the Utah Code of Judicial Conduct.

27   *Effective: May 1, 2025*

> **Commented [KW1]:** District board concerned that rural counties may not be able to comply with this requirement. Does "to the greatest extent possible" address that concern or should this sentence be removed or amended?

TAB 3

Local supplemental rules

<u>Notes</u>. Rules included in the packet in the following order:

District court rules:
- 1st district
- 2nd district
- 3rd district
- 4th district
- 5th district

Juvenile court rules:
- 1st juvenile
- 2nd juvenile
- 3rd juvenile
- 4th juvenile
- 5th juvenile

Combined district & juvenile court rules:
- 6th district & juvenile
- 7th district & juvenile
- 8th district & juvenile

Business and Chancery Court rule

1 **Rule 10-1-101. District court case and calendar assignments**
2
3 **Intent:**

4 The~~e intent of th~~is rule ~~is to ~~establish~~es the ~~administrative procedures for assigning and
5 reassigning cases to ~~j~~Judges in~~within~~ the First District Court to ensure ~~the ~~fair, impartial, and
6 equitable distribution of judicial workload~~s and the~~ ~~for~~ efficient administration of justice.

7 **Applicability:**

8 This rule applies to all cases filed in the First ~~Judicial ~~District Court.

9 **<u>Statement of the Rule</u>~~Policy~~:**

10 (1) ~~New filings~~<u>Initial assignments</u>. All newly filed cases in First D~~e~~istrict C~~e~~ourt will be
11 assigned ~~to judges ~~in accordance with Rule 4-102(1).

12
13 (2) **Specialized dockets and programs**. Cases that qualify for specific specialized dockets or
14 programs (e.g., drug court, mental health court) will be assigned to the judge presiding over that
15 specialized docket or program, regardless of the rotational assignment.

> **Commented [KW1]:** Should we say "special dockets or problem-solving courts"? Try to keep it consistent throughout?

16
17 (3) **Reassignment<u>s</u>**.

18
19   (3)(A) Reassignment of a case from one judge to another may occur only under
20   extraordinary circumstances and with the approval of the presiding judge or their
21   designee. ~~In Logan, CORIS will randomly select a new judge assignment.~~ For Brigham
22   and Randolph counties, cases requiring reassignment will be assigned to the conflict
23   ~~j~~Judge assigned to each court location by the presiding judge.

> **Commented [KW2]:** If they are talking about initial assignments in Logan, I don't think this is needed.

24
25   (3)(B) Requests for reassignment must be submitted in writing, stating the reasons for
26   the request.

27
28   (3)(C) Examples of extraordinary circumstances include judicial disqualification, conflict<u>s</u>
29   of interest, or significant changes in judicial availability.

30
31
32 *Effective: May 1, 2026*

1   **Rule 10-1-201. District court case and calendar assignments**
2
3   **Intent:**

4   The intent of this rule is to establish administrative procedures for assigning and reassigning
5   cases to judges in the Second District Court to ensure the fair, impartial, and equitable
6   distribution of judicial workloads and the efficient administration of justice. As used in this rule,
7   the term "judge" also means a judge's successor in the same judicial division.

> **Commented [KW1]:** District?

8   ~~As required by Rule 4-102, Utah Code of Judicial Administration, this Local Supplemental Rule~~
9   ~~25-01 is promulgated to set forth the procedures to be followed in the Second District Court,~~
10   ~~State of Utah, for assigning and reassigning cases to judges.~~
11
12   **Applicability:**

13   This rule applies to all cases filed in the Second District Court.

14   **~~Policy~~Statement of the Rule:**

15   (1) **Initial assignment~~s of cases~~**.
16
17   (1)(A) ~~Initial assignment of cases in~~ **Davis County**. ~~Except as provided elsewhere in~~
18   ~~this Section I.A, each~~ All newly filed case~~s~~ in Davis County (Bountiful, Farmington or
19   Layton) will be assigned to ~~a~~ judge~~s~~ on a random basis using an automated court
20   management system approved ~~of~~ by the Council.
21
22   (1)(B) ~~Initial assignment of cases in~~ **Morgan County**. All newly filed cases ~~filed~~ in
23   Morgan County will be assigned to the ~~single~~ judge serving~~who serves~~ in that county.
24

> **Commented [KW2]:** Does this comply with 4-102(1)(A):
> "… unless a **case type** exemption is granted …"
>
> This is not a case type. It's all cases.

25   (1)(C) ~~Initial assignment of cases in~~ **Weber County**.
26
27   (1)(C)(i) Except as provided elsewhere in (1)(C), ~~each~~ newly filed case~~s~~ in Weber
28   County will be assigned to a judge on a random basis using an automated court
29   management system approved by the Council.
30
31   (1)(C)(ii) **Criminal cases.** Except as provided in paragraph (1)(C)(iv), newly-filed
32   criminal cases will be assigned to the judge who is assigned to all other open
33   criminal cases for the same defendant; provided, however, that if a charging
34   document in a newly-filed criminal case charges more than one defendant, all
35   cases arising from that charging document will be assigned to one judge, who
36   will be a judge assigned to any other open criminal cases of any of the charged
37   defendants, if such cases exist.
38
39   (1)(C)(iii) **Postconviction Remedies Act.** Cases filed under the Postconviction
40   Remedies Act will be assigned to the judge who handled the related criminal
41   case.
42
43   (1)(C)(iv) **Protective Orders.**
44
45   (1)(C)(iv)(a) **Initial assignments.** Newly filed protective order cases will
46   be assigned initially to judges on a random basis pursuant to paragraph
47   (1)(C)(i).

48
49 (1)(C)(iv)(b) **Previous cases involving same parties.** ; provided,
50 however, that Ccourt employees muststaff will review each newly filed
51 case to determine if there is a previously filed domestic case or protective
52 order case involving the same parties. If so, the newly filed protective
53 order case will be reassigned to the judge and commissioner assigned to
54 the previously filed domestic case or protective order case involving the
55 same parties.

Commented [KW3]: Closed cases as well or only existing/pending cases?

56
57 (1)(C)(iv)(c) **Rotating protective order calendar.** Furthermore, fFor all
58 newly filed protective order cases, the initial decision to grant or deny a
59 petition for a protective order will be made by the judge handling the
60 rotating weekly protective order calendar for the week the petition is filed,
61 rather than by the judge permanently assigned to the case. After the initial
62 decision to grant or deny a petition, any subsequent hearings or rulings in
63 the case will be handled by the judge and commissioner permanently
64 assigned to the case.

65
66 (1)(C)(v) **Civil commitments.** Mental health civil commitment cases will all be
67 assigned to, and heard by, a single judge who has been assigned by the
68 presiding judge to handle the civil commitment calendar.

69
70 (1)(C)(vi) **Probate cases.**

71
72 (1)(C)(vi)(a) **Initial assignments.** Probate cases will be initially assigned
73 to judges on a random basis pursuant to paragraph (1)(C)(i).; provided,
74 however, that

75
76 (1)(C)(vi)(b) **Non-contested.** pProbate cases that are not contested will
77 be heard and decided by a single judge who has been assigned by the
78 presiding judge to handle the recurring probate calendar, rather than by
79 the judge permanently assigned to the case.

80
81 (1)(C)(vi)(c) **Contested.** If at any point a case becomes contested, the
82 probate judge will refer the case to the judge permanently assigned to the
83 case for all further proceedings.

84
85 (2) **Reassignment of cases.**

86
87 (2)(A) **Basis for reassignment.**

88
89 (2)(A)(i) Exceptpect as provided elsewhere in paragraph (2), a case will be
90 reassigned from one judge to another judge only when the currently assigned
91 judge for the case determines there is a valid basis for reassignment under
92 applicable statutes and court rules.

93
94 (2)(A)(ii) When a judge assigned to a case determines that the case should be
95 reassigned to a different judge, the judge will instruct court employeesstaff to
96 follow the procedures outlinedcontained in this rule to reassign the case.

97

98 (2)(B) **Standard procedure for ~~case~~ reassignment~~s~~.** Except as provided in paragraph
99 (2)(C), court employees~~staff will follow the procedures set forth in this paragraph to~~
100 ~~reassign a case: Court staff~~ will use the "Reassign Case" function in the ~~court's case~~
101 ~~management software~~ court management system to reassign ~~the~~ case~~s~~ randomly to a
102 different judge and~~; Staff will then~~ inform the newly assigned judge's team~~staff~~ of the
103 case reassignment. ~~; Staff of t~~The newly assigned judge's team will ~~then~~ take over
104 processing and scheduling for~~of~~ the reassigned case.

105
106 (2)(C) ~~Procedure for reassigning a case in a county regularly served by only~~
107 Counties with one judge.
108
109 (2)(C)(i) The ~~Second District~~ Clerk of Court will maintain and make available to all
110 employees a Cross-County Judge Reassignment List ("List"). The ~~Cross-County~~
111 ~~Judge Reassignment~~ List will contain the names of all district court judges who
112 regularly serve Weber and Davis c~~C~~ounties, listed alphabetically by last name.~~;~~

113
114 (2)(C)(ii) If a judge assigned to a case in a county ~~which is~~ regularly served by
115 ~~only~~ one judge determines that a case should be reassigned to a different judge,
116 the judge will notify court employees.~~staff;~~

117
118 (2)(C)(iii) Court employees~~staff~~ in the county ~~are~~ regularly served by ~~only~~ one
119 judge ~~who~~ will then refer to the ~~Cross-County Judge Reassignment List~~List ~~and~~
120 ~~will~~ reassign the case to the judge next in line to receive a cross-county case
121 assignment.~~;~~

122
123 (2)(C)(iv) Each judge who regularly serves Weber and Davis ~~Counties~~c will take
124 turns receiving cross-county case reassignments, in alphabetical order by the
125 judge's last name.~~;~~

126
127 (2)(C)(v) When a judge who regularly serves Weber and Davis c~~C~~ounties
128 receives a cross-county case reassignment, the case will not be transferred to
129 Weber or Davis County, but will instead remain in, and be adjudicated in, the
130 county in which the case was originally filed.

