

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 applies 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;

20

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

22

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

24

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

26

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

28

29 (1)(A)(vi) Committee on Resources for Self-represented Parties;

30

31 (1)(A)(vii) Language Access Committee;

32

33 (1)(A)(viii) Guardian ad Litem Oversight Committee;

34

35 (1)(A)(ix) Committee on Model Utah Civil Jury Instructions;

36

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

38

39 (1)(A)(xi) Committee on Court Forms;

40

41 (1)(A)(xii) Committee on ~~Judicial~~ Fairness and Accountability;

42

43 (1)(A)(xiii) Working Interdisciplinary Network of Guardianship Stakeholders
44 (WINGS); and

45
46 (1)(A)(xiv) Tribal Liaison Committee.

47
48 (1)(B) **Composition.**

49 (1)(B)(i) The **Uniform Fine Committee** performs the duties described in rule 4-
50 302 and will consist of:

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

53
54 (1)(B)(i)(b) three district court judges who have experience with a
55 misdemeanor docket; and

56
57 (1)(B)(i)(c) four justice court judges.

58
59 (1)(B)(ii) The **Ethics Advisory Committee** performs the duties described in rule
60 3-109 and will consist of:

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

62
63 (1)(B)(ii)(b) one district court judge from Judicial Districts 2, 3, or 4;

64
65 (1)(B)(ii)(c) one district court judge from Judicial Districts 1, 5, 6, 7, or 8;

66
67 (1)(B)(ii)(d) one juvenile court judge;

68
69 (1)(B)(ii)(e) one justice court judge; and

70
71 (1)(B)(ii)(f) an attorney from either the Bar or a college of law.

72
73 (1)(B)(iii) The **Judicial Branch Education Committee** performs the duties
74 described in rule 3-403 and will consist of:

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

76
77 (1)(B)(iii)(b) one district court judge from Judicial Districts 2, 3, or 4;

78
79 (1)(B)(iii)(c) one district court judge from Judicial Districts 1, 5, 6, 7, or 8;

80
81 (1)(B)(iii)(d) one juvenile court judge;

82
83 (1)(B)(iii)(e) the education liaison of the Board of Justice Court Judges;

84
85 (1)(B)(iii)(f) one state-court level administrator;

86
87
88
89
90
91
92
93
94
95
96
97
98
99
100
101
102
103
104
105
106
107
108
109
110
111
112
113
114
115
116
117
118
119
120
121
122
123
124
125
126
127
128

(1)(B)(iii)(g) the Human Resource Management Director;

(1)(B)(iii)(h) one court executive;

(1)(B)(iii)(i) one juvenile court probation representative;

(1)(B)(iii)(j) two court clerks from different levels of court and different judicial districts;

(1)(B)(iii)(k) one data processing manager; and

(1)(B)(iii)(l) one adult educator from higher education.

(1)(B)(iii)(m) The Human Resource Management Director and the adult educator will serve as non-voting members. The courtstate level administrator and the Human Resource Management Director will serve as permanent Committee members.

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

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

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

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

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

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

(1)(B)(iv)(f) the court security director; and

(1)(B)(iv)(g) two community representatives who are knowledgeable about the needs of the self-represented litigants.

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

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

(1)(B)(v)(b) the Director of the Department of Human Services or designee;

- 129
130 (1)(B)(v)(c) one attorney of the Executive Committee of the Family Law
131 Section of the Utah State Bar;
132
133 (1)(B)(v)(d) one attorney with experience in abuse, neglect and
134 dependency cases;
135
136 (1)(B)(v)(e) one attorney with experience representing parents in abuse,
137 neglect and dependency cases;
138
139 (1)(B)(v)(f) one representative of a child advocacy organization;
140
141 (1)(B)(v)(g) the ADR Program Director or designee;
142
143 (1)(B)(v)(h) one professional in the area of child development;
144
145 (1)(B)(v)(i) one mental health professional;
146
147 (1)(B)(v)(j) one-two community representatives ~~of the community~~ who are
148 knowledgeable about the needs of self-represented litigants;
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 will 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 Resources for Self-represented Parties** performs
163 the duties described in rule 3-115 and will consist of:
164 (1)(B)(vi)(a) two district court judges;
165
166 (1)(B)(vi)(b) one juvenile court judge;
167
168 (1)(B)(vi)(c) two justice court judges;
169
170 (1)(B)(vi)(d) three clerks of court – one from an appellate court, one from
171 an urban district, and one from a rural district;
172

