# TAB 4

#### Effective 7/17/2016

77-18-1 Suspension of sentence -- Pleas held in abeyance -- Probation -- Supervision -- Presentence investigation -- Standards -- Confidentiality -- Terms and conditions -- Termination, revocation, modification, or extension -- Hearings -- Electronic monitoring.

(1) On a plea of guilty or no contest entered by a defendant in conjunction with a plea in abeyance agreement, the court may hold the plea in abeyance as provided in Title 77, Chapter 2a, Pleas in Abeyance, and under the terms of the plea in abeyance agreement.

(2)

- (a) On a plea of guilty, guilty with a mental illness, no contest, or conviction of any crime or offense, the court may, after imposing sentence, suspend the execution of the sentence and place the defendant on probation. The court may place the defendant:
  - (i) on probation under the supervision of the Department of Corrections except in cases of class C misdemeanors or infractions;
  - (ii) on probation under the supervision of an agency of local government or with a private organization; or
  - (iii) on court probation under the jurisdiction of the sentencing court.

(b)

- (i) The legal custody of all probationers under the supervision of the department is with the department.
- (ii) The legal custody of all probationers under the jurisdiction of the sentencing court is vested as ordered by the court.
- (iii) The court has continuing jurisdiction over all probationers.
- (iv) Court probation may include an administrative level of services, including notification to the court of scheduled periodic reviews of the probationer's compliance with conditions.
- (c) Supervised probation services provided by the department, an agency of local government, or a private organization shall specifically address the offender's risk of reoffending as identified by a validated risk and needs screening or assessment.

(3)

- (a) The department shall establish supervision and presentence investigation standards for all individuals referred to the department. These standards shall be based on:
  - (i) the type of offense;
  - (ii) the results of a risk and needs assessment:
  - (iii) the demand for services:
  - (iv) the availability of agency resources;
  - (v) public safety; and
  - (vi) other criteria established by the department to determine what level of services shall be provided.
- (b) Proposed supervision and investigation standards shall be submitted to the Judicial Council and the Board of Pardons and Parole on an annual basis for review and comment prior to adoption by the department.
- (c) The Judicial Council and the department shall establish procedures to implement the supervision and investigation standards.
- (d) The Judicial Council and the department shall annually consider modifications to the standards based upon criteria in Subsection (3)(a) and other criteria as they consider appropriate.
- (e) The Judicial Council and the department shall annually prepare an impact report and submit it to the appropriate legislative appropriations subcommittee.

(4) Notwithstanding other provisions of law, the department is not required to supervise the probation of persons convicted of class B or C misdemeanors or infractions or to conduct presentence investigation reports on class C misdemeanors or infractions. However, the department may supervise the probation of class B misdemeanants in accordance with department standards.

(5)

- (a) Before the imposition of any sentence, the court may, with the concurrence of the defendant, continue the date for the imposition of sentence for a reasonable period of time for the purpose of obtaining a presentence investigation report from the department or information from other sources about the defendant.
- (b) The presentence investigation report shall include:
  - (i) a victim impact statement according to guidelines set in Section 77-38a-203 describing the effect of the crime on the victim and the victim's family;
  - (ii) a specific statement of pecuniary damages, accompanied by a recommendation from the department regarding the payment of restitution with interest by the defendant in accordance with Title 77, Chapter 38a, Crime Victims Restitution Act;
  - (iii) findings from any screening and any assessment of the offender conducted under Section 77-18-1.1:
  - (iv) recommendations for treatment of the offender; and
  - (v) the number of days since the commission of the offense that the offender has spent in the custody of the jail and the number of days, if any, the offender was released to a supervised release or alternative incarceration program under Section 17-22-5.5.
- (c) The contents of the presentence investigation report are protected and are not available except by court order for purposes of sentencing as provided by rule of the Judicial Council or for use by the department.

(6)

- (a) The department shall provide the presentence investigation report to the defendant's attorney, or the defendant if not represented by counsel, the prosecutor, and the court for review, three working days prior to sentencing. Any alleged inaccuracies in the presentence investigation report, which have not been resolved by the parties and the department prior to sentencing, shall be brought to the attention of the sentencing judge, and the judge may grant an additional 10 working days to resolve the alleged inaccuracies of the report with the department. If after 10 working days the inaccuracies cannot be resolved, the court shall make a determination of relevance and accuracy on the record.
- (b) If a party fails to challenge the accuracy of the presentence investigation report at the time of sentencing, that matter shall be considered to be waived.
- (7) At the time of sentence, the court shall receive any testimony, evidence, or information the defendant or the prosecuting attorney desires to present concerning the appropriate sentence. This testimony, evidence, or information shall be presented in open court on record and in the presence of the defendant.
- (8) While on probation, and as a condition of probation, the court may require that the defendant:
  - (a) perform any or all of the following:
    - (i) pay, in one or several sums, any fine imposed at the time of being placed on probation;
    - (ii) pay amounts required under Title 77, Chapter 32a, Defense Costs;
    - (iii) provide for the support of others for whose support the defendant is legally liable;
    - (iv) participate in available treatment programs, including any treatment program in which the defendant is currently participating, if the program is acceptable to the court;

- (v) serve a period of time, not to exceed one year, in a county jail designated by the department, after considering any recommendation by the court as to which jail the court finds most appropriate;
- (vi) serve a term of home confinement, which may include the use of electronic monitoring;
- (vii) participate in compensatory service restitution programs, including the compensatory service program provided in Section 76-6-107.1;
- (viii) pay for the costs of investigation, probation, and treatment services;
- (ix) make restitution or reparation to the victim or victims with interest in accordance with Title 77, Chapter 38a, Crime Victims Restitution Act; and
- (x) comply with other terms and conditions the court considers appropriate; and
- (b) if convicted on or after May 5, 1997:
  - (i) complete high school classwork and obtain a high school graduation diploma, a GED certificate, or a vocational certificate at the defendant's own expense if the defendant has not received the diploma, GED certificate, or vocational certificate prior to being placed on probation; or
  - (ii) provide documentation of the inability to obtain one of the items listed in Subsection (8)(b)(i) because of:
    - (A) a diagnosed learning disability; or
    - (B) other justified cause.
- (9) The department shall collect and disburse the account receivable as defined by Section 76-3-201.1, with interest and any other costs assessed under Section 64-13-21 during:
  - (a) the parole period and any extension of that period in accordance with Subsection 77-27-6(4); and
  - (b) the probation period in cases for which the court orders supervised probation and any extension of that period by the department in accordance with Subsection (10).

(10)

(a)

(i) Probation may be terminated at any time at the discretion of the court or upon completion without violation of 36 months probation in felony or class A misdemeanor cases, 12 months in cases of class B or C misdemeanors or infractions, or as allowed pursuant to Section 64-13-21 regarding earned credits.

(ii)

- (A) If, upon expiration or termination of the probation period under Subsection (10)(a)(i), there remains an unpaid balance upon the account receivable as defined in Section 76-3-201.1, the court may retain jurisdiction of the case and continue the defendant on bench probation for the limited purpose of enforcing the payment of the account receivable. If the court retains jurisdiction for this limited purpose, the court may order the defendant to pay to the court the costs associated with continued probation under this Subsection (10).
- (B) In accordance with Section 77-18-6, the court shall record in the registry of civil judgments any unpaid balance not already recorded and immediately transfer responsibility to collect the account to the Office of State Debt Collection.
- (iii) Upon motion of the Office of State Debt Collection, prosecutor, victim, or upon its own motion, the court may require the defendant to show cause why the defendant's failure to pay should not be treated as contempt of court.

(b)

- (i) The department shall notify the sentencing court, the Office of State Debt Collection, and the prosecuting attorney in writing in advance in all cases when termination of supervised probation is being requested by the department or will occur by law.
- (ii) The notification shall include a probation progress report and complete report of details on outstanding accounts receivable.

(11)

(a)

- (i) Any time served by a probationer outside of confinement after having been charged with a probation violation and prior to a hearing to revoke probation does not constitute service of time toward the total probation term unless the probationer is exonerated at a hearing to revoke the probation.
- (ii) Any time served in confinement awaiting a hearing or decision concerning revocation of probation does not constitute service of time toward the total probation term unless the probationer is exonerated at the hearing.
- (iii) Any time served in confinement awaiting a hearing or decision concerning revocation of probation constitutes service of time toward a term of incarceration imposed as a result of the revocation of probation or a graduated sanction imposed under Section 63M-7-404.
- (b) The running of the probation period is tolled upon the filing of a violation report with the court alleging a violation of the terms and conditions of probation or upon the issuance of an order to show cause or warrant by the court.

(12)

(a)

- (i) Probation may be modified as is consistent with the graduated sanctions and incentives developed by the Utah Sentencing Commission under Section 63M-7-404, but the length of probation may not be extended, except upon waiver of a hearing by the probationer or upon a hearing and a finding in court that the probationer has violated the conditions of probation.
- (ii) Probation may not be revoked except upon a hearing in court and a finding that the conditions of probation have been violated.

(b)

- (i) Upon the filing of an affidavit alleging with particularity facts asserted to constitute violation of the conditions of probation, the court that authorized probation shall determine if the affidavit establishes probable cause to believe that revocation, modification, or extension of probation is justified.
- (ii) If the court determines there is probable cause, it shall cause to be served on the defendant a warrant for the defendant's arrest or a copy of the affidavit and an order to show cause why the defendant's probation should not be revoked, modified, or extended.

(c)

- (i) The order to show cause shall specify a time and place for the hearing and shall be served upon the defendant at least five days prior to the hearing.
- (ii) The defendant shall show good cause for a continuance.
- (iii) The order to show cause shall inform the defendant of a right to be represented by counsel at the hearing and to have counsel appointed if the defendant is indigent.
- (iv) The order shall also inform the defendant of a right to present evidence.

(d)

- (i) At the hearing, the defendant shall admit or deny the allegations of the affidavit.
- (ii) If the defendant denies the allegations of the affidavit, the prosecuting attorney shall present evidence on the allegations.

- (iii) The persons who have given adverse information on which the allegations are based shall be presented as witnesses subject to questioning by the defendant unless the court for good cause otherwise orders.
- (iv) The defendant may call witnesses, appear and speak in the defendant's own behalf, and present evidence.
- (e)
  - (i) After the hearing the court shall make findings of fact.
  - (ii) Upon a finding that the defendant violated the conditions of probation, the court may order the probation revoked, modified, continued, or reinstated for all or a portion of the original term of probation.
  - (iii) If a period of incarceration is imposed for a violation, the defendant shall be sentenced within the guidelines established by the Utah Sentencing Commission pursuant to Subsection 63M-7-404(4), unless the judge determines that:
    - (A) the defendant needs substance abuse or mental health treatment, as determined by a validated risk and needs screening and assessment, that warrants treatment services that are immediately available in the community; or
    - (B) the sentence previously imposed shall be executed.
  - (iv) If the defendant had, prior to the imposition of a term of incarceration or the execution of the previously imposed sentence under this Subsection (12), served time in jail as a condition of probation or due to a violation of probation under Subsection 77-18-1(12)(e)(iii), the time the probationer served in jail constitutes service of time toward the sentence previously imposed.
- (13) The court may order the defendant to commit himself or herself to the custody of the Division of Substance Abuse and Mental Health for treatment at the Utah State Hospital as a condition of probation or stay of sentence, only after the superintendent of the Utah State Hospital or the superintendent's designee has certified to the court that:
  - (a) the defendant is appropriate for and can benefit from treatment at the state hospital;
  - (b) treatment space at the hospital is available for the defendant; and
  - (c) persons described in Subsection 62A-15-610(2)(g) are receiving priority for treatment over the defendants described in this Subsection (13).
- (14) Presentence investigation reports are classified protected in accordance with Title 63G, Chapter 2, Government Records Access and Management Act. Notwithstanding Sections 63G-2-403 and 63G-2-404, the State Records Committee may not order the disclosure of a presentence investigation report. Except for disclosure at the time of sentencing pursuant to this section, the department may disclose the presentence investigation only when:
  - (a) ordered by the court pursuant to Subsection 63G-2-202(7);
  - (b) requested by a law enforcement agency or other agency approved by the department for purposes of supervision, confinement, and treatment of the offender;
  - (c) requested by the Board of Pardons and Parole;
  - (d) requested by the subject of the presentence investigation report or the subject's authorized representative; or
  - (e) requested by the victim of the crime discussed in the presentence investigation report or the victim's authorized representative, provided that the disclosure to the victim shall include only information relating to statements or materials provided by the victim, to the circumstances of the crime including statements by the defendant, or to the impact of the crime on the victim or the victim's household.

(15)

- (a) The court shall consider home confinement as a condition of probation under the supervision of the department, except as provided in Sections 76-3-406 and 76-5-406.5.
- (b) The department shall establish procedures and standards for home confinement, including electronic monitoring, for all individuals referred to the department in accordance with Subsection (16).

(16)

- (a) If the court places the defendant on probation under this section, it may order the defendant to participate in home confinement through the use of electronic monitoring as described in this section until further order of the court.
- (b) The electronic monitoring shall alert the department and the appropriate law enforcement unit of the defendant's whereabouts.
- (c) The electronic monitoring device shall be used under conditions which require:
  - (i) the defendant to wear an electronic monitoring device at all times; and
  - (ii) that a device be placed in the home of the defendant, so that the defendant's compliance with the court's order may be monitored.
- (d) If a court orders a defendant to participate in home confinement through electronic monitoring as a condition of probation under this section, it shall:
  - (i) place the defendant on probation under the supervision of the Department of Corrections;
  - (ii) order the department to place an electronic monitoring device on the defendant and install electronic monitoring equipment in the residence of the defendant; and
  - (iii) order the defendant to pay the costs associated with home confinement to the department or the program provider.
- (e) The department shall pay the costs of home confinement through electronic monitoring only for those persons who have been determined to be indigent by the court.
- (f) The department may provide the electronic monitoring described in this section either directly or by contract with a private provider.

Amended by Chapter 4, 2016 Special Session 3

## DRAFT REVISION (Nov.2016) PROTECTED

#### STATE OF UTAH ADULT PROBATION AND PAROLE

UDC A.P.& P. ADMIN 14717 S MINUTEMAN DRIVE DRAPER, UT 84020

**Telephone:** (801) 545-5500

	PRESENTENCE/P	OSTSENTENCE REPORT	
		Date Due: tencing Date:	
	JUD	GE_COURT	
		,UTA	Н
	(CITY)	(COUNTY)	
	<u>, INV</u>	ESTIGATOR	
NAME:		OFFENDER #:	
AKA'S:		PROS. ATTY: DEF. ATTY:	
ADDRESS:		INTERPRETER:	
BIRTH DATE MARITAL STATUS:	AGE:	LANGUAGE: CODEFENDANTS:	
COURT			CONV
CASE OFFENSE		JUDGMENT	DATE

#### **RECOMMENDATION**:

Utah Sentencing Guidelines:

Jail Guideline:

AP&P Recommendation:

<u>Interstate Compact</u>: If the defendant currently resides out of state, or later requests to reside out of state, they must abide by the terms of the Interstate Compact while under supervision. The rules apply to any offender with non-monetary conditions that require monitoring by AP&P, court, private, or county probation. Utah Code 77-28c.

### PAGE 2 PRESENTENCE/POSTSENTENCE REPORT

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#### **EVALUATIVE SUMMARY:**

#### **RISK / NEED ASSESSMENT:**

Level of Services / Risk, Need, Responsivity: (level & score)

Date of Assessment: (date)

#### Supervision & Intervention Levels

Risk/Need Level	Dynamic Factors - Primary	Comments	Intervention
Very High	Antisocial Cognition	(brief summary of need levels)	(conditions, programs, treatment)
Medium	Antisocial Associates		
Medium	History of Antisocial Behavior		
Very High	Antisocial Personality Pattern		
Risk/Need	Dynamic Factors - Secondary	Comments	Intervention
Low	Family/Marital		
High	Education/Employment		
Medium	Leisure/Recreation		
ligh	Substance Abuse		
Risk/Need	Other Factors - Specific	Comments	Intervention
	Sex Offender Assessment		

#### **RESPONSIVITY FACTORS:**

Factor	Presence	Factor	Presence
Functional Ability		Housing	
Language		Gender	
Motivational Level		Physical Health	
Mental Health		Transportation	
Minimization		(or others)	

#### ADDITIONAL SCREENINGS: (as applicable and implemented)

Instrument	Date	Result	Interpretation
Substance Abuse			
Mental Health			
DORA			
(or others)			

Offense

Agency

Disposition

### PAGE 4 PRESENTENCE/POSTSENTENCE REPORT

ADULT RI	ECORD:							
Date	Agency	Off	fense			Disposition		
PENDING	CASES:							
Date	Agency	Off	ense			Status	· · · · · · · · · · · · · · · · · · ·	
GANG AF	FILIATIONS:							
Name	М	oniker			Status			Date
PROBATI	ON / PAROLE	HISTORY	(Juvenile	and Adu	lt):			
Description		Outcon	ne		Start	End		Days Count
1	CW OF DEFENI			<u>SITUAT</u>	<u>ION</u> :			
Condition			Onset		Status		Physicia	ın
SUBSTAN	CE USE:						L	
Substance			Last Date	Used		Frequency of	Use	
EDUCATI	ON:							
Туре	N	ame			Grade / Deg	ree / License		Date
EMPLOY	MENT:							I.,
Employer	Jo	ob Title		Wage	Statu	us .	Start	<u>End</u>
i							L	

#### PAGE 5 PRESENTENCE/POSTSENTENCE REPORT

Source	Comment		Amount	Start	End
MILITARY S	ERVICE:				
Branch	Rank	Status	Discharge	Start	End
Provider	PROVIDER:  Policy	# Policy Gro	up Policy I	Holder	Star
Respectfully Su	ıbmitted,	Approved	••		
	TOR	, SUPER	ИСОВ		

Criminal History Forms

Defendant's Statement (if not included in Offense section)

#### **SECTIONS MODIFIED:**

Intervention/Accountability Conditions (added to Recommendation section)

Evaluative Assessment & Problem Areas (renamed Evaluative Summary)

Responsivity Factors (added under Evaluative Summary)

Additional Screenings (added under Evaluative Summary)

Defendant's Life History and Current Living Situation (renamed Overview of Defendant's Current Situation)

Education, Employment and Financial Information (split into individual sections)

Substance Abuse History (renamed Substance Use)

Collateral Contacts (removed)

ther Income, Military Service (added under Overview of Defendant's Current Situation)

# TAB 5



## Supreme Court State of Utah

450 South State Street, \$520
PO Box 140210
Salt Lake City, Utah 84114-0210
Telephone: (801) 238-7935
Fax: (801) 238-7980
Email: supremecourt@utcourts.gob

November 29, 2016

Chief Justice Matthew B. Durrant Utah State Courts 450 South State Street Salt Lake City, UT 84114

Re: Standing Committee on Technology Recommendations

#### Chief Justice Durrant:

At its November 9, 2016 meeting, the Technology Committee voted to advance two recommendations to the Mangement Committee. The first concerns passwords and access controls.

The second involves upgrades to courtroom technology. As you may recall, the Management Committee asked the Technology Committee to develop a plan to guide the installation of enhanced video conference capability in courthouses that do not currently have that capability. The Management Committee aslo asked us to create a plan that prioritizes upgrades to existing courtroom audio and video systems.

I am attaching these recommendations. Ron Bowmaster and Chris Palmer plan to attend the December 9<sup>th</sup> Management Committee meeting should the Committee have any questions.

Sincerely,

John A. Pearce

Chair, Standing Committee on Technology

cc: Ron Bowmaster

#### Technology Committee Cyber Security

#### **Recommended Password Management Controls**

It is recommended that the Utah Courts adopt and advance the following password management controls.

- 1. That IT enforce strong password technology authentication
  - a. Require a password for access to the physical device and a separate password for access to the court's computing systems
  - b. Passwords must be a minimum of 8 characters
  - c. Passwords must contain a combination of numbers, upper and lower case letters, and special characters
  - d. Passwords must be changed every 90 days
  - e. Retain password history and not allow the reuse of a password for 4 generations
  - f. Lock out access to user id and password if an invalid password is entered 3 times
  - g. Require separate entry screens for user id and password
  - h. Require IPsec authorization to encrypt user ids and passwords in transit
  - i. Require user to use security questions

#### 2. That IT enforce validation of password - authorization

- a. Prompt user when password change is due
- b. Notify user by e-mail when a password has been changed
- c. Send security token my email or text when a device requests access to the court's information systems and the device is not recognized as having been previously authorized
- d. Use Google token technology to authorize access to applications from known device to allow for single signon
- e. Require entry of password or security question when access to the court's computing systems is requested by cell phone or tablet
- f. Enforce system generated character set to protect against web bot
- g. Require court staff to complete state password security training biennially <a href="https://dhrm.utah.gov/training/security-awareness-training">https://dhrm.utah.gov/training/security-awareness-training</a>
- h. Require reentry of computer password after 20 minutes of inactivity
- i. Require reentry of application password after 1 hour of inactivity
- j. Inform the user that the system or application time out period is about to occur
- k. If access to the system or application occurs, recover the user's access to the previous screen

#### 3. Third party authentication

- a. Require parties to use strong passwords when requesting access to court systems
- b. Require parties to use security questions
- c. Send security token by email or text when party requests access
- d. Require party to enter information known to the party that can be verified by the court

#### 4. Cell phone or tablet access to court applications

- a. Identify personal or court issued cell phone or tablets
- b. Require all court cell phone and tablet users to implement a key board lock and password to access services on those devices

### Technology Committee Courtroom Technology

#### **Recommended Courtroom Technology Upgrade**

The Technology Committee was asked to evaluate the technology that can be used to retrofit video conferencing capability in existing courtrooms, to establish a plan to upgrade existing technology, and to make a recommendation to the Management Committee for a statewide plan to guide the expansion of courtroom technology throughout the state. This document describes the priorities for retrofitting existing courtrooms.

One of the initiatives of the 2014 Strategic Plan was a call to standardize the technology that is to be installed in courtrooms across the state. Specifically, the strategic plan attempted to:

- Standardize the technology for remote site interactions
- Standardize court room configurations and presentation capability
- Integrate the public address system with the presentation system
- Install technology for counsel presentations
- Allow for conference calls in courtroom and chambers
- Provide scanning of documents in the courtroom, and
- Make remote interpreters easier to set up and manage in the courtroom.

The Tactical Plan established the standard recommendation for new courtroom technology to include:

- Four high definition cameras minimum requirements
- One large screen monitor for display to the audience
- Audio out/in connection to public address system
- One monitor for the judge
- One monitor for the in-court clerk
- Two VGA connections, one at each counsel table
- Four LAN connections at counsel table
- Kill switch for each camera controlled at the bench
- Kill switch for connection to public address system controlled at the bench.

The recommendation for courtroom technology has been incorporated in the new construction guidelines and has been applied to all new construction.

There are currently 164 courtrooms throughout the state, each having a public address system. In most courtrooms, the existing public address systems are those that were originally installed when the courtroom was built. Utah courts have adopted video conferencing as a way to deliver court services. Although all courtrooms have the capability to participate in a video conference, the use of the judge's or judicial assistant's courtroom PC to host the video conference session does not allow remote participants or those in the courtroom to view the proceedings.

To extend enhanced courtroom video capability in existing courtrooms, the Technology Committee recommends two configurations. The first is a mobile standalone video conference configuration that includes the installation of cameras, speakers, microphones and a large screen display. The second involves a public address system upgrade that is capable of integrating video into the public address

system. This integrated audio/video system upgrade retrofits the new building standards in existing courtrooms. The second alternative is to upgrade the existing audio systems and then integrate the video system to the upgraded audio system. The cost of the upgrade options are:

- Standalone mobile cart -- \$8,000.00
- Audio system upgrade -- \$25,000.00
- Video system upgrade -- \$30,000.00
  - O Note: Audio system needs to be upgraded before video system can be upgraded

The configuration of the standalone mobile cart solution is:

- Commercial grade mobile enclosure with AV component for hardware and wireless system
- 50" NEC LED TV
- Shure wireless microphones
- Powered speakers on shelf
- Logitech HD PTZ Camera
- Intel NUC PC running windows and Vidyo client

The Technology Committee was asked to develop guidelines that could be used to schedule upgrades. The Committee used the following assumptions to develop the guidelines:

- The primary objective is to bring enhanced video conference capability to every courthouse
- Limit the enhanced video capability in each courthouse to one unit until all courthouses have one courtroom with enhanced video capability
- In those courthouses with more than one courtroom, install enhanced video in only one courtroom or install a mobile solution that can be moved from courtroom to courtroom
- Establish an audio/video upgrade schedule based on the age of existing equipment and/or those that require constant maintenance
- Create a statewide audio/video upgrade plan for all courtrooms in the state.

### **Recommended Courtroom Video Display Upgrade**

The following courthouses need the capability to display video conferences. The standalone video option should be installed in each location at a cost of \$8,000.00 per courtroom.

District	Courthouse
1 <sup>st</sup> District	Randolph
2 <sup>nd</sup> District	Layton District
	Farmington District
	Bountiful District/Juvenile
	Morgan
3 <sup>rd</sup> District <sup>1</sup>	Silver Summit District/Juvenile
	Tooele District
4 <sup>th</sup> District	Spanish Fork District/Juvenile
6 <sup>th</sup> District	Manti
7 <sup>th</sup> District	Castle Dale Juvenile
	Moab Juvenile
8 <sup>th</sup> District	Manila
	Roosevelt
	Vernal District/Juvenile
Supreme Court	Courtroom
Appellate Court	Courtroom

On completion of these installations, all courthouses in the state will have the ability to conduct and display video conferences within a courtroom. Once each location can support enhanced video conferencing, then additional courtrooms in these locations can be added to the schedule. The total cost to install enhanced video display is approximately \$144,000.00. The cost to install enhanced video capability in the Supreme and Appellate courtrooms is approximately \$16,000.00.

 $<sup>^{1}</sup>$  West Jordan District - Courtrooms #31, 32, 33, 36, 37 are only missing displays in the courtroom.

#### Recommended Courtroom Audio/Video Upgrade

The current support model for the public address systems installed in courtrooms has been to serve the equipment as it fails. Public address systems are not subject to an upgrade schedule as is true with other technology support systems. The Technology Committee identified ten courtrooms that should be upgraded due to the age of the existing systems, the inability to acquire parts for service, and the number of Help Desk requests for service. Should funding be available, the Committee recommends that the public address systems in the following courtrooms be replaced. The cost to replace existing public address systems is approximately \$25,000.00 per courtroom. This upgrade would bring these courtrooms into compliance with the current audio building standards.

Following a public address system upgrade, either a standalone or a full integrated video system could be installed. The full video upgrade allows the audio to be recorded directly into the court's audio record. The standalone system plays the audio over a speaker and relies on the court's microphone system to pick up the audio to create the court's audio record. The cost for video support is either \$8,000.00 for the standalone option or \$30,000.00 for the fully integrated option. The fully integrated option would bring the courtroom into compliance with the current audio/video building standard.

		Video Conterence	AND THE RESERVE OF THE PARTY OF	Gost for Video Gart	r (rull Video. upgrade(require ↓ rudio (s))
Location		EFTERETHINGS			
Bountiful Juvenile #2	1997		\$25,000.00	\$8,000	\$30,000.00
Cedar City District #2	1997	· · · · · · · · · · · · · · · · · · ·	\$25,000.00	\$8,000	\$30,000.00
Farmington Juvenile #8	2003	Vidyo	\$25,000.00	n/a	\$30,000.00
Moab Juvenile	1998	<u>-</u>	\$25,000.00	\$8,000	\$30,000.00
Morgan	1998	<u>-</u>	\$25,000.00	\$8,000	\$30,000.00
Silver Summit Juvenile #1	2000	-	\$25,000.00	\$8,000	\$30,000.00
Roosevelt Juvenile/District	2001	-	\$25,000.00	\$8,000	\$30,000.00
Brigham City District #3	2003	Vidyo - Cart	\$25,000.00	n/a	\$30,000.00
Farmington District #1	2005	- 	\$25,000.00	\$8,000	\$30,000.00
Vernal Juvenile	2002	en la serie de la serie de la compansión	\$25,000.00	\$8,000	\$30,000.00

The cost to upgrade the audio systems in these locations is approximately \$250,000.00. The additional cost to integrate video capability in these locations is approximately \$300,000.00.

