

**JUDICIAL COUNCIL
MEETING AGENDA**

October 6, 2026

Hybrid Meeting (in person and Webex)

Zermatt Resort

784 W Resort Dr, Midway, UT 84049
Basel Room

Judge David Mortensen, Presiding
Interim Chief Justice Jill Pohlman, Presiding

12:00 p.m. **Lunch**

1. 12:15 p.m. Welcome.....Judge David Mortensen
(Information)
2. 12:15 p.m. Executive Session.....Judge David Mortensen
3. 01:00 p.m. Approval of Minutes.....Interim Chief Justice Jill Pohlman
(TAB 1 - Action)
4. 01:05 p.m. Chair's Report.....Interim Chief Justice Jill Pohlman
(Information)
5. 01:10 p.m. State Court Administrator's Report.....Ron Gordon
(Information)
6. 01:20 p.m. Request to Certify New Justice Court Judge.....Jim Peters
(TAB 2 - Action)
7. 01:30 p.m. Reports: Management Committee.....Interim Chief Justice Jill Pohlman
Budget and Fiscal Management Committee.....Judge Rita Cornish
Liaison Committee.....Judge Brendan McCullagh
Policy, Planning, and Technology Committee.....Judge James Gardner
Bar Commission.....Katie Woods, esq.
(Information)
8. 01:35 p.m. Budget and Grants.....Karl Sweeney
(TAB 3 - Action) Jordan Murray
9. 01:45 p.m. 2026 Court Fees Report.....Wayne Kidd
(TAB 4 - Action) Karl Sweeney
10. 01:50 p.m. Request for exception to CJA Rule 3-102.....Mark Paradise
(TAB 5 - Action)

11. 01:55 p.m. Judicial Branch Education Committee.....Judge Ryan Tenney
(TAB 6 - Information) Lauren Andersen
12. 02:10 p.m. HB540 Recommendations to Judiciary Interim Committee.....Michael Drechsel
(TAB 7 - Action)
- 02:30 p.m. Break**
13. 02:40 p.m. Council Member's Service Recognition.....Interim Chief Justice Jill Pohlman
(Information)
14. 02:45 p.m. Justice Court Update.....Ron Gordon
(Action) Michael Drechsel
15. 03:05 p.m. Legislative Audit Responses.....Ron Gordon
(Discussion)
16. 03:25 p.m. System Review Update.....Ron Gordon
(TAB 8 - Information) Neira Siaperas
Esme Blanco
17. 03:55 p.m. Rules for Final Approval.....Keisa Williams
(TAB 9 - Action)
18. 04:00 p.m. Senior Judge Appointment..... Neira Siaperas
(Action)
19. 04:05 p.m. Old Business / New Business.....All
(Discussion)
20. 04:15 p.m. Consent Calendar.....Interim Chief Justice Jill Pohlman
(Action)
21. 04:20 p.m. Executive Session.....All
22. 04:25 p.m. Adjourn.....Interim Chief Justice Jill Pohlman

Consent Calendar

1. MUJI Criminal Reappointment
(TAB 10)

Tab 1

JUDICIAL COUNCIL MEETING
Minutes

September 21, 2026
Hybrid Meeting (in person and Webex)

Matheson Courthouse – Council Room
450 S State Street, Salt Lake City, UT 84111

Honorable Associate Chief Justice Jill Pohlman presiding

Members:

Associate Chief Justice Jill
Pohlman, Chair
Hon. David Mortensen, Vice
Chair
Hon. Samuel Chiara
Hon. Suchada Bazzelle
Hon. Rita Cornish
Hon. Susan Eisenman
Hon. Michael Leavitt
Hon. Amber Mettler
Hon. Christine Johnson
Hon. Chris Bown
Hon. Jon Carpenter
Hon. Michael DiReda
Hon. Angela Fannesbeck
Kristin K. Woods

AOC Staff:

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

Presenters:

Hon. Rich Mrazik
Hon. Ryan Harris
Karl Sweeney
Alisha Johnson
Janine Liebert
Cris Seabury
Katy Erickson
Bart Olsen

Excused:

Justice Paige Petersen
Hon. James Gardner
Hon. Brendan McCullagh

1. WELCOME AND APPROVAL OF MINUTES (Associate Chief Justice Jill Pohlman)

Justice Jill Pohlman welcomed everyone to the meeting and asked whether there were any questions or corrections to the August 21, 2026, and August 28, 2026, meeting minutes. None were raised.