- 173 (1)(B)(vi)(e) one representative from a social services organization
174 providing direct services to underserved communities;
175
176 (1)(B)(vi)(f) one representative from the Utah State Bar;
177
178 (1)(B)(vi)(g) two representatives from legal service organizations that
179 serve low-income clients;
180
181 (1)(B)(vi)(h) one private attorney experienced in providing services to self-
182 represented parties;
183
184 (1)(B)(vi)(i) two law school representatives;
185
186 (1)(B)(vi)(j) the state law librarian; and
187
188 (1)(B)(vi)(k) two community representatives [who are knowledgeable](#)
189 [about the needs of self-represented litigants](#).
190
- 191 (1)(B)(vii) The **Language Access Committee** performs the duties described in
192 rule 3-306.02 and will consist of:
- 193 (1)(B)(vii)(a) one district court judge;
194
195 (1)(B)(vii)(b) one juvenile court judge;
196
197 (1)(B)(vii)(c) one justice court judge;
198
199 (1)(B)(vii)(d) one trial court executive;
200
201 (1)(B)(vii)(e) one court clerk;
202
203 (1)(B)(vii)(f) one interpreter coordinator;
204
205 (1)(B)(vii)(g) one probation officer;
206
207 (1)(B)(vii)(h) one prosecuting attorney;
208
209 (1)(B)(vii)(i) one defense attorney;
210
211 (1)(B)(vii)(j) two certified interpreters;
212
213 (1)(B)(vii)(k) one approved interpreter;
214
215 (1)(B)(vii)(l) one expert in the field of linguistics; ~~and~~
216

217 (1)(B)(vii)(m) one American Sign Language representative; and
218
219 (1)(B)(vii)(n) two community representatives who are knowledgeable
220 about the needs of self-represented litigants.

221
222 (1)(B)(viii) The **Guardian ad Litem Oversight Committee** performs the duties
223 described in rule 4-906 and will consist of:

224 (1)(B)(viii)(a) seven members with experience in the administration of law
225 and public services selected from public, private, and non-profit
226 organizations.

227
228 (1)(B)(ix) The **Committee on Model Utah Civil Jury Instructions** performs the
229 duties described in rule 3-418 and will consist of:

230
231 (1)(B)(ix)(a) two district court judges;
232
233 (1)(B)(ix)(b) four lawyers who primarily represent plaintiffs;
234
235 (1)(B)(ix)(c) four lawyers who primarily represent defendants; and
236
237 (1)(B)(ix)(d) one person skilled in linguistics or communication.

238
239 (1)(B)(x) The **Committee on Model Utah Criminal Jury Instructions** performs
240 the duties described in rule 3-418 and will consist of:

241 (1)(B)(x)(a) two district court judges;
242
243 (1)(B)(x)(b) one justice court judge;
244
245 (1)(B)(x)(c) four prosecutors;
246
247 (1)(B)(x)(d) four defense counsel; and
248
249 (1)(B)(x)(e) one person skilled in linguistics or communication.

250
251 (1)(B)(xi) The **Committee on Court Forms** performs the duties described in rule
252 3-117 and will consist of:

253 (1)(B)(xi)(a) two district court judges;
254
255 (1)(B)(xi)(b) one court commissioner;
256
257 (1)(B)(xi)(c) one juvenile court judge;
258
259 (1)(B)(xi)(d) one justice court judge;