#### Recommended Courtroom Audio/Video Upgrade

The current support model for the public address systems installed in courtrooms has been to serve the equipment as it fails. Public address systems are not subject to an upgrade schedule as is true with other technology support systems. The Technology Committee identified ten courtrooms that should be upgraded due to the age of the existing systems, the inability to acquire parts for service, and the number of Help Desk requests for service. Should funding be available, the Committee recommends that the public address systems in the following courtrooms be replaced. The cost to replace existing public address systems is approximately \$25,000.00 per courtroom. This upgrade would bring these courtrooms into compliance with the current audio building standards.

Following a public address system upgrade, either a standalone or a full integrated video system could be installed. The full video upgrade allows the audio to be recorded directly into the court's audio record. The standalone system plays the audio over a speaker and relies on the court's microphone system to pick up the audio to create the court's audio record. The cost for video support is either \$8,000.00 for the standalone option or \$30,000.00 for the fully integrated option. The fully integrated option would bring the courtroom into compliance with the current audio/video building standard.

Location	less (Update	Video Conference	Cost-for Audio Upgrade	Gost for Video Gart	Full Video. upgrade (require audio 1st)
Bountiful Juvenile #2	1997	-	\$25,000.00	\$8,000	\$30,000.00
Cedar City District #2	1997		\$25,000.00	\$8,000	\$30,000.00
Farmington Juvenile #8	2003	Vidyo	\$25,000.00	n/a	\$30,000.00
Moab Juvenile	1998	-	\$25,000.00	\$8,000	\$30,000.00
Morgan	1998	-	\$25,000.00	\$8,000	\$30,000.00
Silver Summit Juvenile #1	2000	-	\$25,000.00	\$8,000	\$30,000.00
Roosevelt Juvenile/District	2001	-	\$25,000.00	\$8,000	\$30,000.00
Brigham City District #3	2003	Vidyo - Cart	\$25,000.00	n/a	\$30,000.00
Farmington District #1	2005		\$25,000.00	\$8,000	\$30,000.00
Vernal Juvenile	2002		\$25,000.00	\$8,000	\$30,000.00

The cost to upgrade the audio systems in these locations is approximately \$250,000.00. The additional cost to integrate video capability in these locations is approximately \$300,000.00.

#### Attachment A:

The Technology Committee was asked to recommend the order in which courtrooms could be upgraded to meet the current building standards. Attachment A sets an upgrade priority based on the presumption that the audio systems in one courtroom in the district and juvenile court in each courthouse should meet the current building standard. The following list is rank ordered based on the upgrade of one juvenile and one district courtroom in each courthouse.

Location	Last Update	Video Conference	Video Conference Equipment Location	Cost for Audio Upgrade	Cost for Video addition after audio
Vernal District #1	2002	]-	-	\$25,000.00	\$30,000.00
Silver Summit District #2	2000	<b>-</b>	-	\$25,000.00	\$30,000.00
Silver Summit Chambers	2000	<u> </u> -	-	\$25,000.00	\$30,000.00
Logan Juvenile #2	2003	<b> -</b>	-	\$25,000.00	\$30,000.00
Logan District #1	2003	Vidyo - Cart	Bench PC	\$25,000.00	\$30,000.00
Ogden District 2C	2003	-	-	\$25,000.00	\$30,000.00
Castledale #2	2003	-	-	\$25,000.00	\$30,000.00
West Jordan Juvenile #21	2005	Polycom	<u>Rm 2305</u>	\$25,000.00	\$30,000.00
West Jordan District #31	2005	Vidyo	Rm 2305 - PC	\$25,000.00	\$30,000.00
Cedar City Juvenile #3	2005	-	-	\$25,000.00	\$30,000.00
American Fork District #1	2006	Vidyo	Clerk Area	\$25,000.00	\$30,000.00
Randolph Dist/Juv	2007	-	-	\$25,000.00	\$30,000.00
Layton District #1	2007	-	-	\$25,000.00	\$30,000.00
Tooele Juvenile	2007	Polycom PC	Bench PC	\$25,000.00	\$30,000.00
Tooele District Court	2007	Vidyo	Bench PC	\$25,000.00	\$30,000.00
Manti West (Dist/Juv)	2007	•	-	\$25,000.00	\$30,000.00
Manila Juvenile/District	2007	-	-	\$25,000.00	\$30,000.00
American Fork Juvenile #1	2007	Vidyo	Clerk Area	\$25,000.00	\$30,000.00
Brigham City Juvenile #1	2008	Vidyo	Bench PC	\$25,000.00	\$30,000.00
Heber City Juvenile/District	2008	-	•	\$25,000.00	\$30,000.00
Spanish Fork Juvenile	2009	-	•	\$25,000.00	\$30,000.00
Spanish Fork District	2009	•	-	\$25,000.00	\$30,000.00
St. George District 2A	2010	Polycom	Com Closet	\$25,000.00	\$30,000.00
Ogden Juvenile 21	2015	Vidyo	Com Room	\$25,000.00	\$30,000.00
SLC Juvenile S21	2015	Polycom	2nd Floor Com Rm	\$25,000.00	\$30,000.00

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SLC District N41	2015	-	-	\$25,000.00	\$30,000.00
Nephi Juvenile/District	2015	Vidyo	Bench PC	\$25,000.00	\$30,000.00
Fillmore Juvenile/District	2015	Vidyo	Bench PC	\$25,000.00	\$30,000.00
Beaver District Juvenile/District	2015	Vidyo	Bench PC	\$25,000.00	\$30,000.00
Richfield Juvenile #2	2015	Vidyo	Bench PC	\$25,000.00	\$30,000.00
Richfield District #1	2015	Vidyo	Bench PC	\$25,000.00	\$30,000.00
Panguitch Juvenile/District	2015	Vidyo	Bench PC	\$25,000.00	\$30,000.00
Kanab Juvenile/District	2015	Vidyo	Bench PC	\$25,000.00	\$30,000.00
Junction Juvenile/District	2015	Vidyo	Bench PC	\$25,000.00	\$30,000.00
<u>Loa</u>	2015	Vidyo	Bench PC	\$25,000.00	\$30,000.00
Moab District	2015	Vidyo	Bench PC	\$25,000.00	\$30,000.00
Monticello Juvenile/District	2015	Vidyo	Bench PC	\$25,000.00	\$30,000.00
<u>Duchesne Juvenile</u>	2016	Vidyo	Com Closet	\$25,000.00	\$30,000.00
Duchesne District	2016	Vidyo	Com Closet	\$25,000.00	\$30,000.00
Farmington Juvenile #9	2003	Vidyo	Com Closet	\$25,000.00	\$30,000.00
Farmington District #2	2005	-	-	\$25,000.00	\$30,000.00
Vernal District #2	2002	-	-	\$25,000.00	\$30,000.00
Logan Juvenile #3	2003	Vidyo - Cart	Bench PC	\$25,000.00	\$30,000.00
Logan District #5	2003	Vidyo - Cart	Bench PC	\$25,000.00	\$30,000.00
Castledale #3	2003	-	-	\$25,000.00	\$30,000.00
Brigham City District #2	2004	Vidyo - Cart	Bench PC	\$25,000.00	\$30,000.00
Ogden District 4A	2005	-	-	\$25,000.00	\$30,000.00
West Jordan Juvenile #22	2005	Polycom	<u>Rm 2305</u>	\$25,000.00	\$30,000.00
West Jordan District #32	2005	Vidyo	<u>Rm 2305 - PC</u>	\$25,000.00	\$30,000.00
American Fork District #2	2006	Vidyo	Clerk Area	\$25,000.00	\$30,000.00
Ogden District 2A	2007	-	-	\$25,000.00	\$30,000.00
Layton District #2	2007	-	-	\$25,000.00	\$30,000.00
Bountiful District #1	2007	-	-	\$25,000.00	\$30,000.00
Tooele Juvenile/District (Justice)	2007	Vidyo	Judge Laptop?	\$25,000.00	\$30,000.00
Cedar City District #1	2007	Vidyo	Com Room	\$25,000.00	\$30,000.00
Manti East (Justice/Dist)	2009		-	\$25,000.00	\$30,000.00
Judge Behrens Chambers	2010	Polycom PC	-	\$25,000.00	\$30,000.00

St. George District 2C	2010	Polycom	Com Closet	\$25,000.00	\$30,000.0
Silver Summit Civil	2014	-	-	\$25,000.00	\$30,000.0
Ogden Juvenile 22	2015	Vidyo	Com Room	\$25,000.00	\$30,000.00
SLC Juvenile S22	2015	-	-	\$25,000.00	\$30,000.00
SLC District N44	2015	-		\$25,000.00	\$30,000.00
Castledale #1	2015	Vidyo	Bench PC	\$25,000.00	\$30,000.00
Farmington Juvenile #10	2003	Vidyo	Com Closet	\$25,000.00	\$30,000.00
Farmington District #5	2005	-	•	\$25,000.00	\$30,000.00
Logan Juvenile #4	2003	<b>-</b>	-	\$25,000.00	\$30,000.00
Logan District #6	2003	Vidyo - Cart	Bench PC	\$25,000.00	\$30,000.00
West Jordan Juvenile #23	2005	Polycom	<u>Rm 2305</u>	\$25,000.00	\$30,000.00
West Jordan District #33	2005	Vidyo	<u>Rm 2305 - PC</u>	\$25,000.00	\$30,000.0
Ogden District 2B	2007	-	-	\$25,000.00	\$30,000.0
St. George District 2D	2010	Polycom	Com Closet	\$25,000.00	\$30,000.0
Ogden Juvenile 31	2015	Vidyo	Com Room	\$25,000.00	\$30,000.0
SLC Juvenile S24	2015	-	-	\$25,000.00	\$30,000.0
SLC District N45	2015	-	-	\$25,000.00	\$30,000.0
Farmington District #6	2005	-	-	\$25,000.00	\$30,000.0
West Jordan Juvenile #26	2005	Polycom	<u>Rm 2305</u>	\$25,000.00	\$30,000.0
West Jordan District #36	2005	Vidyo	<u>Rm 2305 - PC</u>	\$25,000.00	\$30,000.0
Ogden District 2D	2007	-	-	\$25,000.00	\$30,000.0
St. George District 3A	2010	Polycom	Com Closet	\$25,000.00	\$30,000.0
Ogden Juvenile 32	2015	Vidyo	Com Room	\$25,000.00	\$30,000.0
SLC Juvenile S25	2015	-	-	\$25,000.00	\$30,000.0
SLC District S31	2015	Vidyo	PC on Rack - Behind Clerk	\$25,000.00	\$30,000.0
Farmington District #7	2005	-	-	\$25,000.00	\$30,000.0
West Jordan Juvenile #27	2005	Polycom	<u>Rm 2305</u>	\$25,000.00	\$30,000.0
West Jordan District #37	2005	Vidyo	Rm 2305 - PC	\$25,000.00	\$30,000.0
Ogden District 3A	2007	-	-	\$25,000.00	\$30,000.0
St. George District 3B	2010	Polycom/Vidyo	Bench PC	\$25,000.00	\$30,000.0
Ogden Juvenile 51	2015	Vidyo	Com Room	\$25,000.00	\$30,000.0
SLC Juvenile W23	2015	-		\$25,000.00	\$30,000.0

SLC District S32	2015	-		\$25,000.00	\$30,000.00
Ogden District 3B	2007	-	-	\$25,000.00	\$30,000.00
St. George District 3C	2010	Polycom	Com Closet	\$25,000.00	\$30,000.00
Farmington District #4	2013	-	-	\$25,000.00	\$30,000.00
Ogden Juvenile 52	2015	Vidyo	Com Room	\$25,000.00	\$30,000.00
SLC Juvenile W25	2015	-	-	\$25,000.00	\$30,000.00
SLC District S34	2015	-	-	\$25,000.00	\$30,000.00
Ogden District 3C	2007	-	-	\$25,000.00	\$30,000.00
St. George District 3D	2010	Polycom	Com Closet	\$25,000.00	\$30,000.00
SLC Juvenile W27	2015	-	-	\$25,000.00	\$30,000.00
SLC District S35	2015	-	-	\$25,000.00	\$30,000.00
Ogden District 3D	2007		•	\$25,000.00	\$30,000.00
SLC District S41	2015	-	-	\$25,000.00	\$30,000.00
Ogden District 4B	2007	Vidyo	Clerk Area	\$25,000.00	\$30,000.00
SLC District S42	2015	-	_	\$25,000.00	\$30,000.00
Ogden District 4C	2007	•	-	\$25,000.00	\$30,000.00
SLC District S43	2015	•	-	\$25,000.00	\$30,000.00
Ogden District 4D	2007	-	-	\$25,000.00	\$30,000.00
SLC District S45	2015	-	-	\$25,000.00	\$30,000.00
SLC District W33	2015	-		\$25,000.00	\$30,000.00
SLC District W35	2015		-	\$25,000.00	\$30,000.00
SLC District W36	2015	-	-	\$25,000.00	\$30,000.00
SLC District W37	2015	-	-	\$25,000.00	\$30,000.00
SLC District W39	2015	-	-	\$25,000.00	\$30,000.00
SLC District W42	2015	-	-	\$25,000.00	\$30,000.00
SLC District W44	2015	-	-	\$25,000.00	\$30,000.00
SLC District W45	2015	-	-	\$25,000.00	\$30,000.00
SLC District W46	2015	-		\$25,000.00	\$30,000.00
SLC District W47	2015	-		\$25,000.00	\$30,000.00
SLC District W48	2015	-		\$25,000.00	\$30,000.00
SLC District W49	2015			\$25,000.00	\$30,000.00
SLC District S44	2015	-	•	\$25,000.00	\$30,000.00
SLC District N42	2015	-	-	\$25,000.00	\$30,000.00

SLC District W32	2015	-	-	\$25,000.00	\$30,000.00
SLC District W34	2015	-	-	\$25,000.00	\$30,000.00
SLC District W38	2015	-	-	\$25,000.00	\$30,000.00
SLC District W43	2015	-	-	\$25,000.00	\$30,000.00
Price District #120	2002	Vidyo - Cart	Bench PC	\$25,000.00	\$30,000.00
Price District #115	2002	Vidyo - Cart	Bench PC	\$25,000.00	\$30,000.00
Provo District 202	2007	Fiber Connect	Computer Room 1st		
Provo District 301	2007	Fiber Connect	Computer Room 1st		
Provo District 302	2007	Fiber Connect	Computer Room 1st		
Provo District 303	2007	Fiber Connect	Computer Room 1st		
Provo District 401	2007	Fiber Connect	Computer Room 1st		
Provo District 402	2007	Fiber Connect	Computer Room 1st		
Provo District 403	2007	Fiber Connect	Computer Room 1st		
<u>Price Juvenile</u>	2007	Vidyo - Cart	-	\$25,000.00	\$30,000.00
Provo District 201	2009	Fiber Connect	Computer Room 1st		
Provo District 203	2009	Fiber Connect	Computer Room 1st		
Provo Juvenile #2	2011	-	-		
Provo Juvenile #3	2011	-	-		
Orem Juvenile #1	2011	Vidyo	Bench PC		
Orem Juvenile #2	2011	-	-		
Provo Juvenile #1	2014	Vidyo	?		

#### Attachment B:

The alternative to the option of one courtroom in each courthouse is to upgrade all courtrooms in each courthouse at the same time. The advantage to this approach is that the same hardware would be installed in each courthouse. This would allow peripheral equipment, such as fixed or mobile microphones, to be shared between courtrooms. In addition, the systems would be easier to support if each courthouse were uniformly configured. The following list is ordered based on the installation of equipment in all courtrooms in each courthouse.

Location	Last Update	Video Conference	Video Conference Equipment Location
Vernal District #1	2002	-	-
Farmington Juvenile #9	2003	Vidyo	Com Closet
Farmington Juvenile #10	2003	Vidyo	Com Closet
Silver Summit District #2	2000	-	-
Silver Summit Chambers	2000	-	-
Price District #120	2002	Vidyo - Cart	Bench PC
Farmington District #2	2005	-	-
Farmington District #5	2005	-	•
Farmington District #6	2005	•	
Farmington District #7	2005	-	-
Price District #115	2002	Vidyo - Cart	Bench PC
Vernal District #2	2002	-	
Logan Juvenile #2	2003	•	
Logan Juvenile #3	2003	Vidyo - Cart	Bench PC
Logan Juvenile #4	2003	.=	-
Logan District #1	2003	Vidyo - Cart	Bench PC
Logan District #5	2003	Vidyo - Cart	Bench PC
Logan District #6	2003	Vidyo - Cart	Bench PC
Ogden District 2C	2003	-	-
Castledale #2	2003	-	-
Castledale #3	2003	-	-
Brigham City District #2	2004	Vidyo - Cart	Bench PC
Ogden District 4A	2005	-	-
West Jordan Juvenile #21	2005	Polycom	Rm 2305

West Jordan Juvenile #22	2005	Polycom	Rm 2305
	2005		
West Jordan Juvenile #23 West Jordan Juvenile #26	2005	Polycom Polycom	Rm 2305 Rm 2305
West Jordan Juvenile #27	2005	Polycom	Rm 2305
	2005		
West Jordan District #31 West Jordan District #32	2005	Vidyo Vidyo	Rm 2305 - PC Rm 2305 - PC
West Jordan District #33	2005	Vidyo	Rm 2305 - PC
West Jordan District #36	2005	Vidyo	Rm 2305 - PC
West Jordan District #37	2005	Vidyo	Rm 2305 - PC
		Vidyo	MII 2303 - FC
Cedar City Juvenile #3	2005		-
American Fork District #1	2006	Vidyo	Clerk Area
American Fork District #2	2006	Vidyo	Clerk Area
Randolph Dist/Juv	2007		-
Ogden District 2A	2007	-	-
Ogden District 2B	2007	•	-
Ogden District 2D	2007		-
Ogden District 3A	2007	•	-
Ogden District 3B	2007	-	-
Ogden District 3C	2007	-	-
Ogden District 3D	2007	•	•
Ogden District 4B	2007	Vidyo	Clerk Area
Ogden District 4C	2007	ļ.	-
Ogden District 4D	2007	-	-
Layton District #1	2007		-
Layton District #2	2007		-
Bountiful District #1	2007	•	-
Tooele Juvenile	2007	Polycom PC	Bench PC
Tooele District Court	2007	Vidyo	Bench PC
Tooele Juvenile/District (Justice)	2007	Vidyo	Judge Laptop?
Provo District 202	2007	Fiber Connect	Computer Room 1st
Provo District 301	2007	Fiber Connect	Computer Room 1st
Provo District 302	2007	Fiber Connect	Computer Room 1st
Provo District 303	2007	Fiber Connect	Computer Room 1st
Provo District 401	2007	Fiber Connect	Computer Room 1st

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Provo District 402	2007	Fiber Connect	Computer Room 1st
Provo District 403	2007	Fiber Connect	Computer Room 1st
Cedar City District #1	2007	Vidyo	Com Room
Manti West (Dist/Juv)	2007	-	-
Price Juvenile	2007	Vidyo - Cart	-
Manila Juvenile/District	2007	-	-
American Fork Juvenile #1	2007	Vidyo	Clerk Area
Brigham City Juvenile #1	2008	Vidyo	Bench PC
Heber City Juvenile/District	2008	-	-
Provo District 201	2009	Fiber Connect	Computer Room 1st
Provo District 203	2009	Fiber Connect	Computer Room 1st
Spanish Fork Juvenile	2009	-	-
Spanish Fork District	2009	-	-
Manti East (Justice/Dist)	2009	-	-
Conference Room A	2009	-	SMYLE
Judge Behrens Chambers	2010	Polycom PC	-
St. George District 2A	2010	Polycom	Com Closet
St. George District 2C	2010	Polycom	Com Closet
St. George District 2D	2010	Polycom	Com Closet
St. George District 3A	2010	Polycom	Com Closet
St. George District 3B	2010	Polycom/Vidyo	Bench PC
St. George District 3C	2010	Polycom	Com Closet
St. George District 3D	2010	Polycom	Com Closet
Provo Juvenile #2	2011	-	-
Provo Juvenile #3	2011	-	-
Orem Juvenile #1	2011	Vidyo	Bench PC
Orem Juvenile #2	2011	-	-
Farmington District #4	2013	-	-
Silver Summit Civil	2014	-	-
Provo Juvenile #1	2014	Vidyo	?
Judicial Council Room	2014	Vidyo	Clerk Area
Education Room	2014	Vidyo	Clerk Area
Supreme Court	2015	-	-

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Court of Appeals	2015	-	-
Ogden Juvenile 21	2015	Vidyo	Com Room
Ogden Juvenile 22	2015	Vidyo	Com Room
Ogden Juvenile 31	2015	Vidyo	Com Room
Ogden Juvenile 32	2015	Vidyo	Com Room
Ogden Juvenile 51	2015	Vidyo	Com Room
Ogden Juvenile 52	2015	Vidyo	Com Room
SLC Juvenile S21	2015	Polycom	2nd Floor Com Rm 2336
SLC Juvenile S22	2015		-
SLC Juvenile S24	2015	-	-
SLC Juvenile S25	2015		-
SLC Juvenile W23	2015	-	-
SLC Juvenile W25	2015	•	-
SLC Juvenile W27	2015	-	-
SLC District N41	2015	-	-
SLC District N44	2015	-	
SLC District N45	2015	<u> </u>	-
SLC District S31	2015	Vidyo	PC on Rack - Behind Clerk
SLC District S32	2015	-	-
SLC District S34	2015		-
SLC District S35	2015	-	-
SLC District S41	2015	-	-
SLC District S42	2015	•	•
SLC District S43	2015		-
SLC District S45	2015		•
SLC District W33	2015	-	-
SLC District W35	2015		-
SLC District W36	2015		
SLC District W37	2015	-	-
SLC District W39	2015	•	-
SLC District W42	2015		
SLC District W44	2015		
SLC District W45	2015	-	
SLC District W46	2015		

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SLC District W47	2015	-	-
SLC District W48	2015	-	-
SLC District W49	2015		-
Nephi Juvenile/District	2015	Vidyo	Bench PC
Fillmore Juvenile/District	2015	Vidyo	Bench PC
Beaver District Juvenile/District	2015	Vidyo	Bench PC
Richfield Juvenile #2	2015	Vidyo	Bench PC
Richfield District #1	2015	Vidyo	Bench PC
Panguitch Juvenile/District	2015	Vidyo	Bench PC
Kanab Juvenile/District	2015	Vidyo	Bench PC
Junction Juvenile/District	2015	Vidyo	Bench PC
<u>Loa</u>	2015	Vidyo	Bench PC
Castledale #1	2015	Vidyo	Bench PC
Moab District	2015	Vidyo	Bench PC
Monticello Juvenile/District	2015	Vidyo	Bench PC
Executive Dining Room	2015	Vidyo	Clerk Area
SLC District S44	2015	-	•
SLC District N42	2015	-	•
SLC District W32	2015	-	-
SLC District W34	2015	-	
SLC District W38	2015	•	
SLC District W43	2015	-	-
<u>Duchesne Juvenile</u>	2016	Vidyo	Com Closet
<u>Duchesne District</u>	2016	Vidyo	Com Closet

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# TAB 6

#### **Criminal Jury Instructions Committee**

#### **Members**

Judge James T. Blanch Chair, Third District Court Jennifer Andrus Linguistics, Asst. Professor

Mark Field AG's Office

Sandi Johnson Salt Lake Co. DA's Office Linda M. Jones Salt Lake Co Legal Defenders

Karen Klucznik AG's Office

Judge Brendan P. McCullagh West Valley Justice Court

Stephen Nelson Salt Lake County DA's Officer
Jesse Nix Salt Lake Co Legal Defenders

David Perry Attorney
Nathan Phelps Attorney

Judge Michael Westfall Fifth District Court

Scott Young Attorney

Keisa Williams Staff, Administrative Office of the Courts

#### **Recent Work**

We recently completed a comprehensive set of jury instructions on drug offenses, including special verdict forms. They will be published in January on the MUJI web page.

#### **Current Work**

We are currently working on jury instructions addressing affirmative defenses.

#### **Subcommittees**

We have organized subcommittees to draft DUI, domestic violence, theft, murder and assault instructions which the committee will review when it has completed its work on affirmative defenses.

## TAB 7



### Administrative Office of the Courts

Chief Justice Matthew B. Durrant Utah Supreme Court Chair, Utah Judicial Council

#### **MEMORANDUM**

Daniel J. Becker State Court Administrator Raymond H. Wahl Deputy Court Administrator

To:

**Judicial Council** 

From: Nancy Sylvester

Many & Lybrate

Date:

December 2, 2016

Re:

New Standing Committee on Forms

The Management Committee of the Judicial Council recently approved the creation of a standing committee on court forms. In conformity with that charge, the Policy and Planning Committee recommends that the following amended and new rules be adopted on an expedited basis:

- 1) Committee composition in amended Rule 1-205 (1)(B)(xiv);
- 2) Committee charge in new Rule 3-117.

Until now, court forms have been created on an ad hoc basis as part of the Standing Committee on Resources for Self-represented Parties. Creating court forms was initially a large effort involving law students, professors, and staff, but soon whittled down to members of the Law Library staff and General Counsel's office. Unfortunately, without an official body directing its work, it was not always clear who should be approving the forms, nor from whom input should come on the creation of new forms. Additionally, with the Supreme Court's task force working on the creation of Paralegal Practitioners (LPP) as a new licensing type, the forms upon which the paralegals will be practicing need to have a committee home.

The Management Committee concluded that the solution to each of these issues is the creation of a new standing committee on court forms and recommended expedited action.

Rule 1-205 Draft: December 2, 2016

Rule 1-205. Standing and ad hoc committees. 1 2 3 Intent: 4 To establish standing and ad hoc committees to assist the Council and provide recommendations on 5 To establish uniform terms and a uniform method for appointing committee members. 6 7 To provide for a periodic review of existing committees to assure that their activities are appropriately related to the administration of the judiciary. 8 9 Applicability: This rule shall apply to the internal operation of the Council. 10 Statement of the Rule: 11 12 (1) Standing committees. (1)(A) Establishment. The following standing committees of the Council are hereby established: 13 (1)(A)(i) Technology Committee; 14 15 (1)(A)(ii) Uniform Fine Schedule Committee; 16 (1)(A)(iii) Ethics Advisory Committee; (1)(A)(iv) Judicial Branch Education Committee; 17 (1)(A)(v) Court Facility Planning Committee; 18 (1)(A)(vi) Committee on Children and Family Law; 19 (1)(A)(vii) Committee on Judicial Outreach; 20 (1)(A)(viii) Committee on Resources for Self-represented Parties; 21 (1)(A)(ix) Language Access Committee; 22 23 (1)(A)(x) Guardian ad Litem Oversight Committee; (1)(A)(xi) Committee on Model Utah Civil Jury Instructions; 24 (1)(A)(xii) Committee on Model Utah Criminal Jury Instructions; and 25 (1)(A)(xiii) Committee on Pretrial Release and Supervision-; 26 (1)(A)(xiv) Committee on Court Forms. 27 (1)(B) Composition. 28 (1)(B)(i) The Technology Committee shall consist of one judge from each court of record, one justice 29 court judge, one lawyer recommended by the Board of Bar Commissioners, two court executives, two 30 court clerks and two staff members from the Administrative Office. 31 (1)(B)(ii) The Uniform Fine/Bail Schedule Committee shall consist of one district court judge who has 32 experience with a felony docket, three district court judges who have experience with a misdemeanor 33 docket, one juvenile court judge and three justice court judges. 34 (1)(B)(iii) The Ethics Advisory Committee shall consist of one judge from the Court of Appeals, one 35

district court judge from Judicial Districts 2, 3, or 4, one district court judge from Judicial Districts 1, 5, 6,

36

Rule 1-205 Draft: December 2, 2016

7, or 8, one juvenile court judge, one justice court judge, and an attorney from either the Bar or a college of law.