131
132 (2)(D) ~~Reassignment of a case by a reviewing judge based on a m~~Motion~~s~~ to
133 **disqualify.** If a reviewing judge determines that a case will be reassigned pursuant to
134 Rule 63 of the Utah Rules of Civil Procedure~~,~~ or Rule 29 of the Utah Rules of Criminal
135 Procedure, the reviewing judge will notify court employees~~staff~~. C~~c~~ourt employees~~staff~~
136 will ~~then~~ reassign the case ~~pursuant to the procedures set forth~~in accordance with ~~in~~
137 paragraph (2)(B) or (2)(C) ~~of this rule~~, as applicable.

138
139 (2)(E) ~~Reassignment of cases based on C~~consolidation or similarity.

140
141 (2)(E)(i) If a judge assigned to a case determines that the ~~another case or~~ case~~s~~
142 should be consolidated with other cases ~~with the case~~ pursuant to Rule 42(a) of
143 the Utah Rules of Civil Procedure, the judge may, after consulting with the ~~other~~
144 judge(s) ~~or judges~~ assigned ~~to~~ to the other ~~the other~~ case(s) ~~or cases~~, reassign
145 the case(s) ~~or cases~~ to himself or herself by written order filed in all of the cases.~~;~~

146
147 (2)(E)(ii) If a judge assigned to a case determines that, in the interests of judicial
148 efficiency, another case or cases should be heard by himself or herself due to the

149 related nature of the cases, the judge may, after consulting with the other
150 judge(s) ~~or judges~~ assigned to the other case(s) ~~or cases~~, reassign the other
151 case(s) ~~or cases~~ to himself or herself by written order filed in all of the cases.

152

153 (2)(F) ~~**Reassignment of a case based on n**~~**Notice of a change of judge.** If one or
154 more parties to a case files a Notice of Change of Judge under Rule 63A(a) or 63A(b) of
155 the Utah Rules of Civil Procedure, the presiding judge (or the associate presiding judge
156 if the presiding judge is the judge assigned to the case) will promptly determine whether
157 the notice is proper, and, if so, will direct court employees~~staff~~ to reassign the case to
158 another judge ~~pursuant to the procedures set forth in~~ in accordance with paragraphs
159 (2)(B) or (2)(C) ~~of this rule~~, as applicable.

160

161 (2)(G) ~~**Reassignment upon j**~~**Judicial vacanc**ies~~y~~. In case of a judicial vacancy, the
162 vacating judge's cases will be reassigned to the judge appointed to fill the vacancy.

163

164 (2)(H) ~~**Reassignment for n**~~**Newly created judge position**s. When a new judge position
165 is created by statute, the case calendar for that new position will be populated by the
166 clerk of court, taking cases from all other judges' existing calendars so that the new
167 judge's calendar is comparable to the existing calendars.

168

169 (2)(I) **Other instances of reassignment.** A judge may reassign a case to himself or
170 herself if the judge has substantially interacted with the case, if the parties stipulate, or if,
171 in the judge's discretion, reassignment is in the interests of judicial efficiency. A judge
172 may not reassign a case to himself or herself because of a personal interest in presiding
173 over the case.

174

175 (2)(J) **Further reassignment of a case.**

176 (2)(J)(i) If a judge who receives a case by reassignment determines that the case
177 needs to be reassigned again to a different judge, the judge will notify court
178 employees~~staff~~.

179

180 (2)(J)(ii) Upon receiving notification from a judge that a reassigned case needs to
181 be reassigned again, court employees~~staff~~ will reassign the case again pursuant
182 to the procedures set forth in paragraphs (2)(B) or (2)(C) of this rule, as
183 applicable.

184
185
186
187
188 *Effective: May 1, 2026*

> **Commented [KW4]:** The 4th district court's rule requires the presiding judge to make these reassignments, as opposed to individual judges. I would probably make that change. I'm also not sure about the last sentence.
>
> 4th district language (2)(I)(ii): "The presiding judge may reassign a case to a judge if that judge has substantially interacted with the case, if the parties stipulate, or if, in the presiding judge's discretion, reassignment is in the interests of judicial efficiency."

1   **Rule 10-1-306. District court case and calendar assignments**
2
3   **Intent:**

4   The intent of this rule is to establish administrative procedures for assigning and reassigning
5   cases to judges in the Third District Court to ensure the fair, impartial, and equitable distribution
6   of judicial workloads and the efficient administration of justice. ~~The purpose of this Policy is to~~
7   ~~address the initial assignment and reassignment of cases in the Third District per Rule 4-102 of~~
8   ~~the Utah Code of Judicial Administration.~~

9   **Applicability:**

10 This rule applies to all cases filed in the Third District Court.

11 **Statement of the Rule:**

12 (1) **Initial Assignments**:
13
14   (1)(A) All newly filed cases in the Third District will be assigned in accordance with ~~follow~~
15   Rule 4-102~~.~~., ~~unless the Council grants a case type exception.~~
16
17   (1)(B) **West Valley City.** The Third District is ceasing special criminal calendars for West
18   Valley City misdemeanor cases. To assist West Valley City, this transition is being made
19   in three phases over approximately twelve months. By July 1, 2026, all judges in Salt
20   Lake County who preside over criminal cases will randomly be assigned new West
21   Valley City cases. In the meantime, only judges in each phase will be randomly assigned
22   new West Valley City cases.
23
24   (1)(C) **Case type exceptions.** The following case types are exceptions to the automated
25   case assignment process outlined in Rule 4-102(1):
26
27   (1)(C)(i) **Homicide cases filed in Salt Lake County.** ~~The Third District will seek~~
28   ~~from the Utah Judicial Council a case type exception for initial assignment of~~
29   ~~homicide cases filed in Salt Lake County.~~ Homicide cases are time and resource
30   intensive. Historically, the clerk of court has manually assigned homicide cases
31   filed in Salt Lake County by assigning a newly-filed case to the next judge on the
32   homicide rotation list. This allows for an even distribution of new homicide cases
33   among judges presiding over criminal cases.
34
35   Manual assignment promotes judicial efficiency so that homicide cases do not
36   overburden a judge and judicial team. Manual assignment is also done at the
37   request of the Salt Lake County District Attorney's Office, as they benefit from
38   knowing—prior to filing— to which of its homicide teams the case should be
39   assigned.
40
41   (1)(C)(ii) **Asbestos cases.** ~~The Third District will seek from the Utah Judicial~~
42   ~~Council a case type exception for initial assignment of asbestos cases.~~ Asbestos
43   cases are assigned to one judge who volunteers to handle all asbestos~~these~~
44   cases. These cases involve~~have~~ the same or similar legal issues, the same
45   attorneys, and ~~have~~ one assigned law clerk~~assigned~~, so assignment to one
46   judge promotes judicial efficiency.
47

48   (1)(C)(iii) **Protective order cases.** The Third District ~~will seek from the Utah~~
49   ~~Judicial Council a case type exception for initial assignment of protective order~~
50   ~~cases. The district~~ court conducts a party search on newly filed domestic
51   protective order cases to determine if there are any previously filed domestic
52   cases involving the same parties. If there are any such cases, the new protective
53   order case is assigned to the same judge and commissioner as the previously
54   filed domestic case. Otherwise, the new protective order case is randomly
55   assigned.
56
57   (1)(C)(iv) **Criminal cases.** The Third District ~~will seek from the Utah Judicial~~
58   ~~Council a case type exception for initial assignment of certain criminal cases. The~~
59   ~~district~~court conducts a party search on newly filed criminal cases to determine if
60   there are any active previously filed criminal cases involving the defendant. If
61   there are any such cases, the new criminal case is assigned to the same judge
62   as the active previously filed case. If cases have co-defendants and there are
63   active previously filed criminal cases involving the co-defendants before different
64   judges, the new cases are assigned randomly. Otherwise, the new criminal case
65   is randomly assigned.
66
67   (1)(C)(v) **Post-Conviction Remedies Act.** ~~The Third District will seek from the~~
68   ~~Utah Judicial Council a case type exception for Petitions under the Post-~~
69   ~~Convictions Remedies Act.~~ Petitions under the Post-Convictions Remedies Act
70   are assigned to the same calendar (which may or may not be the same judge) on
71   which the defendant was sentenced.
72
73 (2) **Reassignments.**
74
75   (2)(A) **Disqualification**
76
77   (2)(A)(i) The presiding judge maintains a disqualification/reassignment log
78   divided into these categories: Civil (non-domestic) – all Salt Lake County;
79   Domestic – all Salt Lake County; Tooele County; Summit County; Criminal –
80   Matheson courthouse; Criminal – West Jordan courthouse; Domestic
81   Commissioners.
82
83   (2)(A)(ii) When a judicial officer sends the presiding judge notice of that judicial
84   officer's disqualification from a case, the presiding judge records the case
85   number and name of the disqualified judicial officer under the applicable
86   category. The presiding judge reassigns the case to the judicial officer who most
87   recently disqualified from a case in that same category. The newly disqualified
88   judicial officer then becomes the presumptive next judicial officer to which a case
89   of that category will be reassigned when another judicial officer disqualifies
90   themselves from a case of that category.
91
92   (2)(A)(iii) If the newly disqualified judicial officer is also the judicial officer who
93   most recently disqualified from a case, the presiding judge reassigns the case to
94   another judicial officer. Either the presiding judge selects a different judicial
95   officer from that same category who has not received a commensurate number
96   of reassigned cases—i.e. due to many disqualifications in a short time—or
97   selects a different judicial officer from a separate list of "substitutes"—i.e. a

