

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

2
3 **Intent:**

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

6
7 To establish uniform terms and a uniform method for appointing committee members.

8
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.

11
12 **Applicability:**

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

14
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;

32
33 (1)(A)(viii) Language Access Committee;

34
35 (1)(A)(ix) Guardian ad Litem Oversight Committee;

36
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;

40
41 (1)(A)(xii) Committee on Pretrial Release and Supervision; ~~and~~

42

- 43 (1)(A)(xiii) Committee on Court Forms;
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45 (1)(A)(xiv) Committee on Judicial Fairness and Accountability; ~~and~~
46
47 (1)(A)(xv) Working Interdisciplinary Network of Guardianship Stakeholders
48 (WINGS); and
49
50 (1)(A)(xvi) Tribal Liaison Committee.
51

52 (1)(B) **Composition.**

- 53 (1)(B)(i) The **Uniform Fine Committee** performs the duties described in rule 4-
54 302 and shall consist of:
- 55 (1)(B)(i)(a) one district court judge who has experience with a felony
56 docket;
 - 57
58 (1)(B)(i)(b) three district court judges who have experience with a
59 misdemeanor docket; and
 - 60
61 (1)(B)(i)(c) four justice court judges.
- 62
- 63 (1)(B)(ii) The **Ethics Advisory Committee** performs the duties described in rule
64 3-109 and shall consist of:
- 65 (1)(B)(ii)(a) one judge from the Court of Appeals;
 - 66
67 (1)(B)(ii)(b) one district court judge from Judicial Districts 2, 3, or 4;
 - 68
69 (1)(B)(ii)(c) one district court judge from Judicial Districts 1, 5, 6, 7, or 8;
 - 70
71 (1)(B)(ii)(d) one juvenile court judge;
 - 72
73 (1)(B)(ii)(e) one justice court judge; and
 - 74
75 (1)(B)(ii)(f) an attorney from either the Bar or a college of law.
- 76
- 77 (1)(B)(iii) The **Judicial Branch Education Committee** performs the duties
78 described in rule 3-403 shall consist of:
- 79 (1)(B)(iii)(a) one judge from an appellate court;
 - 80
81 (1)(B)(iii)(b) one district court judge from Judicial Districts 2, 3, or 4;
 - 82
83 (1)(B)(iii)(c) one district court judge from Judicial Districts 1, 5, 6, 7, or 8;
 - 84
85 (1)(B)(iii)(d) one juvenile court judge;

86
87 (1)(B)(iii)(e) the education liaison of the Board of Justice Court Judges;
88
89 (1)(B)(iii)(f) one state level administrator;
90
91 (1)(B)(iii)(g) the Human Resource Management Director;
92
93 (1)(B)(iii)(h) one court executive;
94
95 (1)(B)(iii)(i) one juvenile court probation representative;
96
97 (1)(B)(iii)(j) two court clerks from different levels of court and different
98 judicial districts;
99
100 (1)(B)(iii)(k) one data processing manager; and
101
102 (1)(B)(iii)(l) one adult educator from higher education.
103
104 (1)(B)(iii)(m) The Human Resource Management Director and the adult
105 educator shall serve as non-voting members. The state level
106 administrator and the Human Resource Management Director shall serve
107 as permanent Committee members.
108

109 (1)(B)(iv) The **Court Facility Planning Committee** performs the duties
110 described in rule 3-409 and shall consist of:

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

112
113 (1)(B)(iv)(b) one appellate court judge;

114
115 (1)(B)(iv)(c) the state court administrator;

116
117 (1)(B)(iv)(d) a trial court executive;

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

121
122 (1)(B)(iv)(f) the court security director.
123

124 (1)(B)(v) The **Committee on Children and Family Law** performs the duties
125 described in rule 4-908 and shall consist of:

126 (1)(B)(v)(a) one Senator appointed by the President of the Senate;
127

- 128 (1)(B)(v)(b) the Director of the Department of Human Services or
129 designee;
- 130
- 131 (1)(B)(v)(c) one attorney of the Executive Committee of the Family Law
132 Section of the Utah State Bar;
- 133
- 134 (1)(B)(v)(d) one attorney with experience in abuse, neglect and
135 dependency cases;
- 136
- 137 (1)(B)(v)(e) one attorney with experience representing parents in abuse,
138 neglect and dependency cases;
- 139
- 140 (1)(B)(v)(f) one representative of a child advocacy organization;
- 141
- 142 (1)(B)(v)(g) the ADR Program Director or designee;
- 143
- 144 (1)(B)(v)(h) one professional in the area of child development;
- 145
- 146 (1)(B)(v)(i) one mental health professional;
- 147
- 148 (1)(B)(v)(j) one representative of the community;
- 149
- 150 (1)(B)(v)(k) the Director of the Office of Guardian ad Litem or designee;
- 151
- 152 (1)(B)(v)(l) one court commissioner;
- 153
- 154 (1)(B)(v)(m) two district court judges; and
- 155
- 156 (1)(B)(v)(n) two juvenile court judges.
- 157
- 158 (1)(B)(v)(o) One of the district court judges and one of the juvenile court
159 judges shall serve as co-chairs to the committee. In its discretion the
160 committee may appoint non-members to serve on its subcommittees.
- 161
- 162 (1)(B)(vi) The **Committee on Judicial Outreach** performs the duties described
163 in rule 3-114 and shall consist of:
- 164 (1)(B)(vi)(a) one appellate court judge;
- 165
- 166 (1)(B)(vi)(b) one district court judge;
- 167
- 168 (1)(B)(vi)(c) one juvenile court judge;
- 169
- 170 (1)(B)(vi)(d) one justice court judge; one state level administrator;
- 171

- 172 (1)(B)(vi)(e) a state level judicial education representative;
173
174 (1)(B)(vi)(f) one court executive;
175
176 (1)(B)(vi)(g) one Utah State Bar representative;
177
178 (1)(B)(vi)(h) one communication representative;
179
180 (1)(B)(vi)(i) one law library representative;
181
182 (1)(B)(vi)(j) one civic community representative; and
183
184 (1)(B)(vi)(k) one state education representative.
185
186 (1)(B)(vi)(l) Chairs of the Judicial Outreach Committee's subcommittees
187 shall also serve as members of the committee.
188
- 189 (1)(B)(vii) The **Committee on Resources for Self-represented**
190 **Parties** performs the duties described in rule 3-115 and shall consist of:
- 191 (1)(B)(vii)(a) two district court judges;
192
193 (1)(B)(vii)(b) one juvenile court judge;
194
195 (1)(B)(vii)(c) two justice court judges;
196
197 (1)(B)(vii)(d) three clerks of court – one from an appellate court, one from
198 an urban district and one from a rural district;
199
200 (1)(B)(vii)(e) one representative from a social services organization
201 providing direct services to underserved communities;
202
203 (1)(B)(vii)(f) one representative from the Utah State Bar;
204
205 (1)(B)(vii)(g) two representatives from legal service organizations that
206 serve low-income clients;
207
208 (1)(B)(vii)(h) one private attorney experienced in providing services to
209 self-represented parties;
210
211 (1)(B)(vii)(i) two law school representatives;
212
213 (1)(B)(vii)(j) the state law librarian; and
214
215 (1)(B)(vii)(k) two community representatives.

216
217 (1)(B)(viii) The **Language Access Committee** performs the duties described in
218 rule 3-306.02 and shall consist of:

- 219 (1)(B)(viii)(a) one district court judge;
220
221 (1)(B)(viii)(b) one juvenile court judge;
222
223 (1)(B)(viii)(c) one justice court judge;
224
225 (1)(B)(viii)(d) one trial court executive;
226
227 (1)(B)(viii)(e) one court clerk;
228
229 (1)(B)(viii)(f) one interpreter coordinator;
230
231 (1)(B)(viii)(g) one probation officer;
232
233 (1)(B)(viii)(h) one prosecuting attorney;
234
235 (1)(B)(viii)(i) one defense attorney;
236
237 (1)(B)(viii)(j) two certified interpreters;
238
239 (1)(B)(viii)(k) one approved interpreter;
240
241 (1)(B)(viii)(l) one expert in the field of linguistics; and
242
243 (1)(B)(viii)(m) one American Sign Language representative.

244
245 (1)(B)(ix) The **Guardian ad Litem Oversight Committee** performs the duties
246 described in rule 4-906 and shall consist of:

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

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

- 253
254 (1)(B)(x)(a) two district court judges;
255
256 (1)(B)(x)(b) four lawyers who primarily represent plaintiffs;
257
258 (1)(B)(x)(c) four lawyers who primarily represent defendants; and