(1)(B)(iv) The Judicial Branch Education Committee shall consist of one judge from an appellate court, one district court judge from Judicial Districts 2, 3, or 4, one district court judge from Judicial Districts 1, 5, 6, 7, or 8, one juvenile court judge, the education liaison of the Board of Justice Court Judges, one state level administrator, the Human Resource Management Director, one court executive, one juvenile court probation representative, two court clerks from different levels of court and different judicial districts, one data processing manager, and one adult educator from higher education. The Human Resource Management Director and the adult educator shall serve as non-voting members. The state level administrator and the Human Resource Management Director shall serve as permanent Committee members.

(1)(B)(v) The Court Facility Planning Committee shall consist of one judge from each level of trial court, one appellate court judge, the state court administrator, a trial court executive, and two business people with experience in the construction or financing of facilities.

(1)(B)(vi) The Committee on Children and Family Law shall consist of one Senator appointed by the President of the Senate, one Representative appointed by the Speaker of the House, the Director of the Department of Human Services or designee, one attorney of the Executive Committee of the Family Law Section of the Utah State Bar, one attorney with experience in abuse, neglect and dependency cases, one attorney with experience representing parents in abuse, neglect and dependency cases, one representative of a child advocacy organization, one mediator, one professional in the area of child development, one representative of the community, the Director of the Office of Guardian ad Litem or designee, one court commissioner, two district court judges, and two juvenile court judges. One of the district court judges and one of the juvenile court judges shall serve as co-chairs to the committee. In its discretion the committee may appoint non-members to serve on its subcommittees.

(1)(B)(vii) The Committee on Judicial Outreach shall consist of one appellate court judge, one district court judge, one juvenile court judge, one justice court judge, one state level administrator, a state level judicial education representative, one court executive, one Utah State Bar representative, one communication representative, one law library representative, one civic community representative, and one state education representative. Chairs of the Judicial Outreach Committee's subcommittees shall also serve as members of the committee.

(1)(B)(viii) The Committee on Resources for Self-represented Parties shall consist of two district court judges, one juvenile court judge, one justice court judge, three clerks of court – one from an appellate court, one from an urban district and one from a rural district – one member of the Online Court Assistance Committee, one representative from the Self-Help Center, one representative from the Utah State Bar, two representatives from legal service organizations that serve low-income clients, one private attorney experienced in providing services to self-represented parties, two law school representatives, the state law librarian, and two community representatives.

Rule 1-205 Draft: December 2, 2016

(1)(B)(ix) The Language Access Committee shall consist of one district court judge, one juvenile court judge, one justice court judge, one trial court executive, one court clerk, one interpreter coordinator, one probation officer, one prosecuting attorney, one defense attorney, two certified interpreters, one approved interpreter, one expert in the field of linguistics, and one American Sign Language representative.

- (1)(B)(x) The Guardian ad Litem Oversight Committee shall consist of seven members with experience in the administration of law and public services selected from public, private and non-profit organizations.
- (1)(B)(xi) The Committee on Model Utah Civil Jury Instructions shall consist of two district court judges, four lawyers who primarily represent plaintiffs, four lawyers who primarily represent defendants, and one person skilled in linguistics or communication.
- (1)(B)(xii) The Committee on Model Utah Criminal Jury Instructions shall consist of two district court judges, one justice court judge, four prosecutors, four defense counsel, one professor of criminal law, and one person skilled in linguistics or communication.
- (1)(B)(xiii) The Committee on Pretrial Release and Supervision shall consist of two district court judges, one juvenile court judge, two justice court judges, one prosecutor, one defense attorney, one county sheriff, one representative of counties, one representative of a county pretrial services agency, one representative of the Utah Insurance Department, one representative of the Utah Commission on Criminal and Juvenile Justice, one commercial surety agent, one state senator, one state representative, and the court's general counsel or designee.
- (1)(B)(xiv) The Committee on Court Forms shall consist of one district court judge, one juvenile court judge, one juvenile court judge, one juvenile court judge, one juvenile court clerk, one appellate court staff attorney, one representative from the Self-Help Center, the State Law Librarian, the Court Services Director, one member selected by the Online Court Assistance Committee, one representative from a legal service organization that serves low-income clients, one paralegal, and one representative from the Utah State Bar.
- (1)(C) The Judicial Council shall designate the chair of each standing committee. Standing committees shall meet as necessary to accomplish their work. Standing committees shall report to the Council as necessary but a minimum of once every year. Council members may not serve, participate or vote on standing committees. Standing committees may invite participation by others as they deem advisable, but only members designated by this rule may make motions and vote. All members designated by this rule may make motions and vote unless otherwise specified. Standing committees may form subcommittees as they deem advisable.
- (1)(D) At least once every six years, the Management Committee shall review the performance of each committee. If the Management Committee determines that committee continues to serve its purpose, the Management Committee shall recommend to the Judicial Council that the committee continue. If the Management Committee determines that modification of a committee is warranted, it may so recommend to the Judicial Council.

Rule 1-205 Draft: December 2, 2016

(1)(D)(i) Notwithstanding subsection (1)(D), the Guardian ad Litem Oversight Committee, recognized by Section 78A-6-901, shall not terminate.

- (2) Ad hoc committees. The Council may form ad hoc committees or task forces to consider topical issues outside the scope of the standing committees and to recommend rules or resolutions concerning such issues. The Council may set and extend a date for the termination of any ad hoc committee. The Council may invite non-Council members to participate and vote on ad hoc committees. Ad hoc committees shall keep the Council informed of their activities. Ad hoc committees may form subcommittees as they deem advisable. Ad hoc committees shall disband upon issuing a final report or recommendations to the Council, upon expiration of the time set for termination, or upon the order of the Council.
- (3) General provisions.

- (3)(A) Appointment process.
- (3)(A)(i) Administrator's responsibilities. The state court administrator shall select a member of the administrative staff to serve as the administrator for committee appointments. Except as otherwise provided in this rule, the administrator shall:
- (3)(A)(i)(a) announce expected vacancies on standing committees two months in advance and announce vacancies on ad hoc committees in a timely manner;
- (3)(A)(i)(b) for new appointments, obtain an indication of willingness to serve from each prospective appointee and information regarding the prospective appointee's present and past committee service;
- (3)(A)(i)(c) for reappointments, obtain an indication of willingness to serve from the prospective reappointee, the length of the prospective reappointee's service on the committee, the attendance record of the prospective reappointee, the prospective reappointee's contributions to the committee, and the prospective reappointee's other present and past committee assignments; and
- (3)(A)(i)(d) present a list of prospective appointees and reappointees to the Council and report on recommendations received regarding the appointment of members and chairs.
- (3)(A)(ii) Council's responsibilities. The Council shall appoint the chair of each committee. Whenever practical, appointments shall reflect geographical, gender, cultural and ethnic diversity.
- (3)(B) Terms. Except as otherwise provided in this rule, standing committee members shall serve staggered three year terms. Standing committee members shall not serve more than two consecutive terms on a committee unless the Council determines that exceptional circumstances exist which justify service of more than two consecutive terms.
- (3)(C) Members of standing and ad hoc committees may receive reimbursement for actual and necessary expenses incurred in the execution of their duties as committee members.
  - (3)(D) The Administrative Office shall serve as secretariat to the Council's committees.

Rule 3-117. Draft: December 2, 2016

Rule 3-117. Committee on Court Forms 1 2 Intent: 3 To establish a committee to determine the need for forms and to create forms for use by litigants in all 4 court levels. 5 **Applicability:** 6 This rule shall apply to the judiciary. 7 Statement of the Rule: (1) The committee shall conduct a comprehensive review of the need for court forms to assist parties 8 9 and practitioners in all court levels. (2) The committee shall create forms as it deems necessary for use by parties and practitioners, 10 including forms for the Online Court Assistance Program. 11 12 (3) Process for form creation. (3)(a) The committee shall adopt procedures for creating new forms or making substantive 13 amendments to existing forms, and procedures for expediting technical or non-substantive amendments 14 15 to forms. (3)(b) Forms should be written in plain language and reference the statutes and rules to which the 16 17 forms apply. (3)(c) The committee shall solicit input from other interested groups as it deems appropriate. The 18 committee may establish subcommittees using non-committee members to facilitate its work. 19 20 (3)(d) The committee may recommend to the Judicial Council mandatory use of particular forms. However the Judicial Council's designation of a form as mandatory is not binding on a decision-maker 21 22 asked to review the legal correctness of the form. (3)(e) The Office of General Counsel shall staff the committee and shall review all forms for legal 23 correctness before final approval by the committee. 24 (4) The State Law Librarian shall be responsible for maintaining and archiving the forms. 25



# Administrative Office of the Courts

Chief Justice Matthew B. Durrant Utah Supreme Court Chair, Utah Judicial Council

# MEMORANDUM

Daniel J. Becker State Court Administrator Raymond H. Wahl Deputy Court Administrator

To: Judicial Council

From: Nancy Sylvester

Date: December 8, 2016

Re: CJA 4-202.02. Classifying dismissals in criminal cases as private

At the Council's last meeting, you discussed the creation of a new rule requiring that upon a dismissal, the court will automatically classify the record in a criminal case as protected in some circumstances. The discussion revolved around accomplishing this through a judicial rule rather than a legislative fix and the idea is to better aid those who are trying to have a second chance. Rick Schwermer informed the Policy and Planning Committee that in the next legislative session, there will still be an accompanying bill file opened to address related issues in this area.

Although the original proposal was to make dismissals protected, Policy and Planning agreed with Rick and Brent Johnson that these records should be private instead. In this way, the public will not have access to them, but the prosecuting agencies still will. This will be important if, for example, a dismissal is without prejudice and prosecutors intend to re-file charges.

In the course of this discussion, Judge Noonan also raised a question as to the applicability of this amendment in juvenile court cases. The Policy and Planning committee requested that staff amend Rick's proposal post-meeting to include complementary juvenile delinquency language. But in meeting with the Juvenile Court Board and staff members on this issue afterward, it appears that the public cannot see dismissed cases and so a rule change to address juvenile dismissed cases is unnecessary.

Policy and Planning recommends that this rule be expedited under CJA Rule 2-205. The amendments are found in lines 160-161 in new paragraph (4)(Z).

l	Rule 4-202.02. Records classification.
2	Intent:
3	To classify court records as public or non-public.
4	Applicability:
5	This rule applies to the judicial branch.
6	Statement of the Rule:
7	(1) Court records are public unless otherwise classified by this rule.
8	(2) Public court records include but are not limited to:
9	(2)(A) abstract of a citation that redacts all non-public information;
0	(2)(B) aggregate records without non-public information and without personal identifying
1	information;
2	(2)(C) appellate filings, including briefs;
3	(2)(D) arrest warrants, but a court may restrict access before service;
4	(2)(E) audit reports;
5	(2)(F) case files;
6	(2)(G) committee reports after release by the Judicial Council or the court that requested the
7	study;
8	(2)(H) contracts entered into by the judicial branch and records of compliance with the terms of a
9	contract;
20	(2)(I) drafts that were never finalized but were relied upon in carrying out an action or policy;
21	(2)(J) exhibits, but the judge may regulate or deny access to ensure the integrity of the exhibit, a
22	fair trial or interests favoring closure;
23	(2)(K) financial records;
24	(2)(L) indexes approved by the Management Committee of the Judicial Council, including the
25	following, in courts other than the juvenile court; an index may contain any other index information:
26	(2)(L)(i) amount in controversy;
27	(2)(L)(ii) attorney name;
28	(2)(L)(iii) case number;
29	(2)(K)(iv) case status;
30	(2)(L)(v) civil case type or criminal violation;
31	(2)(L)(vi) civil judgment or criminal disposition;
32	(2)(L)(vii) daily calendar;
33	(2)(L)(viii) file date;
34	(2)(M) party name;
35	(2)(N) name, business address, business telephone number, and business email address of an
36	adult person or business entity other than a party or a victim or witness of a crime;

37	(2)(O) name, address, telephone number, email address, date of birth, and last four digits of the
38	following: driver's license number; social security number; or account number of a party;
39	(2)(P) name, business address, business telephone number, and business email address of a
40	lawyer appearing in a case;
41	(2)(Q) name, business address, business telephone number, and business email address of cour
42	personnel other than judges;
43	(2)(R) name, business address, and business telephone number of judges;
44	(2)(S) name, gender, gross salary and benefits, job title and description, number of hours worked
45	per pay period, dates of employment, and relevant qualifications of a current or former court personnel;
46	(2)(T) unless classified by the judge as private or safeguarded to protect the personal safety of
47	the juror or the juror's family, the name of a juror empaneled to try a case, but only 10 days after the jury
48	is discharged;
49	(2)(U) opinions, including concurring and dissenting opinions, and orders entered in open
50	hearings;
51	(2)(V) order or decision classifying a record as not public;
52	(2)(W) private record if the subject of the record has given written permission to make the record
53	public;
54	(2)(X) probation progress/violation reports;
55	(2)(Y) publications of the administrative office of the courts;
56	(2)(Z) record in which the judicial branch determines or states an opinion on the rights of the
57	state, a political subdivision, the public, or a person;
58	(2)(AA) record of the receipt or expenditure of public funds;
59	(2)(BB) record or minutes of an open meeting or hearing and the transcript of them;
60	(2)(CC) record of formal discipline of current or former court personnel or of a person regulated
61	by the judicial branch if the disciplinary action has been completed, and all time periods for administrative
62	appeal have expired, and the disciplinary action was sustained;
63	(2)(DD) record of a request for a record;
64	(2)(EE) reports used by the judiciary if all of the data in the report is public or the Judicial Council
65	designates the report as a public record;
66	(2)(FF) rules of the Supreme Court and Judicial Council;
67	(2)(GG) search warrants, the application and all affidavits or other recorded testimony on which a
68	warrant is based are public after they are unsealed under Utah Rule of Criminal Procedure 40;
69	(2)(HH) statistical data derived from public and non-public records but that disclose only public
70	data;
71	(2)(II) Notwithstanding subsections (6) and (7), if a petition, indictment, or information is filed
72	charging a person 14 years of age or older with a felony or an offense that would be a felony if committee

73 by an adult, the petition, indictment or information, the adjudication order, the disposition order, and the 74 delinquency history summary of the person are public records. The delinquency history summary shall 75 contain the name of the person, a listing of the offenses for which the person was adjudged to be within 76 the jurisdiction of the juvenile court, and the disposition of the court in each of those offenses. 77 (3) The following court records are sealed: 78 (3)(A) records in the following actions: 79 (3)(A)(i) Title 78B, Chapter 6, Part 1, Utah Adoption Act six months after the conclusion of 80 proceedings, which are private until sealed; 81 (3)(A)(ii) Title 78B, Chapter 15, Part 8, Gestational Agreement, six months after the 82 conclusion of proceedings, which are private until sealed; and-83 (3)(A)(iii) Title 76, Chapter 7, Part 304.5, Consent required for abortions performed on 84 minors: (3)(A)(iv) Title 78B, Chapter 8, Part 402, actions for disease testing; and 85 86 (3)(B) expunged records; 87 (3)(C) orders authorizing installation of pen register or trap and trace device under Utah Code 88 Section 77-23a-15; 89 (3)(D) records showing the identity of a confidential informant; 90 (3)(E) records relating to the possession of a financial institution by the commissioner of financial 91 institutions under Utah Code Section 7-2-6; 92 (3)(F) wills deposited for safe keeping under Utah Code Section 75-2-901; 93 (3)(G) records designated as sealed by rule of the Supreme Court; 94 (3)(H) record of a Children's Justice Center investigative interview after the conclusion of any 95 legal proceedings; and 96 (3)(I) other records as ordered by the court under Rule 4-202.04. 97 (4) The following court records are private: 98 (4)(A) records in the following actions: 99 (4)(A)(i) Section 62A-15-631, Involuntary commitment under court order; 100 (4)(A)(ii) Section 76-10-532, Removal from the National Instant Check System database; (4)(A)(iii) Title 78B, Chapter 6, Part 1, Utah Adoption Act, until the records are sealed; and 101 (4)(A)(iv) Title 78B, Chapter 15, Part 8, Gestational Agreement, until the records are sealed; 102 103 and 104 (4)(B) records in the following actions, except that the case history, judgments, orders and

decrees; letters of appointment; and the record of public hearings are public records:

<sup>&</sup>lt;sup>1</sup> The Council already approved this section for adoption on May 1, 2017. If the Council approves new section (4)(Z) for expedited action, it may make sense to send out both of these sections as final so that there are not competing versions of the rule floating around.

106	(4)(B)(i) Title 30, Husband and Wife, including qualified domestic relations orders, except that
107	an action for consortium due to personal injury under Section 30-2-11 is public;
108	(4)(B)(ii) Title 77, Chapter 3a, Stalking Injunctions;
109	(4)(B)(iii) Title 75, Chapter 5, Protection of Persons Under Disability and their Property;
110	(4)(B)(iv) Title 78B, Chapter 7, Protective Orders;
111	(4)(B)(v) Title 78B, Chapter 12, Utah Child Support Act;
112	(4)(B)(vi) Title 78B, Chapter 13, Utah Uniform Child Custody Jurisdiction and Enforcement
113	Act;
114	(4)(B)(vii) Title 78B, Chapter 14, Uniform Interstate Family Support Act;
115	(4)(B)(viii) Title 78B, Chapter 15, Utah Uniform Parentage Act; and
116	(4)(B)(ix) an action to modify or enforce a judgment in any of the actions in this subparagraph
117	(B);
118	(4)(C) an affidavit supporting a motion to waive fees;
119	(4)(D) aggregate records other than public aggregate records under subsection (2);
120	(4)(E) alternative dispute resolution records;
121	(4)(F) applications for accommodation under the Americans with Disabilities Act;
122	(4)(G) jail booking sheets;
123	(4)(H) citation, but an abstract of a citation that redacts all non-public information is public;
124	(4)(I) judgment information statement;
125	(4)(J) judicial review of final agency action under Utah Code Section 62A-4a-1009;
126	(4)(K) the following personal identifying information about a party: driver's license number, social
127	security number, account description and number, password, identification number, maiden name and
128	mother's maiden name, and similar personal identifying information;
129	(4)(L) the following personal identifying information about a person other than a party or a victim
130	or witness of a crime: residential address, personal email address, personal telephone number; date of
131	birth, driver's license number, social security number, account description and number, password,
132	identification number, maiden name, mother's maiden name, and similar personal identifying information;
133	(4)(M) medical, psychiatric, or psychological records;
134	(4)(N) name of a minor, except that the name of a minor party is public in the following district and
135	justice court proceedings:
136	(4)(N)(i) name change of a minor;
137	(4)(N)(ii) guardianship or conservatorship for a minor;
138	(4)(N)(iii) felony, misdemeanor or infraction;
139	(4)(N)(iv) child protective orders; and
140	(4)((N)(v) custody orders and decrees;
141	(4)(O) nonresident violator notice of noncompliance;

.42	<ul><li>(4)(P) personnel file of a current or former court personnel or applicant for employment;</li></ul>
43	(4)(Q) photograph, film or video of a crime victim;
44	(4)(R) record of a court hearing closed to the public or of a child's testimony taken
45	under URCrP 15.5:
46	(4)(R)(i) permanently if the hearing is not traditionally open to the public and public access
47	does not play a significant positive role in the process; or
48	(4)(R)(ii) if the hearing is traditionally open to the public, until the judge determines it is
49	possible to release the record without prejudice to the interests that justified the closure;
50	(4)(S) record submitted by a senior judge or court commissioner regarding performance
51	evaluation and certification;
52	(4)(T) record submitted for in camera review until its public availability is determined;
53	(4)(U) reports of investigations by Child Protective Services;
54	(4)(V) victim impact statements;
.55	(4)(W) name of a prospective juror summoned to attend court, unless classified by the judge as
56	safeguarded to protect the personal safety of the prospective juror or the prospective juror's family;
57	(4)(X) records filed pursuant to Rules 52 - 59 of the Utah Rules of Appellate Procedure, except
.58	briefs filed pursuant to court order;
.59	(4)(Y) records in a proceeding under Rule 60 of the Utah Rules of Appellate Procedure;
60	(4)(Z) except in the case of a plea held in abeyance, court records involving a criminal charge
61	where a dismissal of all charges has been entered; and
62	(4)( <del>∠AA</del> ) other records as ordered by the court under Rule 4-202.04.
63	(5) The following court records are protected:
64	(5)(A) attorney's work product, including the mental impressions or legal theories of an attorney or
65	other representative of the courts concerning litigation, privileged communication between the courts and
66	an attorney representing, retained, or employed by the courts, and records prepared solely in anticipation
67	of litigation or a judicial, quasi-judicial, or administrative proceeding;
.68	(5)(B) records that are subject to the attorney client privilege;
69	(5)(C) bids or proposals until the deadline for submitting them has closed;
70	(5)(D) budget analyses, revenue estimates, and fiscal notes of proposed legislation before
71	issuance of the final recommendations in these areas;
72	(5)(E) budget recommendations, legislative proposals, and policy statements, that if disclosed
73	would reveal the court's contemplated policies or contemplated courses of action;
74	(5)(F) court security plans;
175	(5)(G) investigation and analysis of loss covered by the risk management fund;
176	(5)(H) memorandum prepared by staff for a member of any body charged by law with performing
177	a judicial function and used in the decision-making process;

178	(5)(I) confidential business records under Utah Code Section 63G-2-309;
179	(5)(J) record created or maintained for civil, criminal, or administrative enforcement purposes,
180	audit or discipline purposes, or licensing, certification or registration purposes, if the record reasonably
181	could be expected to:
182	(5)(J)(i) interfere with an investigation;
183	(5)(J)(ii) interfere with a fair hearing or trial;
184	(5)(J)(iii) disclose the identity of a confidential source; or
185	(5)(J)(iv) concern the security of a court facility;
186	(5)(K) record identifying property under consideration for sale or acquisition by the court or its
187	appraised or estimated value unless the information has been disclosed to someone not under a duty of
188	confidentiality to the courts;
189	(5)(L) record that would reveal the contents of settlement negotiations other than the final
190	settlement agreement;
191	(5)(M) record the disclosure of which would impair governmental procurement or give an unfair
192	advantage to any person;
193	(5)(N) record the disclosure of which would interfere with supervision of an offender's
194	incarceration, probation or parole;
195	(5)(O) record the disclosure of which would jeopardize life, safety or property;
196	(5)(P) strategy about collective bargaining or pending litigation;
197	(5)(Q) test questions and answers;
198	(5)(R) trade secrets as defined in Utah Code Section 13-24-2;
199	(5)(S) record of a Children's Justice Center investigative interview before the conclusion of any
200	legal proceedings;
201	(5)(T) presentence investigation report;
202	(5)(U) except for those filed with the court, records maintained and prepared by juvenile
203	probation; and
204	(5)(V) other records as ordered by the court under Rule 4-202.04.
205	(6) The following are juvenile court social records:
206	(6)(A) correspondence relating to juvenile social records;
207	(6)(B) custody evaluations, parent-time evaluations, parental fitness evaluations, substance
208	abuse evaluations, domestic violence evaluations;
209	(6)(C) medical, psychological, psychiatric evaluations;
210	(6)(D) pre-disposition and social summary reports;
211	(6)(E) probation agency and institutional reports or evaluations;
212	(6)(F) referral reports;
213	(6)(G) report of preliminary inquiries; and

214	(6)(H) treatment or service plans.
215	(7) The following are juvenile court legal records:
216	(7)(A) accounting records;
217	(7)(B) discovery filed with the court;
218	(7)(C) pleadings, summonses, subpoenas, motions, affidavits, calendars, minutes, findings,
219	orders, decrees;
220	(7)(D) name of a party or minor;
221	(7)(E) record of a court hearing;
222	(7)(F) referral and offense histories
223	(7)(G) and any other juvenile court record regarding a minor that is not designated as a social
224	record.
225	(8) The following are safeguarded records:
226	(8)(A) upon request, location information, contact information and identity information other than
227	name of a petitioner and other persons to be protected in an action filed under Title 77, Chapter 3a,
228	Stalking Injunctions or Title 78B, Chapter 7, Protective Orders;
229	(8)(B) upon request, location information, contact information and identity information other than
230	name of a party or the party's child after showing by affidavit that the health, safety, or liberty of the party
231	or child would be jeopardized by disclosure in a proceeding under Title 78B, Chapter 13, Utah Uniform
232	Child Custody Jurisdiction and Enforcement Act or Title 78B, Chapter 14, Uniform Interstate Family
233	Support Act or Title 78B, Chapter 15, Utah Uniform Parentage Act;
234	(8)(C) location information, contact information and identity information of prospective jurors on
235	the master jury list or the qualified jury list;
236	(8)(D) location information, contact information and identity information other than name of a
237	prospective juror summoned to attend court;
238	(8)(E) the following information about a victim or witness of a crime:
239	(8)(E)(i) business and personal address, email address, telephone number and similar
240	information from which the person can be located or contacted;
241	(8)(E)(ii) date of birth, driver's license number, social security number, account description
242	and number, password, identification number, maiden name, mother's maiden name, and similar
243	personal identifying information.
244	
245	
246	

# **TAB 9**

#### Utah Court-Annexed Alternative Dispute Resolution Program

## ADR Committee Update to the Judicial Council – December 19, 2016

#### History

In 1994, the Utah State Legislature enacted the Utah Alternative Dispute Resolution Act (ADR Act) which required the Judicial Council to implement a program utilizing Alternative Dispute Resolution in the state courts. The program was implemented by the Judicial Council and Supreme Court rules on January 1, 1995.

#### **Funding**

The ADR Act provides for the creation of a restricted account, the Dispute Resolution Fund, to be funded by a portion of court filing fees and appropriated annually to the AOC to implement the purposes of the ADR Act. Additional funds are provided through a Federal Child Access and Visitation Grant and the General Fund.

#### **ADR Programs**

Child Welfare Mediation Statewide (Juvenile Court cases involving abuse or neglect)

**Co-Parenting Mediation** Third District (U.C.A. §30-3-38) **Statewide** (U.C.A. §30-3-39)

General Civil Referrals
Restorative Justice
Statewide (Mediation or Arbitration) (UCJA 4-510.05)
Statewide (Juvenile Truancy & Victim/Offender Mediation)

Probate Mediation Third District
Landlord Tenant Mediation Third District
Law and Motion Mediation Third District

Small Claims Mediation Various Justice Courts
Small Claims Appeals Second and Third Districts

#### ADR Program Structure and Rationale

The Utah Court ADR programs are structured in various ways. Generally speaking, if the program is mandatory, we have more interest in quality assurance and require more training, oversight and evaluation:

- For General Civil case referrals we administer a Court Roster of private mediators and arbitrators who have met specific education, experience and ethical requirements outlined in UCJA 4-510.03. Roster members must re-qualify annually by providing annual reports, staying active as ADR providers, providing pro bono services and attending ADR training. Parties select their own mediator.
- For **Mandatory Divorce Mediation** we have a sub roster of Divorce Mediators who have received additional specialized training and mentoring and are subject to the same annual re-qualification requirements as the basic Court Roster.
- For **Co-parenting Mediations** which are required to be mediated within 15 days of filing, we screen cases, contact parties and assign cases to a closed roster of private providers with specialized experience and training.
- For Child Welfare Mediation cases which are court-ordered and subject to very tight statutory timelines, we provide court staff mediators hired and trained specifically for these cases, as well as administrative support and evaluation.
- Other mediation programs utilize trained volunteer mediators and are often administered through collaborations with schools, universities and other nonprofit organizations.

ADR Committee Update to the Utah Judicial Council December 19, 2016 Page 2

#### ADR Program Statistics and Services - FY 2016

- More than 3,000 cases were mediated through court ADR Programs.
- 5 ADR staff mediators conducted 1,107 Child Welfare mediations statewide. Of those cases mediated, 91% were resolved. (Since 1998, the Child Welfare Mediation Program has conducted over 14,000 mediations for the Utah State Juvenile Court.)
- More than 300 pro bono mediations were arranged directly by ADR staff
- Over 1,000 pro bono mediations were provided through ADR Program collaborations with nonprofit community organizations and educational institutions.
- The Utah Court Roster lists 203ADR Providers who mediated 4,422 cases and arbitrated 72 cases in 2015. Twenty-six new applications and 184 roster requalifications were processed by the ADR Department in 2015.
- 841 pro bono mediations were provided by members of the Utah Court Roster
- The ADR Committee of the Utah Judicial Council has focused this year on providing ethics outreach and education using the new Utah Mediation Best Practice Guide. The Committee is now working on a new Online ADR ethics exam which will be finalized in early 2017.
- In May 2016, the Utah Council on Conflict Resolution (UCCR) presented its Peacekeeper of the Year Award to ADR Committee Chair, Judge Royal Hansen in recognition of his outspoken advocacy for the use of ADR in the courts and his commitment to advancing the ethical foundations of ADR practices in Utah. Judge Hansen is the third judge to receive this award in the sixteen years since it was established.
- Ongoing ADR Training and information are provided to court personnel through an Annual 40-hour Basic Mediation Training, New Judge Orientations and specialized training sessions arranged for judges, court staff and supervisors.
- Outreach and education are provided to the Utah State Bar, Utah Legislature, Utah ADR Providers and court clients through reports, seminar and conference presentations and the ADR web site.