98   rotating list of all judicial officers who have not yet received a reassigned case
99   when there is no clear judicial officer for reassignment.
100
101   (2)(A)(iv) When a judicial officer in Summit County or Tooele County sends the
102   presiding judge notice of that judicial officer's disqualification from a case, the
103   presumptive next judicial officer is another judicial officer assigned to handle
104   cases in that county. If there are no other such judicial officers, the case is
105   reassigned to another judicial officer in the district, with consideration given to the
106   geographical proximity to the courthouse in which the case was originally filed.
107
108   (2)(B) ~~Reassignment –~~ **Changing Calendars**
109
110   (2)(B)(i) When a calendar becomes vacant or is soon to become vacant, such as
111   with an announced retirement of a judicial officer, the calendar is put out to the
112   bench for bid. Generally, the most senior judge who submits a bid receives the
113   vacant calendar and all the cases on that vacant calendar.
114
115   (2)(B)(ii) In the discretion of that most senior judge, that judge may also keep and
116   transfer with them to the vacant calendar any cases from their existing calendar
117   they chose to keep. The vacant calendar is thus filled, and another vacant
118   calendar is opened. This process continues until all calendars have been filled.
119
120   (2)(C) ~~Reassignment –~~ **Blending Calendars**
121
122   (2)(C)(i) Historically, judges in t~~The~~he Third District ~~historically had judges with~~had
123   either a "civil" calendar or a "criminal" calendar. Many of the calendars in the
124   district have since been "blended," where a "civil" calendar and a "criminal"
125   calendar are equally split between two judges so that there is a roughly equal
126   share of civil and criminal cases on each judge's calendar.
127
128   (2)(C)(ii) The policy of the district is to blend every calendar when possible, such
129   as when judges voluntarily agree to blend their calendars or when a calendar
130   becomes vacant. When calendars are blended, judges indicate to the clerk of
131   court the cases on which they've had~~ve~~ substantial interaction. Th~~e judge retains~~
132   th~~os~~e cases ~~that judge retains~~ on the blended calendar.
133
134   (2)(C)(iii) ~~For all~~All other cases are assigned by the clerk of court ~~assigns them~~ to
135   one of the newly blended calendars in an effort to ~~approximately~~ balance ~~the~~
136   caseloads between the blending judges.
137
138   (2)(D) ~~Reassignment –~~ **Rule 63A**
139
140   (2)(D)(i) If a notice of change of judge is filed per Rule 63A(a) of the Utah Rules
141   of Civil Procedure, the clerk of court randomly reassigns the case to another
142   judge in the county.
143
144   (2)(D)(ii) If a notice of change of judge is filed per Rule 63A(b) of the Utah Rules
145   of Civil Procedure, the presiding judge reassigns the case using the ~~same~~
146   procedure ~~described above for Reassignment – Disqualification~~in (2)(A).
147

148 (2)(E) ~~Reassignment —~~ **New Calendars.** When a new judge position is created by
149 statute, the calendar for that new position is populated by the clerk of court taking cases
150 from ~~the~~ existing calendars so that the new calendar is comparable to the existing
151 calendars.
152
153 (2)(F) ~~Reassignment —~~ **Consolidation.** When cases are ordered to be consolidated
154 under Rule 42 of the Utah Rules of Civil Procedure, or when a judge determines that
155 cases that cannot be consolidated—e.g., different case types or criminal cases— should
156 be heard by the same judge in the interests of judicial efficiency, that judge may order
157 that the cases be reassigned to themselves.

> **Commented [KW1]:** Should these be made by the PJ?

158
159 (2)(G) ~~Reassignment —~~ **Other**
160
161 (2)(G)(i) A judge may reassign a case to themselves if that judge has
162 substantially interacted with the case, if the parties stipulate, or if, in the judge's
163 discretion, reassignment is in the interests of judicial efficiency. A judge may not
164 reassign a case to themselves solely because of a personal interest in presiding
165 over the case.

> **Commented [KW2]:** Should these be made by the PJ?

166
167 (2)(G)(ii) To comply with Utah Code section 77-20-206(2), the judicial officer
168 presiding at a criminal defendant's first appearance may, in that judicial officer's
169 discretion, reassign the case to a judicial officer other than the judicial officer to
170 which the case was initially randomly assigned.
171
172
173 *Effective: May 1, 2026*

Rule 10-1-406. District court case and calendar assignments

Intent:

The intent of this rule is to establish administrative procedures for assigning and reassigning cases to judges in the Fourth District Court to ensure the fair, impartial, and equitable distribution of judicial workloads and the efficient administration of justiceAs required by Rule 4-102, Utah Code of Judicial Administration, this rule is promulgated to set forth the procedures to be followed in Fourth District Court, State of Utah, for assigning and reassigning cases to judges. As used in this rule, the term "judge" also means a judge's successor in the same judicial seat, unless otherwise stated.

Applicability:

This rule applies to all cases filed in the Fourth District Court.

Statement of the Rule:

(1) **Initial aAssignments of Cases**:

    (1)(A) **Initial Assignment of Cases in Wasatch County**. All newly filed cases filed in Wasatch County will be assigned to the single judge who serves Wasatch County.

    (1)(B) **Initial Assignment of Cases in Juab and Millard Counties.** All newly filed cases filed in Juab County and Millard County will be assigned to the single judge who serves those two counties.

    (1)(C) **Initial Assignment of Cases in Utah County.**

        (1)(C)(i) Except asUnless otherwise provided elsewhere in this Section I.C(1)(C), each newly filed case in Utah County will be assigned to a judge on a random basis using the automated courtcase management system approved by the Council.

        (1)(C)(ii) **Criminal cases.** Except as provided in paragraphs (1)(C)(iv) and (1)(C)(v), newly-filed criminal cases will be assigned to the judge who is assigned to all other open criminal cases for the same defendant, if any such cases exist; provided, however, that if a charging document in a newly-filed criminal case charges more than one defendant, all cases arising from that charging document will be assigned to one judge, who will be a judge assigned to any other open criminal cases of any of the charged defendants, if any such cases exist.

        (1)(C)(iii) **Postconviction Remedies Act.** Cases filed under the Postconviction Remedies Act will be assigned to the judge who handled the related criminal case, or his or her successor in the same judicial seat.

        (1)(C)(iv) **Spanish Fork.** Criminal case filings of any classification by the cities of Goshen, Payson, Salem, Santaquin, Spanish Fork, and Springville will be assigned to the judge who sits in the Spanish Fork District Court location, as will justice court appeals from these cities.

47   (1)(C)(v) **Aggravated murder cases.** Aggravated murder cases filed in Utah
48   County are an exception to the automated case assignment requirement in Rule
49   4-102(1). ~~The Fourth District will seek from the Utah Judicial Council a case type~~
50   ~~exception for initial assignment of aggravated murder cases filed in Utah County.~~
51
52   (1)(C)(v)(a) Aggravated murder cases are time- and resource-intensive.
53   They require a threshold level of judicial experience in criminal law and
54   procedure. Historically, aggravated murder cases have been randomly
55   assigned to the next judge in rotation. This process risks overburdening a
56   newly appointed judge and overwhelming both judges and judicial teams
57   who happen to be assigned too many aggravated murder cases.
58
59   (1)(C)(v)(b) ~~Accordingly, the Fourth District requests a case type~~
60   ~~exception for aggravated murder cases. Specifically, a~~Aggravated murder
61   cases will be assigned manually ~~only~~ to judges who meet the following
62   criteria:
63   (1)(C)(v)(b)(1) the judge has been on the district court bench for
64   two years;
65   (1)(C)(v)(b)(2) the judge has been assigned to a felony calendar
66   for at least two years; and
67   (1)(C)(v)(b) 3) the judge, whether on the bench or as a lawyer, has
68   taken two murder cases to verdict or resolution.
69
70   (1)(C)(v)(c)The Clerk of Court ~~shall~~ will maintain a list of judges who meet
71   the~~se qualification~~ assignment criteria ~~for assignment~~. Each newly filed
72   aggravated murder case will be assigned to the next judge in rotation on
73   that list.
74
75   (1)(C)(vi) **Protective orders.** Newly filed protective order cases will ~~not be~~
76   ~~assigned to a specific judge but will~~ be assigned on a random basis to a
77   domestic relations commissioner and will be listed in the docket as assigned to
78   "CA Judge" (Commissioner Assigned Judge).
79
80   (1)(C)(vi)(a) The initial decision to grant or deny a petition for a protective
81   order will be made by the judge handling the rotating weekly protective
82   order duties for the week the petition is filed.
83
84   (1)(C)(vi)(b) Thereafter, the commissioner will act in the case as provided
85   by applicable court rules and any further matters in the case for which a
86   judge is needed will be handled by the judge handling the rotating weekly
87   protective order duties for the week the need arises.~~;~~
88
89   (1)(C)(vi)(c) ~~provided, however, that a~~A judge acting in a protective order
90   case at any time may, in his or her discretion, permanently reassign the
91   case to a judge who is assigned to any previously filed domestic case or
92   protective order case involving the same parties.
93
94   (1)(C)(vii) **Debt collection cases.** Debt collection cases will be assigned to
95   judges on a random basis as provided in paragraph (1)(C)(i), except that, to
96   equalize workloads, judges who currently fulfill a specialty role will not be

97 assigned debt collection cases. Specialty Roles include the following: treatment
98 court judges, mental health civil commitment judges, members of the Board of
99 District Court Judges, and members of the Council.

100
101 (1)(C)(viii) **Civil commitments.** Mental health civil commitment cases will all be
102 assigned to, and heard by, a single judge who has been designated by the
103 presiding judge to handle the civil commitment calendar.

104
105 (1)(C)(ix) **Probate cases.** Probate cases will be assigned to, and heard by, a
106 single judge who has been designated by the presiding judge to handle the
107 recurring probate calendar. If at any point a case becomes contested, ~~however,~~
108 the probate judge will assign the case to a judge on a random basis pursuant to
109 paragraph (1)(C)(i).

110
111 (2) **Reassignment~~s~~. ~~of Cases~~:**

112
113 (2)(A) **Basis for reassignment**.

