

Agenda Committee on Court Forms

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

October 16, 2023 / 12:00 to 2:00 p.m.
Virtual Meeting

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

1. Welcome <ul style="list-style-type: none"> Approval of August Minutes 	Judge Chelsea Koch
2. Child Protective Order Forms <ul style="list-style-type: none"> Service Assistance Form and Verified Petition for Ex Parte Child Protective Order Ex Parte Child Protective Order Child Protective Order Notice of Denial of Ex Parte Child Protective Order 	Nathanael Player
3. Bilingual Notices for Juvenile Court <ul style="list-style-type: none"> Bilingual Notice to Responding Party for Out-of-State Summons for Abuse, Neglect, and/or Dependency Petition Bilingual Notice to Responding Party for Out-of-State Summons for Petition for Termination of Parental Rights 	Nathanael Player
4. Memo Concerning Form Changes due to MyCase Service Option	Nathanael Player
5. Memo Concerning Formatting of Forms Created in MyPaperwork	Nathanael Player
6. Family Adoption Forms <ul style="list-style-type: none"> Petition to Adopt a Minor by a Relative Findings of Fact and Conclusions of Law on Petition to Adopt a Minor by a Relative Adoption Decree for Relative Adoption Minor's Agreement to be Adopted and Waiver of Rights Mother's Agreement to Adoption and Waiver of Rights Father's Agreement to Adoption and Waiver of Rights Guardian's Agreement to Adoption and Waiver of Notice Guardian or Custodian's Waiver of Notice Petitioner's Spouse's Agreement to Adoption and Waiver of Notice by Petitioner's Spouse 	Nathanael Player and Pleasy Wayas

<ul style="list-style-type: none"> • Notice of Petition to Adopt and Notice of Rights • Adoption Agreement • Certificate of Readiness for Adoption Hearing 	
---	--

Meeting Dates

December 11

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

Webex video conferencing
August 14, 2023
12 - 2 pm

<u>MEMBERS PRESENT</u>	<u>MEMBERS EXCUSED</u>	<u>GUESTS</u>	<u>STAFF</u>
Judge Bagley	Amber Alleman	Karla Block	Pleasy Wayas
Judge Brent Bartholomew		Raymundo Gallardo	
Judge Randy Birch		Mikelle Ostler	
Guy Galli		Kim Paulding	
Bret Hayman		Daniel Meza Rincon	
LaReina Hingson			
Judge Chelsea Koch			
Jacqueline Morrison			
Nathanael Player			
Stewart Ralphs			
Keri Sargent			
Kirsten Shumway			
Kaden Taylor			

1. Welcome and Approval June minutes

Stewart Ralphs motions to approve. With no objections, minutes are approved.

2. Review of Electronic Voting

The minutes should reflect that the forms in item 2 of the agenda, Utah District Court Cover Sheet for Civil Actions (Not for Probate and Domestic Relations Cases) and Utah District Court Cover Sheet for Domestic Relations Cases, were electronically voted on and approved prior to this meeting.

3. Discussion on Future Meetings

The committee agreed to move to monthly meetings on the second Monday of each month from 12-1.

4. Juvenile Court Bilingual Notices

Bilingual Notice to Responding Party for In-State Summons for Abuse, Neglect, and/or Dependency Petition

Bilingual Notice to Responding Party for Out-of-State Summons for Abuse, Neglect, and/or Dependency Petition

Bilingual Notice to Responding Party for In-State Summons for Termination of Parental Rights

Bilingual Notice to Responding Party for In-State Summons for Termination of Parental Rights Petition

After reviewing the forms, the forms were sent to the Juvenile Committee to discuss on September 1st. The Forms Committee will then vote on these electronically or in person based on the amount of changes made to the forms in the Juvenile Committee.

5. Relative or Friend Statement of Interest in Custody of a Child

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

6. Declaration of Financial Status – Juvenile

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

7. Petition for Special Findings for at-risk Noncitizen Child

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

8. Juvenile Expungement Forms

Petition to Expunge Juvenile Records of Arrest, Investigation, Detention, or Delinquency
Judge Bartholomew motions to approve. With no opposition the form is approved.

Petition to Expunge Allegations Not Found to be True
Judge Birch motions to approve. With no opposition, the form is approved.

Petition to Expunge Juvenile Court Records
Judge Birch motions to approve. With no opposition, the form is approved.

Petition to Expunge Juvenile Court Records (Nonjudicial Adjustments)
Judge Bartholomew motions to approve. With no opposition, the form is approved.

9. Adult Expungement Forms

Petition to Expunge Records – Traffic Charge

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

Order on Petition to Expunge Records – Traffic Charge

Bret Hayman motions to approve. With no opposition, the form is approved.

10. Proofs of Service

Proof of Completed Service – Family

Proof of Completed Service - General

Stewart Ralphs motions to approve both forms. With no opposition, the forms are approved.

10. Stipulated Order Regarding Parent-Time

Stewart Ralphs motions to approve. With no opposition, the form is approved.

11. Adoption Forms

Petition to Adopt a Minor Stepchild

Findings of Fact and Conclusions of Law

Stewart Ralphs motions to approve both forms. With no opposition, the forms are approved.

12. Child Support Worksheets

Child Support Worksheet – Joint Physical Custody

Stewart Ralphs motions to approve the form. With no opposition, the form is approved.

Instructions for Child Support Worksheet – Joint Physical Custody

Stewart Ralphs motions to approve the form. With no opposition, the form is approved.

Child Support Worksheet – Sole Physical Custody

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

Instructions for Child Support Worksheet – Sole Physical Custody

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

Child Support Worksheet – Split Custody

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

Instructions for Child Support Worksheet – Split Custody

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

Child Support Worksheet – Other Children Present in the Parent's Home

Nathanael Player motions to approve. With no opposition, the form is approved.

Instructions for Child Support Worksheet – Other Children Present in the Parent’s Home

Nathanael Player motions to approve. With no opposition, the form is approved.

13. Petition for Minor Name Change

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

Conclusion

The meeting is concluded. The next meeting will be held on October 16, 2023.