# **UTAH STATE COURT ADR PROGRAM DESCRIPTIONS**

#### Mandatory Divorce Mediation Program: (Statewide)

- Created by U.C.A. Section 30-3-39 in 2005 to help reduce the time and tensions associated with obtaining a divorce. The law requires that divorcing parties involved in a contested divorce mediate their disputed issues using a court-qualified mediator before the case may proceed through the court.
- The ADR Office maintains a Divorce Roster of private professional providers that are court-qualified to conduct divorce mediations. Income-eligible parties are provided with pro bono mediators.

# Co-Parenting (Visitation) Mediation Program: (Third District)

- Created by U.C.A. Section 30-3-38 and implemented in 3<sup>rd</sup> District Court; all motions alleging a violation of court ordered parent-time rights are automatically referred to the Co-Parenting Mediation Program.
- The program schedules mediations within 15 days of referral using a closed roster of private mediators with specialized skill in co-parenting mediation. Mediation services are provided at low cost on a sliding scale.

## Landlord-Tenant Mediation Program: (Salt Lake County)

- Program uses trained volunteer mediators to provides mediation services to landlords and tenants involved in eviction proceedings.
- Program is a collaboration between the Salt Lake Community Action Program and Third District Court.

# **Probate Mediation Program: (Third District)**

- All probate disputes in Third District (Matheson Courthouse) that are not resolved by the law and motion judge are automatically referred by the court to the ADR program at the time the case is referred to a judge for trial.
- By default, the form of ADR is mediation but parties may agree to substitute non-binding arbitration or binding arbitration.
- These cases are all conducted by private sector mediators.

# Small Claims Mediation Program: (Available at various Justice Court locations)

- Disputants in small claims case are given the opportunity to mediate their case prior to appearing before the judge.
- The program utilizes trained volunteer mediators from the community and is a collaboration with Utah Dispute Resolution, Utah Valley University, Brigham Young University and Mountain Mediation Center.

#### UTAH STATE COURT ADR PROGRAMS (continued)

## Law and Motion Mediation Program (Third District):

- Trained volunteer mediators conduct mediations for disputants with landlord tenant and debt collection issues.
- Program located at the West Jordan Courthouse.

#### Child Welfare Mediation Program (Statewide):

- The program's purpose is to build cooperation among families, attorneys, state agencies and the Juvenile Court in order to serve the best interests of children.
- Mediators assist parties in negotiating petitions, parental service plans and placement of children.
- The program is offered statewide and consists of five full-time staff mediators, one half-time lead mediator and two caseload coordinators.

#### Victim-Offender Mediation Program (Restorative Dialogue) (Various Districts):

- The programs purpose is to give victims an opportunity to meet juvenile offenders and express the impact that the crime had on their lives. It also gives victims a more active role in the justice process in determining restitution and ways for the juvenile offender to help restore the harm.
- Specially trained volunteer mediators from the local community provide mediation services.

# **Truancy Mediation Program (Various Districts):**

- The program is an intervention to divert truancy cases from entering the juvenile court system.
- Individual schools opt in to the program.
- Trained volunteer mediators provide mediation services.

## General Civil Cases (Statewide)

- Governed by UCJA 4-510.05. Exceptions found in UCJA 4-410.06
- Parties select their own mediator/arbitrator
- Court maintains a roster of court-qualified ADR providers at the following web site: http://www.utcourts.gov/mediation/roster/list\_med.asp

# Information on Utah State Court Mediation Programs can be found at <a href="https://www.utcourts.gov/mediation">www.utcourts.gov/mediation</a>

# Utah Court-Annexed Alternative Dispute Resolution (ADR) Resources

# **ADR Program Coordinators**

**ADR Director** 

Nini Rich

801 578-3982

ninir@utcourts.gov

**Divorce Mediation Program Coordinator** 

Bart MacKay

435 986-5754 1 800 620-6318

bartm@utcourts.gov

**Co-Parenting Mediation Program Coordinator** 

Kathleen Bowman

801 238-7858

kathlerb@utcourts.gov

Child Welfare Mediation Program Coordinator

Bev Klungervik

801 238-7812

bevk@utcourts.gov

Victim Offender/Truancy Mediation Program Coordinator

Bart MacKay

435 986-5754

bartm@utcourts.gov

## **On-line Resources**

ADR Main Page:

www.utcourts.gov/mediation/

**Utah Court Roster:** 

www.utcourts.gov/mediation/roster/

List of and Links to All Court Mediation Programs:

www.utcourts.gov/mediation/docs/ADR flowchart.pdf

# **Governing Rules and Statutes**

Utah Alternative Dispute Resolution (ADR) Act – U.C.A. Section 78B-6-201 et seq

Utah Uniform Mediation Act – U.C.A. Section 78B-10-101 et seq

Utah Rules of Court-Annexed Alternative Dispute Resolution (URCADR)

Utah Code of Judicial Administration Rules 4-510.01 - 4-510.06

U.C.A. Section 30-3-39 (Divorce Mediation)

U.C.A. Section 30-3-38 (Co-Parenting Mediation [Visitation])

#### Utah State Court-Annexed

# ALTERNATIVE DISPUTE RESOLUTION PROGRAMS

**Juvenile Court** 



#### Child Welfare Mediation\*

DCFS cases or private petitions regarding custody, visitation or termination of parental rights

mediations must be ordered by a Juvenile Court Judge

#### Truancy Mediation \*

A collaborative program with individual schools across the state in an effort to help youth and families improve attendance and avoid a referral to the Juvenile Court for habitual truancy.

Participation is voluntary

Check with individual school to see if the program

# Restorative Justice \* Victim/Offender Mediation

is offered

A process which allows juvenile offenders and their victims to discuss the harm caused by the offending behavior and identify ways to repair the harm.

**District Court** 



#### Mandatory Divorce Mediation ◆

New, contested divorces (Answer filed after May 2, 2005)

Statewide - mediator must be on Court's Divorce Mediation Roster

(website link to Roster below)

#### **Co-Parenting Mediation**

Alleged parent-time violations of an existing
Parent-Time Court Order
(3rd District)
Assigned Mediators - Sliding scale fees

#### **Appellate Court**



#### **Appellate Mediation\***

Cases currently on appeal with the Utah Appellate Courts.

Cases are mediated by Court of Appeals staff mediator.

#### **Civil Actions** ◆

(statewide)

All civil cases with the exception of new, contested divorces or 3rd District Co-Parenting cases (see above). For information, see UCJA 4-510.05 For exceptions, see UCJA 4-510.06

mediation in these programs provided at no cost to parties by trained mediators

#### Landlord/Tenant Mediation \*

. (3rd District)

#### **Small Claims Mediation \***

(Available at various Justice Courts - contact court clerk for information)

**Probate Mediation Program** ◆

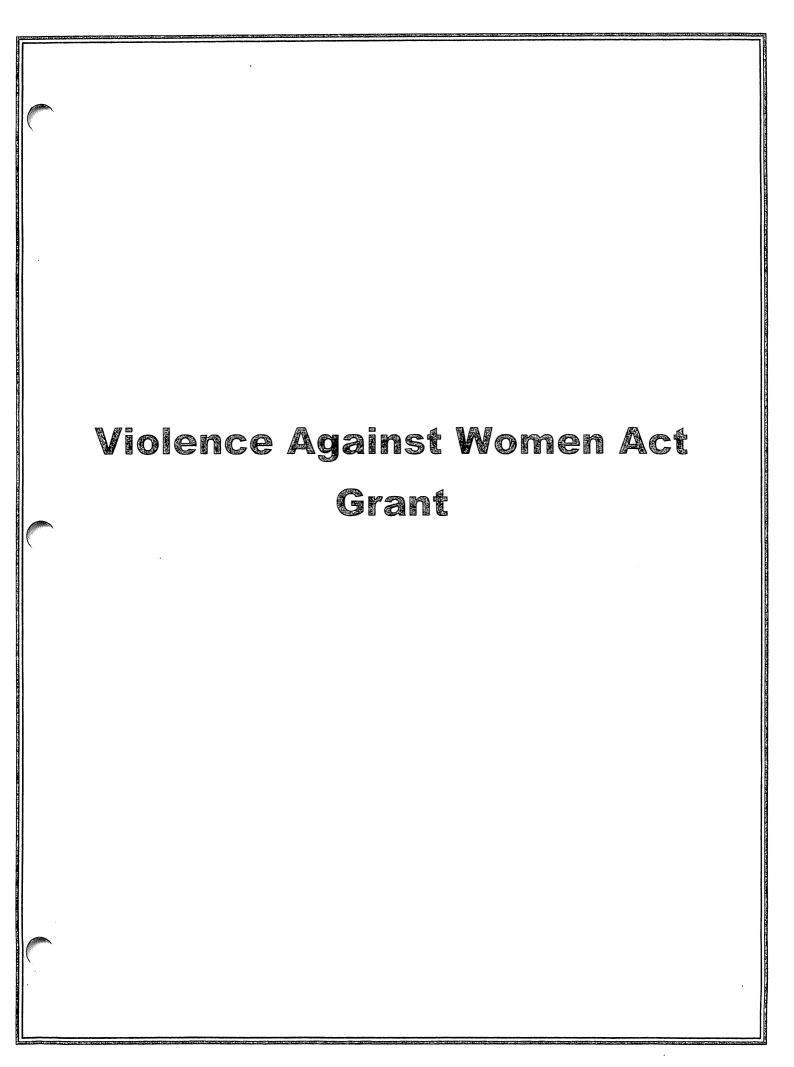
(3<sup>rd</sup> District)

mediation in these programs conducted by private providers selected by parties.

Court-qualified roster of providers listed on website (below)

Information on Utah State Court Mediation Programs: <a href="http://www.utcourts.gov/mediation/">http://www.utcourts.gov/mediation/</a>
A current list of court-qualified mediators and arbitrators can be found at:
<a href="http://www.utcourts.gov/mediation/roster/index.asp">http://www.utcourts.gov/mediation/roster/index.asp</a>

# **TAB 10**



### Judicial Council Grant Application Proposal Code of Judicial Administration 3-411

#### NON-FEDERAL GRANTS

Contact Person/Phone	Debra Moo	re		Date:	11/15/2016			
Judicial District or Locati	on: Administrat	live Office of the Court	s					
Grant Title Violence Aga	inst Women Act		Grantor <sup>-</sup>	Office of Victi	ms of Crime			
Grant type (check one).	New	X Renewal	Revision					
Grant Level (check one)	Low \$10,000 to \$50,0		Med. 00 to \$1.00	00.000	Over \$1,000.0	High. 00		
Issues to be addressed in need for agencies and or those agencies and organ managing domestic view. Explanation of how the game that the funds will be used to program coordinator (DV)	on-profit advocacy anizations in best polence cases in a grant funds will corp o support a half-tin	practices for interacting manner that protects to itribute toward resolving to point of contact pos	rstand the with the co he rights of ig the issue ition to add	importance of ourts, needs for both parties is identified liress the abov	neutrality and or training of ju e issues, the C	impartiality o dges, judicia Domestic Viol	of judges and to end to	ngage those d others
develop procedures and	resources for mar	naging DV cases in ac	cordance w	uth evidence-	pased practice	s the DVPC	will also work wit	h the
Education Department to Fill in the chart(s) for est								
Total Funding Sources		year expenditures for						
		O41 34 + 1 *	(PROVID	DE EXPLANA	TION OF ALL MATCHING	MATCHES I	N THE COMMEN	ITS SECTION)
CASH MATCH		Other Matching Funds from Non- State Entities	General Fund	Dedicated Credits	Restricted Funds	Other (Write In)	Maintenance of Effort	
State Fiscal Year FY 2016	Grant Amount \$64,415		<b></b>				\$22,882	Total Funds \$87,297
FY 2017	\$66,472						\$22,882	\$89,354
FY	1		L	L		L	L	\$0
IN-KIND MATCH		Other Matching Funds from Non- State Entities	General Fund	Dedicated Credits	MATCHING Restricted Funds	Other (Write In)	IN THE COMME! LLARS Maintenance of Effort	VIO SECTION)
State Fiscal Year	Grant Amount		ļ				\$5,700	Total Funds \$70,115
FY 2016 FY 2017	\$64,415 \$66,472		<del> </del>	-			\$5,700	\$72,172
FY								\$0
Comments No cash ma	lch is required for	this grant, various pers	sonnel and	office space i	s used for mail	ntenance of e	effort	
Will additional state fund when this grant expires The VAWA grant admin	or is reduced?	Yes X No	•	If yes, explai	n:	is nossible t	hat other funding	could be
obtained from discretion	ary funds also adr	ministered by the OVC	or federal	funding throug	h the Departm	ent of Justice	e.	554.5 55
Will the funds to continu	ie this program coi	me from within your ex	iting budge	t.	Yes	NoX	N/A	
How many additional pe	rmanent FTEs are	required for the grant	<u> </u>	Temp FTEs?	0			
	ecutives and judge oordinator and the	es in the affected distri Budget Manager at th	ct(s)	rative Office o	f the Courts			
Approved by the Judicia	Date		t Administra	ator				
Copy forwarded to Legis	slative Fiscal Anal	ystdate	<del></del>		-			

# A STATEMENT OF PROBLEM NEED AND TARGET POPULATION

The purpose of this section is to develop a clear, concise picture of the problem.

PAY SPECIAL ATTENTION AS YOU EXPLAIN THE PURPOSE AND THE FOCUS OF THE GRANT

- 1) Describe the **geographical area** to be serviced by the program
- 2) Discuss the <u>nature and scope of the problem</u> in your program service area. If the problem is the result of many factors, these factors should be analyzed and discusses. <u>Provide statistical information</u> such as violent crime rates, gaps in victim services, etc.
- 3) Clearly list and explain what the CORE VICTIM NEEDS are in the designated location
- 4) List and **describe barriers** that might be encountered that prohibit or make it difficult to provide victim services and to ensure victim safety
- 5) Indicate the <u>group(s) of victim(s) your program will</u> provide servies to (example: non-reporting victims) underserved populations, rape victims, etc) PLEASE LIMIT YOUR RESPONSE TO SPACE PROVIDED

Using four (4) sentences, CLEARLY EXPLAIN the PURPOSE and the FOCUS of this grant:

This grant is intended to fund the continuation of a court point of contact position. This position provides technical assistance in domestic violence, stalking, and sexual assault to court staff, judges and external agencies. This grant will also allow for increased training, increased monitoring of ongoing trends in domestic violence research and collaboration between various court departments and other agencies in the state.

1) Describe the geographical area to be served by the program. Include: # of square miles, size of city and county, density, poverty level, ethnic breakdown, age breakdown, # of children, senior population, schools/universities, industries, etc.

The program serves the state of Utah and its 8 judicial districts. Utah covers 84,999 square miles, divided into 29 counties of various sizes. The 2015 population is estimated at 2,995,919, with a density of 33.6 per square mile. The population is 49.7% female, 91.2% White, 1.3% African American, 1.5% American Indian or Alaska Native, 2.5 Asian, 1.0% Pacific Islander, and 13.7% Hispanic or Latino. 11.3% of all individuals live below the poverty le On average, there are 3.14 persons per household, with 8.4% of the population under the age of 5, 30.5% under the age of 18 and 10.3% over 65 years of age. (U.S. Census, available at https://www.census.gov/quickfacts/tablePSTO45215/49). There are several universities in the state, with the largest being Utah State University, the University of Utah, Utah Valley University and Bringham Young University Utah's industries are varied and include tourism, agriculture, mining, biomedical and information technology. (Utah.gov) There are several universities in the state, with the largest being Utah Valley University, the University of Utah, Utah State University, Bringham Young University, and Weber State University.

Narrative

2) Discuss the <u>nature and scope</u> of the problem in your program service area. Use a logical argument, statistics and evidence which establish the need for services. If the problem is the result of many factores, these factors is a be analyzed and discussed. Address any lack of services, limitations of existing programs and safety issues. (Materials used must be **CURRENT** and **REFERENCES** provided)

Domestic violence is a serious problem in the state of Utah, nationally, about 30% of all homicides are attributed to domestic violence, in Utah, over a ten year trend, nearly 43% of all homicides result from domestic violence. No More Secrets Report, 2014. Domestic violence related deaths accounted for 47% of all homicides in Utah in 2015. Utah Domestic Violence Coalition. There is approximately one intimate partner-related homicide every month in Utah. Utah Public Health Indicator Base. Moreover, there is approximately three domestic violence related suicides each month in Utah. Utah Public Health Indicator Base. Every year, approximately 80 Utah children witness the murder or attempted murder of their mother. UDVC. The courts handle a significant number of domestic violence cases every year. In the first half of the 2016 calendar year alone, District Court has had 1,534 domestic violence filings, Justice Court has had 4,753 filings, there have been 303 criminal stalking filings and 806 sexuam assault filings thus far. Court Services. In addition to orders that were issued, it is likely that hundreds, if not thousands of potential parties affected by domestic violence interacted with the courts without filing any paperwork. The justice system is often confusing to laypeople, especially those in a crisis situation. Moreover, victims of domestic violence are often in fear of facing their offender. The role of the court and the length of the process can often be frustrating or discouraging, leading to a decreased desire or ability to access the court system and the protections it can provide. Due to geographic distribution and employee turnover, it is often difficult to ensure that practices and training are consistent throughout the state and that all employees have the same level of comfort with domestic violence cases. It is also difficult to ensure that all changes and new information from external agencies are shared consistently with court staff that would benefit from such notifications. Safety is also a concern for those who go to court, especially if they are not aware of the potential protections available to them.

Narrative

Page 3

(3) Complete the following table. First list the CORE/BASIC needs of victims in your service location, stating the in a general way. Second, discuss, in depth, each aspect of the need and why they must be addressed. IL\_ATIFIED CORE/BASIC WHY IT IS IMPORTANT TO ADDRESS THIS NEED **VICTIM NEED** When victims decide to access the justice system and face their offender, they must Safety feel safe and protected while pursuing their rights. The courts must ensure that the courthouse is a safe place and orders of protection are issued when needed and violations of such orders are addressed and handled appropriately. Victims must have at least a basic understanding of what resources are available to Information them. This includes being linked with shelters, self-help centers, advocates and attorneys when they are in court. Moreover, victims must be provided with basic information pertaining to the court process. Victims and offenders need consistency and predictability when accessing the court Consistency system to allow them to feel comfortable and understand that the court takes the issue of domestic violence seriously. Consistency has been shown to lead to improved outcomes for all parties. Regardless of where they live, their minority status, financial resources, or level of Access education, victims must be able to access the protections of the judicial system. The courts and other agencies must identify and address the barriers that confuse and prevent victims from accessing the justice system. Judges have considerable discretion when making decisions about outcomes for Appropriate outcomes and parties. To facilitate appropriate sentencing and judgments, judges must have access accountability for offenders to up-to-date information on resources and research on best practices and current laws. This will lead to more consistent sentencing and increased safety for victims.

Narrative

1)	) List and describe the	barriers to victim	service and safety with	in your agency	and within your	community:

A common barrier to victim safety and security in the courts is a lack of understanding of what services are ble and what protections the courts can provide. Often victims avoid the justice system because they fear facing their offender, because they fear being penalized somehow by the courts, or they believe it is pointless. because they will not obtain the relief they seek. Many victims unfortunately feel that the courts do not do enough in protecting them and as a result, do not want to risk pursuing a domestic violence protective order or participate in a possible domestic violence criminal case. This leads to decreased access, to victims not receiving the protection they might be entitled to, or a lack of enforcement of the protections they have already received. Victims often do not know where to look or who to turn to when it comes to handling the criminal justice system. Courts do not generally advertise their services and must rely on other agencies and individuals to encourage parties to access the system. At times, these other agencies and individuals may share the same frustrations, misconceptions, or lack of knowledge about the courts' role with the victims and may not feel that the courts do enough for victims. The courts must establish a better communication system. The courts must work to maintain and improve relationships to disseminate knowledge that would help encourage parties to access the courts and better understand its workings. Other barriers to victim safety and security include a lack of resources in some parts of the state. Some courts, especially those in rural areas, have limited access to supportive agencies (probation, victim advocates, etc), which puts victims at greater risk. Those courts need alternative resources to resolve cases and refer victims adequately. Finally, underrepresented populations (minorities, speakers of other languages, LGBT community) may feel uneasy or have additional barriers when accessing the courts. Courts must increase cultural competency and may need to make changes to procedures in order to be able to meet the needs of these populations.

					) your						

Agencies who interact with the courts, receive training and provide services to victims, will benefit from this program, as will victims of crime served by those agencies.

Page 5

## **B. PRIORITY AREAS**

Ea sub-grantee will be required to respond to and report on these three (3) identified priority areas.

Pl. indicate the assigned quantitative number associated with each.

# 1. REFER VICTIMS TO THE UTAH OFFICE FOR VICTIMS OF CRIME FOR ASSISTANCE WITH REPARATION BENEFITS

1) Indicate the number of victims that will be referred to UOVC NA

1) Indicate the VAWA funded employee responsible for this project NA no direct victim services

#### 2. REPORTING TO AGENCY'S GOVERNING BODY

<u>Each</u> VAWA funded agency is responsible for <u>reporting twice yearly to the agency's governing body</u>. The information which will be reported on will include:

- 1) The crime categories under which crime victims were served
- 2) Types of services provided and 3) Program accomplishments
- 3) Program accomplishments

Each agency will need to indicate the date of the report, the name of the VAWA funded employee making the report and the information provided. Each report should be accompanied by an agenda documenting the report. Reporting will be documented through quarterly reports.

2) Indicate the VAWA funded employee responsible for this project DV Program Coordinator

#### 3. OVW PRIORITY AREA - COLLABORATION WITH ALLIED PROFESSIONS

In this section describe your agency's collaborative efforts to coordinate the response of law enforcement, prosecutors, courts, victim services and other agencies to end violence against women.

# MEANINGFUL COLLABORATION WITH ALLIED PROFESSIONS MUST ADDRESSED WITHIN YOUR GRANT AS PER THE FEDERAL GOVERNMENT:

"St\_\_\_\_\_should seek to carry out these strategies by <u>forging lasting partnerships between the victim advocacy</u>
<u>zation and the criminal justice system</u>, and by encouraging communities to look beyond traditional resources.

States...should also <u>look to new partners</u>, including community-based organizations, to <u>respond vigorously</u> to sexual assault, domestic violence, dating violence and stalking crimes." (OVW Fiscal Year 2013 STOP Violence Against Women Formula Grant Program, p. 14)

Please be aware, this section is not optional. Carefully follow and address accurately each aspect as follows:

- 1) Clearly state what the purpose/focus of the collaborative project will be
- 2) Explain why your agency has chosen this project
- 3) List the collaborative partners
- 4) Indicate the role or function each partner will fill
- 5) Indicate the system or target population that is the focus of the project
- 6) Indicate the potential the project has to effect change

#### 1) Clearly state what the purpose and/or focus of the collaborative project will be:

Due to a high number of retirements, approximately 50% of the judges currently on the bench in the district, appellate and juvenile courts have been serving for five years or less. The turn over rate for court staff is also very high. Additionally, due to the changes in the Utah Adult Sentencing and Release Guidelines as per the Justice Reinvestment Initiative, changes recently made to S.B. 206 Cohabitant Abuse Procedures Act Revisions and recent Supreme Court case law are impacting the way domestic violence cases are handled throughout the state. As such, it is imperative that a training curriculum be developed to identify what areas need to be addressed in a curriculum for domestic violence. The collaborative project will pull together a group to work with judges to create a strong curriculum and provide training.



#### 2) Explain why your agency has chosen this project:

The current turnover the judges and court staff is expected to continue. Moreover, the impact of supreme court call precedent, new legislation, Utah's implementation of the LAP (Lethality Assessment Program), and strives the are being made to implement a domestic violence offender assessment tool, are expected to have state wide impacts on how our courts handle domestic violence cases. These factors create a unique opportunity to make the best use of an educational curriculum in domestic violence. Such a curriculum will serve as a foundation for educating a new generation of judges well into the future. It will provide judges and judicial educators with information about what comprehensive grounding in domestic violence cases includes and with a means to assess and address any gaps that judges may have in their knowledge and skill. Ultimately, high quality training of judges in domestic violence, according to a well-thought out curriculum that was developed in collaboration with others involved in domestic violence cases and issues will greatly benefit victims and the community.

List the collaborative partners and the role or function each partner will fill:										
3) COLLABORATIVE PARTNER	4) THE ROLE or FUNCTION THIS PARTNER WILL PLAY									
Jtah Prosecution Council	UPC provides educational programs to prosecutors on a statewide and regional basis. UPC also maintains subject matter expertise in domestic violence, trauma, and lethality assessments. UPC will provide that expertise to the development of the curriculum.									
Utah Legal Services Corp. and Legal Aid Society of Salt Lake	ULS and LASSL are non-profit advocacy organizations that handle a high volume of domestic violence cases. They add their perspective to the collaborative process.									
Domestic Violence Treatment Specialist	A treatment specialist with expertise in evidence-based practices will be invited to address the need for a curriculum to include information on treatment resources that may be available both to address the needs of victims and to provide effective interventions with perpetrators.									
Domestic Violence Advocate	A member of the Utah Domestic Violence Coalition with expertise in Utah specific domestic violence issues, statistics and an expertise in educating the community and state police agencies on domestic violence.									
Utah Office on Domestic and Sexual Violence	ODSC will bring a system-wide perspective to the development of a comprehensive curriculum.  A criminal defense attorney who represents DV offenders who will help									
Member of the Criminal Defense Bar	ensure that the curriculum is balanced.									

#### 5) Indicate the system or target population that the project will focus on:

Justice Court Judges, District Court Judges, Court Commissioners, and court personnel.

Narrative Page 7

## 6) Indicate the potential that the project has to affect changes for victims or for the system:

The roject has the potential to greatly enhance the court's ability to effectively manage domestic violence cases, w. will benefit victims and all participants in the civil and criminal justice system who encounter domestic violence issues. Judges, Commissioners, and court personnel will have a deeper and more comprehensive understanding of the issues involved in domestic violence cases, such as the resources and remedies for those issues, common victim and perpetrator behavior, compliance with court orders, victim and witness safety, cultural differences, and considerations of procedural fairness. This will lead to better outcomes for all parties and for the community.

#### \*ATTACH A MINIMUM OF THREE (3) LETTERS FROM YOUR IDENTIFIED COLLABORATIVE PARTNERS

#### Each letter must:

- 1) Be written on the collaborative agency's letterhead
  - ye an original signature (Please submit the original letter, not a copy)
- 3) Have a current date

#### EACH LETTER FROM A COLLABORATIVE PARTNER MUST:

- 1) Clearly identify the collaborative project and the project partners
- 2) Clearly indicates that they are willing to participate and that they understand what their participation requires
- 3) Indicates that they know when and where collaborative meetings will be held and that they agree to meet regularly
- 4) Indicates that they are willing to accept and complete assignments
- 5) Indicates that as a collaborative partner, they can and will be expected to provide input on the project
- 6) Indicates that, as an agency, they fully understand and support the project

#### C. PROGRAM PLAN and EVALUATION

This section should describe in detail the required three (3) goals and their (3) objectives,

The Goals and Objectives should reflect the identified problems listed in:

A. The 'Required Questions'

B. The 'Statement of Problem and Need'

Specify the VAWA funded employee as well as the title of their position (as it relates to VAWA) responsible for the Goal Identify the VAWA Statutory Program Purpose(s) for each Goal

Identify and Define in measureable terms, the statistical, quantifying number associated with each objective Clearly state the objective. Indicate how it will solve a piece of the problem identified in the Goal Clearly describe the activities or methods to be used to solve the identified problem

Develop a time-line that addresses each activity/method listed

You will also be required to detail how the goals and objectives will be implemented

#### Fach GOAL will:

- (1)\_Provide a broad statement of the program's goals. (Example: To reduce trauma experienced by
- dc stic violence victims as they participate in the criminal justice system).
- (2) Identify the VAWA funded person/position responsible for this goal
- (3) Identify the Statutory Program Purpose # that the Goal addresses

#### Each **OBJECTIVE** will:

Identify the Statutory Program Purpose:

(1) Clearly identify and define, in measurable terms, the objectives of the program.

