

Agenda Committee on Court Forms

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

February 12, 2024 / 12:00 to 1:00 p.m.
Virtual Meeting

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

1. Welcome • Approval of January Minutes	Judge Chelsea Koch
2. Electronically Approved Forms • Utah District Court Cover Sheet for Civil Actions (Not for Probate and Domestic Relations Cases) • Request and Order for Electronic Media Coverage of Court Proceedings	Kaden Taylor
3. Notice of Denial of Ex Parte Child Protective Order	Nathanael Player
4. Order on Hearing (Family)	Pleasy Wayas
5. Motion to Classify Forms • Motion to Classify Record as Private • Findings of Fact, Conclusions of Law and Order on Motion to Classify Record as Private	Pleasy Wayas
6. Garnishee Answers to Interrogatories for Earnings	Pleasy Wayas
7. Discussion on Court's Translation Policy (copy attached)	Nathanael Player

Meeting Dates

March 11
April 8
May 13

June 10
July 8
August 12

September 9
October 21
November 18

December 9

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

Webex video conferencing
January 8, 2024
12 - 1 pm

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

1. Welcome and Approval of October minutes

Judge Bagley motions to approve, Stewart seconds. Minutes approved.

2. Electronically Approved Forms

The minutes should reflect that the Forms Committee electronically approved prior to this meeting the following forms:

- Report on Status of the Protected Person
- Inventory Report
- Guardian or Conservator Financial Accounting (Adult)
- Inventory of Minor's Estate
- Accounting of Minor's Estate

3. Presentation on Status of Forms Committee

Nathanael Player presented to the Judicial Council concerning the work of the committee. The Judicial Council expressed their appreciation for those on the committee and the work they do.

4. Introduction to Verenice Ramirez

Nathanael introduced Verenice Ramirez, a fellow from Georgetown. She is a UX designer currently working with the courts to improve our services to make them more user centered. Verenice presented on user design and highlighted how one of her projects is to improve the certificate of service.

5. Child Protective Order Forms

- Service Assistance Form and Verified Petition for Ex Parte Child Protective Order
- Ex Parte Child Protective Order
- Child Protective Order

Stewart Ralphs motions to approve all three forms. With no opposition, all three forms are approved.

6. Victim Impact Statement

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

7. Juvenile Court Cover Sheet

Amber Alleman motions to approve the form. With no opposition, the form is approved.

8. Request for Hearing (Family Adoption)

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

9. Notice of Pronouns – Juvenile

Concerning Juvenile form headers, the committee decided it was agreeable to leave the current template as is and not include checkboxes to identify the party filing the form.

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

Conclusion

Meeting ends at 12:58. The next meeting is scheduled for February 12.