114
115 (2)(A)(i) Except as provided ~~in~~ elsewhere in ~~this Section 2~~paragraph (2), a case
116 will be reassigned ~~from one judge to another judge~~ only when the currently-
117 assigned judge for the case determines there is a valid basis for reassignment
118 under applicable statutes and court rules.

119
120 (2)(A)(ii) When a judge assigned to a case determines that the case should be
121 reassigned to a different judge, the judge will instruct court ~~staff~~ employees to
122 follow the procedures outlined~~contained~~ in this rule to reassign the case.

123
124 (2)(B) **Standard procedure for ~~Case R~~reassignment~~s~~**. Except as provided elsewhere
125 in ~~this Section 2~~paragraph (2), court employees~~staff~~ will use the following~~ing~~ the procedures
126 ~~set forth in this Section (2)(b)~~ to reassign ~~a~~ case~~s~~.

127
128 (2)(B)(i) Court employees ~~staff~~ will use the "Reassign Case" function in the court
129 ~~'s case~~ management ~~software~~ system to reassign ~~the~~ case~~s~~ randomly to a
130 different judge.

131
132 (2)(B)(ii) If ~~for any reason~~ the "Reassign Case" function ~~in the court's case~~
133 ~~management software~~ is not functioning ~~for a case which needs to be~~
134 ~~reassigned~~, court employees~~staff~~ will manually reassign the case to the next
135 judge in line for reassignment on a Manual Reassignment List that will be kept
136 and made available to court employees~~staff~~ by the Clerk of Court.

137
138 (2)(B)(iii) Staff will ~~then~~ inform the newly assigned judge's team~~staff~~ of the case
139 reassignment.

140
141 (2)(B)(iv) ~~Staff of the~~The newly assigned judge~~'s team~~ will ~~then~~ take over
142 processing and scheduling for~~of~~ the reassigned case.

143
144 (2)(C) **~~Procedure for Reassigning an~~ Aggravated m~~M~~urder c~~C~~ase~~s~~.** If for any reason
145 an aggravated murder case needs to be reassigned, the Clerk of Court will follow the
146 procedures set forth in paragraph (1)(C)(v) to reassign the case to a judge who meets
147 the qualifications set forth in that paragraph.

(2)(D) ~~Procedure for Reassigning a Case in a County Regularly Served by Only~~ ~~O~~**Counties with o**ne ~~j~~**J**udge.

(2)(D)(i) The ~~Fourth District~~ Clerk of Court will maintain and make available to all employees a Cross-County Judge Reassignment List **("List")**. The ~~Cross-County Judge Reassignment~~ List will contain the names of all district judges who regularly serve Utah County, listed alphabetically by last name.

(2)(D)(ii) If a judge assigned to a case in a county ~~which is~~ regularly served by ~~only~~ one judge determines that a case should be reassigned to a different judge, the judge will notify court employees~~staff~~.

(2)(D)(iii) Court employees~~staff~~ in the county regularly served by ~~only~~ one judge will then refer to the ~~Cross-County Judge Reassignment~~ List and ~~will~~ reassign the case to the judge next in line to receive a cross-county case assignment.

(2)(D)(iv) Each judge who regularly serves Utah County will take turns receiving cross-county case reassignments, in alphabetical order by the judge's last name.

(2)(D)(v) When a judge who regularly serves Utah County receives a cross-county case reassignment, the case will not be transferred to Utah County, but will instead remain in, and be adjudicated in, the county in which the case was originally filed.

(2)(E) ~~Reassignment of a Case by a Reviewing Judge Based on a~~ **Motion**s **to Disqualify.** If a reviewing judge determines that a case will be reassigned pursuant to Rule 63 of the Utah Rules of Civil Procedure, or Rule 29 of the Utah Rules of Criminal Procedure, the reviewing judge will notify court employees~~staff~~.

(2)(F) Consolidation or similarity. If a judge assigned to a case determines that, in the interests of judicial efficiency, another case or cases should be heard by himself or herself due to the related nature of the cases, the judge may, after consulting with the other judge(s) ~~or judges~~ assigned to the other case(s)~~or cases~~, and with the approval of the presiding judge, reassign the other case(s)~~or cases~~ to himself or herself by written order filed in all of the cases.

(2)(G) ~~Reassignment of a Case Based on~~ **Notice of a change of judge.** If one or more parties to a case files a Notice of Change of Judge under Rule 63A(a) or Rule 63A(b) of the Utah Rules of Civil Procedure, the presiding judge (or the associate presiding judge if the presiding judge is the judge assigned to the case) will promptly determine whether the notice is proper, and, if so, will direct court employees~~staff~~ to reassign the case to another judge pursuant to the procedures set forth in paragraphs (2)(B) or (2)(D)~~of this rule~~, as applicable.

(2)(H) ~~Reassignment Upon~~ **Judicial vacanc**ies~~y~~. In case of a judicial vacancy, the vacating judge's cases will be reassigned to the judge appointed to fill the vacancy.

(2)(I) ~~Reassignment for~~ **Newly created judge positions.** When a new judge position is created by statute, the caseload for that new position will be populated by the Clerk of

198   Court taking cases from all other judges' existing caseloads so that the new judge's
199   caseload is comparable to the existing caseloads.
200
201   (2)(J) **Other instances of reassignment.**
202
203   (2)(J)(i) If a judge or the Clerk of Court becomes aware of a case pending in the
204   Fourth District in which a Fourth District court employee or a family member of a
205   Fourth District court employee is a party, the Clerk of Court will notify the
206   presiding judge, who will then determine, in his or her discretion, whether ~~or not~~
207   to reassign the case to a different court location or ~~to~~ another judicial district.
208
209   (2)(J)(ii) The presiding judge may reassign a case to a judge if that judge has
210   substantially interacted with the case, if the parties stipulate, or if, in the presiding
211   judge's discretion, reassignment is in the interests of judicial efficiency.
212
213   (2)(K) **Further Reassignment of a Case.**
214
215   (2)(K)(i) If a judge who receives a case by reassignment determines that the
216   case needs to be reassigned again to a different judge, the judge will notify court
217   employees~~staff~~.
218
219   (2)(K)(ii) Upon receiving notification from a judge that a reassigned case needs to
220   be reassigned again, court employees ~~staff~~ will reassign the case again pursuant
221   to the procedures set forth in paragraphs (2)(B) or (2)(D) ~~of this rule~~, as
222   applicable.
223
224
225   *Effective: May 1, 2026*

1   **Rule 10-1-501. District court case and calendar assignments**
2
3   **Intent:**
4   The intent of this rule is to establish administrative procedures for assigning and reassigning
5   cases to judges in the Third District Juvenile Court to ensure the fair, impartial, and equitable
6   distribution of judicial workloads and the efficient administration of justice. ~~To provide for the~~
7   ~~assignment of cases and judges for the equitable distribution of workload and prompt~~
8   ~~disposition of cases.~~
9   **Applicability:**
10   This rule applies to the Fifth District Court.
11   **Statement of the Rule:**
12   (1) **Initial assignments.** All newly filed cases in the Fifth District Court will be assigned in
13   accordance with Rule 4-102(1).
14
15   (2) **Reassignments.**
16
17   (2)(A) ~~Assignment upon r~~**Recusals.** The presiding judge will track all recusals and
18   reassignments in order to ensure fairness across the bench. When a judge recuses
19   themselves from ~~hearing~~ a case, the presiding judge will reassign the case as follows:
20
21   (2)(A)(i) **Counties with one judge.** Where only one judge sits in a county, the
22   case will be reassigned to a judge in another county who does not have a
23   conflict. Assignments to~~Each~~ judges outside the county will ~~take turns being~~
24   ~~assigned these cases~~be made on a rotating basis.~~;~~
25
26   (2)(A)(ii) **Counties with multiple judges.** Where multiple judges sit in a county,
27   the case will be reassigned to one of the other remaining judges in the county.
28
29   (2)(A)(ii)(1) If there are only two judges in the county, the case ~~it~~ will be
30   reassigned to the other judge, provided ~~as long as they~~ that judge does
31   not have a conflict.
32
33   (2)(A)(ii)(2) If there are more than two judges in a county, ~~each judge will~~
34   ~~take turns being assigned these case~~reassignments will be made on a
35   rotating basis. ~~Where each~~
36
37   (2)(A)(ii)(3) If all of the judges in the county haves a conflict, the case will
38   be reassigned to a judge in another county and reassignments will be
39   made on a rotating basis. ~~where those judges will take turns being~~
40   ~~assigned such cases;~~
41
42   (2)(A)(iii) **Juvenile court judges.** The presiding judge may ~~also~~ request that the
43   presiding judge of the Fifth District Jjuvenile Ceourt assign the case to a juvenile
44   court judge ~~in the district~~ who has been properly appointed as a district court
45   judge pro tempore. However, the presiding judge of the juvenile court is not
46   required to make such an assignment.~~;~~
47