- 260
261 (1)(B)(xi)(e) one court clerk;
262
263 (1)(B)(xi)(f) one appellate court staff attorney;
264
265 (1)(B)(xi)(g) one representative from the Self-Help Center;
266
267 (1)(B)(xi)(h) the State Law Librarian;
268
269 (1)(B)(xi)(i) the district court administrator or designee;
270
271 (1)(B)(xi)(j) one representative from a legal service organization that
272 serves low-income clients;
273
274 (1)(B)(xi)(k) one paralegal;
275
276 (1)(B)(xi)(l) one educator from a paralegal program or law school;
277
278 (1)(B)(xi)(m) one person skilled in linguistics or communication;
279
280 (1)(B)(xi)(n) one representative from the Utah State Bar; [and](#)
281
282 (1)(B)(xii)(o) the LPP administrator; [and](#)
283
284 [\(1\)\(B\)\(xii\)\(p\) two community representatives who are knowledgeable](#)
285 [about the needs of the self-represented litigants.](#)
286
287 (1)(B)(xii) The **Committee on Fairness and Accountability** performs the duties
288 described in rule 3-420. The committee will include members who demonstrate
289 an interest in or who have experience with issues of diversity, equity, and
290 inclusion and will consist of:
291 (1)(B)(xii)(a) one district court judge;
292
293 (1)(B)(xii)(b) one juvenile court judge;
294
295 (1)(B)(xii)(c) one justice court judge;
296
297 (1)(B)(xii)(d) one appellate court judge;
298
299 (1)(B)(xii)(e) two former judges from any court level;
300
301 (1)(B)(xii)(f) the General Counsel or designee;
302

303 (1)(B)(xii)(g) one two community representatives of the community who
304 are knowledgeable about the needs of self-represented litigants;

305
306 (1)(B)(xii)(h) the Director of the Office of Fairness and Accountability;

307
308 (1)(B)(xii)(i) the Director of Data and Research or designee; and

309
310 (1)(B)(xii)(j) up to two additional qualified individuals.

311
312 (1)(B)(xiii) The **Working Interdisciplinary Network of Guardianship**
313 **Stakeholders (WINGS)** performs the duties described in rule 3-421, and will
314 consist of:

315 (1)(B)(xiii)(a) **Judiciary** representatives:

316
317 (1)(B)(xiii)(a)(i) two or more district court judges;

318
319 (1)(B)(xiii)(a)(ii) two or more district court judicial support staff with
320 experience in guardianship matters;

321
322 (1)(B)(xiii)(a)(iii) one representative from the Guardianship
323 Reporting and Monitoring Program (GRAMP); and

324
325 (1)(B)(xiii)(a)(iv) one representative from the Court Visitor
326 Program.

327
328 (1)(B)(xiii)(b) **Community stakeholder** representatives:

329 (1)(B)(xiii)(b)(i) one representative from Adult Protective Services;

330
331 (1)(B)(xiii)(b)(ii) one representative from Disability Law Center;

332
333 (1)(B)(xiii)(b)(iii) one representative from Adult and Aging
334 Services;

335
336 (1)(B)(xiii)(b)(iv) one representative from Office of Public
337 Guardian;

338
339 (1)(B)(xiii)(b)(v) one representative from the Utah State Bar;

340
341 (1)(B)(xiii)(b)(vi) one representative from Office of the Attorney
342 General;

343
344 (1)(B)(xiii)(b)(vii) one representative from the Utah legislature;

345

346 (1)(B)(xiii)(b)(viii) one representative from the Utah Commission
347 on Aging;

348
349 (1)(B)(xiii)(b)(ix) one representative from Utah Legal Services; and

350
351 (1)(B)(xiii)(b)(x) the Long-Term Care Ombudsman or designee.

352
353 (1)(B)(xiii)(c) **Individual community** representatives. Three or more
354 community stakeholders representing:

355 (1)(B)(xiii)(c)(i) mental health community;

356
357 (1)(B)(xiii)(c)(ii) medical community;

358
359 (1)(B)(xiii)(c)(iii) private legal community that specializes in
360 guardianship matters;

361
362 (1)(B)(xiii)(c)(iv) aging-adult services community;

363
364 (1)(B)(xiii)(c)(v) educator from a legal program or law school;

365
366 (1)(B)(xiii)(c)(vi) organization serving low-income, minorities, or
367 marginalized communities;

368
369 (1)(B)(xiii)(c)(vii) citizens under or involved in guardianship; and

370
371 (1)(B)(xiii)(c)(viii) other organizations with a focus including, but
372 not limited to guardianship, aging, legal services, or disability.

