

1 **Rule 1-205. Standing and Ad Hoc Committees.**

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3 **Intent:**

4 To establish standing and ad hoc committees to assist the Council and provide
5 recommendations on topical issues.

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7 To establish uniform terms and a uniform method for appointing committee members.

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9 To provide for a periodic review of existing committees to assure that their activities are
10 appropriately related to the administration of the judiciary.

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12 **Applicability:**

13 This rule shall apply to the internal operation of the Council.

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15 **Statement of the Rule:**

16 **(1) Standing Committees.**

17 (1)(A) **Establishment.** The following standing committees of the Council are hereby
18 established:

19 (1)(A)(i) Uniform Fine Committee;

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21 (1)(A)(ii) Ethics Advisory Committee;

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23 (1)(A)(iii) Judicial Branch Education Committee;

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25 (1)(A)(iv) Court Facility Planning Committee;

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27 (1)(A)(v) Committee on Children and Family Law;

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29 (1)(A)(vi) Committee on Judicial Outreach;

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31 (1)(A)(vii) Committee on Resources for Self-represented Parties;

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33 (1)(A)(viii) Language Access Committee;

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35 (1)(A)(ix) Guardian ad Litem Oversight Committee;

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37 (1)(A)(x) Committee on Model Utah Civil Jury Instructions;

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39 (1)(A)(xi) Committee on Model Utah Criminal Jury Instructions;

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41 (1)(A)(xii) Committee on Pretrial Release and Supervision; and

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- 43 (1)(A)(xiii) Committee on Court Forms;
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45 (1)(A)(xiv) Committee on Judicial Fairness and Accountability; and
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47 (1)(A)(xv) Working Interdisciplinary Network of Guardianship Stakeholders
48 (WINGS)
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50 (1)(B) **Composition.**

51 (1)(B)(i) The **Uniform Fine Committee** performs the duties described in rule 4-
52 302 and shall consist of:

53 (1)(B)(i)(a) one district court judge who has experience with a felony
54 docket;

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56 (1)(B)(i)(b) three district court judges who have experience with a
57 misdemeanor docket; and

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59 (1)(B)(i)(c) four justice court judges.
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61 (1)(B)(ii) The **Ethics Advisory Committee** performs the duties described in rule
62 3-109 and shall consist of:

63 (1)(B)(ii)(a) one judge from the Court of Appeals;

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65 (1)(B)(ii)(b) one district court judge from Judicial Districts 2, 3, or 4;

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67 (1)(B)(ii)(c) one district court judge from Judicial Districts 1, 5, 6, 7, or 8;

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69 (1)(B)(ii)(d) one juvenile court judge;

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71 (1)(B)(ii)(e) one justice court judge; and

72
73 (1)(B)(ii)(f) an attorney from either the Bar or a college of law.
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75 (1)(B)(iii) The **Judicial Branch Education Committee** performs the duties
76 described in rule 3-403 shall consist of:

77 (1)(B)(iii)(a) one judge from an appellate court;

78
79 (1)(B)(iii)(b) one district court judge from Judicial Districts 2, 3, or 4;

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81 (1)(B)(iii)(c) one district court judge from Judicial Districts 1, 5, 6, 7, or 8;

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83 (1)(B)(iii)(d) one juvenile court judge;

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85 (1)(B)(iii)(e) the education liaison of the Board of Justice Court Judges;

86
87 (1)(B)(iii)(f) one state level administrator;
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89 (1)(B)(iii)(g) the Human Resource Management Director;
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91 (1)(B)(iii)(h) one court executive;
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93 (1)(B)(iii)(i) one juvenile court probation representative;
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95 (1)(B)(iii)(j) two court clerks from different levels of court and different
96 judicial districts;
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98 (1)(B)(iii)(k) one data processing manager; and
99
100 (1)(B)(iii)(l) one adult educator from higher education.
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102 (1)(B)(iii)(m) The Human Resource Management Director and the adult
103 educator shall serve as non-voting members. The state level
104 administrator and the Human Resource Management Director shall serve
105 as permanent Committee members.
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107 (1)(B)(iv) The **Court Facility Planning Committee** performs the duties
108 described in rule 3-409 and shall consist of:

109 (1)(B)(iv)(a) one judge from each level of trial court;

110
111 (1)(B)(iv)(b) one appellate court judge;

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113 (1)(B)(iv)(c) the state court administrator;

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115 (1)(B)(iv)(d) a trial court executive;

116
117 (1)(B)(iv)(e) two business people with experience in the construction or
118 financing of facilities; and

119
120 (1)(B)(iv)(f) the court security director.
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122 (1)(B)(v) The **Committee on Children and Family Law** performs the duties
123 described in rule 4-908 and shall consist of:

124 (1)(B)(v)(a) one Senator appointed by the President of the Senate;

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126 (1)(B)(v)(b) the Director of the Department of Human Services or
127 designee;
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- 129 (1)(B)(v)(c) one attorney of the Executive Committee of the Family Law
130 Section of the Utah State Bar;
- 131
132 (1)(B)(v)(d) one attorney with experience in abuse, neglect and
133 dependency cases;
- 134
135 (1)(B)(v)(e) one attorney with experience representing parents in abuse,
136 neglect and dependency cases;
- 137
138 (1)(B)(v)(f) one representative of a child advocacy organization;
- 139
140 (1)(B)(v)(g) the ADR Program Director or designee;
- 141
142 (1)(B)(v)(h) one professional in the area of child development;
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144 (1)(B)(v)(i) one mental health professional;
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146 (1)(B)(v)(j) one representative of the community;
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148 (1)(B)(v)(k) the Director of the Office of Guardian ad Litem or designee;
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150 (1)(B)(v)(l) one court commissioner;
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152 (1)(B)(v)(m) two district court judges; and
- 153
154 (1)(B)(v)(n) two juvenile court judges.
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156 (1)(B)(v)(o) One of the district court judges and one of the juvenile court
157 judges shall serve as co-chairs to the committee. In its discretion the
158 committee may appoint non-members to serve on its subcommittees.
- 159
160 (1)(B)(vi) The **Committee on Judicial Outreach** performs the duties described
161 in rule 3-114 and shall consist of:
- 162 (1)(B)(vi)(a) one appellate court judge;
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164 (1)(B)(vi)(b) one district court judge;
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166 (1)(B)(vi)(c) one juvenile court judge;
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168 (1)(B)(vi)(d) one justice court judge; one state level administrator;
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170 (1)(B)(vi)(e) a state level judicial education representative;
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172 (1)(B)(vi)(f) one court executive;

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174 (1)(B)(vi)(g) one Utah State Bar representative;
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176 (1)(B)(vi)(h) one communication representative;
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178 (1)(B)(vi)(i) one law library representative;
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180 (1)(B)(vi)(j) one civic community representative; and
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182 (1)(B)(vi)(k) one state education representative.
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184 (1)(B)(vi)(l) Chairs of the Judicial Outreach Committee's subcommittees
185 shall also serve as members of the committee.
186
187 (1)(B)(vii) The **Committee on Resources for Self-represented**
188 **Parties** performs the duties described in rule 3-115 and shall consist of:
189 (1)(B)(vii)(a) two district court judges;
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191 (1)(B)(vii)(b) one juvenile court judge;
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193 (1)(B)(vii)(c) two justice court judges;
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195 (1)(B)(vii)(d) three clerks of court – one from an appellate court, one from
196 an urban district and one from a rural district;
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198 (1)(B)(vii)(e) one representative from a social services organization
199 providing direct services to underserved communities;
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201 (1)(B)(vii)(f) one representative from the Utah State Bar;
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203 (1)(B)(vii)(g) two representatives from legal service organizations that
204 serve low-income clients;
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206 (1)(B)(vii)(h) one private attorney experienced in providing services to
207 self-represented parties;
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209 (1)(B)(vii)(i) two law school representatives;
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211 (1)(B)(vii)(j) the state law librarian; and
212
213 (1)(B)(vii)(k) two community representatives.
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215 (1)(B)(viii) The **Language Access Committee** performs the duties described in
216 rule 3-306.02 and shall consist of:

- 217 (1)(B)(viii)(a) one district court judge;
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219 (1)(B)(viii)(b) one juvenile court judge;
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221 (1)(B)(viii)(c) one justice court judge;
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223 (1)(B)(viii)(d) one trial court executive;
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225 (1)(B)(viii)(e) one court clerk;
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227 (1)(B)(viii)(f) one interpreter coordinator;
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229 (1)(B)(viii)(g) one probation officer;
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231 (1)(B)(viii)(h) one prosecuting attorney;
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233 (1)(B)(viii)(i) one defense attorney;
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235 (1)(B)(viii)(j) two certified interpreters;
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237 (1)(B)(viii)(k) one approved interpreter;
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239 (1)(B)(viii)(l) one expert in the field of linguistics; and
240
241 (1)(B)(viii)(m) one American Sign Language representative.
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243 (1)(B)(ix) The **Guardian ad Litem Oversight Committee** performs the duties
244 described in rule 4-906 and shall consist of:

- 245 (1)(B)(ix)(a) seven members with experience in the administration of law
246 and public services selected from public, private and non-profit
247 organizations.
248

249 (1)(B)(x) The **Committee on Model Utah Civil Jury Instructions** performs the
250 duties described in rule 3-418 and shall consist of:

- 251 (1)(B)(x)(a) two district court judges;
252
253 (1)(B)(x)(b) four lawyers who primarily represent plaintiffs;
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255 (1)(B)(x)(c) four lawyers who primarily represent defendants; and
256
257 (1)(B)(x)(d) one person skilled in linguistics or communication.
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260 (1)(B)(xi) The **Committee on Model Utah Criminal Jury Instructions** performs
261 the duties described in rule 3-418 and shall consist of:

262 (1)(B)(xi)(a) two district court judges;

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264 (1)(B)(xi)(b) one justice court judge;

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266 (1)(B)(xi)(c) four prosecutors;

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268 (1)(B)(xi)(d) four defense counsel; and

269
270 (1)(B)(xi)(e) one person skilled in linguistics or communication.

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272 (1)(B)(xii) The **Committee on Pretrial Release and Supervision** performs the
273 duties described in rule 3-116 and shall consist of:

274 (1)(B)(xii)(a) two district court judges;

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276 (1)(B)(xii)(b) two justice court judges;

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278 (1)(B)(xii)(c) one prosecutor;

279
280 (1)(B)(xii)(d) one defense attorney;

281
282 (1)(B)(xii)(e) one county sheriff;

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284 (1)(B)(xii)(f) one representative of counties;

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286 (1)(B)(xii)(g) one representative of a county pretrial services agency;

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288 (1)(B)(xii)(h) one representative of the Utah Commission on Criminal and
289 Juvenile Justice;

290
291 (1)(B)(xii)(i) one commercial surety agent;

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293 (1)(B)(xii)(j) one state senator;

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295 (1)(B)(xii)(k) one state representative;

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297 (1)(B)(xii)(l) the Director of the Indigent Defense Commission or designee;

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299 (1)(B)(xii)(m) one representative of the Utah Victims' Council;

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301 (1)(B)(xii)(n) one representative of a community organization actively
302 engaged in pretrial justice issues; and

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(1)(B)(xii)(o) one chief of police, ~~and~~

~~(1)(B)(xii)(p) the court's general counsel or designee.~~

(1)(B)(xiii) The **Committee on Court Forms** performs the duties described in rule 3-117 and shall consist of:

(1)(B)(xiii)(a) two district court judges;

(1)(B)(xiii)(b) one court commissioner;

(1)(B)(xiii)(c) one juvenile court judge;

(1)(B)(xiii)(d) one justice court judge;

