

MINUTES  
**Utah Judicial Council's  
Committee on Court Forms**  
Administrative Office of the Courts  
450 South State Street  
Salt Lake City, UT 84111  
February 27, 2018  
12:00 – 2:00 p.m.

**Attendees**

Randy Dryer, Chair  
Kim Allard  
Commissioner T. Patrick Casey  
Christina Cope  
Guy Galli  
Judge Elizabeth Lindsley  
Kara Mann  
Nathanael Player  
Stewart Ralphs  
Judge James Taylor  
Jessica Van Buren  
Mary Westby

**Excused**

Judge Gregory Bown  
Cyndie Bayles

**Staff**

Jeni Wood, Recording Secretary

**Guests**

Cathy Dupont  
Kylie Newsom

**I. WELCOME AND APPROVAL OF MINUTES**

Randy Dryer welcomed the Committee members to the meeting. Jessica Van Buren introduced Kylie Newsom who is a Hinckley Institute intern for the law library.

The committee discussed the December 17, 2017 minutes. Randy Dryer moved to approve the minutes with no changes. Stewart Ralphs seconded the motion and it passed unanimously.

Mr. Dryer said the Education Subcommittee of the LPP Committee would like to prioritize family law forms and have them completed by June. Mr. Ralphs will discuss the proposed list with the subcommittee. Mr. Dryer asked that those forms be completed by April. Mr. Ralphs will email Mr. Dryer when the subcommittee reviews the family law forms.

The committee noted they would need to address the Order to Show Cause form with Brent Johnson. Cathy Dupont will find out whether there is a propose rule pending that would affect the Order to Show Cause forms. Ms. Dupont agreed to investigate and report back on the status and timeline of the current effort to revise certain court rules and identify what forms may be impacted if the proposed revised rules are adopted.

## **II. FUTURE MEETING DATES**

Mr. Dryer proposed returning to Monday meetings in May. The committee agreed to meet on Mondays. A Doodle poll will be circulated to choose meeting dates before May.

## **III. FORMS STATUS SUMMARY**

Jessica Van Buren presented a forms status summary. The summary will be updated as forms move through the process.

## **IV. FAMILY LAW SUBCOMMITTEE UPDATE**

Mr. Ralphs said the parenting plan should be complete at the subcommittee meeting later today. They will next review the forms involving petitions to modify child support, custody and parent-time.

The Stylistics Subcommittee will review the financial declaration form. It is not expected that there will be many changes.

## **V. GENERIC MOTIONS**

Mr. Dryer said there is a proposal to exclude juvenile court from generic motions. The committee agreed that there should be a separate set of forms for juvenile court. Jessica Van Buren said that there are existing juvenile motion forms that can be used as a starting point.

The committee reviewed the motions.

After discussion, Judge Taylor moved to approve the Motion form as amended, removing sections # 6 and # 7. Stewart Ralphs seconded the motion. The motion passed with Randy Dryer voting against the motion.

After discussion, Stewart Ralphs motioned to approve the Stipulated Motion form as amended. Judge Taylor seconded the motion and it passed. Kara Mann, Jessica Van Buren, Nathanael Player and Judge Elizabeth Lindsley voted against the motion.

After additional discussion, Commissioner Casey moved to approve the Stipulated Motion without changing the signature block. Stewart Ralphs seconded the motion and it passed. Kara Mann, Jessica Van Buren, Nathanael Player and Judge Elizabeth Lindsley voted against the motion.

The Counter Motion was discussed in detail as to rule requirements. Mary Westby moved to approve the Counter Motion form as amended, (deleting section #6) but limit its use to practice before commissioners. Stewart Ralphs seconded the motion and it passed unanimously. This form was later tabled for additional discussion.

After discussion, Judge Taylor moved to approve the Memorandum Opposing Motion form without change. Stewart Ralphs seconded the motion and it passed unanimously.

After discussion, Commissioner Casey moved to approve the Stipulation form. Stewart Ralphs seconded the motion and it passed unanimously.

After discussion, the Reply to Memorandum Opposing Motion was approved as proposed, although it was noted that the title of the form needs to be corrected. The motion passed unanimously.

After discussion, Judge Taylor moved to approve the Statement Supporting Motion form, as amended. Stewart Ralphs seconded the motion and it passed unanimously.

After discussion, Judge Taylor moved to table the Affidavit in Support of Exhibit and Exhibit Summary forms until Commissioner Casey can work on proposed revisions.

After discussion, Judge Lindsley moved to approve the Request to Submit, as amended. Mary Westby seconded the motion and it passed unanimously.

After discussion, Commissioner Casey moved to approve the Notice of Hearing form, as amended. Stewart Ralphs seconded the motion and it passed unanimously.

After discussion, Nathanael Player moved to approve the Findings of Fact, Conclusions of Law and Order form, and it passed unanimously.

After discussion, Judge Taylor moved to table the Notice of Order form. Commissioner Casey seconded the motion and it passed unanimously.

**VI. WRIT OF EXECUTION**

This item was not addressed due to lack of time and will be addressed at a future meeting.

**VII. WRIT OF GARNISHMENT**

This item was not addressed due to lack of time and will be addressed at a future meeting.

**VIII. SUPPLEMENTAL PROCEEDINGS**

This item was not addressed due to lack of time and will be addressed at a future meeting.

**IX. ABSTRACT OF JUDGMENT AND JUDGMENT INFORMATION STATEMENT**

This item was not addressed due to lack of time and will be addressed at a future meeting.

**X. MOTION TO RENEW JUDGMENT**

This item was not addressed due to lack of time and will be addressed at a future meeting.

**XI. MOTION TO DECLARE JUDGMENT SATISFIED**

This item was not addressed due to lack of time and will be addressed at a future meeting.

**XII. REQUEST FOR CERTIFIED COPY OF ADOPTION DECREE – DISTRICT AND JUVENILE**

This item was not addressed due to lack of time and will be addressed at a future meeting.

**XIII. NON-PUBLIC INFORMATION: PARENT, MINOR, SAFEGUARDED, PERSONAL INFORMATION**

This item was not addressed due to lack of time and will be addressed at a future meeting.

**XIV. NOTICE OF WITHDRAWAL OF COUNSEL; NOTICE TO APPEAR PERSONALLY OR TO APPOINT COUNSEL; NOTICE OF APPEARANCE OR APPOINTMENT OF COUNSEL; SUBSTITUTION OF COUNSEL**

This item was not addressed due to lack of time and will be addressed at a future meeting.

**XV. MOTION TO WAIVE DIVORCE EDUCATION REQUIREMENTS**

This item was not addressed due to lack of time and will be addressed at a future meeting.

**XVI. MOTION TO EXCUSE MEDIATION**

This item was not addressed due to lack of time and will be addressed at a future meeting.

**XVII. ADJOURN**

There being no further issues, the meeting adjourned at 2:18 p.m.