48   (2)(A)(iv) **Transfers out of district.** If all of the judges in the district have a
49   conflict on a case, the presiding judge will ask the trial court executive to transfer
50   the case to another district. find a district court judge outside the district to hear
51   the matter.
52
53   (2)(B) **Motions to Disqualify**. If a reviewing judge determines that a case will be
54   reassigned pursuant to Rule 63 of the Utah Rules of Civil Procedure, or Rule 29 of the
55   Utah Rules of Criminal Procedure, the reviewing judge will notify court employees. Court
56   employees will reassign the case in accordance with paragraph (2)(A).
57
58   (2)(C) **Consolidation or similarity.** If a judge assigned to a case determines that, in the
59   interests of judicial efficiency, another case or cases should be heard by himself or
60   herself due to the related nature of the cases, the judge may, after consulting with the
61   other judge(s) assigned to the other case(s), and with the approval of the presiding
62   judge, reassign the other case(s) to himself or herself by written order filed in all of the
63   cases.
64
65   (2)(D) **Notice of a change of judge.** If one or more parties to a case files a Notice of
66   Change of Judge under Rule 63A(a) or Rule 63A(b) of the Utah Rules of Civil
67   Procedure, the presiding judge (or the associate presiding judge if the presiding judge is
68   the judge assigned to the case) will promptly determine whether the notice is proper,
69   and, if so, will direct court employees to reassign the case to another judge in
70   accordance with paragraph (2)(A).
71
72   (2)(E) **Judicial vacancies.** In case of a judicial vacancy, the vacating judge's cases will
73   be reassigned to the judge appointed to fill the vacancy.
74
75   (2)(F) **Newly created judge positions.** When a new judge position is created by statute,
76   the caseload for that new position will be populated by the Clerk of Court taking cases
77   from all other judges' existing caseloads so that the new judge's caseload is comparable
78   to the existing caseloads.
79
80   (2)(G) **Court employee conflicts**. If a judge or the Clerk of Court becomes aware of a
81   case pending in the Fifth District in which a Fifth District court employee or a family
82   member of a Fifth District court employee is a party, the Clerk of Court will notify the
83   presiding judge, who will then determine, in his or her discretion, whether to reassign the
84   case to a different court location or another judicial district.
85
86
87   *Effective: May 1, 2026*

1   **Rule 10-2-101. Juvenile court case and calendar assignments**
2
3   **Intent:**

4   The intent of this rule is to establishes administrative the procedures for assigning and
5   reassigning cases to juvenile court judges within the First District Juvenile Court to ensure the
6   fair, impartial, and equitable distribution of judicial workloads and the efficient administration of
7   justice.

8   **Applicability:**

9   This rule applies to all cases filed in the First District Juvenile Court that require assignment to a
10   juvenile court judge.

11   **Statement of the Rule~~Policy~~:**

12   (1) ~~New filings~~**Initial assignments**.
13
14   (1)(A) All newly filed cases filed inwith the First District Juvenile Court will be assigned to
15   a juvenile court judges on a geographical basis, unless otherwise specified in this rule.
16
17   (1)(B) The clerk of court will maintain a random rotation of cases to be assigned to the
18   judge traveling to the another county as needed to keep assignments fair and equitable
19   between the two juvenile court judges in the First District.
20
21   (2) **Related cases**.
22
23   (2)(A) When a newly filed case is filed and is found to be related to an existing case
24   previously assigned to a specific judge, the new case will be assigned to that same
25   judge.
26
27   (2)(B) For the purposes of this rule, "related cases" include, but are not limited to:
28
29   (2)(B)(i) subsequent petitions involving the same juvenile;
30
31   (2)(B)(ii) petitions involving siblings of a juvenile already before the court; or
32
33   (2)(B)(iii) cases where the facts or parties are substantially similar to an existing
34   case.
35
36   (2)(C) If aThe party filing athe new related case is aware of an existing related case, the
37   party must clearly identify the case number of the existing case related case number at
38   the time of filing.
39
40   (3) **Specialized dockets and programs**. Cases that qualify for specific specialized dockets or
41   programs (e.g., drug court, mental health court) will be assigned to the judge presiding over that
42   specialized docket or program, regardless of the rotational assignment.
43
44   (4) **Reassignments**.
45
46   (4)(A) Reassignment of a case from one judge to another may occur only under
47   extraordinary circumstances and with the approval of the presiding judge or their

> **Commented [KW1]:** Should we say "special dockets or problem-solving courts"? Try to keep it consistent throughout?

48   designee. The presiding judge will then either keep the case or assign it to the other
49   judge. If both judges have a conflict, the case will be assigned to a judge in another
50   ~~outside~~ district.
51
52   (4)(B) Requests for reassignment must be submitted in writing, stating the reasons for
53   the request.
54
55   (4)(C) Examples of extraordinary circumstances include judicial disqualification, conflicts
56   of interest, or significant changes in judicial availability.
57
58
59   *Effective: May 1, 2026*

1   **Rule 10-2-201. Juvenile court case and calendar assignments**
2
3   **Intent:** The intent of this rule is to establish administrative procedures for assigning and
4   reassigning cases to judges in the Second District Juvenile Court to ensure the fair, impartial,
5   and equitable distribution of judicial workloads and the efficient administration of justice.
6   **Applicability:** This rule applies to all cases filed in the Second District Juvenile Court ~~that~~
7   ~~require assignment to a juvenile court judge~~.
8   ~~**Policy**~~**Statement of the Rule**:
9   (1) **Best practices.** The Second District Juvenile Court has adopted the National Council of
10 Juvenile and Family Court Judges (NCJFCJ) best practice, which promotes the "one family, one
11 judge" concept as the judicial model where a single judge handles all legal matters related to a
12 family to ensure consistency. This practice has been adopted by the Board of Juvenile Court
13 Judges.
14
15 (2) **Initial assignments.** All newly filed cases will be assigned using a fair and impartial
16 procedure consistent with best practices. Initial assignments will be based on the following
17 criteria~~A judicial assignment is prioritized based on the following~~:
18
19   (2)(A) county of residence;
20
21   (2)(B) prior judicial assignment;
22
23   (2)(C) sibling assigned to another judicial officer;
24
25   (2)(D) judicial officer who heard the initial shelter or detention hearing; or
26
27   (2)(E) random assignment taking into consideration ongoing caseload numbers and
28   judicial workload.
29
30 (3) **Reassignments.** When an order for recusal has been issued, the case will be reassigned as
31 follows:
32
33   (3)(A) If ~~there is a conflict of interest that would disqualify all judicial officers within~~all
34   juvenile court judges in the district are disqualified, the case will be reassigned to a
35   neighboring district.~~;~~
36
37   (3)(B) If the case can be reassigned to a juvenile court judge in the district, reassignment
38   will be to the next judge due for random reassignment based on county of residence,
39   ~~reassignment occurs within the district, it will be reassigned based upon county of~~
40   ~~residence to the next judicial officer due for random assignment,~~ taking into
41   consideration ongoing caseload numbers and judicial workload.~~;~~
42
43   (3)(C) If the case is a problem-solving court case, it will be reassigned to a judicial officer
44   presiding over a problem-solving court.
45
46
47 *Effective: May 1, 2026*

1   **Rule 10-2-301. Juvenile court case and calendar assignments**
2
3   **Intent:**

4   The intent of this rule is to establish administrative procedures for assigning and reassigning
5   cases to judges in the Third District Juvenile Court to ensure the fair, impartial, and equitable
6   distribution of judicial workloads and the efficient administration of justice.

7   ~~To assign and re-assign cases in the Third District Juvenile Court using a fair and impartial~~
8   ~~procedure approved by the Judicial Council.~~
9
10   **Applicability:**
11   This rule applies to all cases filed in the Third District Juvenile Court.

12
13   **Statement of the Rule:**
14
15   (1) **Cases with prior history in the Third District Juvenile Court.**

16   (1)(A) ~~"One judge, one family" policy.~~ **Initial assignments.** If the case is active or
17   was active within the last three years for delinquency matters and five years for child
18   welfare matters, ~~the~~ newly filed case~~s~~ will be assigned to the previously assigned
19   judge. If that judge has retired or is no longer on the bench, the case will be assigned
20   to the judge who has the prior judge's caseload.
21
22   (1)(B) **"One judge, one family" policy.** If the judge has or had a case (of any kind)
23   within the timeframes set forth above involving the same child, siblings of the child,
24   or half-siblings of the child, the case will remain with the same judge. This way all
25   children in a family are set before the same judge.
26
27   (1)(C) **Minor becomes parent.** If a minor under the jurisdiction of a judge becomes a
28   parent, and a subsequent case is filed with that minor named as a parent, that case
29   would also remain under the same judge.
30
31   (1)(D) **Best interest or judicial economy.** The presiding judge has discretion to
32   transfer a case under the "one judge one family" policy in other cases where there
33   are children in the same household through guardianship, formal or informal
34   custodial situations, or where it is in a child's best interest or would promote judicial
35   economy.
36
37   (1)(E) **Inactive cases.** Cases that have not been active for more than three years
38   (delinquency) or more than five years (child welfare) will be assigned in the same
39   way as cases with no prior history.
40
41   (2) **Non-delinquency cases with no prior history, assigned on one-to-one rotation.**

42   (2)(A) "One-to-one rotation" means the assigning clerk consults the case assignment
43   spreadsheet and assigns the case to the next judge on the spreadsheet.

44   (2)(B) The following types of cases will be assigned on a "one-to-one rotation":

45   (2)(B)(i) private termination petitions;

46   (2)(B)(ii) private petitions alleging abuse, neglect, and dependency;

47   (2)(B)(iii) private petitions for custody and guardianship;

48   (2)(B)(iv) petitions to marry;

49   (2)(B)(v) petitions for at-risk non-citizens;

50   (2)(B)(vi) private petitions for voluntary relinquishment;

51   (2)(B)(vii) petitions filed by DCFS for protective supervision services, where a
52   removal/motion for expedited placement in DCFS custody is not filed at the same
53   time as the petition; and
54

55   (2)(B)(vii)(a) If there is a request for a priority setting or expedited hearing,
56   ~~then~~ the case will be assigned on rotation. If the assigned ~~j~~Judge is not
57   able to schedule the case within two weeks (due to vacation, trial, etc),
58   ~~then~~ the case will be assigned to the shelter judge for the initial hearing,
59   and then returned to the assigned judge for all future handling.
60

61   (2)(B)(viii) cases transferred from other judicial districts or from other states
62   pursuant to the UCCJEA.
63

64   (2)(B)(iv)(a) The presiding judge will coordinate any UCCJEA contacts
65   with other states to determine transfer, but after the initial determination,
66   the case will be assigned on the one-to-one rotation.
67

68   (2)(B)(iv)(b) Cases will be transferred from other districts pursuant to Rule
69   16a of the Utah Rules of Juvenile Procedure.
70