(1)(B)(xiii)(e) one court clerk;

(1)(B)(xiii)(f) one appellate court staff attorney;

(1)(B)(xiii)(g) one representative from the Self-Help Center;

(1)(B)(xiii)(h) the State Law Librarian;

(1)(B)(xiii)(i) the district court administrator or designee;

(1)(B)(xiii)(j) one representative from a legal service organization that serves low-income clients;

(1)(B)(xiii)(k) one paralegal;

(1)(B)(xiii)(l) one educator from a paralegal program or law school;

(1)(B)(xiii)(m) one person skilled in linguistics or communication;

(1)(B)(xiii)(n) one representative from the Utah State Bar; and

(1)(B)(xiii)(o) the LPP administrator.

(1)(B)(xiv) The **Committee on Fairness and Accountability** performs the duties described in rule 3-420. The committee shall include members who demonstrate an interest in or who have experience with issues of diversity, equity, and inclusion and shall consist of:

(1)(B)(xiv)(a) one district court judge;

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347 (1)(B)(xiv)(b) one juvenile court judge;
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349 (1)(B)(xiv)(c) one justice court judge;
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351 (1)(B)(xiv)(d) one appellate court judge;
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353 (1)(B)(xiv)(e) two former judges from any court level;
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355 (1)(B)(xiv)(f) the General Counsel or designee;
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357 (1)(B)(xiv)(g) one representative of the community;
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359 (1)(B)(xiv)(h) the Director of the Office of Fairness and Accountability;
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361 (1)(B)(xiv)(i) the Director of Data and Research or designee; and
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363 (1)(B)(xiv)(j) up to two additional qualified individuals.
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365 (1)(B)(xv) The **Working Interdisciplinary Network of Guardianship**
366 **Stakeholders (WINGS)** performs the duties described in rule 3-421, and shall
367 consist of:
- 368 (1)(B)(xv)(a) **Judiciary** representatives:
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370 (1)(B)(xv)(a)(i) two or more district court judges;
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372 (1)(B)(xv)(a)(ii) two or more district court judicial support staff with
373 experience in guardianship matters;
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375 (1)(B)(xv)(a)(iii) one representative from the Guardianship
376 Reporting and Monitoring Program (GRAMP); ~~and~~
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378 (1)(B)(xv)(a)(iv) one representative from the Court Visitor
379 Program; ~~and~~
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381 ~~(1)(B)(xv)(a)(v) the General Counsel or designee.~~
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383 (1)(B)(xv)(b) **Community stakeholder** representatives:
384 (1)(B)(xv)(b)(i) one representative from Adult Protective Services;
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386 (1)(B)(xv)(b)(ii) one representative from Disability Law Center;
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388 (1)(B)(xv)(b)(iii) one representative from Adult and Aging Services;

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390 (1)(B)(xv)(b)(iv) one representative from Office of Public Guardian;
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392 (1)(B)(xv)(b)(v) one representative from the Utah State Bar;
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394 (1)(B)(xv)(b)(vi) one representative from Office of the Attorney
395 General;
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397 (1)(B)(xv)(b)(vii) one representative from the Utah legislature;
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399 (1)(B)(xv)(b)(viii) one representative from the Utah Commission on
400 Aging;
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402 (1)(B)(xv)(b)(ix) one representative from Utah Legal Services; and
403
404 (1)(B)(xv)(b)(x) the Long-Term Care Ombudsman or designee.

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406 (1)(B)(xv)(c) **Individual community** representatives. Three or more
407 community stakeholders representing:

- 408 (1)(B)(xv)(c)(i) mental health community;
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410 (1)(B)(xv)(c)(ii) medical community;
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412 (1)(B)(xv)(c)(iii) private legal community that specializes in
413 guardianship matters;
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415 (1)(B)(xv)(c)(iv) aging-adult services community;
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417 (1)(B)(xv)(c)(v) educator from a legal program or law school;
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419 (1)(B)(xv)(c)(vi) organization serving low-income, minorities, or
420 marginalized communities;
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422 (1)(B)(xv)(c)(vii) citizens under or involved in guardianship; and
423
424 (1)(B)(xv)(c)(viii) other organizations with a focus including, but not
425 limited to guardianship, aging, legal services, or disability.

