

# JUDICIAL COUNCIL MEETING

## Minutes

October 27, 2025

Hybrid Meeting (in person and Webex)

**Matheson Courthouse – Council Room**

450 S. State Street Salt Lake City, Utah 84111

*Chief Justice Matthew B. Durrant, Presiding*

### **Members:**

Chief Justice Matthew B. Durrant,  
Chair  
Hon. David Mortensen, Vice Chair  
Hon. Suchada Bazzelle  
Hon. Jon Carpenter  
Hon. Samuel Chiara  
Hon. Rita Cornish  
Hon. Susan Eisenman  
Hon. Michael Leavitt  
Hon. James Gardner  
Hon. Brendan McCullagh  
Hon. Amber Mettler  
Justice Paige Petersen  
Hon. Chris Bown  
Hon. Christine Johnson

### **AOC Staff:**

Ron Gordon  
Neira Siaperas  
Michael Drechsel  
Keisa Williams  
Nick Stiles  
Shane Bahr  
James Peters  
Brody Arishita  
Daniel Meza Rincon

### **Excused:**

Hon. Michael DiReda  
Hon. Angela Fannesbeck  
Kristin K. Woods

### **Presenters:**

Cris Seabury  
Jon Puente  
Keri Sargent  
Karl Sweeney  
Alisha Johnson  
Wayne Kidd  
Mary-Margaret Pingree  
Mary Noonan  
Jace Kinder  
Taz Hatch  
Stacey Snyder  
Jason Richards

### **Guests:**

Hon. Thomas Low  
Hon. Brian Brower

## **1. WELCOME AND THE APPROVAL OF MINUTES (Chief Justice Matthew B. Durrant)**

Chief Justice Durrant welcomed everyone to the meeting and called for any questions or corrections to the September 9, 2025 meeting minutes. None were raised.

**Motion:** Judge Amber Mettler moved to approve the September 9, 2025 meeting minutes. Judge Rita Cornish seconded the motion, which passed unanimously.

## **2. COUNCIL MEMBERS SERVICE RECOGNITION (Chief Justice Matthew B. Durrant)**

Chief Justice Durrant presented service recognition plaques to Judge Thomas Low and Judge Brian Brower in appreciation of their service on the Judicial Council. The Chief Justice and Council members expressed their gratitude for the judges' dedication and commitment throughout their terms.

## **3. OATH OF OFFICE FOR NEW COUNCIL MEMBERS (Chief Justice Matthew B. Durrant)**

Chief Justice Durrant administered the Oath of Office to new Council members, Judge Chris Bown and Judge Christine Johnson, and welcomed them to the Judicial Council.

#### **4. CHAIR'S REPORT (Chief Justice Matthew B. Durrant)**

Chief Justice Durrant reported that meetings between legislators and judges have taken place in half of the judicial districts. He noted that the meetings have been productive and have created valuable opportunities for dialogue and relationship-building between the Judiciary and the Legislature.

#### **5. STATE COURT ADMINISTRATOR REPORT (Ron Gordon)**

Ron Gordon introduced Daniel Meza Rincon as the new Juvenile Court Administrator. He previously served as Deputy Juvenile Court Administrator and brings many years of experience, deep expertise in juvenile court operations, and a strong reputation as an effective and respected leader.

Mr. Gordon reported that the Judiciary's accountable budget review process is nearly complete, noting that most recommendations are procedural. He expressed confidence in the process and the strong collaboration with legislative staff.

Mr. Gordon briefed the legislative Criminal Justice subcommittee on initiatives to improve training for judicial assistants and court interpreters. The Judiciary continues to partner with higher education leaders, including Dean Elizabeth Kronk Warner of the S.J. Quinney College of Law, to explore ways to align judicial assistant training with legal studies programs. After finalizing core competencies and differentiating classroom learning from on-the-job training, the Judiciary plans to work with Commissioner of Higher Education Geoff Landward to develop certificate-based training pathways that do not require a bachelor's degree.

In partnership with Utah State University, the Judiciary is funding two 50-person cohorts for legal interpreter training program designed to prepare participants for certification exams, with the potential to evolve into a formal certification pathway.

Mr. Gordon also reported that members of the Governor's Office of Planning and Budget toured the Farmington Courthouse to review space and security needs. The Judiciary is pursuing a renovation and expansion plan estimated at just under \$100 million, with alternatives including a new facility at \$160 million or a joint project with the county that could reduce costs through shared funding and surface parking options.