71   (2)(C) **Recusal, disqualification, change of judge**. When a judge is recused or
72   disqualified, or if there is a change of judge as a matter of right, the case will be
73   returned to the assigning clerk to assign the case on the one-to-one rotation.
74

75   (2)(D) **Transfer out of district.** In rare cases, an entire district needs to be recused.
76   In that case, the presiding judge will reach out to the presiding judge of the Second
77   or Fourth District Juvenile Courts to re-assign the case.
78

79   (2)(E) **Exceptions.** Any changes to the one-to-one rotation must be documented on
80   the case assignment spreadsheet. Exceptions to the one-to-one rotation may be
81   made as follows:

82   (2)(E)(i) for the presiding judge, who maintains a lower caseload due to
83   administrative responsibilities;
84

85   (2)(E)(ii) for a newly appointed judge, during an orientation and training
86   period, as determined by the presiding judge;
87

88   (2)(E)(iii) for extenuating circumstances (personal health, FMLA or ADA
89   reasons, or other good cause), as determined by the presiding judge; or
90

91   (2)(E)(iv) to equalize caseloads if any judge's caseload exceeds the normal
92   caseloads by over 20%. Any adjustments will be noted on the case
93   assignment spreadsheet.
94

95   (2)(F) **Administrative Appeals.** These cases are all assigned to the Summit/Tooele
96   County judge.
97
98   (2)(G) **Truancy cases.** These cases are all assigned to the Summit/Tooele County
99   judge.
100
101 (3) **Non-delinquency cases assigned by on-call/shelter week rotation.** Matheson and West
102 Jordan judges have an on-call period that lasts from Thursday at 11:00 am-Thursday at 10:59
103 am. The following cases are assigned to and remain with the on-call judge:
104
105   (3)(A) **Cases initiated by warrant for removal by DCFS.** If the case is active or has
106   prior history with a different judge, the on-call judge will shelter the case, and then
107   return the case to the assigned judge for pre-trial.
108
109   (3)(B) **Cases initiated by emergency removal by DCFS, law enforcement, or a**
110   **health-care provider.** If the case is active or has prior history with a different judge,
111   the on-call judge will shelter the case, and then return the case to the assigned judge
112   for pre-trial.
113
114   (3)(C) **Cases initiated by DCFS petition with a concurrently filed motion for**
115   **expedited placement in DCFS custody.**
116
117   (3)(C)(i) If the case is active or has prior history with a different judge, the
118   on-call judge will shelter the case, and then return the case to the
119   assigned judge for pre-trial.
120
121   (3)(C)(ii) If a motion for expedited placement is filed after the case has
122   been assigned, then the case will be set for shelter before the shelter
123   judge, and then will return to the assigned judge. This includes motions
124   for expedited placement filed by the GAL after the DCFS petition is filed.
125
126   (3)(D) **Petitions for judicial bypass for notification of an abortion.** The on-call/
127   shelter judge hears these cases regardless of prior judicial assignment.
128
129   (3)(E) **Petitions for Child Protective Orders.** If the case is active or has a prior
130   history with a different judge, the on-call judge will determine whether an ex parte
131   child protective order should issue. The shelter judge and assigned judge then can
132   confer and determine whether any conflicts would preclude returning the case to the
133   current or formerly assigned judge.
134
135   (3)(F) **Petitions for custody filed by other child placement agencies, such as**
136   **Catholic Community Services**.
137
138   (3)(F)(i) If the case is active or has a prior history with a different judge,
139   the case will be assigned to that judge.
140
141   (3)(F)(ii) If there is no open or prior case, the shelter judge will be
142   assigned any cases that are filed during that on-call week.
143
144   (3)(G) **Shelter Cap.** A maximum of eight (8) DCFS cases will be assigned to the on-
145   call/shelter judge during any given shelter week rotation.

146
147   (3)(G)(i) Once the on-call/shelter judge reaches the cap, the remaining
148   DCFS cases will be sheltered by the on-call judge, but then will be
149   assigned to other judges for pre-trial. Those assignments will be made on
150   the one-to-one rotation.
151
152   (3)(G)(ii) The presiding judge can adjust the cap as needed. Any
153   adjustment to the cap will be documented on the case assignment
154   spreadsheet.
155
156   (4) **Case Assignments for Delinquency Cases with no Prior History.**

157   (4)(A) **Cases initiated by arrest**. Cases initiated by arrest are assigned by zip code
158   to either the north or south court. Once the court is determined, the case is assigned
159   on a one-to-one rotation, using the case assignment tracking spreadsheet.

160   (4)(B) **Cases initiated by petition.** Cases initiated by petition by the District
161   Attorney's office are also assigned by zip code to the north or south court, and then
162   assigned to a judge on the one-to-one rotation.

163   (4)(C) **Co-defendants.** For both arrests and petitions, co-defendants will be placed
164   with the same judge, unless a co-defendant has a history or open case with another
165   judge as set forth in paragraph (1). If there are more than four co-defendants, the
166   presiding judge will determine whether to keep all co-defendants together or to
167   assign some to other judges on the one-to-one rotation, based on judicial economy.

168   (4)(D) **Out-of-district and NCIC warrants.**

169   (4)(D)(i) Cases will be transferred from other districts in accordance with
170   Rule 16 of the Utah Rules of Juvenile Procedure.

171   (4)(D)(ii) Out-of-district cases will be divided into north and south regions
172   based on the originating district; and then assigned on the one-to-one
173   rotation.

174   (4)(D)(ii)(a) **Exception.** If the assigned judge already has five or more
175   detention hearings on the day of assignment, the case will be assigned to
176   another judge for detention hearing. The assignment will be made based
177   on which judge has availability to hear the detention hearing on that
178   particular day.
179
180   (4)(E) **Out-of-state and Interstate Compact for Juvenile (ICJ) cases.** Out-of-state/
181   Interstate Compact for Juvenile (ICJ) cases initiated by petition or arrest are
182   assigned by zip code to the north or south court, and then assigned to a judge on the
183   one-to-one rotation.
184
185   (5) **Transfer Cases.** Cases filed by information pursuant to Utah Code section 80-6-503 will be
186   assigned based on arrest or petition as set forth in paragraph (4).
187
188   (5)(A ~~However, t~~The presiding judge may re-assign the case to another judge if the
189   assigned judge has a high number of existing transfer cases.
190
191   (5)(B) ~~In cases where~~If the presiding judge transfers the case, the case will be
192   assigned to another judge based on the number of transfer cases currently assigned

193   to each judge has, in order to equalize the number of transfer cases that assigned
194   each judge has at any given time.
195
196   **(6) Petitions to expunge prior juvenile court cases.**
197
198   (6)(A) A pPetitions to expunge prior juvenile court cases will be assigned to the prior
199   judge who was assigned to the case at the time of case closure.
200
201   (6)(B) If thate prior judge is no longer on the bench, then the case will be assignedgo
202   to the judge whothat assumed that judge's caseload, or to the presiding judge for
203   assignment.
204
205   **(7) Order for recusal or disqualification in delinquency cases.**
206
207   (7)(A) When a judge is recused or disqualified, or if there is a change of judge as a
208   matter of right, the delinquency case will be returned to the assigning clerk to assign
209   the case on the one-to-one rotation within the court where the case resides (either
210   north court or south court);
211
212   (7)(B) In rare cases, an entire district needs tomust recuse. In that case, the
213   presiding judge will reach out to the presiding judge of Second or Fourth District
214   Juvenile Courts to re-assign the casefor reassignment.
215
216   **(8) Cases assigned to Tooele and Summit County.**
217
218   (8)(A) One judge is typically assigned to both Tooele and Summit counties and
219   handles all of the cases in both of those counties.
220
221   (8)(B) When the assigned judge is recused or disqualified, or if there is a change of
222   judge as a matter of right, the case will be returned to the assigning clerk to assign
223   the case on the one-to-one rotation to another judge in the Third District Juvenile
224   Court.
225
226   **(9) New case types created by the Legislature.** If new case types are added under to the
227   juvenile court's jurisdiction, the principles set forth above will apply to those cases. If the casesy
228   are non-emergentnot urgent, then they will be assigned on a one-to-one rotation; if they are
229   urgentemergent, then the on-call/shelter rotation (child welfare) or the north/south court
230   distinction (delinquency) will be used to determine case assignment.
231
232   *Effective May 1, 2026*

1   **Rule 10-2-401. Juvenile court case and calendar assignments**
2
3   **Intent:** The intent of this rule is to establish administrative procedures for assigning and
4   reassigning cases to judges in the Fourth District Juvenile Court to ensure the fair, impartial,
5   and equitable distribution of judicial workloads and the efficient administration of justice.

6   **Applicability:** This rule applies to all cases filed in the Fourth District Juvenile Court ~~that require~~
7   ~~assignment to a juvenile court judge~~.

8   **Statement of the Rule:**

9   (1) **Best practices.** The Fourth District Juvenile Court has adopted the National Council of
10   Juvenile and Family Court Judges (NCJFCJ) best practice which promotes the "one family, one
11   judge" concept as the judicial model where a single judge handles all legal matters related to a
12   family to ensure consistency. This practice has been adopted by the Board of Juvenile Court
13   Judges.