- 259
260 (1)(B)(x)(d) one person skilled in linguistics or communication.
261
- 262 (1)(B)(xi) The **Committee on Model Utah Criminal Jury Instructions** performs
263 the duties described in rule 3-418 and shall consist of:
- 264 (1)(B)(xi)(a) two district court judges;
265
266 (1)(B)(xi)(b) one justice court judge;
267
268 (1)(B)(xi)(c) four prosecutors;
269
270 (1)(B)(xi)(d) four defense counsel; and
271
272 (1)(B)(xi)(e) one person skilled in linguistics or communication.
273
- 274 (1)(B)(xii) The **Committee on Pretrial Release and Supervision** performs the
275 duties described in rule 3-116 and shall consist of:
- 276 (1)(B)(xii)(a) two district court judges;
277
278 (1)(B)(xii)(b) two justice court judges;
279
280 (1)(B)(xii)(c) one prosecutor;
281
282 (1)(B)(xii)(d) one defense attorney;
283
284 (1)(B)(xii)(e) one county sheriff;
285
286 (1)(B)(xii)(f) one representative of counties;
287
288 (1)(B)(xii)(g) one representative of a county pretrial services agency;
289
290 (1)(B)(xii)(h) one representative of the Utah Commission on Criminal and
291 Juvenile Justice;
292
293 (1)(B)(xii)(i) one commercial surety agent;
294
295 (1)(B)(xii)(j) one state senator;
296
297 (1)(B)(xii)(k) one state representative;
298
299 (1)(B)(xii)(l) the Director of the Indigent Defense Commission or designee;
300
301 (1)(B)(xii)(m) one representative of the Utah Victims' Council;

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

305
306 (1)(B)(xii)(o) one chief of police; ~~and~~

307
308 ~~(1)(B)(xii)(p) the court's general counsel or designee.~~

309
310 (1)(B)(xiii) The **Committee on Court Forms** performs the duties described in
311 rule 3-117 and shall consist of:

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

313
314 (1)(B)(xiii)(b) one court commissioner;

315
316 (1)(B)(xiii)(c) one juvenile court judge;

317
318 (1)(B)(xiii)(d) one justice court judge;

319
320 (1)(B)(xiii)(e) one court clerk;

321
322 (1)(B)(xiii)(f) one appellate court staff attorney;

323
324 (1)(B)(xiii)(g) one representative from the Self-Help Center;

325
326 (1)(B)(xiii)(h) the State Law Librarian;

327
328 (1)(B)(xiii)(i) the district court administrator or designee;

329
330 (1)(B)(xiii)(j) one representative from a legal service organization that
331 serves low-income clients;

332
333 (1)(B)(xiii)(k) one paralegal;

334
335 (1)(B)(xiii)(l) one educator from a paralegal program or law school;

336
337 (1)(B)(xiii)(m) one person skilled in linguistics or communication;

338
339 (1)(B)(xiii)(n) one representative from the Utah State Bar; and

340
341 (1)(B)(xiii)(o) the LPP administrator.

342
343 (1)(B)(xiv) The **Committee on Fairness and Accountability** performs the duties
344 described in rule 3-420. The committee shall include members who demonstrate

345 an interest in or who have experience with issues of diversity, equity, and
346 inclusion and shall consist of:

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

348

349 (1)(B)(xiv)(b) one juvenile court judge;

350

351 (1)(B)(xiv)(c) one justice court judge;

352

353 (1)(B)(xiv)(d) one appellate court judge;

354

355 (1)(B)(xiv)(e) two former judges from any court level;

356

357 (1)(B)(xiv)(f) the General Counsel or designee;

358

359 (1)(B)(xiv)(g) one representative of the community;

360

361 (1)(B)(xiv)(h) the Director of the Office of Fairness and Accountability;

362

363 (1)(B)(xiv)(i) the Director of Data and Research or designee; and

364

365 (1)(B)(xiv)(j) up to two additional qualified individuals.

366

367 (1)(B)(xv) The **Working Interdisciplinary Network of Guardianship**
368 **Stakeholders (WINGS)** performs the duties described in rule 3-421, and shall
369 consist of:

370 (1)(B)(xv)(a) **Judiciary** representatives:

371

372 (1)(B)(xv)(a)(i) two or more district court judges;

373

374 (1)(B)(xv)(a)(ii) two or more district court judicial support staff with
375 experience in guardianship matters;

376

377 (1)(B)(xv)(a)(iii) one representative from the Guardianship
378 Reporting and Monitoring Program (GRAMP); and

379

380 (1)(B)(xv)(a)(iv) one representative from the Court Visitor
381 Program; ~~and~~

382

383 ~~(1)(B)(xv)(a)(v) the General Counsel or designee.~~

384

385 (1)(B)(xv)(b) **Community stakeholder** representatives:

386 (1)(B)(xv)(b)(i) one representative from Adult Protective Services;