Motion: Judge Rita Cornish moved to approve the August 21, 2026, and August 28, 2026, minutes. Judge David Mortensen seconded the motion, and it passed unanimously.

2. CHAIR’S REPORT (Associate Chief Justice Jill Pohlman)

Justice Pohlman provided an update on the expansion of the Utah Supreme Court. Justice Matthew Bell had been sworn in following Senate confirmation, and Justice Michael Menssen was anticipated to be sworn in later in the week, bringing the Court to seven justices.

Justice Pohlman also reported that construction associated with the Supreme Court expansion was nearing completion, including the additional chambers. The Chief Justice appointment remained pending gubernatorial action.

Justice Pohlman further noted that the shortlist for the two new Court of Appeals positions had been published and that implementation of the recently authorized appellate court expansion was continuing.

3. STATE COURT ADMINISTRATOR REPORT (Neira Siaperas)

Neira Siaperas provided an update regarding two legislative audit reports. She reported that the legislative auditors had provided protected draft reports to a limited number of authorized Judiciary representatives for review. Following that review, the Management Committee considered and approved the Judiciary's responses to the audits. Ms. Siaperas reported that Council members would receive copies of the Judiciary's responses when the reports are transmitted to the Legislative Audit Committee. The complete audit reports would subsequently become publicly available 24 hours in advance of the Legislative Audit Committee meeting scheduled for September 30.

4. COMMITTEE REPORTS

Management Committee: Nothing to report.

Budget & Fiscal Management Committee: Nothing to report.

Liaison Committee: No report was presented.

Policy, Planning, and Technology Committee: No report was presented.

Bar Commission: Katie Woods provided an update regarding litigation challenging the Utah State Bar's mandatory membership structure. She reported that the federal appellate court had affirmed the dismissal of the challenge and discussed the legal framework governing permissible Bar activities. Ms. Woods noted that the Utah State Bar currently allows members to opt out of funding legislative and lobbying activities.

Ms. Woods announced that the Utah State Bar Fall Forum will be held November 19–20, 2026, at the Little America Hotel and will include participation by members of the Judiciary and Legislature.

Ms. Woods also reported on the Bar's recent Access to Justice Summit, which was attended by approximately 150 participants. Discussions addressed pro bono and low bono legal services, debt collection, court-related access-to-justice initiatives, and the responsible use of artificial intelligence to help address access-to-justice needs.

5. BUDGET AND GRANTS (Karl Sweeney and Alisha Johnson)

Alisha Johnson presented the financial reports.

FY 2026 Ongoing Turnover Savings as of 08/25/2026 - Preliminary Final

#		Prior Month	Forecast	Actual	Forecasted	Change in Forecast
		Amount @ YE		Amount YTD	Amount @ YE	Amount @ YE
	Net Carried over Ongoing Savings (finalized from FY 2025)	138,582		138,582	138,582	-
	Ongoing Turnover Savings FY 2026 (actual year-to-date, Salary Differential only)	1,187,379		1,187,379	1,187,379	-
1	Ongoing Turnover Savings FY 2026 (forecast \$65,000 / month x 0 months, Salary Differential only)	-		-	-	-
	TOTAL SALARY RELATED ONGOING SAVINGS	1,325,961		1,325,961	1,325,961	-
	Benefit Differential Savings FY 2026 (will be recognized in this row starting in Q4)	66,393		129,083	129,083	62,690
	TOTAL SAVINGS	1,392,355		1,455,044	1,455,044	62,690
2	2026 Annual Authorized Hot Spot Raises	(200,000)		(200,000)	(200,000)	-
	TOTAL USES	(200,000)		(200,000)	(200,000)	-
	Total Actual/Forecasted Unencumbered Turnover Savings for FY 2026	1,192,355		1,255,044	1,255,044	62,690