14   (2) **Initial assignments.** All newly filed cases will be assigned using a fair and impartial
15   procedure consistent with best practices. Initial assignments will be based on the following
16   criteria:~~A judicial assignment is prioritized based on the following:~~
17
18   (2)(A) prior judicial assignment;
19
20   (2)(B) location~~geographical~~ based upon zip code; or
21
22   (2)(C) buffer zone zip codes taking into consideration ongoing caseload numbers and
23   judicial workload.
24
25   (3) **Reassignments.** When an order for recusal has been issued, the case will be reassigned as
26   follows:
27
28   (3)(A) If ~~there is a conflict of interest that would disqualify~~ all juvenile court judges ~~judicial~~
29   ~~officers within~~in the district are disqualified, the case will be reassigned to a neighboring
30   district.~~;~~
31
32   (3)(B) If the case can be reassign~~ed~~~~ment occurs within~~to a juvenile court judge in the
33   district, it will be ~~reassignment will be~~~~ed~~ based up~~on~~ the presiding judge's recusal
34   rotation list, taking into consideration ongoing caseload numbers and judicial workload.~~;~~
35
36   (3)(C) If the case is a problem-solving court case, it will be reassigned to a judicial officer
37   presiding over a problem-solving court.
38
39   *Effective: May 1, 2026*

1   **Rule 10-2-501. Juvenile court case and calendar assignments**

2

3   **Intent:**

4   The intent of this rule is to establish administrative procedures for assigning and reassigning
5   cases to judges in the Third District Juvenile Court to ensure the fair, impartial, and equitable
6   distribution of judicial workloads and the efficient administration of justice To provide for the
7   assignment of cases and judges for the equitable distribution of workload and prompt
8   disposition of cases.

9   **Applicability:**

10   This rule applies to the Fifth District Juvenile Court.

11   **Statement of the Rule:**

12   (1) **Initial assignments.** When a petition is filed in the juvenile court, the presiding judge will
13   assign cases to each judge in the district based on a non-biased process designed to ensure an
14   equal caseload for each judge where possible. The presiding judge may consider the following
15   special circumstances in making those assignments:

16
17   (1)(A) geographic location and travel;

18
19   (1)(B) the juvenile court "one judge-one family" policy;

20
21   (1)(C) a judge's other commitments within the judiciary;

22
23   (1)(D) temporary disability;

24
25   (1)(E) the make-up of teams assigned to each judge; and

26
27   (1)(F) other factors which may result in non-equal distribution of cases.

28
29   (2) **Code of Judicial Conduct.** In no event may a presiding judge assign a case to a judge
30   based on that judge's personal interest in the subject matter or outcome of the case, or for any
31   other reasons that may lead to a violation of the Utah Code of Judicial Conduct.

32
33   (3) ~~Assignment upon r~~**Recusals**. When a judge recuses themselves from ~~hearing~~ a case, the
34   presiding judge will reassign the case as follows:

35
36   (3)(A) **Counties with one judge.** Where only one judge sits in a county, the case will be
37   reassigned to a judge in another county who does not have a conflict. Assignments
38   to ~~Each~~ judges outside the county will ~~take turns being assigned these cases~~ be made on
39   a rotating basis.~~;~~

40
41   (3)(B) **Counties with multiple judges.** Where multiple judges sit in a county, the case
42   will be reassigned to one of the other remaining judges in the county.

43
44   (3)(B)(i) If there are only two judges in the county, the case ~~it~~ will be assigned to
45   the other judge, provided ~~as long as they~~ that judge does not have a conflict.

46

47   (3)(B)(ii) If there are more than two judges in a county, ~~each judge will take turns~~
48   ~~being assigned these case~~assignments will be made on a rotating basis. ~~Where~~
49   ~~each~~
50
51   (3)(B)(iii) If all of the juvenile court judges in the county haves a conflict, the case
52   will be assigned to a judge in another county and assignments will be made on a
53   rotating basis. ~~where those judges will take turns being assigned such cases;~~
54
55   (3)(C) **District court judges.** The presiding judge may ~~also~~ request that the presiding
56   judge of the Fifth District Ccourt assign the case to a district court judge ~~in the district~~
57   who has been properly appointed as a juvenile court judge pro tempore. However, the
58   presiding judge of the district court is not required to make such an assignment.~~;~~
59
60   (3)(D) **Transfer out of district.** If all of the judges in the district have a conflict ~~on a~~
61   ~~case~~, the presiding judge will ask the trial court executive to transfer the case to another
62   district. ~~find a district court judge outside the district to hear the matter.~~
63
64 (4) **Assignment of caseload upon judge's retirement.** When a judge retires or resigns, their
65 ~~whole~~ entire caseload will be assigned to the judge who replaces them. For those cases where
66 the new judge has a conflict, paragraph (3) governs.
67
68 *Effective: May 1, 2026*

1   **Rule 10-1-602. District and juvenile court case and calendar assignments**

2

3   **Intent:**

4   The intent of this rule is to establishes administrative the procedures for assigning and

5   reassigning cases to jJudges within the Sixth6th District and Juvenile Courts to ensure the fair,

6   impartial, and equitable distribution of judicial workloads and the for efficient administration of

7   justice.

8   **Applicability:**

9   This rule applies to all cases filed in the 6th Sixth District Court and 6th Sixth District Juvenile

10   Court.

11   **PolicyStatement of the Rule:**

12   (1) **Initial assignments.** In counties where a case type of case is divided evenly between two

13   judges, newly filed the district court cases areis assigned randomly using the automated court

14   management system approved by the Council by CORIS in District Court cases and newly filed

15   juvenile court cases are assigned manually assigned on a rotation in Juvenile Court Cases.

16

17   (2) **Caseloads.** The division of caseloads in the Sixth District is based on geography and case

18   type, with new cases assigned as followson the following basis by county:

19

Location:	Judge Van Dyke	Judge Larsen	Judge Kiesel	Judge Goble
Sanpete	50% Domestic 50% Criminal 50% Civil	50% Criminal 50% Civil	100% Treatment Courts (Dist/Family) Criminal Prelims 50% Juvenile	50% Domestic 50% Juvenile
Sevier	50% Criminal 50% Treatment Court 50% Civil	50% Treatment 100% Mental Health Court 50% Criminal 50% Civil 50% Domestic	50% Domestic 50% Juvenile	50% Juvenile
Wayne	50% Civil 50% Criminal	50% Civil 50% Criminal	100% Juvenile 100% Domestic	
Piute	50% Criminal	50% Criminal	100% Juvenile 100% Civil/Domestic	
Garfield	50% Civil 50% Domestic 50% Criminal	50% Civil 50% Criminal	100% Juvenile 50% Domestic	
Kane	50% Domestic 100% Civil	50% Domestic 50% Criminal		100% District Treatment Court 50% Criminal 50% Juvenile

20
21
22   (3) **Reassignments.** On occasion, the Clerk of Court, in consultation with the presiding judge,
23   may reassign a case on the basis of judicial economy. In cases where reassignment is

24   necessary, the presiding judge reassigns the case in accordance with Rule 63 of the Utah Rules
25   of Civil Procedure and Rule 29 of the Utah Rules of Criminal Procedure.
26
27
28   *Effective: May 1, 2026*

1   **Rule 10-1-701. District and juvenile court case and calendar assignments**

2   **Intent:**

3   The intent of this rule is to establish administrative procedures for assigning and reassigning
4   cases to judges in the Seventh District Court and Seventh District Juvenile Court to ensure the
5   fair, impartial, and equitable distribution of judicial workloads and the efficient administration of
6   justice. To provide for the assignment and reassignment of cases and judges for the equitable
7   distribution of workload and prompt disposition of cases.

8   **Applicability:**

9   This rule shall applyapplies to the Seventh District Court and Seventh District Juvenile Court.

10   **Statement of the Rule:**

11   (1) **Authority of dDistrict and jJuvenile court jJudges.** It is the intention of this court to seek
12   and maintain Judicial assignments made in accordance with Rule 3-108 from the presiding
13   officer of the Judicial Council authorize active judges of a court of record to serve temporarily as
14   a judge of a court with different jurisdiction in the same judicial district.ing each juvenile judge of
15   the district to act as a district judge of the district, and for each district judge of the district to act
16   as a juvenile judge of the district. Each district judge and juvenile judge of this district has
17   agreed to such an consent to such assignments approved by the Presiding Officer. The
18   assignment provides, hHowever, that any judge acts in the other court only by assignment of the
19   presiding judge of that court.

20   (2) **Consent of the aAssigned jJudge.** The presiding judge of the district court shall will assign
21   a judge of the juvenile court to a district court case only with the consent of the assigned judge.
22   The presiding judge of the juvenile court shall will assign a judge of the district court to a juvenile
23   court case only with the consent of the assigned judge.

24   (3) **Criteria for assigning judgesInitial case assignments.** The following criteria should
25   govern assignment of judges to cases in the seventh district:

26   (3)(A) **Grand and San Juan counties.** Newly filed dDistrict court cases in Grand or and
27   San Juan cCounties should will be assigned initially to the district court judge assigned
28   to sit in preside over cases filed in Grand and San Juan CountycCounties. JNewly filed
29   juvenile court cases in those same counties should will be assigned initially to the
30   juvenile court judge assigned to sit in Grand County.

31   (3)(B) **Carbon and Emery counties.** DNewly filed district court cases in Carbon or
32   Emery cCounties should will be initially assigned on a randomly basis between the two
33   district court judges assigned to sit inpreside over cases filed in Carbon and Emery
34   Countycounties using an automated court management system approved by the
35   Council. JNewly filed juvenile court cases in those same counties should will be
36   assigned initially to the juvenile court judge assigned to sit in Carbon County, except as it
37   may be necessary to assign cases to the other Seventh District juvenile court judge to
38   equalize the case load.

39   (C4) **Reassignments**.

40

41   (4)(A) In order to resolve ethical or legal conflicts or balance caseloads, cases may be
42   reassigned to another judge in the district or transferred out of the district as needed.
43   Reassignments will be made in a fair and impartial manner.

44   (4)(DBA) **Juvenile court cases**.

45   (4)(B)(i) **Best practices.** The Seventh District Juvenile Court has adopted the
46   National Council of Juvenile and Family Court Judges (NCJFCJ) best practice
47   which promotes the "one family, one judge" concept as the judicial model where
48   a single judge handles all legal matters related to a family to ensure consistency.
49   This practice has been adopted by the Board of Juvenile Court Judges.

50   (4)(B)(ii) **Criteria**. Juvenile court case assignments and reassignments will be
51   consistent with best practices, and the following criteria will be considered:

52   (4)(B)(ii)(1) prior judicial assignments;

53   (4)(B)(ii)(2) geographic location and travel;

54   (4)(B)(ii)(3) best interests of the child(ren);

55   (4)(B)(ii)(4) related cases; and

56   (4)(B)(ii)(5) judicial caseloads.