{Example: Assist 250 domestic violence victims in obtaining protective orders.}

(2) **Describe what activities/methods** will be used to solve the problem(s) identified in the objective.

{Example: If the objective is to assist DV victims in obtaining protective orders, then one appropriate activity/method could be, explaining to the victim what a protective order can do to ensure safety.}

- (3) Indicate how the program will monitor and evaluate each objective.
- (4) Create a time-line indicating when each critical activity/method element will be achieved
- (5) Each goal will have an <u>implementing strategy</u> which will outline the specific <u>strategies</u>, <u>approaches</u> and <u>innovations</u> that will be used to implement the project.

3, 7, 14, 20

#### An implementing strategy is required for each goal.

# GOAL I:

Describe below, using a broad statement, one the the identified problems this goal will address.

Enhance and maintain collaboration between the courts and other agencies to improve outcomes in cases involving domestic violence by: regular contact between the program coordinator and agencies; monitoring trends to provided date information, and providing technical assistance as needed.

Identify the \	/AWA funded pe	rson and	their position title r	esponsible f	or this goal:	Domestic Coordinat	Violence Program or
			GOALI O	BJECTI	VE A:		
number will s	ow many this Quant serve and and defir s being measured:	e clearly	Total Statistical Nu reported or		Identify what is	being meas trainings	sured: meetings or
Indica	ate in the boxes be	low, the qu	uantitative number, to	be reported	in each quarter, tha	t the objecti	ve will serve:
1	1st Quarter	4	2nd Quarter	4	3rd Quarter	1	4th Quarter

# **Objective A:**

Clearly state the objective. Indicate how it will solve a piece of the problem identified in the Goal.

Pr\ .ote collaborations by attending twenty coalition meetings, conference or other community meetings to communicate new practices in the courts, speak to victim service providers, learn about concerns and resolve issues as they arise.

# The Objective will be MONITORED and TIME LINE (The development, assessment and ACTIVITIES/METHODS EVALUATED in the following ways: forward movement) Report on meetings at end of each quarter of Identify contact persons for Track number of meetings or conferences attended, expenses the calendar year. coalitions throughout the state; identify conferences, incurred, miles traveled, follow-up calls or emails received. Included related meetings and other trainings information in quarterly reports. where contact can be made with direct service providers; contact responsible parties by email, phone, or mail; register for conferences; travel to and attend coalition meetings or conferences; id to request for assistance or provide answers to questions. **OBJECTIVE B:** GOALI Total Statistical Number to be Identify what is being measured: Requests for Identify how many this Quantitative number will serve and and define clearly reported on: 10 assistance

Indicate in the boxes below, the quantitative number, to be reported in each quarter, that the objective will serve:

3rd Quarter

4th Quarter

2nd Quarter

what is being measured: 10

1st Quarter

# Objective B:

Clearly state the objective. Indicate how it will solve a piece of the problem identified in the Goal.

M<sub>c</sub> ain and enhance subject matter expertise in legal and administrative issues related to domestic violence and utlize that expertise to provide technical assistance in response to ten requests by phone, email, mail, or in-person at events.

ACTIVITIE	S/METHODS	1 -	ective will be MONITOUTED in the following		TIME LINE (The o	development, ass ward movement)	essment and
requests for a court person agencies and related to coulaws related to do stic viole responses ar assistance to	continuing on (CLEs), and are relating to ence. Receive assistance from nel, external individuals art processes or o court ence. Provide	CLEs, ar received weekly w superviso		requests en through vith	Report on meetin assistance at the calendar year.	- '	
			GOALI OF	BJECTIV	VEC:		
number will se	w many this Quan erve and and defir s being measured:	ne clearly	Total Statistical Nur reported on		Identify what is b	eing measured: T	rend reports
Indica	te in the boxes be	low, the qu	antitative number, to	be reported i	in each quarter, that	the objective will	serve:

Narrative Page 11

# Objective C:

Clearly state the objective. Indicate how it will solve a piece of the problem identified in the Goal.

Pr ae information related to systems-related trends to internal stakeholders and to external stakeholders upon request by monitoring trends and statistics and presenting four quarterly and one yearly reports on updates. These reports will provide needed information to all interested court personnel on what is occurring in domestic violence cases.

EVALUATED in the following ways:	forward movement)
Track statistics related to domestic violence cases and compiling data on reports. Track qu	Produce quarterly reports at the end of each quarter of the calendar year; produce annual eport at the end of calendar year.

#### IMPLEMENTING STRATEGY FOR - GOAL I:

The court domestic violence program aims to improve outcomes for victims of domestic violence by increasing collaboration with between the courts and all direct services agencies and providers. In order to do this, the program coordinator must obtain and maintain up-to-date knowledge on laws, research and policies related to domestic violence. The coordinator will attend local coalition meetings and other meetings that relate to domestic violence and provide the court's perspective on domestic violence issues. The coordinator will also provide technical assistance related to information within the court system and provide information on protective orders, stalking injunctions and criminal domestic violence cases without giving specific advice for particular cases. Victim advantes and service providers can contact the coordinator by phone, email or in-person at meetings.

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<b>U</b>	~	7	-	ив	-

De	escribe below, usi	ing a bro	ad statement, one t	the the ident	ified problems thi	s goal will	address.
Stenghten th	ne justice system	respons	e to domestic viole	nce through	training.		
lalametiti etha C	Natural Diamen	Durnos	. 1 2 2 4 7 1	4 20			
-	Statutory Program			···	or this goal: The		
•	•		their position title re or position is respo	•	-		
	•		judges and staff w		•		
fulfillment of	the cash match.						
						L	***************************************
			GOALII O	BJECTI	VEA:		
	w many this Quant		Total Statistical Nu		Identify w	hat is being	measured:
	erve and and defin is being measured	•	reported of	on:			
what	is being measured						
11'		41		. h		t the chiesti	
Indica	T	r	uantitative number, to	r be reported i	n each quarter, tha	r the objecti	ve wiii serve.
	1st Quarter	1	2nd Quarter	1	3rd Quarter		4th Quarter
	4	<u> </u>	Objec	tive A:		<del> </del>	<u> </u>
Cle	arly state the obj	ective. I	ndicate how it will s	olve a piece	of the problem ic	lentified in	the Goal.
			what domestic viole				
l ·			y (1) improving the				
, .	•		inings to reach a hi to manage domes	-	•		_
l .		-	who interact with th				
system and o	can serve a leade	ership rol	e, addressing these	e needs will I	ead to overall sys	stem impro	vement. The
1	rate of turnover f	rom retire	ements makes this	objective all	the more importa	int to lay a	sound foundation
to support.							
1							

TIVITIES/METHODS	1	ective will be MONITORI UATED in the following v			developmeni ward movem	a, assessment and ent)
Create committee to provide feedback on domestic violence education for court personnel and judges. Meet 2-3 times to determine topics of interest. Determine presenters, location and audience. Schedule presentations and trainings.	agenda f potential discussion evaluation attendant and prov	endance at meetings. For meetings. Frovide listopics and trainers for on. Send attendees elementary of the center	st of group ectronic eir results	July 19, 2017: Pr topics.  December 29, 20 scheduled and/or	)17: Report	on training
GOAL II OBJECTIVE B:						
Identify how many this Quan- number will serve and and defin what is being measured	ne clearly	Total Statistical Number reported on:	er to be	Identify w	hat is being ı	measured:
Indicate in the boxes bel	low, the qu	antitative number, to be	reported i	n each quarter, tha	t the objectiv	e will serve:
1st Quarter		2nd Quarter		3rd Quarter		4th Quarter

# Objective B:

Clearly state the objective. Indicate how it will solve a piece of the problem identified in the Goal.

Train 20 judges or court personnel on a domestic violence topic during a standalone training opportunity. A standalone training provides an opportunity for attendees to concentrate on this topic over a longer period of time than is available at conference that cover multiple topics. Attendees will be able to receive training on several different aspects of managing domestic violence cases to get a broader, more comprehensive view of the topic that will connect issues together and provide a deeper level of insight. By strengthening a understanding of domestic violence issues in this way, the court will improve management of these cases for the benefit of the overall system of which the court is a critical part.

ACTIVITIES/METHODS	1	jective will be MONIT UATED in the follow			developmer ward mover	nt, assessment and ment)
Meet with members of the Education Department to present committee suggestions for training. Obtain trainers, schedule	obtain ev based or within 48 results a	tendance at training valuations from attentions from attention aire dis the hours of training and present them to to rds of Judges.	endees tributed Compile	7/19/2017: Repo 12/29/2017: Rep obtained.		ess. ning and feedback
rooms, advertise training, hold training, and review feedback.	anu boa	rus of Juages.				, o
GOAL II OBJECTIVE C:						
Identify how many this Quar number will serve and and defin what is being measured	Total Statistical Nurse	ımber to be	Y	/hat is being	measured:	
Indicate in the boxes be					t the objecti	
1st Quarter	1	2nd Quarter	1	3rd Quarter		4th Quarter

# **Objective C:**

Clearly state the objective. Indicate how it will solve a piece of the problem identified in the Goal.

M. a yearly proposal to the relevant planning committees that a training for 35 judges or court personnel be delivered through a 1 hour domestic violence focused training at a court conference. Move forward with training as approved by the relevant committees.

	γ <del></del>	
ACTIVITIES/METHODS	The Objective will be MONITORED and EVALUATED in the following ways:	TIME LINE (The development, assessment and forward movement)
Meet with members of the Education Department to present committee suggestions for training. Present suggestions to planning committee about possibility of having training, obtaining trainers, scheduling rooms, advertising training, hold training, review feedback.	Track attendance at training. Track assessments and comments at training. Present results to Board of Judges and/or Standing Committee on Judicial Education.	7/19/2017: Report on training and feedback obtained.

# IMPLEMENTING STRATEGY FOR - GOAL II:

The first step in making sure that the training delivered to court personnel and to judges is helpful is to create a committee, which, with input from other agencies, will determine the best topics for training. From there, the domestic violence program coordinator will work with the education department to schedule, advertise, and deliver training, as well as conduct pre and post assessments to determine efficacy of training. The feedback will be presented to the committee, the Boards of Judges and/or the Standing Committee on Judicial Education allowing for increasingly effective training and educational practices.



# GOAL III:

Describe below, using a broad statement, one the the identified problems this goal will address.

Etc. urage adoption of best practices throughout the state. The VAWA funded person responsible for this goal is the DV Program Coordinator. Other AOC staff, judges, and court personnel will participate in fulfillment of the grant match.

	Statutory Progr							
Identify the V	/AWA funded pe	rson and	their position title r	esponsible f	or this goal: 3			
				O1: 4:	Δ			
			GOAL III	Objective	e A:			
, , , , , , , , , , , , , , , , , , , ,				imber to be n: 8	1	being meases of resou	sured: Number of rces list.	
Indica	Indicate in the boxes below, the quantitative number, to be reported in each quarter, that the objective will serve:							
2	1st Quarter	2	2nd Quarter	2	3rd Quarter	2	4th Quarter	

# Objective A:

Clearly state the objective. Indicate how it will solve a piece of the problem identified in the Goal.

Er trage referrals to appropriate resources by compiling and providing 8 updates over the course of the year to do....stic violence resource lists. Domestic violence victims need readily available information about resources and providing that information at the time they seek help from the court system, access to resources is a best practice.

	7	
ACTIVITIES/METHODS	The Objective will be MONITORED and EVALUATED in the following ways:	TIME LINE (The development, assessment and forward movement)
Contact the Department of Licensing. Contact the Department of Children and Family Services. Compile information about licensed treatment providers. Update lists and send them to judges. Post lists on the court intranet pages for self-help resources and domestic violence resources. Compile information about victim advocates and other resources. Update resource list on court intranet. Each co will determine individually how to disseminate info.	Reports will be compiled bimonthly.	12/29/2017: Report on updates provided throughout the year.

		-	GOAL III	OBJ	ECTIV	/E B:			
tify how many this Quantitative ar will serve and and define clearly what is being measured: 4			Total Statistical Number to be reported on: 4			Identify what is being measured: Courts receiving technical assistance.			
Indicate in th	e boxes be	low, the qu	antitative number,	, to be re	ported	l in each quarter, tha	t the objectiv	e will serve:	
1 1st	Quarter	1	2nd Quarter		1	3rd Quarter	1	4th Quarter	
Clearly st	ate the ob	jective. Ir	•	ective		of the problem ic	dentified in t	he Goal.	
		The Oh	jective will be MON	OPE		TIME LINE (The	develonmen	t, assessment an	
ACTIVITIES/MET	HODS		UATED in the follo			1	ward moven		
Create checklists of ecommended prace Distribute checklists of Court, Triexcoutives and Predudges for commer Change checklists eedback. Evaluate practices.	etices. s to al Court esiding nt. based on	practices commen	hecklists of reco s. Distribute chec t. Change check k. Evaluate pract	cklists fo	r	7/19/2017: Repo			

	GOA					
r. per will serve and and defir what is being measured	ne clearly	tatistical Number to be reported on:	Identify what is being measured:			
Indicate in the boxes be	low, the quantitative	number, to be reported	I in each quarter, that	t the objective will serve:		
1st Quarter	·	Quarter	3rd Quarter	4th Quarter		
		Objective C:		<u> </u>		
Clearly state the ob	jective. Indicate h	now it will solve a piece	of the problem id	entified in the Goal.		
ACTIVITIES/METHODS		ll be MONITORED and n the following ways:		development, assessment and ward movement)		
				,		
				,		

# IMPLEMENTING STRATEGY FOR - GOAL III:

# D. STATISTIC REPORTING

List the name(s) of the individual(s) who will be collecting statistics throughout the contract year Explain the identified individual's ability to keep statistics for reporting purposes.

#### Required statistics include:

- \*Type of crime the project serves
- \*Services provided
- \*Statistics to answer questions listed on the required VAWA questions and the VAWA Annual Report (including, but not limited to)
  - \*Race
  - \*Age
  - \*Sex
  - \*Relation to perpetrator
- \*This section should describe what will be measured and the types of data that will be collected.
- \*If statistics are not currently being collected, indicate how your agency plans on collecting required statistics
- \*If you are asking for continued funding, indicate whether your agency's quarterly progress reports have been accurate and on-time by checking the appropriate box.
  - \*Indicate how often data will be collected.

List the name(s) of the individual(s) who will be collecting statistics throughout the contract year.

Kim Allard and Court Services staff as assigned.

#### PLEASE ANSWER THE FOLLOWING QUESTIONS:

1) Explain the identified individual's ability to keep statistics for reporting purposes (Include years of schooling, classes taken, experience): Kim Allard

The Director of Court Services, Kim Allard, with the assistance of members of her staff, primarily Patric Ogden, will gather relevant data and statistics related to cases involving domestic violence. The Court Services Department is experienced in data collection and analysis and will apply their considerable expertise to providing statistics for this grant. The data required by the yearly report is currently collected by the courts. The domestic violence program coordinator will provide statistics related to training and other qualitative measures required by the grant.

				•				
		is being collected, our records kept co			how ofte	en are stats rec	orded, wh	o is responsible for
sexual assau cases) filed, resolution. Tl	ılt, civil the disp nese st	pe collected from coprotective and dationsition of those captistics are collected at training and	ng violen ases, cou ed quarte	ce orders, crimin rt location, durati rly and annually.	al prote on of ca	ctive orders, cr ase and other d	iminal don etails relat	nestic violence ed to case
Always	]	Most of the t	ime	Rarely			you submi	•
Daily		Weekly	Quarterly X	y Annuall	у	How often	will data t	pe collected?
		E. REC	ORD C	F PROVIDIN	IG EFI	FECTIVE SI	ERVICE	S
If your progra		ved <b>VAWA funding</b> on the goals, objecti Please fi	ves and qu	•	complish	ed with VAWA gi		e provide informatio
		VAWA	GRAN	NUMBER:		14VAWA -		
Goal I:	1	ce and maintain colla g domestic violence	boration b	etween the courts		er agencies to im	•	
Red	ord Ob	jective A, exactly a	s it appe	ars in grant 14V	AWA -	Report on t	the achiev	ed results:
Objective	The pro	gram coordinator wi	Il increase	collaboration by a	ttending	20 coalition mee	tings, confe	rences or other
A:	commu	nity meetings to com	nmunicate	new practices in the	ne courts	s, speak to direct	victim serv	ce providers, learn
Objective	A:	Projected #	20		Actua	al # Achieved	25	
Red	ord Ob	jective B, exactly a	ıs it appe	ars in grant 14V	₹WA -	Report on t	the achiev	ed results:
Objective	1	•		, ,				omestic violence and
B:	l	nat expertise to prov		cal assistance in re			ceived by p	hone, email, mail or
Objective		Projected #	15			al # Achieved	20	
		jective C, exactly a				Report on t		
Objective		information related by monitoring trend						
C:	Luanania	Projected #	منفصسمفم	ade all interested	سمساسم	annal an what is		paates. Mese
Objective	· C.	Projected #	5		Actua	al # Achieved	3	
Goal II:	Strengt	hen the justice syste	ms respor	nse to domestic vic	lence th	rough training.		
Red		jective A, exactly a				Report on t		
C octive	i	least 4 meetings to ersonnel.	determine	what domestic vio	lence tra	ining should be r	nade availa	ble to judges and
Objective	• A:	Projected #	4		Actua	al # Achieved	12	

				rvarrative					rage 21
Red	ord Ob	jective B, exactly a	as it app	ears in grant 14VA	.WA -	Report on	the achiev	ed results:	
Objective ن:	Train 2 opport		personn	el on a domestic v	iolence to				
Objective		Projected #	20			Achieved	112		
~				ears in grant 14VA		Report on			
Objective C:	Make a delivere	yearly proposal to the ed through a one hou	ne releva ur domes	nt planning committe tic violence-focused	es that a t training at	raining for 35 <sub>.</sub> a court confer	judges or c ence. Move	ourt personne e forward with	l be training
Objective	C:	Projected #	35		Actual #	Achieved	99	476	
Goal III:	Encour	age adoption of best	practice	s throughout the stat	е.				
Rec				ears in grant 14VA		Report on t			
Objective A:		age referrals to appr e resource lists.	opriate r	esources by compilir	g and prov	iding 12 mont	hly updates	s to domestic	
Objective	B B	Projected #	12		Actual #	Achieved	8		
Rec				ears in grant 14VA		Report on t		ed results:	
Objective B:		and review best pra	ctices for	r civil cases with judg	es from 8	udicial district	S.		
Objective	B:	Projected #	8		Actual #	Achieved	3		
Record Obje		exactly as it appe				on the achie		S:	34.00
Objective C:	Update	and review best pra	ctices for	r civil cases with judg	es from 8	udicial district	S.		
Objective	C:	Projected #	8		Actual #	Achieved	2		
If progra	m faile	d to meet goals or o	objective	es in 2015, please p	rovide an	explanation I	below:	Chapter and other contract of	46. (2) [10] [10] [10] [10] [10] [10] [10] [10]
The current o	lomesti	c violence progran	n coordi	nator did start her	position u	ntil February	29, 2016		

flyour program received VAWA funding in 2016 (January 1, 2016 thru September 30, 2016), grovide information on the goals, objectives and ounantitative data accomplished thus far with VAWA grant funds.  Remember to fill in the last 2 digits of your 2018 VAWA Grant.  VAWA GRANT NUMBER: 15 VAWA - Report on the achieved results:  Behance and maintain collaboration between the courts and other agencies to improve outcomes in cases involving domestic violence by regular contract between the program coordinator and agencies; monitoring trends.  Record Objective A, exactly as it appears in grant 15VAWA - Report on the achieved results:  Objective Program A, and a service of the courts speak to direct victims service providers, learn about concerns and onlike the courts speak to direct victims service providers, learn about concerns and onlike the courts speak to direct victims service providers, learn about concerns and objective A; and administrative issues related to clomestic violence and utilize that expertise to provide technical assistance in response to ten requests received by phone, email, mail, or interest and the properties of the provide technical assistance in response to ten requests received by phone, email, mail, or interest and the provide information to systems-related trends to internal stakeholders and to external stakeholders upon requests by monitoring trends and statistics and presenting four quarterly and one yearly reports on updates. These reports in the properties of the projected # 4	ſ			<del></del>		<del></del>	•		
Remember to fill in the last 2 digits of your 2016 VAWA Grant.    VAWA GRANT NUMBER: 15 VAWA -									
Coal I:   Enhance and maintain collaboration between the courts and other agencies to improve outcomes in cases involving domestic violence by. regular contact between the program coordinator and agencies, monitoring trends	or or	tne go						_	ant funds.
Enhance and maintain collaboration between the courts and other agencies to improve outcomes in cases involving domestic violence by, regular contact between the program coordinator and agencies; minotining trends Record Objective A, exactly as it appears in grant 15VAWA — Report on the achieved results:  Objective A: Projected # 20			Kemember	to iii iii	the last 2 digits t	or your 20 i	O VAVVA GIZ	IIIL.	
Record Objective A, exactly as it appears in grant 15VAWA - Report on the achieved results.  Objective A: Projected # 20 Actual # Achieved 50  Record Objective A: Projected # 20 Actual # Achieved 50  Record Objective B: Projected # 10 Actual # Achieved 39  Record Objective B: Projected # 10 Actual # Achieved 39  Record Objective C, exactly as it appears in grant 15VAWA - Report on the achieved results.  Objective B: Projected # 10 Actual # Achieved 39  Record Objective C, exactly as it appears in grant 15VAWA - Report on the achieved results.  Objective B: Projected # 10 Actual # Achieved 39  Record Objective C, exactly as it appears in grant 15VAWA - Report on the achieved results.  Objective B: Projected # 10 Actual # Achieved 39  Record Objective C, exactly as it appears in grant 15VAWA - Report on the achieved results.  Objective B: Projected # 10 Actual # Achieved 39  Record Objective C, exactly as it appears in grant 15VAWA - Report on the achieved results.  Objective C: Projected # 4 Actual # Achieved 6  Goal III:  Record Objective A, exactly as it appears in grant 15VAWA - Report on the achieved results.  Objective C: Projected # 4 Actual # Achieved 6  Record Objective A, exactly as it appears in grant 15VAWA - Report on the achieved results.  Objective B: Projected # 2 Actual # Achieved 6  Record Objective A, exactly as it appears in grant 15VAWA - Report on the achieved results.  Objective B: Projected # 2 Actual # Achieved 8  Record Objective B, exactly as it appears in grant 15VAWA - Report on the achieved results.  Objective B: Projected # 20 Actual # Achieved 8  Record Objective B, exactly as it appears in grant 15VAWA - Report on the achieved results.  Objective B Projected # 20 Actual # Achieved 0  Record Objective C, exactly as it appears in grant 15VAWA - Report on the achieved results.  Objective B Projected # 35 Actual # Achieved 0  Record Objective C, exactly as it appears in grant 15VAWA - Report on the achieved results.  Objective B Projected # 35 Actual # Achieved 35  Record Objective C									
Record Objective A. exactly as it appears in grant 15VAWA Report on the achieved results:  Objective A. Projected # 20 Actual # Achieved  B: Warman and enhance subject matter expertse in legal and administrative issues related to domestic violence through training.  Objective B. exactly as it appears in grant 15VAWA Report on the achieved results:  Objective B. exactly as it appears in grant 15VAWA Report on the achieved results:  Objective B. Projected # 10 Actual # Achieved 39  Record Objective C, exactly as it appears in grant 15VAWA Report on the achieved results:  Objective B. Projected # 10 Actual # Achieved 39  Record Objective C, exactly as it appears in grant 15VAWA Report on the achieved results:  Objective B. Projected # 10 Actual # Achieved 39  Record Objective C, exactly as it appears in grant 15VAWA Report on the achieved results:  Objective B. Projected # 4 Actual # Achieved 6  Objective C: Projected # 4 Actual # Achieved 6  Objective C: Projected # 2 Actual # Achieved 6  Objective C: Projected # 2 Actual # Achieved 6  Objective B. exactly as it appears in grant 15VAWA Report on the achieved results:  Objective B. Projected # 2 Actual # Achieved 6  Record Objective A. exactly as it appears in grant 15VAWA Report on the achieved results:  Objective A: Projected # 2 Actual # Achieved 8  Record Objective B. exactly as it appears in grant 15VAWA Report on the achieved results:  Objective B. Projected # 2 Actual # Achieved 8  Record Objective B. exactly as it appears in grant 15VAWA Report on the achieved results:  Objective B. Projected # 20 Actual # Achieved 8  Record Objective C, exactly as it appears in grant 15VAWA Report on the achieved results:  Objective B. Projected # 20 Actual # Achieved 9  Record Objective C, exactly as it appears in grant 15VAWA Report on the achieved results:  Objective B. Projected # 35 Actual # Achieved 9  Encourage adoption of best practices throughout the state. The VAWA funded person responsible for this goal is fine DV Program Coordinator to be hired Other ACC staff	Goal I:								
Record Objective A, exactly as it appears in grant 15VAWA - Report on the achieved results:   Objective A:   Projected #   20		نبيميم ملل	da un ta data inform	otion on	d providina toobni	ممعلما معالمه		and agenc	ies; monitoring trends
A: communicate new practices in the courts, speak to direct victim service providers, learn about concerns and concerns and concerns and contents are actual at the court and the courts.  Objective A: Projected # 20	Red		jective A, exactly a	as it appe	ears in grant 15\	/AWA -	Report on		
Delective A: Projected # 20	Objective								
Record Objective B, exactly as it appears in grant 15VAWA - Report on the achieved results:  Objective B: Maintain and enhance subject matter expertise in legal and administrative issues related to domestic violence and utilize that expertise to provide technical assistance in response to ten requests received by phone, email, mail, or incorrect at events.  Objective B: Projected # 10		لحمدماسم	iceupe as thou ariso	<b>\</b>	ourts, speak to dire	ect victim ser	vice providers	s, learn abo	ut concerns and
Maintain and enhance subject matter expertise in legal and administrative issues related to domestic violence and utilize that expertise to provide technical assistance in response to ten requests received by phone, email, mail, or inchersonal at events.    Objective B:   Projected #   10			<u> </u>			7-10			
B: utilize that expertise to provide technical assistance in response to ten requests received by phone, email, mail, or incherence at events.  Objective B: Projected # 10									
Objective B: Projected # 10	_								
Record Objective C, exactly as it appears in grant 15VAWA - Report on the achieved results:  Objective C: Projected # 4		lin-ners	on at events		icai assistance in	esponse to	en requests r	eceived by	prione, email, mail, or
Provide information to systems-related trends to internal stakeholders and to external stakeholders upon requests by monitoring trends and statistics and presenting four quarterly and one yearly reports on updates. These reports upill considerable and a statistics and presenting four quarterly and one yearly reports on updates. These reports on the achieved results:  Objective A: Projected # 2			L			18	# Achieved	39	
Dijective B: Projected # 2 Actual # Achieved 8  Record Objective B: Projected # 20 Actual # Achieved 0  Record Objective B: Projected # 20 Actual # Achieved 0  Record Objective C: Projected # 20 Actual # Achieved 0  Record Objective B: Projected # 20 Actual # Achieved 0  Record Objective B: Projected # 20 Actual # Achieved 0  Record Objective B: Projected # 20 Actual # Achieved 0  Record Objective B: Projected # 20 Actual # Achieved 0  Record Objective B: Projected # 20 Actual # Achieved 0  Record Objective C: exactly as it appears in grant 15VAWA - Report on the achieved results:  Objective B: Projected # 20 Actual # Achieved 0  Record Objective C: exactly as it appears in grant 15VAWA - Report on the achieved results:  Objective B: Projected # 20 Actual # Achieved 0  Record Objective C: exactly as it appears in grant 15VAWA - Report on the achieved results:  Objective B: Projected # 20 Actual # Achieved 0  Record Objective C: exactly as it appears in grant 15VAWA - Report on the achieved results:  Objective B: Projected # 35 Actual # Achieved 35  Goal III: Encourage adoption of best practices throughout the state. The VAWA funded person responsible for this goal is the Uniform the Achieved 15 Actual # Achi									
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Goal II:  Record Objective A, exactly as it appears in grant 15VAWA - Report on the achieved results:  Hold at least 2 meetings to determine what domestic violence training should be made available to the judges and court personnel.  Objective A: Projected # 2 Actual # Achieved 8  Record Objective B, exactly as it appears in grant 15VAWA - Report on the achieved results:  Objective B: Projected # 20 Actual # Achieved 0  Record Objective C, exactly as it appears in grant 15VAWA - Report on the achieved results:  Objective B: Projected # 20 Actual # Achieved 0  Record Objective C, exactly as it appears in grant 15VAWA - Report on the achieved results:  Objective B: Projected # 20 Actual # Achieved 0  Record Objective C, exactly as it appears in grant 15VAWA - Report on the achieved results:  Objective C: Projected # 35 Actual # Achieved 35  Goal III:  Encourage adoption of best practices throughout the state. The VAWA funded person responsible for this goal is the DV Program Coordinator to be hired. Other AOC staff, judges, and court personnel will participate in the DV Program Coordinator to be hired. Other AOC staff, judges, and court personnel will participate in Encourage referrals to appropriate resources by compiling and providing 8 monthly updates to domestic violence resource list.  Objective A: Projected # 8 Actual # Achieved 7  Record Objective B, exactly as it appears in grant 15VAWA - Report on the achieved results:  Objective A: Projected # 8 Actual # Achieved 7  Record Objective B, exactly as it appears in grant 15VAWA - Report on the achieved results:  Objective Request reports from 4 courts regarding their response to recommended practices based on civil and criminal		بمعط للنسط	yida naadad informa	tion to all	interested court o	arsonnal on	what is occur	ipa in our b	puales. These reports
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B:  Objective B: Projected # 20	Rec	ord Ob	jective B, exactly a	s it appe	ears in grant 15\	/AWA -	Report on	the achiev	ved results:
Objective B: Projected # 20	Objective	Train 2	O Judges or court pe	rsonnel c	on a domestic viole	nce topic d	uring a standa	lone trainin	g opportunity.
Record Objective C, exactly as it appears in grant 15VAWA - Report on the achieved results:  Objective C: Make a yearly proposal to the relevant planning committees that a training for 35 judges or court personnel be delivered through a 1 hour domestic violence focused training at the court conference. Move forward with training  Objective C: Projected # 35	B:								
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needs assessment.	Octive	Reques	t reports from 4 coul						
Objective B: Projected # 4 Actual # Achieved 0		В:	Projected #	4		Actual #	# Achieved	0	

Narrative Page 23

Reco	ord Obj	ective C, exactly a	s it appears in grant 15VA	AWA - Report or	the achieved results:
Objective 3:	NA				
Objective	C:	Projected #		Actual # Achieved	

If your program may fail to meet targeted goals or objectives in 2016, please explain below.