He concluded by thanking everyone involved in the ongoing district meetings between judges and legislators, emphasizing their value in fostering open communication and collaboration. Mr. Gordon expressed appreciation for the Chief Justice's leadership and the participation of all those who contributed to these efforts.

#### **6. COMMITTEE REPORTS:**

**Management Committee:** Nothing to report.

**Budget & Fiscal Management Committee:** The work of the committee will be discussed later in the meeting.

**Liaison Committee:** Nothing to report.

**Policy, Planning, and Technology Committee:** Judge Gardner noted that several rules are scheduled for discussion later in the meeting. The committee has been developing Rule 4-102, which establishes baseline

standards for case assignment and reassignment. The proposed rule creates a uniform foundation for initial case assignments while allowing individual judicial districts to adopt tailored local rules. The committee expects to present the draft for formal discussion and Council consideration at the next meeting.

**Bar Commission:** The representative was not present.

## 7. BUDGET AND GRANTS (Karl Sweeney, Alisha Johnson):

Alisha Johnson presented the financial reports.

### FY 2025 Ongoing Turnover Savings (as of 7/30/2025 – updated 9/30/2025)

#		Prior Month Forecast	Actual	Forecasted	Change in Forecast
		Amount @ YE	Amount YTD	Amount @ YE	Amount @ YE
	Net Carried over Ongoing Savings (finalized from FY 2024)	140,594	140,594	140,594	-
	Ongoing Turnover Savings FY 2025 (actual year-to-date, Salary Differential only)	903,348	903,348	903,348	-
1	Ongoing Turnover Savings FY 2025 (forecast \$65,000 / month x 0 month, Salary Differential only)	-	-	-	-
	<b>TOTAL SALARY RELATED ONGOING SAVINGS</b>	<b>1,043,942</b>	<b>1,043,942</b>	<b>1,043,942</b>	<b>-</b>
	Benefit Differential Savings FY 2025 (will be recognized in this row starting in Q4)	171,366	201,340	201,340	29,973
	<b>TOTAL SAVINGS</b>	<b>1,215,309</b>	<b>1,245,282</b>	<b>1,245,282</b>	<b>29,973</b>
2	2025 Annual Authorized Hot Spot Raises	(200,000)	(200,000)	(200,000)	-
	<b>TOTAL USES</b>	<b>(200,000)</b>	<b>(200,000)</b>	<b>(200,000)</b>	<b>-</b>
	<b>Total Actual/Forecasted Unencumbered Turnover Savings for FY 2025</b>	<b>959,061</b>	<b>1,045,282</b>	<b>1,045,282</b>	<b>86,221</b>

### FY 2026 Carryforward and Ongoing Requests

FY 2026 Carryforward and Ongoing Requests - Period 13, FY 2025					
Funding Sources				9/30/2025	
				One Time	Ongoing
Ongoing Turnover Savings carried over from FY 2024					\$ 140,594
Forecasted YE Ongoing Turnover Savings from FY 2025					\$ 1,104,688
Subtotal					\$ 1,245,282
Unobligated Fiscal Note Funds - District Court (net)				\$ (10,500)	\$ 20,800
Unobligated Fiscal Note Funds - Juvenile Court				\$ (5,200)	\$ 15,700
Unobligated Fiscal Note Funds - Admin				\$ -	\$ -
Additional Legislative Appropriation				\$ -	\$ 1,000,000
Wellness Council Portion of Carryforward					
Expected Carryforward Amount from Fiscal Year 2025				\$ 3,700,000	\$ -
Total Available Funding				\$ 3,684,300	\$ 2,281,782
Less: Judicial Council Delegated to State Court Administrator for Discretionary Use					\$ (200,000)
Less: Director of Finance and State Court Admin. Reserves to meet Investing in our People Commitments				\$ (100,000)	\$ (100,000)
Net Ongoing TOS Available for Use				\$ 3,584,300	\$ 1,981,782
Ongoing Requests					
Recommend Approve and Fund Immediately					
		Presented		Judicial Council Approved	
		One Time	Ongoing	One Time	Ongoing
1	Investing in Our People - Ron Gordon and Neira Slaperas		\$ 1,745,900		\$ 1,745,900
2	Additional Training Coordinator - 3rd District - Mark Paradise - Fund now		\$ 97,300		\$ 97,300
Subtotal to Approve and Fund Immediately		\$ -	\$ 1,843,200	\$ -	\$ 1,843,200
Balance Remaining After Judicial Council Approvals					\$ 138,582
Balance Remaining Inclusive of "Presented"			\$ 138,582.18		
Recommend Approve and Defer Funding					
(hold until Ongoing Funding net of Commitments / Reserves Exceeds Requested Amounts)					
3	8th District Probation Training Coordinator - Russ Pearson		\$ 52,500		
4	ICI Expenses - Sonia Sweeney		\$ 7,000		
Subtotal to Defer Funding until FY 2026		\$ -	\$ 59,500		

