

## **Agenda**

### **Committee on Court Forms**

Administrative Office of the Courts / Scott M. Matheson Courthouse  
450 South State Street

August 14, 2023 / 12:00 to 2:00 p.m.  
Virtual Meeting

<https://utcourts.webex.com/meet/kadent>

1. Welcome <ul style="list-style-type: none"><li>Approval of June Minutes</li></ul>	Judge Chelsea Koch
2. Review of electronic voting – forms approved <ul style="list-style-type: none"><li>Utah District Court cover Sheet for Civil Actions (Not for Probate and Domestic Relations Cases)</li><li>Utah District Court Cover Sheet for Domestic Relations Cases</li></ul>	Kaden Taylor
3. Discussion on Future Meetings	Judge Chelsea Koch
4. Juvenile Court Bilingual Notices <ul style="list-style-type: none"><li>Bilingual Notice to Responding Party for In-State Summons for Abuse, Neglect, and/or Dependency Petition</li><li>Bilingual Notice to Responding Party for Out-of-State Summons for Abuse, Neglect, and/or Dependency Petition</li><li>Bilingual Notice to Responding Party for In-State Summons for Termination of Parental Rights</li><li>Bilingual Notice to Responding Party for In-State Summons for Termination of Parental Rights Petition</li></ul>	Nathanael Player, Daniel Meza Rincon
5. Relative or Friend Statement of Interest in Custody of a Child	Nathanael Player, Daniel Meza Rincon
6. Declaration of Financial Status – Juvenile	Nathanael Player, Daniel Meza Rincon
7. Petition for Special Findings for at-risk Noncitizen Child	Nathanael Player, Daniel Meza Rincon
8. Juvenile Expungement Forms <ul style="list-style-type: none"><li>Petition to Expunge Juvenile Records of Arrest, Investigation, Detention, or Delinquency</li></ul>	Nathanael Player, Daniel Meza Rincon

<ul style="list-style-type: none"> <li>Petition to Expunge Allegations Not Found to be True</li> <li>Petition to Expunge Juvenile Court Records</li> <li>Petition to Expunge Juvenile Court Records (Nonjudicial Adjustments)</li> </ul>	
9. Adult Expungement Forms <ul style="list-style-type: none"> <li>Petition to Expunge Records – Traffic Charge</li> <li>Order on Petition to Expunge Records – Traffic Charge</li> </ul>	Nathanael Player
10. Proofs of Service <ul style="list-style-type: none"> <li>Proof of Completed Service – Family</li> <li>Proof of Completed Service – General</li> </ul>	Pleasy Wayas
10. Stipulated Order Regarding Parent-Time	Nathanael Player
11. Adoption Forms <ul style="list-style-type: none"> <li>Petition to Adopt a Minor Stepchild</li> <li>Findings of Fact and Conclusions of Law</li> </ul>	Nathanael Player
12. Child Support Worksheets <ul style="list-style-type: none"> <li>Child Support Worksheet – Joint Physical Custody</li> <li>Instructions for Child Support Worksheet – Joint Physical Custody</li> <li>Child Support Worksheet – Sole Physical Custody</li> <li>Instructions for Child Support Worksheet – Sole Physical Custody</li> <li>Child Support Worksheet – Split Custody</li> <li>Instructions for Child Support Worksheet – Split Custody</li> <li>Child Support Worksheet – Other Children Present in the Parent's Home</li> <li>Instructions for Child Support Worksheet – Other Children Present in the Parent's Home</li> </ul>	Pleasy Wayas
13. Petition for Minor Name Change	Nathanael Player

### Meeting Dates

October 16^  
December 11

^ Moved for Indigenous People's/Columbus Day

MINUTES  
**Utah Judicial Council**  
**Committee on Court Forms**  
Administrative Office of the Courts

Webex video conferencing  
June 12, 2023  
12 - 2 pm

<u>MEMBERS PRESENT</u>	<u>MEMBERS EXCUSED</u>	<u>GUESTS</u>	<u>STAFF</u>
Amber Alleman		Amy Hernandez	Pleasy Wayas
Judge Brent Bartholomew			
Judge Randy Birch			
Guy Galli			
Bret Hayman			
David Head			
LaReina Hingson			
Judge Chelsea Koch			
Commissioner Russell Minas			
Jacqueline Morrison			
Nathanael Player			
Stewart Ralphs			
Keri Sargent			
Kirsten Shumway			
Kaden Taylor			

**1. Welcome and Approval April minutes**

Stewart Ralphs motions to approve the minutes. No one opposed. Minutes approved.

New members introduced themselves to the committee.

**2. Review of Electronic Voting**

The minutes should reflect that the forms in item 2 of the agenda, Request for Sexual Violence Protective Order, Temporary Sexual Violence Protective Order, and Sexual Violence Protective Order, were electronically voted on and approved prior to this meeting.

### **3. Sexual Violence Protective Orders**

Request for Sexual Violence Protective Order

After discussion, Stewart Ralphs motions to approve this form. With no opposition, form approved.

Temporary Sexual Violence Protective Order

Sexual Violence Protective Order

Judge Birch motions to approve both forms. With no opposition, forms approved.

### **4. Update on changes to CJA 3-117 concerning Forms Committee**

Nathanael Player updated the court on changes to the rule governing the Forms Committee.

### **5. Workplace Violence Protective Orders**

Petition for Workplace Violence Protective Order

After discussion and changes to the form. David Head motions to approve the form. With no opposition, the form is approved.

Temporary Workplace Violence Protective Order

Workplace Violence Protective Order

David Head motions to approve both forms. With no opposition, the form is approved.

Order Dismissing Petition for Workplace Violence Protective Order

Judge Bartholomew motions to approve the form. With no opposition, the form is approved.

Order Denying Workplace Violence Protective Order

Judge Birch motions to approve the form. With no opposition, the form is approved.

Request for Hearing on Workplace Violence Protective Order

Judge Bartholomew motions to approve the form. With no opposition, the form is approved.

Order Denying Temporary Workplace Violence Protective Order

Judge Bartholomew motions to approve the form. With no opposition, the form is approved.

Motion to Dismiss or Modify Workplace Violence Protective Order

David Head motions to approve the form. With no opposition, the form is approved.

Order on Motion to Dismiss or Modify Workplace Violence Protective Order

David Head moves to approve the form. With no opposition, the form is approved.

Order Extending Temporary Workplace Violence Protective Order

David Head moves to approve the form. With no opposition, the form is approved.

## **6. Cover Sheets**

Probate Cover Sheet

Civil Cover Sheet

Justice Court Cover Sheet

David Head motions to approve all three forms. With no opposition, the forms are approved.

## **7. Safeguarded Address Forms**

Request to Safeguard Contact Information from Other Parties

Request to Remove Safeguarded Classification

David head motions to approve the forms. With no opposition, the forms are approved.

## **8. Traffic Expungement**

These forms were not addressed at this meeting and will be presented at a future meeting.

## **9. Declaration of Financial Status – Juvenile**

These forms were not addressed at this meeting and will be presented at a future meeting.

## **10. Mediated Stipulation and Order Regarding Parent-Time**

These forms were not addressed at this meeting and will be presented at a future meeting.

## **Conclusion**

Meeting adjourns. The next meeting will be held on August 14, 2023 at 12:00 pm.