The domestic violence program coordinator position was vacant from September 2015 - February 29, 2016. Most of the goals and objectives have been met by the program coordinator. As for the goal to train 20 judges or court personnel on a domestic violence topic during a standalone training opportunity, the program coordinator has created a training for over 20 judges on the LAP (Lethality Assessment Program). Utah Supreme Court Judges, Appellate Court Judges, District Court Judges, and some Justice Court Judges and Juvenile Court Judges will be present and trained in a stand-alone training on the LAP on October 7, 2016. Program coordinator is also working with the YWCA to create a DV and strangulation training for the Judges and relevant court staff. Lastly, program coordinator is working with other AOC staff to possibly create a training for court personnel on protective orders and patron interactions. As for the updates to the Judges, 7 out of the 8 required have been completed so far and likely 8 will be completed by the beginning of October. Lastly, at this time, no reports have been requested from the courts regarding their responses to recommended practices based on civil and criminal needs assessment. Currently, different types of DV assessments are being studied and analyzed by the program coordinator and a team. Once there is a consensus on what direction to take in regards to the assessments, emails will be sent out to the Judges requesting their feedback on assessments. However, program coordinator is currently working with two Judges, along with other members of the Domestic Violence Offender Management Group, on researching and ultimately choosing a DV assessment tool for the State of Utah.

In the following space, detail your agency's collaborative efforts on your **15VAWA** \_\_\_01\_\_\_ grant. Clearly identify your project goals and objectives. Identify your collaborative partners. Explain whether or not you feel your project was successful in affecting change.

Due to the changes in the Utah Adult Sentencing and Release Guidelines as per the Justice Reinvestment Initiative and changes recently made to SB 206 Cohabitant Abuse Procedures Act Revisions, the need has been recognized for a Domestic Violence Offender Assessment s a result, a working group has been established, the DVOMG, and it is comprised of members of the CCJJ, attorneys, members of the police force, AP&P, service providers, victim advocates, District and Justice court Judges, and the AOC. The group is still researching and discussing which DV offender assessment tool Utah will use and members of the group are traveling to Colorado to learn first hand about their assessment tool, the DVRNA. The group is also working to establish a state-wide certification process for DV service providers. Furthermore, the program coordinator, along with the UDVC and Utah's Prosecution Council has created and established a training for our Judges on the LAP that will be presented at the District Court Judges Annual Conference in Park City, Utah on October 7, 2016. Additionally, the program coordinator has established a Protective Order Review Committee to revise and upgrade Utah's protective orders. Lastly, program coordinator is working with the YWCA on a proposed DV strangulation training. The DVOMG (meetings are hosted by the program coordinator) is currently focusing on the following areas: (1) Researching and implementing an evidence based DV offender assessment tool that is in line with JRI; (2) Creating a state-wide certification process for DV service providers, and (3) tracking Utah's use of the LAP. Thereafter, a collaborative training will be established to assist Judges and court personnel and others involved in the DV process throughout the state on how to use the new DV assessment tool. A training created by the program coordinator, UDVC, and Utah's Prosecution Council on the LAP is being presented on October 7, 2016 to all of the states Judges. Our Judges will be trained on what the LAP is, its success around the country, how the LAP got to Utah, it's success in Utah, and how the LAP will come into play in their courtrooms and possible evidentiary issues that surround the LAP. The Protective Order Review Committee has been established to review drafted revisions to our protective orders and ultimately have new state wide protective orders implemented. Thereafter, trainings will be created and implemented by the program coordinator. Program coordinator is in the beginning stages of creating a training on DV and the dangers of strangulation along with the YWCA.

Utah's use of the LAP is already have a state impact on how DV is being handled by our first responders. The LAP is a tool designed to reduce risks and save lives. It involves an assessment by law enforcement to determine risks and, if risks are identified, collaboration with community-based victim service providers. One of the goals of the LAP is to reduce Utah's drastically high DV homicide rate. Program coordinator along with DVOMG and UDVC is tracking the progress of the LAP's success in the hopes to have the LAP work alongside an evidence based DV offender assessment tool that is synchronous with JRI. Moreover, because the LAP is administered by police officers, it accompanies their probable cause affidavit, thus, the LAP is making its way into the courtrooms of Utah's judges. As a result, the program coordinator has developed the first ever LAP training for Utah Judges. The DV offender assessment tool will identify risk factors that should be considered in dealing with DV offenders treatment. It will aid our judges in determining appropriate levels, if any, of treatment. A state-wide certification process for DV offender service providers will create uniformity throughout the state. There have been a lot of issues with Utah's cure of protective orders and the program coordinator is spearheading a work group to discuss and analyze drafted new orders. Changes and education when it comes to the dangers of domestic violence and strangulation. Strangulation is one of the highest scoring lethality factors

Narrative Page 24

Below, detail your agency's <u>current collaborative project, 15VAWA</u> What are you working on? What are the goals and objectives of your project? Who are your collaborative partners? What changes are happening in relation to your collaborative

ogram coordinator is currently working on the following projects: (1) DV Offender Assessment Tool, (2) DV Offender Service Provider Certification Process, (3) Protective Order Review Committee, (4) DV and Strangulation Training, and (5) Developing a training designed to educate our clerks on the proper and statutorily required way they should be interacting with court patrons who are seeking assistance with completing a request for a protective order. The DV offender assessment tool will be used for offenders who have been arrested and are in the criminal justice system for a DV offense. The offender assessment will identify risk factors that should be considered in dealing with DV offenders treatment. It will aid our judges in determining appropriate levels, if any, of treatment. A state-wide certification process for DV offender service providers will create much needed uniformity throughout the state in this area. Currently, there is no certification process required by the state prior to issuing or allowing an individual to offer treatment. A best practices certification process that is evidence based is currently being worked on. There have been issues with Utah's current protective orders and the program coordinator is spearheading a work group to discuss and analyze drafted new orders. Changes to such orders will have a statewide impact not only in the courts, but also to victims and victim advocates. The state of Utah needs more education when it comes to the dangers of domestic violence and strangulation. Strangulation is one of the highest scoring lethality factors on the LAP, and often an indicator of a potential future homicide. Thus, the serious nature of theses cases needs to be reinforced to first responders, judges, prosecutors, medical care providers and the general public. Program coordinator is working towards developing a training on such dangers. Lastly, program coordinator plans to address concerns voiced pertaining to assistance or lack-there-of given to patrons, by court staff, while they try to fill out and complete the protective order forms, which can be quite confusing. Concerns will be addressed in a training, with the assistance of the education department, informing our clerks of the proper and statutorily permitted way to assist patrons in these applications processes.

Document the effectiveness of your program, as you answer the following three questions: (1) how long your program has been in existence, (2) how has your program grown and (3) what types of services does your program offer to victims:

Jurt DV program has been in existence for four years. The creation of a DV program coordinator position has enabled the program to be effective in establishing relationships with the various DV coalitions and committees that exist throughout the state. This has helped determine concerns on both their behalf and the courts about how DV cases are handled and what best practices will be. It has also helped determine and address training needs and numerous trainings and meetings have taken place around the state. The needs assessments that have been prepared have further enhanced the program through the seeking of input, the consultation that has taken place with internal and external groups, the compilation of data, the identification of areas that need attention, and the information that has been provided to the groups to whom the assessments have already been provided. Moreover, the collaboration with other stakeholders in the domestic violence community has allowed the program coordinator to learn about new issues arising that will directly impacts the courts and how our Judges handle domestic violence cases. This program does not provide direct victim services, although it has addressed concerns raised by victims.

Indicate what you consider to be your agency's most significant accomplishment to date:

Our most significant accomplishment to date is the Lethality Assessment Protocol training that was given to all of our states Judges at their Annual Conference in Park City, Utah on October 7, 2016.

lf you	" prograi					
* 4		(2) Y	our agency's ability to	assist VAWA	victims, and	
	(3)	ndicate how VAWA	funding will increase	the capacity of	of your agency in assi	isting victims.
	<del> </del>		F. VOCA SU	JBGRANT	EES	
Х		Please check if you	ır agency <u>does not</u> rece		· · · · · · · · · · · · · · · · · · ·	F' blank
	If yo	our agency receives	s VOCA funding, pro	vide a brief de	scription of your VO	CA program.
						A funding period, then
omplete the f	following	-			uring the 2017 VAWA	
complete the f Our agency re	following eceives / al dollar a	will receive:				
omplete the f Our agency re Enter the tota	following eceives / al dollar a 6-17 VOC OCA	will receive:			sses 1/1/2017 throug	
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Explain how your VOCA program goals and objectives differ fi	rom your agency's <b>proposed 2017 VAWA</b> goals and objectives:
VOCA - PROGRAM YEAR 2016-2017	VAWA - PROGRAM YEAR 2017
GOAL I	GOAL I
VOCA - GOAL I - OBJECTIVES	VAWA - GOALI - OBJECTIVES
OBJ A	OBJ A
OBJ B	ОВЈ В
ОВЈ С	ОВЈС
VOCA - <b>GOAL II</b>	VAWA - GOAL II
GOAL II	GOAL II
VOCA - GOAL II - OBJECTIVES	VAWA - GOAL II - OBJECTIVES
OBJ A	ОВЈА
OBJ B	ОВЈ В
OE	ОВЈС
VOCA - GOAL III	VAWA - GOAL III
GOAL III	GOAL III
VOCA - GOAL III - OBJECTIVES	VAWA - GOAL III - OBJECTIVES
OBJ A	ОВЈ А
ОВЈ В	ОВЈ В
овј с	ОВЈС
Please complete the follow	ving VOCA funding section:
FY 2016-2017 VOCA Fu	nding Budget Summary
Personnel:	Contracted Fees:
Equipment:	Travel:
Training:	Supplies:
Other:	TOTAL VOCA COSTS: \$0.00

# G. PROJECT ADMINISTRATION

This section requires that you attach and submit three (3) documents

In uns section of the application, you will describe how the project will be structured, organized, and managed.

- 1) Attach an organization chart with the names and titles of staff, advisory and decision-making bodies
- 2) Attach a roster of your governing board if your agency is a non-profit
- 3) Attach a position title and job descripton for each VAWA funded staff position
- 4) Attach a position title and job description for each VAWA Volunteer staff position
- 4) In the box below, provide a description of the project director's and staff's abilities and qualifications to manage and implement the VAWA program, both financially and programmatically (Include information such as: years of schooling, specialized training, years of experience, prior grant experience, etc.)

The District Court Administrator, Debra Moore, will manage and implement the program. She has considerable experience in administering previous VAWA grant programs. She has been employed in her position for nine years and worked closely with AOC management staff and other judicial personnel, as well as external stakeholders. She is experienced in managing budgets, including VAWA grant funds, supervising personnel and reviewing employee performance. Norine Ferguson is the domestic violence program coordinator. She has held this position for seven months. She has an immense amount of experience in handling domestic violence cases and dealing with both domestic violence victims and offenders. She was an Assistant Public Defender in Broward County, Florida for over three years. We do not have a VAWA funded volunteer staff position.

5) In the box below, provide an explanation identifying which staff personnel will manage fiscal controls. Detail how your agency will keep an accounting of funds and resources.

Derek Byrne, AOC Budge Director, and his staff will manage fiscal controls and accounts for funds through FINET, the finance software for Utah governmental agencies.

## H. ADDITIONAL RESOURCES

This section of the application should describe the sources and amounts of non-VAWA funding or resources that will be at le from other sources. Applicants are encouraged to leverage other resources, including Federal, State, Local or Private, in support of this project.

- 1) List available resources in DESCENDING ORDER (largest contribution to smallest).
- 2) Indicate the contribution amount. If a monetary value cannot be established, put a zero in the 'amount' box and and provide an explanation in the resource description section.
- 3) Specify the status of funding by checking the applicable box (Federal, State, Local or Private)
- 4) Describe how each resource will be used. Include the anticipated funding duration. If no other resources are available, check the box below and provide an explanation in the resource description section.

#### DO NOT LEAVE THIS SECTION BLANK

х	Mark this	box, if <u>NO</u> OTH	ER RESOURCES A	ARE AVAILA	BLE	-,	
SOURCE D	DESCRIPTION	AMOUNT	FUNDING DURATION (m/y - m/y)	Federal	State	Local	Private
1							
2							
3							
4							
5							
6							
7							
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	:						
11			·				
12							
13							
14							
15							
	NON-VAV	VA FUNDING TO	OTALS:	0.00	0.00	0.00	0.00

Resource Description Section: Describe how these resources will be used in the box below:

#### I. AGENCY BUDGET

Each agency is required to submit its current fiscal budget

1) Attach your agency's current fiscal budget

2) Highlight where your program's financial resources are documented

Court Improvement Program
(CIP) Grant

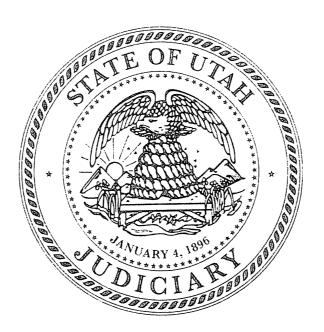
# Judicial Council Grant Application Proposal Code of Judicial Administration 3-411

## FEDERAL GRANTS

Contact Person/Phone:	Katie Gregory			Date:	11/22/2016			
Judicial District or Location	n: Administrat	ive Office of the Court	\$					
Grant Title: Court Improve	ement Program (C	IP) Grant	Grantor:	Children's Bu	ıreau (DHHS)			
Grant type (check one);	New	x Renewal	Revision					
Grant Level (check one):	x Low Under \$1,000,00	0 \$1.00	Med. 0,000 to \$1	0.000,000	Over \$10,000	High. .000		
Issues to be addressed b	y the Project:	Improvements in deliv	ery of child	welfare servic	ces and case n	nanageme	nt in juvenile court	S
Explanation of how the gr programming and data co			g the issues	s identified:	Funding progr	ams, traini	ng, assessments a	and research, computer
Fill in the chart(s) for estin Total Funding Sources	nated state fiscal	year expenditures for Other Matching	·	•	TION OF ALL MATCHING		S IN THE COMME	NTS SECTION)
CASH MATCH State Fiscal Year	Grant Amount	Funds from Non- State Entities	General Fund	Dedicated Credits	Restricted Funds	Other (Write In)	Maintenance of Effort	Taxal Sunsin
FY	Grant Amount		ļ					Total Funds \$0
FY FY		***************************************	<b> </b>					\$0 \$0
IN-KIND MATCH	Control America	Other Matching Funds from Non- State Entities	General Fund	Dedicated Credits	MATCHING Restricted Funds	Other (Write In)	S IN THE COMME OLLARS Maintenance of Effort	
State Fiscal Year FY17-19	Grant Amount \$155,140	<u> </u>	\$51,713					Total Funds \$206,853
FY FY								\$0 \$0
Comments The Children' Ongoing funding in subset In-kind match is provided Will additional state fundi when this grant expires o	equent years may by general funds ing be required to	be contingent on Con- for salaries and benef	gressional pits of child white program	passage of the welfare media n or its infrastr	grant's five-ye tors within the ucture	ear reautho		surrently in place.
Will the funds to continue	this program con	ne from within your exi	ting budget	:	Yes	Nox_	_	
How many additional per	manent FTEs are	required for the grant?	·	Temp FTEs	1 17			
x The Grant Co	ecutives and judge cordinator and the Board(s) of Judge	is in the affected district Budget Manager at the state of the by			the Courts.			
Copy forwarded to Legisl					-			

# **Utah Court Improvement Program**

Grant Application November 22, 2016



# Administrative Office of the Courts

450 South State Street PO Box 140241 Salt Lake City, UT 84114

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# Administrative Office of the Courts

Chief Justice Matthew B. Durrant Ctali Supreme Court Chair Ctali Judicial Council

State Court Administrator Raymond H. Wahl Denort Court Administrator

Daniel J. Becker

November 10, 2016

Tim Koehn United States Department of Health and Human Services Administration for Children and Families 1961 Stout Street Byron Rogers Federal Building Denver, CO 80294-3538

Dear Vir. Koehn:

Enclosed is the application of the Utah State Courts for the UY 2017-2021 Court Improvement Program Grants pursuant to the terms and conditions of federal Program Instruction ACYF-CB-PI-16-05, issued on October 27, 2016. The Utah State Courts requests funding for the Basic Grant in the amount of \$155,140.00, and further applies for both the Training Grant and the Data Collection and Analysis Grant, in the event funding for these additional grants become available in the future.

Pursuant to Section III, paragraph 2 of the Program Instruction, the Utah State Courts makes the following assurances:

- 1. At least one representative per each CIP grant received will attend the annual CIP Grantee Meeting each year funding is received.
- 2. Utah law requires that foster parents, pre-adoptive parents, and relative caregivers of a child in foster care under the responsibility of the State are notified of any proceeding held with respect to the child and are afforded the right to be heard. (See U.C.A. Section 78A-6-317).
- 3. The State Courts will share all relevant data stemming from CIP projects and data collection efforts with the title IV-E/IV-B agency for purposes of joint child welfare program planning and improvement efforts:
- 4. The State Courts will pursue cross-training opportunities with the title IV-E/IV-B agency, tribes and other important stakeholders.

The mission of the Utah judiciary is to provide the people an open, fair, efficient, and independent system for the advancement of justice under the law.

450 South State Street P.O. Boy 140241 Salt Lake City, UT 84114-0241 801-578-3800 FAX: 801-578-3843

T Koehn November 10, 2016 Page 2

This grant application will be further reviewed by the Utah Judicial Council and has the full and ongoing support of the Administrative Office of the Utah State Courts. If you have any questions or concerns regarding the enclosed grant application, please feel free to contact Katie Gregory. I tah's Court Improvement Program Director at (801) 578-3929

Carrente da

State Court Administrator



ANN SILVERBERG WILLIAMSON

ANN SHA ERBERG WHALAMSO: Executive Director

DIVISION OF CHILD AND FAMILY SERVICES

DEPARTMENT OF HUMAN SERVICES

BRENT PLATI Director

GARY R. HERBERT

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November 21, 2016

Lim Koehn United States Department of Health and Human Services Administration for Children and Families 1961 Stout Street Byron Rogers Federal Building Denver, CO 80294-3538

Dear Mr. Koehn:

On behalf of the Utah Division of Child and Family Services (DCFS) it is my pleasure to write this letter supporting the FY 2017-2021 application of the Utah State Courts for Court Improvement Program (CIP) funding. I want to assure you that this grant has my full support. DCFS will be an active participant in supporting ongoing collaboration efforts specific to this grant and the Court Improvement process as a whole.

Pursuant to the requirements of Program Instruction ACYF-CB-PI-16-05, DCFS makes additional assurances as follows:

- DCFS will engage in ongoing high-level agency participation on the CIP Multidisciplinary Statewide Taskforce, including task force meetings, planning and improvement efforts, and attendance at the annual CIP grantee meeting;
- DCFS will provide full and ongoing inclusion of the State Courts/CIP in child welfare program
  planning and improvement efforts, including the APSR/CFSP, CQI/QA, CFSR and title IV-E
  Foster Care Eligibility Review and program improvement processes:
- DCFS will partner with the State Courts to pursue timely and ongoing data sharing with the State Courts/CIP of all relevant child welfare data for purposes of program planning and continuous quality improvement of the child welfare system; and
- DCFS will pursue cross-training opportunities with the State Courts/CIP.

Thank you for the opportunity to add my support to this collaborative program. Please feel free to contact me if you have need for further information. I can be reached at 801-368-5122.

Sincerely.

Brent Platt Director

Division of Child and Family Services

State of Utah

## Task Force Membership

The Utah State Courts are a statewide, unified system with a dedicated juvenile court. Utah has 31 juvenile court judges and 1.5 commissioners serving eight court districts. Judges are appointed by the Governor to serve on the juvenile court and do not rotate to other court levels. Utah's juvenile courts utilize the practice of one family, one judge in the majority of both dependency and delinquency cases. Utah's Court Improvement Program (CIP) is at the core of its collaborative effort. The Utah CIP was formed in 1993 and by delegation of the Utah Supreme Court is currently chaired by the Hon. Jeffrey Noland, a juvenile court judge from Utah's Second District Juvenile Court. Utah's CIP is directed by Katie Gregory, the Assistant Juvenile Court Administrator over Child Welfare and Gabriella Archuleta, CIP Coordinator.

Utah's Court Improvement Program Committee serves as its statewide multidisciplinary task force and meets at least once a quarter.

# Utah Court Improvement Program Committee

# Hon. Jeffrey Noland

Utah State Courts
2nd District Juvenile Court Judge
CIP Committee Chair

#### Gabriella Archuleta

Utah State Courts
CIP Coordinator

#### Aude Bermond-Hamlet

Division of Child & Family Services Practice Improvement Coordinator

#### **David Boyer**

Parental Defense Alliance of Utah Parent Defense Counsel

#### David Carlson

Utah Attorney General's Office Child Protection Division Division Chief

## Jeremy Christensen

Utah Division of Substance Abuse & Mental Health
Deputy Director

# Lori Giovannoni (or designee Chris Nguyen)

Division of Child and Family Services Director of Professional Development

## Katie Gregory

Utah State Courts Assistant Juvenile Court Administrator CIP Director

#### Jennifer Larson

Division of Child and Family Services Director Out-of-Home Program & Practice Improvement

#### Alisa Lee

Division of Child and Family Services Indian Child Welfare Program Administrator

#### Lisa Lokken

Law Office of Lokken & Associates Parent Defense Counsel

#### Hon. Julie Lund

Utah State Courts
3rd District Juvenile Court Judge

# Hon. Mary Manley

Utah State Courts 7<sup>th</sup> District Juvenile Court Judge

#### Martha Pierce

Office of the Guardian ad Litem Guardian ad Litem

#### **Brent Platt**

Division of Child and Family Services Director

## Hon. Debra Ridley

Ute Tribe
Ute Tribal Juvenile Judge

#### Dawn Marie Rubio

Utah State Courts
Juvenile Court Administrator

#### Hon. Rick Smith

Utah State Courts 4th District Juvenile Court Judge

## Stacey Snyder

Office of the Guardian ad Litem Director

#### Trina Valdez

Utah Department of Health and Human Services Education Liaison

#### Carol Verdoia

Utah Attorney General's Office Assistant Attorney General

#### Dinah Weldon

Utah Division of Substance Abuse & Mental Health
Director of Children's Mental Health

# Linda Wininger

Division of Child and Family Services Director of Special Projects (CFSR and CFSP/APSR lead)

# Mike Scholl (Non-voting Advisory Member)

Casey Family Programs Senior Director

## CIP Projects & Activities

# Hearing Quality Project/CIP Basic Grant

Utah's CIP will implement a hearing quality project to improve the quality of permanency hearings and permanency review hearings. The goal of the project is to improve permanency outcomes for young people in foster care age sixteen and older with Individualized Permanency (APPLA) goals. The project will be jointly implemented by CIP with the assistance of its Permanency Discussion Work Group, and the DCFS Out-of-home Program & Practice Improvement Team. Initially they will develop a bench card for juvenile judges to use during hearings in which Individualize Permanency is either selected as a permanency goal, or a youth's permanency goal is being changed to Individualized Permanency. The Work Group will also develop a permanency field guide for use by DCFS workers. A jointly designed survey will be administered to juvenile court judges to assess judges' perceptions of the quality of permanency dialogue experienced in the courtroom before and after implementation of the bench card and field guide. Survey results will be used to revise and make improvements to the bench card and permanency field guide.

## Joint Project With Agency/CIP Basic Grant

Utah's CIP will continue to move forward its Children in the Courtroom project as its joint data project with DCFS. The project was initially developed to report the number and percent of youth attending court hearings related to their case by type and age. The ability to collect and run reports on this data is now programmed into CARE, the data management system for Utah's Juvenile Court. Additionally, the CIP has engaged local Table of 6 committees to identify barriers in their district and create a plan to improve children and youths' attendance at statutorily required court hearings. As a result, this project is currently in Change Management Phase V., "Evaluate and Apply Findings." The CIP plans to continue monitoring hearings, analyzing the data, and implementing any necessary changes to increase children and youth's attendance at court hearings.

During the next grant cycle, Utah's CIP will develop a joint data study plan to perform quantitative and possibly qualitative analysis to measure how increasing a child and/or youth's involvement in court hearings improves well-being or permanency outcomes required in the

CFSR. CIP Children in the Courtroom Subcommittee members will meet with DCFS staff and the DCFS data analyst to determine appropriate study measures and available data which may form the backbone of the joint data study plan.

#### Data Collection & Analysis Grant

Utah's CIP utilizes its Interface Work Group as the primary vehicle for discussing and resolving issues related to the sharing of data between the management information systems of the Juvenile Court (CARE), DCFS (SAFE) and the Office of Guardian ad litem (VOICE). The Work Group is staffed by the CIP Director and consists of both CIP Committee members and experts from the Information Technology Departments of the Courts and DCFS. The Work Group was formed in 2007 and meets quarterly to develop and enhance the data sharing interface between the systems. The Work Group has been primarily funded through the CIP Data Collection & Analysis Grant. While its members will continue to meet despite the lack of reauthorization of the Data Grant, the building of additional data sharing mechanisms may be limited or delayed by a lack of available funding.