### Carryforward One Time Requests

		Presented		Judicial Council Approved	
		One Time	Ongoing	One Time	Ongoing
1	Investing in Our People - Ron Gordon and Neira Siaperas	\$ 1,334,600		\$ 1,334,600	
2*	Courts Eco Pass Program - Karl Sweeney	\$ 60,000		\$ 60,000	
3*	Education Assistance Program - Kelly Moreira	\$ 85,000		\$ 85,000	
4*	HR Applicant Tracking - Jeremy Marsh	\$ 20,900		\$ 20,900	
5*	IT Stipend for Technology Subject Matter Experts - Todd Eaton and Taz Hatch	\$ 65,000		\$ 65,000	
6*	IT Replacement Inventory - Todd Eaton	\$ 200,000		\$ 200,000	
7*	Network / System Maintenance - Staff Augmentation - Todd Eaton and Chris Talbot	\$ 150,000		\$ 150,000	
8*	IT Webex Virtual Hearing Improvement Project - Brody Arishita	\$ 150,000		\$ 150,000	
9*	Retention of Contract Developers - Brody Arishita	\$ 682,000		\$ 682,000	
10*	Base Employee Incentive Awards - Bart Olsen, Erin Rhead, and Alisha Johnson	\$ 280,000		\$ 280,000	
11*	Wellness Program - Tava - Neira Seripas	\$ 103,100		\$ 103,100	
12*	FY 26 Q1/Q2 (paid in 12/2025) Performance Bonus - Bart Olsen and Karl Sweeney	\$ 400,000		\$ 400,000	
13*	Utah Code Purchase - Kaden Taylor	\$ 35,000		\$ 35,000	
X	ICI Expenses - Sonia Sweeney (See ongoing Approve and Defer above)	\$ 7,000		\$ 7,000	
14*	Annual All Rise Outreach - Jonathan Puente	\$ 11,000		\$ 11,000	
<b>Subtotal</b>		<b>\$ 3,583,600</b>	<b>\$ -</b>	<b>\$ 3,583,600</b>	<b>\$ -</b>
<b>Balance Remaining After Judicial Council Approvals</b>				<b>\$ 700</b>	<b>\$ 138,582</b>
+	<b>Balance Remaining Inclusive of "Presented" (for Ongoing net of Presented Fund Immediately)</b>	<b>\$ 700</b>	<b>\$ 138,582.18</b>		

#### LEGEND

Highlighted items are currently being presented to the Budget and Fiscal Management Committee.

Highlighted items have been approved by the BFMC and are on track for being presented to the Judicial Council.

Highlighted items have been previously approved by the Judicial Council.

Highlighted items that are Fiscal Note Funds

\* - Items have been presented and approved in prior years.

+ - One-time balance remaining is available to go into Judicial Council reserve. Ongoing balance remaining will be included in the beginning balance for ongoing turnover savings.

^ - Request to Legislature was Not Funded

BFMC approval to submit request to Judicial Council does not imply Judicial Council must approve the recommendation.

If more funds are available than the total of requests received, prioritization is optional.