387

- 388 (1)(B)(xv)(b)(ii) one representative from Disability Law Center;
389
390 (1)(B)(xv)(b)(iii) one representative from Adult and Aging Services;
391
392 (1)(B)(xv)(b)(iv) one representative from Office of Public Guardian;
393
394 (1)(B)(xv)(b)(v) one representative from the Utah State Bar;
395
396 (1)(B)(xv)(b)(vi) one representative from Office of the Attorney
397 General;
398
399 (1)(B)(xv)(b)(vii) one representative from the Utah legislature;
400
401 (1)(B)(xv)(b)(viii) one representative from the Utah Commission on
402 Aging;
403
404 (1)(B)(xv)(b)(ix) one representative from Utah Legal Services; and
405
406 (1)(B)(xv)(b)(x) the Long-Term Care Ombudsman or designee.
407
408 (1)(B)(xv)(c) **Individual community** representatives. Three or more
409 community stakeholders representing:
410 (1)(B)(xv)(c)(i) mental health community;
411
412 (1)(B)(xv)(c)(ii) medical community;
413
414 (1)(B)(xv)(c)(iii) private legal community that specializes in
415 guardianship matters;
416
417 (1)(B)(xv)(c)(iv) aging-adult services community;
418
419 (1)(B)(xv)(c)(v) educator from a legal program or law school;
420
421 (1)(B)(xv)(c)(vi) organization serving low-income, minorities, or
422 marginalized communities;
423
424 (1)(B)(xv)(c)(vii) citizens under or involved in guardianship; and
425
426 (1)(B)(xv)(c)(viii) other organizations with a focus including, but not
427 limited to guardianship, aging, legal services, or disability.
428

429 (1)(B)(xvi) The Tribal Liaison Committee performs the duties described in rule
430 3-422 and shall consist of:
431

- 432 (1)(B)(xvi)(a) one district court judge;
433
434 (1)(B)(xvi)(b) one juvenile court judge;
435
436 (1)(B)(xvi)(c) one justice court judge;
437
438 (1)(B)(xvi)(d) one appellate court judge;
439
440 (1)(B)(xvi)(e) one federal district court judge or magistrate;
441
442 (1)(B)(xvi)(f) one tribal court judge;
443
444 (1)(B)(xvi)(g) two representatives of Utah's Indian Tribes or affiliated
445 community groups;
446
447 (1)(B)(xvi)(h) the Tribal Liaison;
448
449 (1)(B)(xvi)(i) one trial court executive;
450
451 (1)(B)(xvi)(j) one clerk of court or designee;
452
453 (1)(B)(xvi)(k) one representative from the Utah State Bar Indian Law
454 Section;
455
456 (1)(B)(xvi)(l) one representative from the United States Attorney's Office;
457
458 (1)(B)(xvi)(m) one representative from the Indigent Defense Commission;
459 and
460
461 (1)(B)(xvi)(n) one representative from the Guardian ad Litem's Office.

462
463 (1)(C) **Standing committee chairs.** The Judicial Council shall designate the chair of
464 each standing committee. Standing committees shall meet as necessary to accomplish
465 their work. Standing committees shall report to the Council as necessary but a minimum
466 of once every year. Except for the Committee on Judicial Fairness and Accountability,
467 council members may not serve, participate or vote on standing committees. Standing
468 committees may invite participation by others as they deem advisable, but only members
469 designated by this rule may make motions and vote. All members designated by this rule
470 may make motions and vote unless otherwise specified. Standing committees may form
471 subcommittees as they deem advisable.

472
473 (1)(D) **Committee performance review.** At least once every six years, the Management
474 Committee shall review the performance of each committee. If the Management
475 Committee determines that committee continues to serve its purpose, the Management

476 Committee shall recommend to the Judicial Council that the committee continue. If the
477 Management Committee determines that modification of a committee is warranted, it
478 may so recommend to the Judicial Council.

479

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

482

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

491

492 (3) **General provisions.**

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

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

498

499 (3)(A)(i)(a) announce expected vacancies on standing committees two
500 months in advance and announce vacancies on ad hoc committees in a
501 timely manner;

502

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

506

507 (3)(A)(i)(c) for reappointments, obtain an indication of willingness to serve
508 from the prospective reappointee, the length of the prospective
509 reappointee's service on the committee, the attendance record of the
510 prospective reappointee, the prospective reappointee's contributions to
511 the committee, and the prospective reappointee's other present and past
512 committee assignments; and

513

514 (3)(A)(i)(d) present a list of prospective appointees and reappointees to
515 the Council and report on recommendations received regarding the
516 appointment of members and chairs.

517

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

521
522 (3)(B) **Terms.** Except as otherwise provided in this rule, standing committee members
523 shall serve staggered three year terms. Standing committee members shall not serve
524 more than two consecutive terms on a committee unless the Council determines that
525 exceptional circumstances exist which justify service of more than two consecutive
526 terms.

527
528 (3)(C) **Expenses.** Members of standing and ad hoc committees may receive
529 reimbursement for actual and necessary expenses incurred in the execution of their
530 duties as committee members.

531
532 (3)(D) **Secretariat.** The Administrative Office shall serve as secretariat to the Council's
533 committees.

534
535 *Effective: ~~November~~ June 1, 2024~~3~~*