The data currently shared is primarily case level information shared in real-time through an electronic interface. The Work Group continues its efforts in an ongoing cycle of planning and implementing programming necessary to enhance and sustain the data interface. Through the interface between the court and agency management information systems, CIP participates in the data reporting and analysis needed for CIP CQI efforts. The Work Group's efforts have been a critical part of the collaboration necessary to move the juvenile court and its partners to electronic filing and a fully electronic record.

# Cross-training Plan/CIP Training Grant

During the last two grant cycles, the CIP Training Grants have institutionalized cross-training between Utah's title IV-E/IV-B agency (DCFS), legal partners and courts. If training grant funds are reauthorized, Utah's CIP will maintain its Training Steering Committee to guide and develop annual cross training opportunities as well as continue to help coordinate and support each agency's respective trainings. Training Steering Committee membership includes directors of the Utah Office of the Attorney General Child Protection Division, Utah Office of Guardian ad

Litem and CASA, Parental Defense Alliance of Utah, the Training Director for the Utah Division of Child and Family Services, a Juvenile Court Judge, and is staffed by the CIP Director and Coordinator. The Committee will continue to seek out innovative and sustainable training practices that are based in adult learning theory. Additionally, the Committee will evaluate training to ensure continuous quality improvement.

Utah CIP Basic Grant Application FFY2016-F  Line-Item Budget and Budget Justification 11.2	
Salaries, Benefits and Related Office Equipment & Tools CIP Coordinator (1.0 F.T.E. funded 10/1/17-9/30/18) DHS Education Liaison (0.17 F.T.E. funded 10/1/17-9/30/18) Online Subscriptions: Survey, Registration and Presentation Tools	\$108,000.00
Meetings and Meals Support for meetings of CIP and its subcommittees.	\$3,500.00
Travel and Training Travel and registration fees for annual CIP Conferences and related CIP and child welfare national conferences; in-state travel to support activities of local collaborative "Tables of Six" Committees	\$8,000.00
Funding to Support Strategic Plan Initiatives	\$21,640.00
Ongoing and Special Projects to Support Involvement of Children and Families in the Court Process: Includes possible expansion of Video Project for Parents (Utah Parental Defense Alliance).	\$12,000.00
Total	155,140.00
In-Kind Match (In-kind match supplied by a portion of salary/benefits expended by the child welfare mediation program of the Utah State Courts.)	\$51,713.00

# Strategic Plan

Although Utah's CIP is applying for all three CIP Grants, Utah submits the following strategic plan that reflects only the use of the Basic Grant. The plan incorporates Continuous Quality Improvement and accurately reflects anticipated outcomes, measureable objectives, and use of data and findings. The plan is a living document and will be reviewed, updated, approved, and reported on annually to demonstrate progress towards the identified objectives.

During the collaborative strategic planning process, Utah's CIP identified and developed the following five outcomes it plans to achieve:

- 1. Children in the Courtroom: Increase children and youths' participation in child welfare hearings to elevate the quality and depth of discussion of key issues at child welfare court hearings.
- 2. Improving Permanency for Young People with Goals of Individualized Permanency (APPLA): Improving the content and the quality of permanency hearings and review hearings following a goal change to Individualized Permanency (IP/APPLA) to better improve permanency outcomes for young people in foster care age 16 and older.
- 3. ICWA Compliance: Native American children, families and Tribes in Utah will be afforded the full protection and compliance of ICWA.
- 4. Education Court Reports: Education outcomes for youth and children under the jurisdiction of Utah's Juvenile Court will improve through systematic monitoring of their educational progress.
- 5. Parent Video: Inform parties of the existence of the Parent Video to explain the child welfare court process and encourage early participation.

OMB Control No: 0970-0307

# Strategic Plan Template

State Name: <u>Utah</u>	
Date Strategic Plan Submitted:	11/22/2016
Timeframe Covered by Strategic Plan:	10/01/2016 - 09/30/2021

**Overall Goal/Mission of CIP:** The mission of Utah's Court Improvement Program is to provide timely, tangible and measurable improved outcomes for children and families in the child welfare system, relating to safety, permanency and well-being.

Priority Area #1: Data

Outcome #1: Increase children and youths' participation in child welfare hearings to elevate the quality and depth of discussion of key issues at child welfare court hearings.

Need Driving Activities & Data Source: Utah law requires children to be present at certain child welfare court hearings. Additionally, the Utah Foster Care Bill of Rights developed by the Youth Advisory Council includes the right to "Be informed of when our court hearings are and be able to attend those hearings." Research has demonstrated that having children and youth attend court hearings is a best practice because they have the opportunity to participate in and feel informed about decisions made about their life and have increased trust that a judge has enough information about them to make the right decision. Further, a judge can observe a child or youth's physical appearance, health, and interaction with caregivers and biological family members to make a more informed determination on their safety, permanency and well-being.

During the previous CIP grant cycle, the CIP Committee raised the issue of whether or not youth were attending the court hearings related to their respective cases. They formed the Children in the Courtroom Subcommittee and completed an initial analysis. The CIP Committee in conjunction with the I.T. Department of the Utah State Courts developed and implemented a data report to show the number of children attending statutorily required child welfare hearings, the number of children who did not attend, and if recorded, the reason presented at the hearing for nonattendance. The report can be run for all court districts for any period of time up to one year. The report will serve as the data source for additional efforts to improve attendance.

Theory of Change: Increase children and youths' participation in child welfare hearings to improve case outcomes.

Activity or Project  Description  Specific actions or project that will be completed to produce specific outputs and demonstrate progress toward the outcome.	Collaborative Partners Responsible parties and partners involved in implementation of the activity  Anticipated Outputs of Activity What the CIP intends to produce, provide or accomplish through the activity.	Long-term)  Where relevant and practical, provide specific, projected change in data the CIP intends to achieve. Goals should be	Timeframe Proposed completion date or, if appropriat e, "ongoing".	Resources Needed Where relevant identify the resources needed to complete the activity.	Plans for Evaluating Activity Where relevant, how will you measure or monitor change?	Status of Project/ Activity  Completed, Ongoing, Abandoned
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Project 1 – Children in the Courtroom. The CIP will improve the quality of child welfare hearings by increasing the number of youth in attendance, and by analyzing available data, identifying barriers, recommending solutions, and identifying new groups or stakeholders that can be part of the solution. The CIP will continue to encourage GAL attorneys to request their clients be present at court, encourage DCFS caseworkers and/or placements to ensure children are available for court, and encourage judges to account for the presence or absence of youth in court.

Action Step 1 –	Gabriella	We will learn what	The subcommittee will have	12/15/16	The contact	An action plan	Ongoing
Follow-up with Tables of	Archuleta (CIP	districts plan to do to	feedback from stakeholders.		information for	will be received	
6/Agency meeting action	Coordinator)	address increased			the person	from each	
plans from 2016 CIP		participation in court.			assigned to report	district by	
Summit.					for each district;	December 15,	
					may need	2016	
					resources to		
					travel to some		
					district meetings.		
Action Step 2 – Collect	Stacey	Data review team will	By collecting individual, district	12/15/16	Participation and	Data will be	Not started
monthly Present/Not	Snyder(GAL	review data collected to	and statewide data, the review		assistance of	pulled; the data	
Present Reports for each	Director and	identify trends.	team will better be able to		Juvenile Court	review team	
juvenile court judge,	Project Lead),		timely identify additional trends.		Research Analyst,	will analyze and	
district and statewide	Gabriella				Emily Wetherley,	discuss the	
from previous calendar	Archuleta, Emily				in quantitative	data, and	
year so the Project Lead,	Wetherley				analysis of the	identify trends.	
Juvenile Court Research	(Juvenile Court				data.		
Analyst and CIP	Research						
Coordinator ("Data	Analyst),						
Review Team") can	A/k/a "Data						
analyze the data to	Review Team"						
identify trends. These				,			
reports will remain							
confidential.							
Action Step 3 –	Data Review	Identifyithe trends and	The findings will determine the	January	Time to analyze	We will have an	Not started

!						·	<b>)</b>
Complete and 2s, identify trends, present findings, and distribute Table/Agency action plans to the Subcommittee.	Team and Judge Smith	inform the Subcommittee of findings.	areas on whith the subcommittee needs to focus to improve outcomes.	2017 (when next Children in the Courtroom Sub- committee is held)	and discuss findings, completed district action plans and willingness of members to resume subcommittee	initial report of findings and trends, action plans, and hold a subcommittee meeting.	,
Action Step 4 – Judge Smith and Stacey will lead a discussion with the Subcommittee to identify barriers, alternatives to overcoming barriers, and identify other groups and partners who could help overcome these barriers.	Judge Smith, Stacey Snyder and Subcommittee	Develop action plan and strategy to overcome barriers.	It will make subcommittee aware of what is available and be able to formulate an action plan.	January 2017 (when the next Children in the Courtroom Sub- committee is held)	Willingness of members to resume subcommittee	Subcommittee will develop an initial draft action plan that addresses barriers and identifies new partners.	Not started
Action Step 5 – Report findings, recommendations and action plan to Statewide Table of 6 and CIP Committee and get their feedback on how to distribute findings, recommendations, and implementation of any changes.	Stacey Snyder	Report to and feedback from Statewide Table of 6 and CIP Committee.	Distributing findings, recommendations and action plan to the Statewide Table of 6 and CIP Committee as a whole will help gain support and participation.	December 2017	Time on Statewide Table of 6 and CIP Committee Agendas.	Discussion and feedback from meetings will be recorded.	Not started
Action Step 6 – Implement recommendations and action plan in order to achieve minimum viable product (MVP).	Subcommittee and key stakeholders.	The number of children and youth in attendance at child welfare hearings will increase.	By January 2018, all judicial districts will show at statutorily required hearings either:  1. 80% overall attendance, or 2. A 5 % increase in existing attendance	January 2018	Communicate and disseminate findings, recommendations and action plans to key stakeholders. Get buy-in from	The Juvenile Court Bench, GAL, DCFS, AAG, newly identified partners and each Table of 6/Agency	Not started

			rates.  By January 2019, all judicial districts will show at statutorily required hearings either:  1. 85% overall attendance, or 2. A 5 % increase in existing attendance rates.	January 2019	stakeholders.	meeting will be made aware of action plan and will be willing to help increase attendance. Analysis of data will show desired increase in attendance at 12 and 24 months.	,
Action Step 7 – Analyze data to determine whether Subcommittee met MVP and determine next steps.	Subcommittee	Determine whether the action plan is improving attendance.	Each district will show either:  1. 85% overall attendance at required hearings, OR  2. 10% increase in attendance at required hearings.	24 months	Run reports in CARE.	The reports will reflect attendance.  The Subcommittee will decide to continue, adapt, or abandon action plan.	Not started .
Action Step 8 Initiate preliminary steps to develop joint data study plan to perform a quantitative and possibly qualitative analysis.	Subcommittee, DCFS staff, court and DCFS data analysts, and local University partners.	DCFS and CIP will begin the planning process to implement a joint quantitative and possibly qualitative analysis.	Identify appropriate research staff from DCFS and the Courts.  Researchers and subcommittee determine:  1. Preliminary research questions 2. Available and needed data 3. How to match DCFS well-being data to CIP Children in the Courtroom Data 4. Whether IRB approval is needed.	June 2017	Participation from DCFS and Court research analysts and local University partners.  Ability to match data.  Time for subcommittee to meet.	Subcommittee will document and share with the Table of 6 and DCFS:  1. Preliminary research questions 2. Available and needed data 3. How to match DCFS well-	Not started.

Action Step 9 – Develop joint data study plan.	Subcommittee, DCFS staff, court and DCFS data analysts, and local University	DCFS and CIP will develop a joint plan to measure how increasing a child and/or youth's involvement in court	DCFS and CIP will:  1. Finalize research questions 2. Identify variable outcomes 3. Implement any programming or processes	June 2018	Time and commitment from subcommittee and research	being data to CIP Children in the Courtroom Data 4. Need for and timing of IRB approval 5. Any additional challenges or factors to consider  Subcommittee will document and report to the Table of 6 and DCFS	Not started.
	partners.	hearings improves well-being outcomes required in the CFSR (such as Well-Being Outcome 1: Families have enhanced capacity to provide for their children's needs. Item13: Child and Family involvement in Case Planning).	related to data matching 4. Determine study methodology. 5. Initiate IRB approval, if needed. 6. Start a literature review. 7. Make any adjustments to timeline as needed.		analysts and any local University partners. Possible funding to support data matching.	documenting progress.	
Action Step 10 – Begin study analysis.	Research analysts, University partners, or contracted researchers.	A statistical analysis using matched data will provide useful information on Children in the Courtrooms effect on well-being and/or other outcomes.	A lead researcher and partners will be identified.  Research will commence, assuming IRB approval is granted.	June 2019	Possible funding to contract a researcher or support study analysis.	Lead research will report preliminary findings to CIP and DCFS.	Not started.

#### Priority Area #4: Quality Court Hearings

**Outcome #2**: Improving the content and the quality of permanency hearings and review hearings following a goal change to Individualized Permanency (IP/APPLA) to better improve permanency outcomes for young people in foster care age 16 and older.

**Need Driving Activities & Data Source:** How do you know this is a need in your state? The need is demonstrated by the number of young people who age out utilizing both data from the DCFS SACWIS system (SAFE) and NYTD data on the number of youth who report being connected to a supportive adult other than their caseworker.

Theory of Change: By developing and implementing a bench card for juvenile judges and a field guide for DCFS workers that are focused on building enduring relationships for young people at risk of aging out of foster care, the quality of discussions at permanency hearings and permanency reviews for young people with IP Goals will improve, leading to improved permanency for young people age 16 and older who are at risk of aging out of foster care.

			Goals of Activity (short and/or Long-term)  Where relevant and practical, provide specific, projected change in data the CIP intends to achieve. Goals should be measureable.  Progress toward Outcome  ee will implement a permanency be der and have or are being assigned and progress toward outcome				
			y 195 children) have goals of Individ				, , , , , , , , , , , , , , , , , , , ,
Action Step 1 – Design Bench Card for Juvenile Judges	CIP Permanency Subcommittee with input from the Board of Juvenile Court Judges and the DCFS Out-of- home Program & Practice Improvement Team	Produce Bench Card for all 31 Juvenile Judges	The Subcommittee will have feedback from users of the bench card	Bench card ready for distribution to all juvenile judges by May 1, 2017	Resources to print bench cards	n/a	Ongoing
Design Permanency Field Guide for DCFS Workers	CIP Permanency Subcommittee with input from,	Produce DCFS Caseworker Permanency Field Guide	The Subcommittee will have feedback from users of the permanency field guide.	Field guide completed by June 1, 2017	Resources to print field guide	n/a	Ongoing

Develop Pre and Post	DCFS including the DCFS Out-of- home Program & Practice Improvement Team CIP Permanency	Produce Pre and Post	Increase wo. J awareness of the importance of building and maintaining significant longterm connections for young people in foster care.	Complete	Resources to	Pre and post	Ongoing
Surveys for juvenile judges to gauge whether quality, relationship-based permanency discussions are occurring during permanency hearings and permanency review hearings	Subcommittee with input from, DCFS Out-of- home Program & Practice Improvement Team; DCFS training staff and juvenile judges serving on CIP Committee	Surveys	judges who feel there is a quality discussion of permanency and improved plans to support young people taking place during permanency and permanency review hearings; Utilize survey results to make improvements to bench card.	drafting of Pre and Post Surveys by April 1, 2017; Administer Pre-Survey to all juvenile judges who attend the Annual Juvenile Judges Conference scheduled for April 26-28, 2017; Launch bench card in May, 2017; conduct follow up discussions with juvenile judges at October, 2017 bench meeting; administer Post-Survey to all juvenile judges at April 2018	develop and conduct surveys; time of those who will present and train on use of tools	survey; review of NYTD and SAFE data	

				Annual Juvenile Judges Conference		-	
Develop Training or other information for juvenile judges on purpose and use of bench card;	CIP Permanency Subcommittee; DCFS Trainers and Out-of- home Program &	Produce Training Materials	Increase in the number of judges who feel there is a quality discussion of permanency and improved plans to support young people	Complete training materials by May 1, 2017 for judges	Staff time to develop and implement training; Costs of	Pre and post survey; review of NYTD and SAFE data	Ongoing
Develop and implement training for DCFS workers on purpose and use of field guide and consider any necessary revisions to DCFS policy; conduct follow up mentoring and	Practice Improvement Team; Juvenile judges serving on CIP Committee and Subcommittee		taking place during permanency and permanency review hearings;	and June 1, 2017 for DCFS; conduct trainings by region in summer,	printing and distributing training materials		
coaching of DCFS workers on use of field guide	Jubcommittee			2017; coaching and mentoring on ongoing basis			

Priority Area . CWA/Tribal Collaboration

Outcome.#3: Native American children, families and Tribes in Utah will be afforded the full protection and compliance of ICWA.

Need Driving Activities & Data Source: How do you know this is a need in your state? The CIP's 2013 ICWA Compliance Assessment recommended several areas to improve compliance and in December 2016 new ICWA Regulations will go into effect. Utah's child welfare system needs training and support in order to implement and comply with ICWA.

Theory of Change: Promote	e statewide ICWA co	mpliance through training, t	ools and collaboration.				
Activity or Project Description Specific actions or project that will be completed to produce specific outputs and demonstrate progress toward the outcome.	Collaborative Partners Responsible parties and partners involved in implementation of the activity.	Anticipated Outputs of Activity What the CIP intends to produce, provide or accomplish through the activity.	Goals of Activity (short and/or Long-term)  Where relevant and practical, provide specific, projected change in data the CIP intends to achieve. Goals should be measureable.  Progress toward Outcome	Timeframe Proposed completion date or, if appropriate, "ongoing".	Resources Needed Where relevant identify the resources needed to complete the activity.	Plans for Evaluating Activity Where relevant, how will you measure or monitor change?	Status of Project/ Activity  Completed, Ongoing, Abandoned
Project 3 – ICWA compliance	e will be accomplish	ned through: 1) Statewide ed	ducation of the Courts, Division of C	hild and Family S	ervices (DCFS), O	ffice of the Attorney	General
Child Protection Division (A.	AG), Office of the Gu	uardian ad Litem and CASA (	GAL) and Parental Defense Attorne	ys (PDA), and Tril	bes in Utah; 2) De	velopment of accura	ate and
relevant ICWA compliance tools; 3) Improved collaboration with the Tribes, and 4) Accurate data to assess ongoing efforts.							
Action Step 1 - Revise	CIP Committee,	Establish a work group	The ICWA Work Group meeting	January 2017	Time, interest,	An invitation is	Ongoing
ICWA Committee into	DCFS, Juvenile	and sub groups to guide	will:		and	sent out, and a	
ICWA Workgroup and	Courts, Tribes,	ICWA implementation	1) Learn about the		commitment	date and	
hold first meeting.	AAG, GAL, PDA,	and compliance.	CQI/CMP process		from partners.	location is set for	

relevant ICWA compliance tools; 3) Improved collaboration with the Tribes, and 4) Accurate data to assess ongoing efforts.						
Action Step 1 – Revise	CIP Committee,	Establish a work group	he ICWA Work Group meeting   January 2017   Time, interest,   An invita	tion is Ongoing		
ICWA Committee into	DCFS, Juvenile	and sub groups to guide	vill: and sent out,	, and a		
ICWA Workgroup and	Courts, Tribes,	ICWA implementation	1) Learn about the commitment date and	ı		
hold first meeting.	AAG, GAL, PDA,	and compliance.	CQI/CMP process from partners. location	is set for		
	Casey Family		2) Establish leadership the first	work		
Divide into	Programs, Utah		3) Establish a schedule for group me	eeting.		
subcommittees to	Division of		the year			
address parts of	Indian Affairs,		4) Establish sub-work First mee	eting is		
implementation plan.	Capacity Building		groups: Tools, Court held and	goals		
	Center for		Forms, Training, are			
	Courts		Data/Assessment. accompli	shed		
			and reco	rded in		
			minutes.			
Action Step 2 — Create	ICWA Work	Establish work plans that	Vork plans will be complete for May 2017 Time, interest Subcomm	nittees Ongoing.		
ICWA Implementation	Group and CIP	address assessment	he following subcommittees: and are form	ed and		
work plan for each sub	Coordinator	recommendations,	1) Tools (bench commitment have sele	ected		
work group.		provides a framework to	card/quick reference from partners. leadershi	p, will		
		move forward as well as	guide, statewide ICWA schedule			

		a way to assess change and progress.	guiue, Tribes and parents guide)  2) Court forms reviewed for ICWA compliance  3) Multi-agency Regional Training in each DCFS region  4) Data/assessment to track ICWA compliance.			meetings, develop timelines and measurable objectives, identify resources needed and will present plan to ICWA Work Group	
Action Step 3 – Assess the progress of each work group objectives.	ICWA Work Group and Subcommittees.	Review work to ensure time and resources are being utilized in the most effective manner.	Subcommittees will report progress or request additional resources and/or assistance during quarterly ICWA Work Group meeting.	Ongoing at meetings and in between.	Time to review work plans and progress according to CQI/CMP process.	Record progress in minutes during quarterly meetings.	Not yet started.

Outcome #4: Education outcomes for youth and children under the jurisdiction of Utah's Juvenile Court will improve through systematic monitoring of their educational progress.

Need Driving Activities & Data Source: How do you know this is a need in your state? Recent studies examining educational outcomes for youth in care and in custody in Utah demonstrate that in comparison to their peers who are not in custody, they experience higher mobility, lower attendance, lower grade point average, lower graduation rates, and lower standardized test scores. In 2014 Utah's Board of Juvenile Court Judges set a goal to improve educational outcomes for youth and children under the jurisdiction of Utah's Juvenile Court. As a result, the Court collaborated with the Utah Department of Human Services (DHS) and the Utah State Office of Education (USOE) to develop the Education Court Report (Report or "ECR"). The Report requires juvenile court probation officers, Division of Child and Family Services (DCFS) case workers and Division of Juvenile Justice Services case managers to complete and submit the report at review hearings. The Report was implemented in January 2015 and was revised in January 2016. CIP seeks to assess the quality of the Report to determine whether it is improving educational outcomes.

Activity or Project  Description  Specific actions or project that will be completed to produce specific outputs and demonstrate progress toward the outcome.	Collaborative Partners Responsible parties and partners involved in implementation of the activity.	Anticipated Outputs of Activity What the CIP intends to produce, provide or accomplish through the activity.	Goals of Activity (short and/or Long-term)  Where relevant and practical, provide specific, projected change in data the CIP intends to achieve. Goals should be measureable.  Progress toward Outcome	Timeframe Proposed completion date or, if appropriate, "ongoing".	Resources Needed Where relevant identify the resources needed to complete the activity.	Plans for Evaluating Activity Where relevant, how will you measure or monitor change?	Status of Project/ Activity  Completed, Ongoing, Abandoned
Project 4 – Assess the quali Action Step 1 – Collect Education Court Report samples.	Gabriella Archuleta (CIP Coordinator)	We will obtain and review a statewide sample of completed reports which have been filed with the juvenile court.	We will obtain sample of at least 24 completed reports that comprise at least three reports from each of the eight judicial districts that were submitted from January 2016 – November 2016.	November 2016	Time to pull the reports from CARE.	The reports pulled will be listed in an excel spreadsheet to ensure we have samples from each judicial district and participating agencies.	Ongoing
Action Step 2 - Review Education Court Report samples	Trina Valdez (State Education Liaison), Gabriella Archuleta and	A review of completed reports will allow us to understand how frequently they are being completed and	All reports will have been reviewed and the work group will meet to discuss the findings.	December 2016	Time to review the report, meet to discuss the findings, and	We will draft a summary of the initial review findings and share it with the	Not yet started.

						·	
7	JJS custody.		<b>y</b>			recommenda- tions will be created.	<b>"</b>
Action Step 5 – Present findings and preliminary recommendations to all stakeholder groups and seek further feedback.	ECR work group	All stakeholder groups will be informed of the findings and preliminary recommendations and will have an opportunity to provide further feedback.	All stakeholders will have been presented the findings and preliminary recommendations and have an opportunity to provide additional feedback at their respective meetings or conferences:  Judges: April 2017 Annual Juvenile Judges Conference in St. George UCCYIC: TBD CIP Committee: TBD DJJS: TBD Probation: TBD Schools: TBD Youth in Foster Care: TBD Youth in Custody: TBD	April – June -2017 Specific dates TBD.	Time and ability to travel to meetings and or conference to present findings and preliminary recommendations.	A summary will be written up and include additional discussion and feedback from stakeholder presentations.	Not yet started.
Action Step 6 – ECR work group will determine whether to continue, adapt or discontinue use of the Education Court Report	ECR work group	An informed decision will be made regarding use of the report as a tool to improve education outcomes of youth in care.	The ECR work group will meet to discuss and determine the next steps regarding the report.	July – August 2017	Time and commitment to meet.	The decision will be recorded in meeting minutes.	Not yet started.
Action Step 7 – ECR work group will implement their final recommendation regarding the Education Court Report and will develop a continuous quality improvement evaluation plan for 2018	ECR work group	The ECR work groups' decision will be implemented.	The ECR work group will establish measurable goals to ensure recommendation can be implemented.	August – December 2017	Time and commitment to meet. Resources to implement recommendation TBD.	The plan will be recorded in minutes. All stakeholder groups will be informed.	Not yet started.

#### Priority Area #5: Engagement

Outcome #5: Inform parties of the existence of the Parent Video to explain the child welfare court process and encourage early participation

Need Driving Activities & Data Source: How do you know this is a need in your state? The Parental Defense Alliance wanted to better inform parents involved in abuse, dependency and neglect proceedings about what to expect during the process as well as the statutory timelines. The CIP and the Parental Defense Alliance collaborated to produce a nine minute video explaining the child welfare process. The video is in English but has a Spanish-subtitled version. Additionally, four shorter videos were produced that address the following topics: kinship placement, mediation, parent time and collegiality among child welfare attorneys. The videos need to be distributed so parties and parents know about it and can utilize it.