### FY 2026 Ongoing Turnover Savings (as of 9/30/2025 – Period 3)

#		Prior Month Forecast	Actual	Forecasted	Change in Forecast
		Amount @ YE	Amount YTD	Amount @ YE	Amount @ YE
	Net Carried over Ongoing Savings (not finalized from FY 2025)	108,609	138,582	138,582	29,973
	Ongoing Turnover Savings FY 2026 (actual year-to-date, Salary Differential only)	77,824	307,372	307,372	229,549
1	Ongoing Turnover Savings FY 2026 (forecast \$65,000 / month x 9 month, Salary Differential only)	715,000	-	585,000	(130,000)
	TOTAL SALARY RELATED ONGOING SAVINGS	901,432	445,954	1,030,954	129,522
	Benefit Differential Savings FY 2026 (will be recognized in this row starting in Q4)	-	-	-	-
	TOTAL SAVINGS	901,432	445,954	1,030,954	129,522
2	2026 Annual Authorized Hot Spot Raises	(200,000)	(169,990)	(200,000)	-
	TOTAL USES	(200,000)	(169,990)	(200,000)	-
	<b>Total Actual/Forecasted Unencumbered Turnover Savings for FY 2026</b>	<b>701,432</b>	<b>275,965</b>	<b>830,954</b>	<b>129,522</b>

### FY 2025 One-time Turnover Savings

#		Funding Type	Actual
			Amount
1	One Time Turnover Savings (from actual payroll data versus budget as of PPE 09/12/2025)	Internal Savings	482,366
2	Est. One Time Savings for remaining pay hours (1,656 @ \$1,200 / pay hour)	Internal Savings (Est.)	1,987,200
	<b>Total Potential One Time Savings</b>		<b>2,469,566</b>

Prior Report Totals (as of PPE xx/xx/xxxx)

N/A

## FY 2026 Year End Request and Forecasted Available One-time funds

Forecasted Available One-time Funds			# One-time Spending Plan Requests	Adjusted Requests Amount	Judicial Council Approved Amount
Description	Funding Type	Amount			
<b>Sources of YE 2026 Funds</b>					
* Turnover Savings as of PPE 09/12/2025	Turnover Savings	482,366			
Turnover savings Estimate for the rest of the year (\$1,200 x 1,656 pay hours)	Turnover Savings	1,987,200			
<b>Total Potential One Time Turnover Savings</b>		<b>2,469,566</b>			
Less: Judicial Council Delegated to State Court Administrator for Discretionary Use		(250,000)			
<b>(a) Total Potential One Time Turnover Savings Less Discretionary Use</b>		<b>2,219,566</b>			
Operational Savings From TCE / AOC Budgets - mid-year forecast	Internal Operating Savings	500,000			
Operational Savings from IT Budget - Timing of Contract Renewal Deferred to FY 27	Internal Operating Savings	400,000			
Reserve Balance (balance from FY 2025 Carryforward)	Judicial Council Reserve	700			
Use IT Budget Savings and Operational Savings to Increase Retro YOS Eligibility	Adjustments to CY Operations	(462,000)			
<b>(b) Total Operational Savings, Reserve, Unclaimed Property and Prior Year Adjustments</b>		<b>438,700</b>			
<b>(c) Total of Turnover Savings &amp; Operational Savings = (a) + (b)</b>		<b>2,658,266</b>			
<b>Uses of YE 2026 Funds</b>					
(d) Carryforward into FY 2027 (Anticipate request to Legislature for \$3,200,000)	FY 2027 Carryforward	(2,658,266)			
<b>Total Potential One Time Savings = (c) less Carryforward (d)</b>		<b>-</b>			
<b>Less: Judicial Council Requests Previously Approved</b>					
<b>Less: Judicial Council Current Month Spending Requests</b>					
<b>Remaining Forecasted Funds Available for FY 2026 YE Spending Requests, CCCF, etc.</b>					
<small>Updated 10/01/2025</small>					
			<b>Current Month One-time Spending Requests</b>	<b>-</b>	
			<b>Previously Approved 1x FY 2025 YE Spending Request</b>		<b>-</b>

## FY 2026 Ongoing Funding Net of Commitments/Reserves

Funding Sources		Net Available
Available Funds		
Ongoing Turnover Savings carried over from FY 2025		\$ 138,582
Actual Ongoing Turnover Savings from FY 2026 (as of period 3) - Note: Does not include CY benefits differential until Q4 or forecasted amounts		\$ 307,372
<b>Total Available Ongoing Funding - Cash Basis</b>		<b>\$ 445,954</b>
Commitments/Reserves		
1 Judicial Council Delegated to State Court Administrator for Discretionary Use in FY 26		\$ (200,000)
2 Obligated/Committed Funds Needed by June 30, 2026 for use in 7.1.2027 fiscal year for Investing in our People		\$ (370,000)
Director of Finance and State Court Admin. reserves for assumption contingencies that enable meeting the investing in our People		
3 Ongoing Commitment		\$ (100,000)
<b>Total Commitments/Reserves</b>		<b>\$ (670,000)</b>
<b>Net Available Ongoing Funding - Cash Basis (Deficit)</b>		<b>\$ (224,046)</b>