57   Because of the long distances between the northern and southern portions of the district,
58   consideration should be given to using judges who are assigned to sit in the same
59   portion of the district when conflicts arise, even if this means assigning a district judge to
60   a juvenile case or a juvenile judge to a district case.

61   (4)(B) Cases may be assigned differently than set forth in the forgoing paragraph, for
62   any of the reasons set forth in Rule 3-108 and Rule 4-102.

63   *Effective: May 1, 2026*

Commented [KW1]: This is my language.

Proposed language from district: "In order to resolve ethical or legal conflicts that may arise from particular cases, or possibly a large number of cases, another judge inside or outside the district may be assigned, or caseloads reassigned, as needed. Reassignments will be fair and impartial so as to equalize the caseload."

Commented [KW2]: The district's proposed language for the entire juvenile court section was: "Juvenile Court strives to adhere to the statewide best practice policy of "one family, one judge", and to accommodate the needs and available local resources of the respective parties, court-appointed attorneys, agencies, and service providers involved in the majority of the cases."

I added quite a bit from other districts, but it may be overkill.

Commented [KW3]: This language was proposed by the district, but rule 4-102 doesn't exist.

1   **Rule 10-1-802. District and juvenile court case and calendar assignments**
2
3   **Intent:**

4   The intent of this rule is to establish administrative procedures for assigning and reassigning
5   cases to judges in the Eighth District Court and Eighth District Juvenile Court to ensure the fair,
6   impartial, and equitable distribution of judicial workloads and the efficient administration of
7   justice.To provide for the assignment of cases and judges for the equitable distribution of
8   workload and prompt disposition of cases.

9   **Applicability:**

10   This rule applies to the Eighth District Court and Eighth District Juvenile Court.

11   **Statement of the Rule:**

12   (1) **Authority of district and juvenile court judges**. Judicial assignments made in accordance
13   with Rule 3-108 authorize active judges of a court of record to serve temporarily as a judge of a
14   court with different jurisdiction in the same judicial district. It is the intention of this court to seek
15   and maintain assignments from the presiding officer of the Judicial Council authorizing each
16   juvenile judge of the district to act as a district judge of the district, and for each district judge of
17   the district to act as a juvenile judge of the district. Each district judge and juvenile judge of this
18   district has agreed to consent to such an assignments approved by the Presiding Officer. The
19   assignment provides, hHowever, that any judge acts in the other court only by assignment of
20   the presiding judge of that court.
21
22   (2) **Consent of the assigned judge**. The presiding judge of the district court will assign a judge
23   of the juvenile court to a district court case only with the consent of the assigned judge. The
24   presiding judge of the juvenile court will assign a judge of the district court to a juvenile court
25   case only with the consent of the assigned judge.
26
27   (3) **Criteria for assigning judgesInitial assignments**. The following criteria should govern
28   assignment of judges to cases in the Eighth Judicial District:
29
30   (3)(A) **Uintah and Daggett counties.** District court cases in Uintah or Daggett Counties
31   should be initially assigned randomly to the two district court judges assigned to sit in
32   Uintah County using an automated court management system approved by the Council.
33   Juvenile court cases in those same counties should be assigned initially to the juvenile
34   court judge assigned to sit in Uintah County.
35
36   (3)(B) **Duchesne county.** District court cases in Duchesne County, including Roosevelt
37   District Court and Duchesne District Court, should be initially assigned to the district
38   court judge assigned to sit in Duchesne County. Juvenile court cases in those same
39   counties should be assigned initially to the juvenile court judge assigned to sit in
40   Duchesne County, except as it may be necessary to assign cases to the other Eighth
41   District juvenile court judge to equalize the case load.
42
43   (4) **Reassignments.**
44
45   (4)(A) **Geographic locations.** Because of distances between counties in the Eighth
46   Judicial District, consideration should be given to using judges who are assigned to sit in

the same portion of the district when conflicts arise, even if this means assigning a district judge to a juvenile case or a juvenile judge to a district case.

(4)(B) **Counties with one judge.** Where only one judge sits in a county, the case will be reassigned to a judge in another county who does not have a conflict. Assignments to judges outside the county will be made on a rotating basis.

(4)(C) **Counties with multiple judges.** Where multiple judges sit in a county, the case will be reassigned to one of the other remaining judges in the county.

> (4)(C)(i) If there are only two judges in the county, the case will be assigned to the other judge, provided that judge does not have a conflict.

> (4)(C)(ii) If there are more than two judges in a county, assignments will be made on a rotating basis.

> (4)(C)(iii) If all of the judges in the county have a conflict, the case will be reassigned to a judge in another county and reassignments will be made on a rotating basis.

(4)(D) **Transfers out of district.** If all of the judges in the district have a conflict, the presiding judge will ask the trial court executive to transfer the case to another district.

(4)(E) **Motions to Disqualify.** If a reviewing judge determines that a case will be reassigned pursuant to Rule 63 of the Utah Rules of Civil Procedure, or Rule 29 of the Utah Rules of Criminal Procedure, the reviewing judge will notify court employees. Court employees will reassign the case in accordance with paragraph (4).

(4)(F) **Consolidation or similarity.** If a judge assigned to a case determines that, in the interests of judicial efficiency, another case or cases should be heard by himself or herself due to the related nature of the cases, the judge may, after consulting with the other judge(s) assigned to the other case(s), and with the approval of the presiding judge, reassign the other case(s) to himself or herself by written order filed in all of the cases.

(4)(G) **Notice of a change of judge.** If one or more parties to a case files a Notice of Change of Judge under Rule 63A(a) or Rule 63A(b) of the Utah Rules of Civil Procedure, the presiding judge (or the associate presiding judge if the presiding judge is the judge assigned to the case) will promptly determine whether the notice is proper, and, if so, will direct court employees to reassign the case to another judge in accordance with paragraph (4).

(4)(H) **Judicial vacancies.** In case of a judicial vacancy, the vacating judge's cases will be reassigned to the judge appointed to fill the vacancy.

(4)(I) **Newly created judge positions.** When a new judge position is created by statute, the caseload for that new position will be populated by the Clerk of Court taking cases from all other judges' existing caseloads so that the new judge's caseload is comparable to the existing caseloads.

97   (4)(J) **Court employee conflicts.** If a judge or the Clerk of Court becomes aware of a
98   case pending in the Eighth District in which an Eighth District employee or a family
99   member of an Eighth District employee is a party, the Clerk of Court will notify the
100 presiding judge, who will then determine, in his or her discretion, whether to reassign the
101 case to a different court location or another judicial district.
102
103 (4)(K) **Juvenile court cases**.
104
105 (4)(B)(i) **Best practices.** The Eighth District Juvenile Court has adopted the
106 National Council of Juvenile and Family Court Judges (NCJFCJ) best practice
107 which promotes the "one family, one judge" concept as the judicial model where
108 a single judge handles all legal matters related to a family to ensure consistency.
109 This practice has been adopted by the Board of Juvenile Court Judges.
110
111 (4)(B)(ii) **Criteria.** Juvenile court case assignments and reassignments will be
112 consistent with best practices, and the following criteria will be considered:
113 (4)(B)(ii)(1) prior judicial assignments;
114 (4)(B)(ii)(2) geographic location and travel;
115 (4)(B)(ii)(3) best interests of the child(ren);
116 (4)(B)(ii)(4) related cases; and
117 (4)(B)(ii)(5) judicial caseloads.
118
119 (5) Cases may be assigned differently ~~than set forth in the foregoing paragraph,~~ for any of the
120 reasons set forth in Rule 3-108.
121
122 *Effective: May 1, 2026*

1   **Rule 10-3-101. Business and Chancery court case and calendar assignments**

2

3   **Intent:**

4   The intent of this rule is to establish administrative procedures for assigning and reassigning
5   cases to judges in the Business and Chancery Court to ensure the fair, impartial, and equitable
6   distribution of judicial workloads and the efficient administration of justice. ~~This rule establishes~~
7   ~~the procedures for assigning cases to judges within the Business and Chancery Court to ensure~~
8   ~~fair, impartial, and equitable distribution of workload for efficient administration of justice.~~

9   **Applicability:**

10   This rule applies to all cases filed in the Business and Chancery Court.

11   **Statement of the Rule:**

12   (1) **New filings.** All new cases filed in the Business and Chancery Court will be assigned to
13   judges on a random basis using an automated court management system approved by the
14   Council, which system may consider aggregate workload factors.
15
16   (2) **Reassignment generally**. Reassignment of a case from one judge to another will occur only
17   under extraordinary circumstances and with the approval of the presiding judge or their
18   designee. Extraordinary circumstances include the retirement, resignation, or removal of a
19   judge; recusal or disqualification of a judge; and persistent imbalances in workload among
20   judges.
21
22   (3) **Reassignment when there are fewer than three Business and Chancery Court judges.**
23   Pursuant to Utah Code section 78A-1-103.5, so long as there are fewer than three Business
24   and Chancery Court judges, the Council will designate a pool of two district court judges to
25   preside over actions in the Business and Chancery Court when all Business and Chancery
26   Court judges are unable to preside over an action due to recusal or disqualification. Under such
27   circumstances, the presiding judge or their designee will contact both district court judges to
28   inquire if they have current capacity to be assigned a Business and Chancery Court case. The
29   case will be assigned to the first district court judge to respond in the affirmative. If after two
30   business days neither district court judge has responded in the affirmative, the case will be
31   randomly reassigned to one of them.
32
33   (4) **Reassignment when there are two or more Business and Chancery Court judges**. So
34   long as there are two or more Business and Chancery Court judges, cases will be randomly
35   reassigned by the same method used for new filings, except that the formerly assigned judge
36   may not be reassigned the case.
37
38   *Effective: May 1, 2026*