Activity or Project Description Specific actions or project that will be completed to produce specific outputs and demonstrate progress toward the outcome.	Collaborative Partners Responsible parties and partners involved in implementation of the activity.	Anticipated Outputs of Activity What the CIP intends to produce, provide or accomplish through the activity.	Goals of Activity (short and/or Long-term)  Where relevant and practical, provide specific, projected change in data the CIP intends to achieve. Goals should be measureable.  Progress toward Outcome	Timeframe Proposed completion date or, if appropriate, "ongoing".	Resources Needed Where relevant identify the resources needed to complete the activity.	Plans for Evaluating Activity Where relevant, how will you measure or monitor change?	Status of Project/ Activity Completed, Ongoing, Abandoned
Project 5– Disseminate the	parent video.						
Action Step 1 – Reference all six videos on CIP, DCFS, and PDA websites. The six videos include: 9 minute English video, 9 minute Spanish subtitle video, 4 shorter FAQ videos on mediation, collegiality, kinship placement and parent time.	Gabriella Archuleta, Geoff Fattah (Court Communication Director)	Parties and the community will have an easy way to access the parent video.	A link to all six videos will be available on key partner websites.	November 2016	Time to place the videos on the court's YouTube site and submit the request to place it on CIP's website. Willingness of partners to post the video on their websites.	All six videos will be on the CIP's website. The videos will appear on DCFS and PDA's websites.	Ongoing.
Action Step 2 – Draft a media release for the parent video.	Gabriella Archuleta, Kirstin Norman (Director, Parent	A formal statement will be developed that informs the community, child welfare partners,	Geoff Fattah will send to Gabriella a guideline on what needs to be in the media release. Gabriella will reach out	December 2016	Time to draft and edit the release. Participation	The media release will be complete and sent to media	Ongoing

		· .					
	Defense Alliance of Utah), Geoff Fattah.	and parties.	to parents w. appeared in the video to ask if they are willing to be interviewed by the media about why they participated in the video (not about their case). Gabriella will obtain quotes from the parents. Gabriella will draft the media release. Geoff and Kirstin will review it. Geoff will share it with partner agencies' communication staff and with the media.		from at least one of the parents who appear in the video.	outlets and child welfare partners.	
Action Step 3 – Inform court personnel, including the juvenile Trial Court Executives (JTCEs), law librarians, Clerks of Court, etc. about the existence of the video and inquire as to viewing resources at each courthouse.	Gabriella Archuleta	Court personnel will be aware of the video and will be prepared at parents or parties request to view the video.	Gabriella will inform and inquire with the JTCEs, Clerks of Court and law librarians.	December 2016	Time on agendas and/or drafting email notifications. Time to meet with the law librarians.	All identified court personnel will be informed. We will understand at least one option for a parent to view the video at each courthouse.	Not yet started.
Action Step 4 – Inquire how to reference the video on shelter/pre-trial paperwork served on parents.	Judge Lund	Identify how to inform parents early on in their child welfare case about the video.	Judge Lund will contact the Utah Office of the Attorney General, Child Protection Division to find out who puts together the packet and how we can add information regarding the material.	December 2016	Time to inquire about the shelter packet and willingness of the party to include information about the video.	We will identify who and how the packet is sent to parents. We will have an answer as to whether we can include a reference to the video.	Not yet started.
Action Step 5 – Identify all forms that might include a link to the video	Judge Lund and Gabriella Archuleta	Further identify ways to continue to inform parents about the video throughout their child welfare proceeding.	Forms will be identified.	February 2017	Time to review the forms.	A list of forms will be created.	Not yet started.
Action Step 6- Identify	Judge Lund,	Parents are provided	At least two additional ways to	February	Time to	Two ideas will be	Not yet

additional creative ways to share the video with parents.	Gabriella Archuleta, Kirstin Norman	various ways and times to access the video.	disseminate the video will be identified.	2017	develop ideas.	listed.	started.
Action Step 7– Determine a way to track and analyze how often the video is viewed.	Geoff Fattah and Gabriella Archuleta.	The CIP knows the video is being utilized and can identify trends in higher or lower use.	A plan to track and analyze video views will be developed. At least 70 percent of parents involved in child welfare proceedings statewide are aware of the video.	February 2017	Time to develop the plan and analyze trends.	We will have a tracking and analytics plan and will create monthly reports.	Not yet started.

#### CERTIFICATION REGARDING LOBBYING

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

- (1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewat, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Statement for Loan Guarantees and Loan Insurance

The undersigned states, to the best of his or her knowledge and belief, that:

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL. "Disclosure of Lobbying Activities," in accordance with its instructions. Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

* APPLICANT'S ORGANIZATION  Utah Administrative Office of the Courts	
PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE  Prefix:   Wr.   *First Name:   Daniel   Middle Name:   J.    * Last Name:   Becker   Suffix:    * Title:   State Court Administrator	
* SIGNATURE: 11/23/2016	

#### DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C.1352

Approved by OMB 4040-0013

1. * Type of Federal Action:	2. * Status of Federal Action:	3. * Report Type:
a contract	a turi offer application	X a Instal Ming
fr grant	x to missel award	ti material change
r kooperature syreeriigh	c post award	For Material Change Only:
C laan		year quarte:
e kuan quarantee		
f Ican insurance		date of last report
4. Name and Address of Report	ing Entity:	
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' Suuni !	Street 1	
	Code (	

6. Federal Department/Agency:	7. ' Federal Program Name/Description:
	+ Title Martin Constitution
8. Federal Action Number, if known	9. Award Amount, if known
	s
10, a. Name and Address of Lobbying Registrant:	1
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Same desired in the control of the c	10/12
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b. Individual Performing Services perhater address a statement from	
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#### Certifications and Signature

The undersigned is authorized by the applicant. Utah State Courts, to submit this Court Improvement Program grant application and by his signature below attests to the applicant's intent to comply with each of the following certifications:

- Certification Regarding Drug-Free Work Place:
- Debarment Certification; and
- Certification Regarding Environmental Tobacco Smoke

Applicant further submits the attached and fully executed Anti-Lobbying Certification and Disclosure Form pursuant to 45 CFR. Part 93.100 and a form SF-LLL disclosure of lobbying payments which indicates that no lobbying payments are provided or received.

State Court Administrator

Dated: November 22, 2016

# TAB 11



To: Judicial Council Management Committee

From: Courts Facility Planning Committee

Date: 11/30/2016

Re: High Cost Lease Authorization Request

In accordance with 63A-5-304 and 63A-5-301 of Utah Code, we are presenting this "High Cost Lease" to the Judicial Council for approval.

This lease is covered by this section of code because it is meets the definition of a "High Cost Lease." Its term is longer than ten years and has a total payment greater than \$5,000,000. In accordance with the code, this lease requires Judicial Council approval before the lease is executed. I have included, for your review, the analysis sheet that I will present to the Director of the Division of Facilities and Management and the Legislative Fiscal Analyst.

I have attached a copy of the Lease Analysis, Analysis of Proposed High Cost Lease, and the DF9 (lease summary sheet).

Thank you for your consideration.

## DATE December 1, 2016 LEASE ANALYSIS NEW \_\_\_X \_\_\_\_ CONTRACT NO. \_\_\_\_\_

Property Address: <u>Price, Utah</u>	
Square Footage: 32,000	Number Of FTE: 20
Department: Office of the Court Administrator	Agency: Courts Administration
Contact Person: Alyn Lunceford	Phone: 578-3881
Facility Review	
Does Facility Meet Needs Of Agency In:	
Location	Yes X No
Square Footage	Yes X No
Parking	Yes X No
Expansion Space	Yes X No
Functionality	Yes_X_ No
ADAAG Compliance	Yes <u>X</u> No
Services:	NNN Full ServiceX
Lease Language Review Is Language in Lease Consistent with DFCM Standard Does Lease Contain ADAAG Language? Does Lease Provide Required Flexibility? Does Lease Protect State from Liability? Lease Cost Review	yes <u>X</u> No Yes <u>X</u> No Yes <u>X</u> No Yes <u>X</u> No
Annual Base Lease Rate for the initial 5-Year Term:	_\$26.38 psf
Below Market Market_X_ Above	
Annual Base Lease Rate for each of the 5 year renewal Below Market X Market Above	
Operating and Maintenance Rate for First year (this is revi- Below Market X Market Above	
Market Review Determined By:  DFCM Data Base_X_ Local Realtor Appraise Comparable:NO COMPARABLE SPACE I	er Publications <u>X</u> Other <u>X</u> N THE AREA
Comparable. No Commandable of ACL 1	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1
Options:	
Space Available? Leasing No Planning No	Facilities Mgmt <u>No</u>
Can Agency Be Combined With Available Space?	Yes No <u>X</u>
Would combining Programs Create Conflict Of Interes	st between Agencies? Yes_X_ No

#### ANALYSIS OF PROPOSED HIGH-COST LEASE

Contract #

Agency:

Office of Court Administrator

Location: Lessor:

Price, Utah Carbon County

Amount of Space:

32,000 Square Feet

Lease Rate:

\$26.38 per square foot per year; \$844,153.86 annual

Additional Rentals:

Operation and Maintenance

Effective Lease Rate:

\$30.38 per square foot per year;

Services Included:

All

Lease Term:

25 Years with annual adjustment for O & M costs

Starting rate is \$ 4.00 per square foot;

#### DFCM RECOMMENDATION:

The Division of Facilities Construction and Management (DFCM) recommends that the proposed lease be approved.

#### **ANALYSIS:**

#### Meeting Agency Needs

This facility will house all Judicial services required by Carbon County for the next 25 years and is the most cost-effective method for the State to provide those services. The base rental rate of \$26.38 per square foot will remain the same for the first Twelve years, then drop to \$25.75 for the next ten and years and finally reducing to \$10.00 for the last two years. O & M is charged at cost basis that will be evaluated every five years.

#### OTHER OPTIONS FOR HOUSING COURTS:

State Court requires very specialized space, it is not possible to meet the space and security requirements of the Courts in a standard office building facility without substantial and costly renovations to a building. At the current time this is the only option available to Courts in this area. A review of other space in Carbon County did not identify any state-owned buildings that could be used for this purpose. A privately leased facility could be done on a build-to-suit basis, however this would result in higher lease costs over the life of the lease and lower quality of service to the community.

#### SIGNIFICANT LEASE TERMS:

The Significant Lease Terms as defined in Subsection 63A-5-301(6) are; the probable 20 year term of the lease at a fixed rate and the option to purchase or expand the facility as need require and funding can be made available.

#### STATE OF UTAH LEASE OBLIGATION RECORD DF-9

Risk Mana	gement No.			Contract N				
Date Prepa		12/09/16	12/09/16 <b>Amendment No.</b>					
Agency		Courts		Replaces C	Contract No.		New	
Departmen	nt	AOC	İ	Division		7th	District / Juvenile	
Agency Co		A LUNCEFORD		Phone				801 578-3881
Address		450 South State SLC		Mobil Pho	ne			801 949-9773
Property A	Address	120 East Main Street						
City		Price		County				Carbon
Type of Sp	ace	Court / Office		No. of FTE			20	
Parking Sp		75		Changed F				18,279.00
Square Fe	et	32,000		Changed F			\$10.17	
Cost Per S	q. Ft.	\$26.38		% Increase	e/Decrease		159.39%	
Annual Re	ental	\$844,153.86		Rate Chan			\$16.21	
Commence	ement Date	06/01/18		Federal I.I	). No.			
Amendme	nt Date			Vendor No				55581C
Expiration		06/30/43		Commodit				
	Compliance	Yes		Utilities In	cluded			YES
Lessor		Carbon County	Ī	Phone			1-	435-636-3224
Contact		Seth Overson	4	Fax				
Address		751 E 100 N	4	Email	seth.	oveson	@са	rbon.utah.gov
City / State	e	Price, Utah	1	Frequency			Semi-Annual	
Zip Code		84501	1	Periodic P			\$486,076.93	
FY		Rent	T	0&!	M	\$ 4.50		Total
17-18			\$		<u> </u>			\$0.00
18-19		\$ 844,153.86	\$		128,000.00			\$972,153.86
19-20		\$ 844,153.86	\$		128,000.00			\$972,153.86
20-21		\$ 844,153.86	\$		128,000.00			\$972,153.86
21-22		\$ 844,153.86	\$		128,000.00		<u> </u>	\$972,153.86
22-23		\$ 844,153.86	\$		128,000.00			\$972,153.86
23-24		\$ 844,153.86	\$		128,000.00		ļ	\$972,153.86
24-25		\$ 844,153.86	\$		128,000.00		ļ	\$972,153.86
25-26		\$ 844,153.86	\$		128,000.00			\$972.153.86
26-27		\$ 844,153.86	\$		128,000.00		-	\$972,153.86 \$972,153.86
27-28	-,	\$ 844,153.86 \$ 844,153.86			128,000.00		<del> </del>	\$972,153.86
28-29 29-30		\$ 844,153.86	\$		128,000.00			\$972,153.86
30-31		\$ 823,952.80	\$		128,000.00		ļ	\$951,952.80
31-32		\$ 823,952.80	\$		128,000.00			\$951,952.80
32-33		\$ 823,952.80	\$		128,000.00			\$951,952.80
33-34		\$ 823,952.80	\$		128.000.00			\$951,952.80
34-35		\$ 823,952.80	\$		128,000.00			\$951,952.80
35-36		\$ 823,952.80	\$		128.000.00			\$951,952.80
36-37		\$ 823,952.80	\$		128,000.00		<u> </u>	\$951,952.80
37-38		\$ 823,952.80	\$		128,000.00			\$951,952.80
38-39		\$ 823,952.80	\$		128,000.00		<del> </del>	\$951,952.80 \$951,952.80
39-40		\$ 823,952.80 \$ 489.476.40	\$		128,000.00			\$617,476.40
40-41		\$ 489,476.40 \$ 155,000.00	\$		128,000.00		_	\$283,000.00
41-42		\$ 133,000.00	\$		128.000.00			\$205,500.00
42-43		77,500.00	۳					
Total	\$0.00	\$ 19,091,350.70	\$		3,200,000.00		\$	21,802,850.70

B.	OTHER LEASE INFORMATION (Cont)	
4	Contingencies that may change Rental Payments:	Addition of space
5	Terms of Renewal Options or Escalation Clauses:	
6	Restrictions Imposed	none
7	Other Features:	none
8	Does ownership transfer to the State when lease terminates?	Yes
9	What is the estimated useful life of the leased assets?	50 years
10	Does the lease contain a purchase option?	No
	If yes,	
	What is the date that the option may be exercised?	
	What is the amount of the purchase option?	
	Is the option to purchase considered a "Bargain" purchase?	
11	What is the Fair Value of the asset at the inception of the lease?	
	(What would it have cost if you had purchased the asset instead of leased it?)	\$ 14,400,000.00
12	What is the Imputed Interest Rate in the lease payment (if known)?	Unknown
13	Are there any subleases?	No
	If Yes,	
	What is the sublease period?	
	What is the total sublease amount?	
	Who is the sub lessee?	
14	Can the lease be canceled by either lessor or lessee for a reason	
	other than non-appropriation or legislative act?	Yes
15	For Enterprise and Internal Services Funds only:	
	Is the asset depreciated on your records?	
	If yes, what method is used?	

DIVISION OF FINANCE USE ONLY	
Ownership transfers to Lessee?	
Bargain Purchase?	
Lease is 75% or more of the economic life of the asset?	
Imputed Interest rate:	
Present value of future minimum lease payments	
Present value of future minimum lease payments is 90% of the	
fair value?	
Capital Lease	
Operating Lease	
Not Disclosable	

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LEASE RENEWAL ANALYSIS							
Contract Number	\$0.00	Date				2/09/16	
Amendment Number	0	District			7th District / Juvenil		
Agency	Courts	Agency Contact		A	LUNC		
Department	AOC	Phone				8-3881	
County	Carbon	Mobil Phone			801-94	9-9773	
City	Price	Email			@utcou		
Number of FTE	20	ADDAG Compliance	Yes _X_ No_			No	
FACILITY REVIEW							
Location:	120 East Main Street	Price					
Facility still meets needs of the a		11100	YES		NO		
	gency as concerns.	32,000					
Square feet:		32,000	YES		NO		
Adequate			YES		NO		
Increase			YES		NO		
Decrease			YES		NO	<del> </del>	
Expansion Available			YES		NO	<b></b>	
ADAAG Compliance			YES		NO	<b></b>	
Function			YES		NO		
LEASE COST REVIEW					1	<u> </u>	
Current Lease Rate Per SF (Annu	ual)	\$26.38					
Below Market							
At Market							
Above Market							
Market Review Determined by	<b>7:</b>						
DFCM Data Base	<u> </u>				1		
Local Real Estate Professional					<b></b>		
Appraiser							
Publications					<del> </del>		
Other (ACTUAL COS			X		<u> </u>	<b></b>	
Comparables:	31)				<del> </del>		
LEASE LANGUAGE REVIEW  Is Language in Lease consistent of the control of the cont	with DECM standards		YES	X	NO	Γ	
Lease contains ADAAG languag			YES	X	NO		
			YES	$\frac{X}{X}$	NO		
Lanca provides required flevibility				$\frac{\lambda}{X}$	NO	<u> </u>	
Lease provides required flexibility			VEC		NO	1	
Lease provides required flexibilit Lease Protects State from liabilit			YES	71			
Lease Protects State from liabilit			YES		<del></del>		
Lease Protects State from liabilit	ý.		YES YES	X	NO		
Lease Protects State from liabilit	y. se terms.				NO NO	X	
Lease Protects State from liabilit  LEASE HISTORY  Lessor is in compliance with Lea  Lessor is historically non-compli	y. se terms.		YES			X	
Lease Protects State from liabilit  LEASE HISTORY  Lessor is in compliance with Lea  Lessor is historically non-compli	y. se terms.		YES			X	
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# **TAB 12**

#### Administrative Office of the Courts

Chief Justice Matthew B. Durrant Utah Supreme Court Chair, Utah Judicial Council Daniel J. Becker
State Court Administrator
Raymond H. Wahl
Deputy Court Administrator

#### MEMORANDUM

To:

Management Committee

From:

Brent Johnson, General Counsel

Re:

Ethics Advisory Committee

Date:

November 29, 2016

Judge Sam McVey's term on the Ethics Advisory Committee recently expired. Judge McVey is eligible for another term, but he has stated that he will be retiring in a year and it would be best to fill his position with a long-term judge. The Board of District Court Judges solicited applications for the position and the Board reviewed the applications and submitted the following names for consideration:

Judge James Brady Judge James Gardner Judge Laura Scott Judge James Taylor

The vacant position is to be filled by a judge from the Second, Third or Fourth Districts. Two of the above judges are from the Third District and two of the judges are from the Fourth District. In the past, the Committee has tried to rotate the position among the different districts. Because Judge McVey is from the Fourth District, that would mean one of the judges from the Third District, either Judge Gardner or Judge Scott, would be the top candidates. I talked to the Chair of the committee, Judge Michele Christiansen, and she recommends that Judge Scott be appointed. I have not worked with either of the judges enough to have a recommendation. According to the records held by our department, neither judge currently serves on a court committee, although I know Judge Scott regularly attends the Judicial Outreach Committee meetings and provides reports on the divorce education for children program.

The mission of the Utah judiciary is to provide the people an open, fair, efficient, and independent system for the advancement of justice under the law.

### Attorney

Telephone Survey Report

October 2016

Prepared for

# Utah Judicial Performance Evaluation Commission



Lighthouse Research & Development, Inc.

www.go-lighthouse.com 801.446.4000

## Attorney Telephone Survey Report

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#### Introduction

Lighthouse Research & Development, Inc. was contracted by the Utah Judicial Performance Evaluation Commission to conduct a telephone survey with Utah attorneys who were asked to evaluate one or multiple judges in 2015 regarding their awareness and perceptions of the judge evaluations.

#### **Project Objectives**

Specific objectives for each section of the report are outlined below.

- Determine if respondents received emails in summer 2015 asking them to evaluate one or multiple judges
- Discover how many judge evaluations respondents completed at the time
  - O Discover respondents' reasons for <u>not completing any evaluations</u> and identify what might motivate them to complete judge evaluations
  - Discover respondents' reasons for not <u>completing some evaluations</u> and identify the motivating factors for completing those evaluations
  - Discover respondents' motivations for <u>completing all of the evaluations</u> and identify any barriers or reasons why they might not complete evaluations
  - o For those unsure if they completed evaluations, identify barriers they might not complete evaluations and discover potential motivations to complete the evaluations
- Determine whether respondents agree or disagree with the following statement:
  - I do not want to evaluate some judges because I feel my personal responses are NOT kept confidential or anonymous
  - I tend to ONLY evaluate the judges who are either really bad or really good, but NOT those who are just average
  - I find it difficult to evaluate some judges because it has been too long since I interacted with them
  - It is just hard to find the time to evaluate the judges
  - The evaluation survey for each judge is too long
  - o I would be more likely to complete the evaluations if the surveys were available in the fall instead of the summer
  - o I don't complete some evaluation surveys because I feel it would not make a difference
  - I would be more likely to complete evaluation surveys if I knew more about how they were used
- Identify the courts respondents are involved in:
  - District court
  - Justice court
  - o Juvenile court
- Discover if the level of court makes a difference in whether or not respondents decide to evaluate a judge
  - o If so, identify the courts in which respondents are most likely to evaluate a judge
- Determine if respondents feel an obligation to evaluate judges
- Discover the areas in which JPEC can improve the process of evaluating judges and/or encourage more participation in evaluation surveys

#### **Project Overview**

The research project consisted of a telephone survey to gather information from Utah attorneys. The scope of work for the research project included the following:

- Project consultation with JPEC personnel
- Programming of the telephone survey instrument
- Completion of at least 60 interviews; a total of 62 interviews were conducted
- Analysis of the data, including: percentages of results, cross-tabulations, and coding of openended responses
- A written report describing the results of the survey including research methodology, an executive summary, and a detailed description of the results

#### Research Methodology

The research methods used to complete the project are outlined in detail below.

#### **Sampling Procedures**

A sample of Utah attorneys who were asked to evaluate one or multiple judges in 2015 was provided by JPEC and used for data collection. Prior to data collection, the sample was randomized using the WinCati program.

#### Pretest of the Questionnaire

A pretest of 11 interviews was conducted on October 10, 2016, to determine the need for any modifications to the survey questions or procedures. Following the pretest, adjustments to the survey were made in consultation with the Utah Judicial Performance Evaluation Commission.

#### **Data Collection**

Lighthouse Research completed a total of 62 telephone interviews, for a confidence level of 95%, with a  $\pm 12.26\%$  margin of error.

All data collection was conducted by an experienced team of telephone interviewers at the Lighthouse Research interviewing facility located in Riverton, Utah. All field staff members were thoroughly briefed and trained on the survey before proceeding with data collection. Calling hours for the survey were between 9:00 a.m. and 5:00 p.m. on weekdays.

The survey was programmed in a Computer-Assisted Telephone Interviewing (CATI) format. Using the CATI system, survey responses were directly entered into the database by the interviewer as the interview was in progress. Interviews were automatically given a numeric code upon entry into the system to assist in the data analysis. All data collection for this survey was completed between October 10, 2016 and October 28, 2016.

#### **Data Analysis**

The data analysis provides the following statistics upon which the written interpretative report is based:

- The frequency and valid percent of responses to each of the survey questions
- Responses to open-ended questions, coded for all occurrences of five or more mentions
- Cross-tabular analysis to compare the significant differences in responding among various demographic groups

#### **Organization of the Report**

The remainder of the report is organized under the following areas:

- Executive Summary
- Detailed Results
- Appendices

The Executive Summary provides an overview of the key findings of the survey results as well as conclusions and recommendations.

The Detailed Results section includes charts and a written description of the results for that topic. The Detailed Results section also includes average means and medians that exclude those respondents who selected "don't know" and "wouldn't say."

The Appendices section of the report provides a copy of the survey questionnaire with frequencies of responses, and complete lists of all verbatim responses collected during the survey. The responses given by respondents who were placed in the "other" category when the response did not fit any of the options for that question are also reported in the Appendices.

The following report represents the deliverable for this contract and is presented respectfully to the project sponsors.

#### **Executive Summary**

The following information summarizes the key findings from the survey results.

#### **General Evaluation Information**

- Only 47% of attorneys recall receiving emails in the summer of 2015 asking them to evaluate one or multiple judges.
- It is interesting that the perceptions of respondents differed quite a bit with respect to the number of completed judge evaluations. Only 19 of the 62 respondents were correct in whether they completed none, some, or all of the evaluations.
  - o While all of the attorneys surveyed were listed as having completed only some or none of the judge evaluations, 19 respondents (31%) said they completed all of the evaluations.
  - o Another 12 respondents (19%) said they completed some of the evaluations, when in reality they didn't complete a single evaluation.
  - O Another 3 respondents said they completed none of the evaluations, when in reality they completed some of the evaluations sent to them.

#### **Barriers Preventing Completion of the Evaluations**

- **Time Constraints:** Whether it was a potential barrier or an actual barrier, respondents most frequently mentioned "time constraints" as a reason for not completing the judge evaluations (28 respondents 48%).
  - "I got busy. I specifically remember starting one and not finishing it."
  - o "Time it takes a lot of time to fill it out."
  - o "If I didn't have time in the day to fill out the survey, then I probably wouldn't do it."
- Lack of Familiarity: The only other major barrier or reason for not completing the evaluations was the "lack of familiarity" with the judges (23 respondents 40%). It is interesting that in some cases respondents said they did not evaluate a judge because they never appeared before that judge.
  - o "I didn't feel qualified to make recommendations on some judges that I was asked to evaluate because I haven't appeared in front of them enough."
  - "Not having enough familiarity. I primarily practice in federal court out of state. I may have shown up on their docket because I did one case filling in for someone in my office at one time, but that's not a very big survey sample. I remember there was one judge in particular I had a trial in front of a few months before, and that seemed reasonable to fill out."
  - "There were some judges I didn't have experience with. I don't remember how the options went, but I just said I didn't have experience with the judges."
- Evaluation Process: There were also 4 respondents (7%) who brought up questions about the evaluation process, but this didn't seem to be a major barrier.
- Another 6 respondents (10%) basically said there is no reason for them not filling out the
  evaluations; however, most of those respondents thought they had completed all their
  evaluations in 2015.

#### **Motivations to Complete the Evaluations**

- **Helpful Feedback**: Whether it was a potential motivation or an actual motivation, respondents most frequently mentioned the desire to "give helpful or useful feedback" as the main motivation for completing the judge evaluations (31 respondents 53%). There were, however, some slight differences among attorneys with respect to how that feedback would be useful.
  - o "If I felt that it would change the way judges handle cases then maybe I would take the time."
  - o "I know that for me any kind of feedback from my performance is helpful, and for judges I feel the same. I feel most judges are sincere and want to get things right, so if there was anything I see in how they could be better that'd be great for them and for the courts to know."
  - o "I want to give accurate information about those judges for the public because the general public doesn't really know anything about those judges."
  - o "To demonstrate to those that actually read the surveys so that they could know what the judges are doing from the people who are actually in front of the judges."
- Good or Bad Judges: Another 10 respondents (17%) said they would be motivated to evaluate judges if they felt strongly about a judge's performance, positively or negatively. Some respondents, however, said they would only evaluate judges that did a really good job. Others only would evaluate those who were terrible.
  - o "I guess if it was a really good judge and I wanted to let the committee know. I won't put a judge down, though. If I don't like something I'm not going to take it out on judge."
  - "The main motivation would be either exemplary service or poor performance of a judge. Average service from a judge would give me no motivation to do the survey."
  - "If I had a complaint I'd definitely complete one."

#### Obligation:

- Unaided: 7 respondents (12%) said they felt an obligation or responsibility to complete the evaluations. Simply being asked to complete the evaluations motivated some to do so.
  - "My only motivation was that I was asked to do it. I wouldn't have done it otherwise."
  - "I felt it an obligation. It's part of our duty."
- O Aided: When asked later on in the survey, 55 respondents (89%) said they feel an obligation or responsibility to evaluate the judges.
- **Familiarity with Judge:** 6 respondents (10%) said their motivation to complete evaluations was based on being familiar with the judge.
  - o "Whether or not I had enough information to make a reasonable appraisal of the judge and do the survey accurately."

#### **Evaluation Statements**

Respondents were read various statements regarding why they may or may not complete the evaluation surveys. The results from these questions further emphasized some of the key barriers or motivations previously mentioned.

#### Main Issues

- o Familiarity with the judges, or rather remembering their interaction with the judges, came up again as a major barrier.
- o Likewise, attorneys struggle to find the time to complete the evaluations.
- Most respondents wanted to know more about how the evaluations were used. This is a
  possible motivator for them to find the time to take the surveys because they have a
  better understanding of how the results are used.
  - Over a third of respondents felt the surveys don't make a difference.

#### Secondary Issues

- Over one-quarter of respondents felt the survey is too long.
- O Just under one-quarter of respondents tend to only evaluate good and bad judges, but not those who are average.

#### Non-Issues

- O Very few respondents felt confidentiality was an issue.
- o Fall availability didn't really seem to sway many respondents as a motivating factor.
- Only 10% of respondents felt the level of court makes a difference as to whether or not they evaluate a judge.

Key Issues	Statement ·	Disagree	Agree
	Confidentiality: I do not want to evaluate some judges because I feel my personal responses are NOT kept confidential or anonymous.	77%	16%
	<b>Good or Bad Judges:</b> I tend to ONLY evaluate the judges who are either really bad or really good, but NOT those who are just average.	73%	23%
Х	<b>Too Long Since Interaction:</b> I find it difficult to evaluate some judges because it has been too long since I interacted with them.	32%	66%
Х	Time: It is just hard to find the time to evaluate the judges.	44%	56%
	Too Long of Survey: The evaluation survey for each judge is too long.	58%	27%
	Fall Availability: I would be more likely to complete the evaluations if the surveys were available in the fall instead of the summer.	75%	13%
	Makes No Difference: I don't complete some evaluation surveys because I feel it would not make a difference.	58%	36%
Х	<b>How Surveys Are Used:</b> I would be more likely to complete evaluation surveys if I knew more about how they were used.	26%	71%