Deferred Ongoing Requests		Judicial Council Approved
Requests are deferred until Net Available Ongoing Funding - Cash Basis exceeds these requested amounts		
8th District Probation Training Coordinator - Russ Pearson		\$ 52,500
Juvenile Court ICJ Funding Increase		\$ 7,000
<b>Subtotal</b>		<b>\$ 59,500</b>

## ARPA Expenses as of Year End, FY 2025

	A Judicial Council Approved	B Actual FY 2022 Expended	C Actual FY 2023 Expended	D Actual FY 2024 Expended	E Actual FY 2025 Expended	F Actual FY 2026 Expended	G Total Expended Amount	H Balance Available	I % Obligated
IT Access to Justice - Part I + II	12,373,400	3,042,468	4,613,255	3,075,857	1,090,631	114,540	11,936,750	436,650	100.00%
Courts Case Backlog - Part I + II	2,302,100	707,963	1,007,135	587,002	-	-	2,302,100	Completed in FY 2024	
Legal Sandbox Response to COVID	324,500	-	171,636	152,864	-	-	324,500	Completed in FY 2024	
<b>TOTAL</b>	<b>15,000,000</b>	<b>3,750,431</b>	<b>5,792,027</b>	<b>3,815,722</b>	<b>1,090,631</b>	<b>114,540</b>	<b>14,563,350</b>	<b>436,650</b>	
<small>Expenditures added since last report:</small>							114,540		

ARPA funds expended cut off date is 12/31/2026; ARPA funds obligated cut off date was 12/31/2024.

The definition of obligation is not only budgeting money but also taking steps to create a contract, sub-award, or similar transaction that requires payment. Consider the time it takes to negotiate and execute a contract when planning to meet the obligation deadline.

## **Grants**

### **1. Status of MyCase Development Work (Jordan Murray and Janine Liebert)**

Jordan Murray provided an update on the \$205,000 grant awarded by the Bar Foundation to support the continued development of MyCase and MyPaperwork. To facilitate timely use of the funds, the Management Committee approved acceptance of the grant on behalf of the Judicial Council.

### **2. Request to Accept Funds - Byrne SCIP Grant (Jordan Murray and Amy Hernandez)**

Mr. Murray presented a request to formally accept \$500,000 in grant funding from the Commission on Criminal and Juvenile Justice (CCJJ). The funds will support the State Crisis Intervention Program, specifically enhancing protective order record validations and supporting the domestic violence criminal compliance docket. He noted that the Council had approved submission of the grant application in August 2024, and although the award process was delayed, the funds have now been awarded.

**Motion:** Judge Cornish moved to approve the request to accept grant funding from CCJJ. Judge Jon Carpenter seconded the motion, which passed unanimously.

### **8. 2025 COURT FEES REPORT (Wayne Kidd)**

Wayne Kidd presented the FY2025 Court Fees Report, which is required under House Bill 531 (2023) to evaluate whether court fees generate revenue in excess of associated costs. The review examined 83 court fees, excluding those in justice courts, and found that in nearly all categories, expenses were higher than the revenue collected - by a combined amount of approximately \$55 million. Only two fees generated more revenue than costs. The Petition for At-Risk Noncitizen Children fee exceeded costs by \$6 per filing, totaling \$2,016. The Mandatory Parenting/Orientation Course fee produced \$4,751 in excess revenue, representing an 83 percent decrease compared to 2023. The workgroup recommended reviewing both fees again next year to determine whether adjustments are needed.

**Motion:** Judge Cornish moved to approve the 2025 Court Fees Report. Judge Mettler seconded the motion, and it passed unanimously.

### **9. CERTIFICATION OF TREATMENT COURTS (Cris Seabury):**

Cris Seabury presented certification recommendations for treatment courts, as required by UCJA Rule 4-409. Site visits, interviews, and document reviews were conducted. The following treatment courts met all certification criteria and were recommended for re-certification:

- Third District – Salt Lake County Adult Recovery Court (Judge Kristine Johnson)
- Fourth District – Utah County Adult Mental Health Court (Judge Denise Porter)
- Fifth District – Iron County Adult Recovery Court (Judge Meb Anderson)
- Fifth District – Iron County Adult Mental Health Court (Judge Matthew Bell)

**Motion:** Judge Brendan McCullagh moved to approve the certification of these treatment courts as recommended. Judge Cornish seconded the motion, and it passed unanimously.