373
374 (1)(B)(xiv) The **Tribal Liaison Committee** performs the duties described in rule
375 3-422 and will consist of:

376
377 (1)(B)(xiv)(a) one district court judge;

378
379 (1)(B)(xiv)(b) one juvenile court judge;

380
381 (1)(B)(xiv)(c) one justice court judge;

382
383 (1)(B)(xiv)(d) one appellate court judge;

384
385 (1)(B)(xiv)(e) one federal district court judge or magistrate;

386
387 (1)(B)(xiv)(f) one tribal court judge;

388

- 389 (1)(B)(xiv)(g) two representatives of Utah's Indian Tribes or affiliated
390 community groups;
- 391
- 392 (1)(B)(xiv)(h) the Tribal Liaison;
- 393
- 394 (1)(B)(xiv)(i) one trial court executive;
- 395
- 396 (1)(B)(xiv)(j) one clerk of court or designee;
- 397
- 398 (1)(B)(xiv)(k) one representative from the Utah State Bar Indian Law
399 Section;
- 400
- 401 (1)(B)(xiv)(l) one representative from the United States Attorney's Office;
- 402
- 403 (1)(B)(xiv)(m) one representative from the Indigent Defense Commission;
404 and
- 405
- 406 (1)(B)(xiv)(n) one representative from the Guardian ad Litem's Office.
- 407

408 (1)(C) **Standing committee meetings and chairs.** The ~~Judicial~~ Council will designate
409 the chair of each standing committee. Standing committees will meet as necessary to
410 accomplish their work. ~~Standing committees will report to the Council as necessary but a~~
411 ~~minimum of once every year.~~ Except for the Committee on ~~Judicial~~ Fairness and
412 Accountability, ~~C~~council members may not serve, participate or vote on standing
413 committees. Standing committees may invite participation by others as they deem
414 advisable, but only members designated by this rule may make motions and vote. All
415 members designated by this rule may make motions and vote unless otherwise
416 specified. Standing committees may form subcommittees as they deem advisable.

417

418 (1)(D) **Committee performance review.**

419

420 (1)(D)(i) Council. Standing committees will report to the Council as necessary,
421 but at least annually.

422

423 (1)(D)(ii) Committee assessment. At least once every ~~six-three~~ years, the chair
424 of each standing committee~~Management Committee~~ will ~~review the performance~~
425 of each committee~~conduct a performance assessment.~~ Chairs should, at a
426 minimum, consider:

427

428 (1)(D)(ii)(a) whether there is a more efficient way to accomplish the
429 committee's work;

430

431 (1)(D)(ii)(b) whether there are any redundancies that would allow for
432 consolidation with other committees or working groups; and

433
434 (1)(D)(ii)(c) whether the committee continues to serve its purpose or could
435 be dissolved.

436
437 (1)(D)(iii) Management Committee. Committee chairs will report the results of
438 the performance assessment in paragraph (1)(D)(ii) to the Management
439 Committee. If the Management Committee determines that the committee
440 continues to serve its purpose, the Management Committee will recommend to
441 the ~~Judicial~~ Council that the committee continue. If the Management Committee
442 determines that modification of a committee is warranted, it may so recommend
443 to the ~~Judicial~~ Council.

444
445 (1)(D)(iv) Guardian ad Litem Oversight Committee. Notwithstanding
446 subsection (1)(D), ~~the~~ Guardian ad Litem Oversight Committee, recognized by
447 Section 78A-~~2-1046-901~~, will not terminate.

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

457
458 (3) **General provisions.**

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

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

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

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

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

476 prospective reappointee, the prospective reappointee's contributions to
477 the committee, and the prospective reappointee's other present and past
478 committee assignments; and

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

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

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

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

497
498 (3)(D) **Secretariat.** The Administrative Office will serve as secretariat to the Council's
499 committees.

500

501 *Effective: ~~November 1, 2024~~November 1, 2025*