426
427 (1)(C) **Standing committee chairs.** The Judicial Council shall designate the chair of
428 each standing committee. Standing committees shall meet as necessary to accomplish
429 their work. Standing committees shall report to the Council as necessary but a minimum
430 of once every year. Except for the Committee on Judicial Fairness and Accountability,
431 council members may not serve, participate or vote on standing committees. Standing
432 committees may invite participation by others as they deem advisable, but only members

433 designated by this rule may make motions and vote. All members designated by this rule
434 may make motions and vote unless otherwise specified. Standing committees may form
435 subcommittees as they deem advisable.

436

437 (1)(D) **Committee performance review.** At least once every six years, the Management
438 Committee shall review the performance of each committee. If the Management
439 Committee determines that committee continues to serve its purpose, the Management
440 Committee shall recommend to the Judicial Council that the committee continue. If the
441 Management Committee determines that modification of a committee is warranted, it
442 may so recommend to the Judicial Council.

443

444 (1)(D)(i) Notwithstanding subsection (1)(D), the Guardian ad Litem Oversight
445 Committee, recognized by Section 78A-6-901, shall not terminate.

446

447 (2) **Ad hoc committees.** The Council may form ad hoc committees or task forces to consider
448 topical issues outside the scope of the standing committees and to recommend rules or
449 resolutions concerning such issues. The Council may set and extend a date for the termination
450 of any ad hoc committee. The Council may invite non-Council members to participate and vote
451 on ad hoc committees. Ad hoc committees shall keep the Council informed of their activities. Ad
452 hoc committees may form sub-committees as they deem advisable. Ad hoc committees shall
453 disband upon issuing a final report or recommendations to the Council, upon expiration of the
454 time set for termination, or upon the order of the Council.

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456 (3) **General provisions.**

457

(3)(A) **Appointment process.**

458

(3)(A)(i) **Administrator's responsibilities.** The state court administrator shall
459 select a member of the administrative staff to serve as the administrator for
460 committee appointments. Except as otherwise provided in this rule, the
461 administrator shall:

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463 (3)(A)(i)(a) announce expected vacancies on standing committees two
464 months in advance and announce vacancies on ad hoc committees in a
465 timely manner;

466

467 (3)(A)(i)(b) for new appointments, obtain an indication of willingness to
468 serve from each prospective appointee and information regarding the
469 prospective appointee's present and past committee service;

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471 (3)(A)(i)(c) for reappointments, obtain an indication of willingness to serve
472 from the prospective reappointee, the length of the prospective
473 reappointee's service on the committee, the attendance record of the
474 prospective reappointee, the prospective reappointee's contributions to

475 the committee, and the prospective reappointee's other present and past
476 committee assignments; and

477
478 (3)(A)(i)(d) present a list of prospective appointees and reappointees to
479 the Council and report on recommendations received regarding the
480 appointment of members and chairs.

481
482 (3)(A)(ii) **Council's responsibilities.** The Council shall appoint the chair of each
483 committee. Whenever practical, appointments shall reflect geographical, gender,
484 cultural and ethnic diversity.

485
486 (3)(B) **Terms.** Except as otherwise provided in this rule, standing committee members
487 shall serve staggered three year terms. Standing committee members shall not serve
488 more than two consecutive terms on a committee unless the Council determines that
489 exceptional circumstances exist which justify service of more than two consecutive
490 terms.

491
492 (3)(C) **Expenses.** Members of standing and ad hoc committees may receive
493 reimbursement for actual and necessary expenses incurred in the execution of their
494 duties as committee members.

495
496 (3)(D) **Secretariat.** The Administrative Office shall serve as secretariat to the Council's
497 committees.

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499 *Effective: ~~May~~June 1, 202~~4~~3*