## **10. JPEC REPORT (Mary-Margaret Pingree, Mary Noonan):**

Mary-Margaret Pingree introduced retired Judge Mary Noonan as the newest JPEC commissioner, noting that she will assist in training juvenile court observers. Judge Noonan emphasized the strength of Utah's judicial selection process and commended JPEC's commissioners and staff as committed, professional, and principled. She highlighted the importance of maintaining a data-driven and well-communicated judicial evaluation process.

Ms. Pingree reported that the recent court staff survey had a 50% response rate, a notable increase from prior years. She also noted that attorney surveys had been distributed and expressed hope for improved participation, given that response rates have historically hovered around 40 %. She further discussed a pilot survey for Court of Appeals judges, stating that about one-third of district and juvenile court judges had responded. Although the results will not be used for the 2026 retention cycle, they will be shared with the appellate judges.

Ms. Pingree then presented proposed updates to JPEC's performance measures, referencing a diagram illustrating current and revised evaluation categories. For example, "Legal Ability" would evolve into "Judicial Competence," incorporating additional elements such as effective use of technology and awareness of community resources. Other changes include separating "Integrity" from "Judicial Temperament" and introducing new categories like "Impartiality" and "Clarity of Communication." Mr. Gordon observed that "Judicial Competence" may be overly broad, and Justice Peterson questioned whether the proposed measures are equally applicable to trial court and appellate judges. Ms. Pingree acknowledged the feedback and said JPEC will consider these and other suggestions in further revisions.

## **11. CYBERSECURITY AWARENESS (Brody Arishita, Jace Kinder, Taz Hatch):**

Brody Arishita, Jace Kinder, and Taz Hatch presented an update on the Judiciary's cybersecurity efforts. Mr. Kinder noted that as cloud-based systems and connected devices continue to expand, the Judiciary's strongest defense against cyber threats remains informed users, as human error accounts for approximately 95 percent of breaches. He identified common vulnerabilities such as phishing, weak passwords, and improper handling of sensitive data. Training results have been strong: since the launch of ArcticWolf's cybersecurity training, employee completion rates have increased from 76 percent to 94 percent, and phishing test click rates have decreased from 30 percent to 9 percent.

Mr. Arishita emphasized the importance of continued awareness, reporting suspicious activity, and treating cybersecurity as a shared responsibility. He referenced recent breaches to illustrate ongoing risks and the necessity of proactive safeguards. He also outlined the Judiciary's breach response protocols, which require detailed incident analysis, remediation efforts, and sustained monitoring before affected systems can be reconnected to the network.

Mr. Hatch reviewed current tools used to mitigate threats and previewed forthcoming enhancements to password reset verification, which will incorporate multi-factor authentication, security questions, or supervisor confirmation. The presenters acknowledged communication gaps regarding how to report cybersecurity concerns and noted that new guidance is being developed to clarify reporting procedures.

Mr. Arishita further highlighted the need for additional cybersecurity resources, including expanded software tools and dedicated staffing to support 24/7 monitoring. Mr. Gordon affirmed the importance of these initiatives, noting that while increased security measures may at times create minor inconvenience, they are essential to safeguarding the Judiciary's systems and data.

## **12. GAL OVERSIGHT COMMITTEE ANNUAL REPORT (Stacey Snyder, Jason Richards):**

Jason Richards, Chair of the Guardian ad Litem Oversight Committee (GALOC), reported that performance measures for GAL attorneys remain strong and that the committee is now fully staffed. He welcomed two new members: Alexa Hudson, Executive Director of the 1999 Collective and an advocate with lived experience in foster care, and Kristen Fidel, a recently retired GAL with extensive field experience. One of the year's most significant accomplishments was achieving salary parity between GAL attorneys and Assistant Attorneys General (AAGs), marking a major milestone for the program.

Stacey Snyder presented proposed amendments to Rule 4-906. The revisions would move the annual GAL report submission to the Council from August to October, clarify how compensation for conflict GAL attorneys is structured, and update the referenced standards from "American Bar Association standards" to broader, current "national standards." These changes are intended to modernize the rule, strengthen oversight, and better support sustainable compensation and training practices.

Keisa Williams reported that the Policy, Planning, and Technology (PP&T) Committee had previously recommended expedited approval of Rule 4-906, effective October 27, 2025, followed by a 45-day comment period. However, Ms. Snyder stated that expedited approval is no longer necessary.

**Motion:** Judge Susan Eisenman moved to approve Rule 4-906 to be released for public comment. Judge McCullagh seconded the motion, and it passed unanimously.

## **13. JUROR DEMOGRAPHIC DATA COLLECTION (Jon Puente, Keri Sargent)**

Jon Puente and Keri Sargent provided an update on the initiative to collect demographic information from prospective jurors, which is intended to help identify and address disparities in jury representation. Ms. Sargent explained that the proposed change would add optional demographic questions to the existing juror qualification form. The form's current structure and content would remain largely unchanged, aside from minor readability improvements. Jurors would still have the choice to complete the form either online or by mail. Implementing the changes to the online form is expected to require approximately 80–100 hours of IT development work. Funding options are being explored, including potential support from the Juror Witness Interpreter (JWI) fund.

Ms. Sargent noted that most of the questions on the revised form are already in place, with only the last two questions in Part I being newly proposed. She also confirmed that any demographic data collected would remain confidential and would not be released. The information will be stored within the jury selection system.

**Motion:** Judge Mettler moved to approve the imitative as presented. Judge McCullagh seconded the motion, and it passed unanimously.

## **14. AI COMMITTEE REPORT (Brody Arishita)**

Brody Arishita presented the proposed AI Framework for the Utah Judiciary, developed by the Judicial Council's AI Subcommittees. The framework establishes a unified approach for the responsible and ethical use of artificial intelligence in court operations. It connects the Judiciary's Vision and Guiding Principles, which explain why AI must support rather than replace human judgment, promote fairness, and uphold public trust, with the Judicial Council Policy on the Use of Generative AI, which outlines appropriate uses, prohibits unverified outputs, and protects confidential information.



Mr. Arishita also reviewed the implementation and training plan. The sequenced AI curriculum incorporates NotebookLM as a key tool for structured research and summarization, with training focused on policy compliance, ethical use, and maintaining human oversight. An AI Resources Hub on the intranet will provide centralized access to approved tools, tutorials, and governance materials.

Council members discussed examples of potential AI-generated fabrications and emphasized the need to verify information produced by AI tools. They also noted the importance of ensuring AI tools can read text from uploaded documents and reviewed how to use Adobe's Optical Character Recognition (OCR) feature to make document text machine-readable.

**Motion:** Judge Eisenman moved to approve the Judiciary's AI Framework and authorize implementation of the associated training. Judge McCullagh seconded the motion, and it passed unanimously.

#### **15. RULES FOR FINAL APPROVAL (Keisa Williams):**

Keisa Williams presented proposed amendments to CJA Rules 3-201, 3-413, and 3-407, noting that no public comments were received. She reported that the PP&T Committee recommended adopting the amendments as final, effective November 1, 2025. The revisions to Rule 3-201 (Court Commissioners) would authorize the Management Committee to approve commissioner selections. Amendments to Rule 3-413 (Judicial Library Resources) would update print publication requirements in response to rising costs and discontinued bulk ordering. Updates to Rule 3-407 (Accounting) would expand the Accounting Manual to apply to justice courts, add two members to the review committee, and incorporate formatting improvements.

**Motion:** Judge Cornish moved to approve the amendments to Rules 3-201, 3-413, and 3-407 as final, with an effective date of November 1, 2025. Judge Carpenter seconded the motion, and it passed unanimously.

#### **16. CONSENT CALENDAR (Chief Justice Matthew B. Durrant ):**

Judge Eisenman requested removing three forms from the consent calendar: the Petition to Adopt a Minor by a Relative, the Adoption Decree, and the Findings of Fact and Conclusions of Law on Petition to Adopt a Minor Child by a Relative. She explained that these forms need clarification for use in juvenile court to ensure they reflect the requirement that the child must be legally free for adoption.

**Motion:** Judge Eisenman moved to approve the consent calendar items with the exception of the three adoption-related forms, which should be returned to the Forms Committee to either develop a separate juvenile court version or clarify the existing forms. Judge Mettler seconded the motion, and it passed unanimously.

#### **17. ADJOURN**

The meeting was adjourned.