F Y 2027 Ongoing Turnover Savings as of 08/27/2026 - Period 2

#		Prior Month Forecast	Actual	Forecasted	Change in Forecast
		Amount @ YE	Amount YTD	Amount @ YE	Amount @ YE
	Net Carried over Ongoing Savings (FY 2026, includes \$185,000 ongoing cut from legislature, 2026 GS)	78,709	10,699	10,699	(68,010)
	Ongoing Turnover Savings FY 2027 (actual year-to-date, Salary Differential only)	108,854	180,058	180,058	71,204
1	Ongoing Turnover Savings FY 2027 (forecast \$65,000 / month x 11 months, Salary Differential only)	715,000	-	650,000	(65,000)
	TOTAL SALARY RELATED ONGOING SAVINGS	902,563	190,757	840,757	(61,807)
	Benefit Differential Savings FY 2027 (will be recognized in this row starting in Q4)	-	-	-	-
	TOTAL SAVINGS	902,563	190,757	840,757	(61,807)
2	2027 Annual Authorized Hot Spot Raises	(200,000)	(46,005)	(200,000)	-
	TOTAL USES	(200,000)	(46,005)	(200,000)	-
	Total Actual/Forecasted Unencumbered Turnover Savings for FY 2027	702,563	144,752	640,757	(61,807)

FY 2027 One-Time Turnover Savings- Period 2

#	Funding Type	Actual Amount
1	One Time Turnover Savings (no data yet)	-
2	Est. One Time Savings for remaining pay hours (2088 @ \$675 / pay hour)	1,409,400
	Total Potential One Time Savings	1,409,400

FY 2027 Year End Requests and Forecasted Available One-Time Funds- Period 2

Forecasted Available One-time Funds			#	One-time Spending Plan Requests	Adjusted Requests	Judicial Council Approved
Description	Funding Type	Amount			Amount	Amount
Sources of YE 2027 Funds			1	Time Limited Auditor Position - Wayne Kidd	\$ 112,700	
Turnover Savings as of PPE N/A (not yet reported)	Turnover Savings	-				
Turnover Savings Estimate for the rest of the year (\$675 x 2088 pay hours)	Turnover Savings	1,409,400				
Prior Year Unused 1x Carryforward		405,504				
Total Potential Available from 1x Turnover Savings and Carryforward		1,814,904				
Less: Judicial Council Delegated to State Court Administrator for Discretionary Use		(250,000)				
(a) Total Potential One Time Turnover Savings less Discretionary Use		1,564,904				
Operational Savings From TCE / AOC Budgets - estimate of \$62,500 per period	Internal Operating Savings	750,000				
Legislative 1x Budget Cut - 2026 General Session	Legislative Action	(500,000)				
(b) Total Operational Savings, Legislative Actions, and Reserve		250,000				
(c) Total of Turnover Savings & Operational Savings = (a) + (b)		1,814,904				
Uses of YE 2027 Funds						
(d) Projected requests for FY 27 to FY 28 - carryforward	FY 2028 Carryforward	(1,699,700)				
Total forecasted One Time Savings Surplus/(Deficit) = (c) less Carryforward (d)		115,204				
Less: Judicial Council Requests Previously Approved						
Less: Judicial Council Current Month Spending Requests		(112,700)				
Remaining Forecasted Funds Available for FY 2027 YE Spending Requests, CCOF, etc.		2,504				

Updated 08/27/2026

Current Month One-time Spending Requests: 112,700

Previously Approved 1x FY 2027 YE Spending Request: -

Last reported expected carryforward: N/A

2026 Ongoing Savings Funds

Human Resources Payroll Specialist (Ron Gordon and Bart Olsen)

Ron Gordon and Bart Olsen presented a request to use \$130,700 in ongoing turnover savings to add a Human Resources Payroll Specialist position. The position would support the transition of payroll processing responsibilities from Finance to Human Resources and provide additional capacity to address increased HR workload associated with the Vantage system and employee-relations matters.

Motion: Judge Cornish moved to approve the Human Resource Payroll Specialist position using FY 2026 Ongoing Savings Funds, as presented. Judge Mortensen seconded the motion, which passed unanimously.

2027 Year End One-Time Funds

Funding Time-Limited Auditor Position (Wayne Kidd)

Wayne Kidd presented a request for \$112,700 in one-time funding for a time-limited auditor position. The position would support succession planning and training in anticipation of the retirement of the current State Courts Auditor and assist the Audit Department in meeting updated professional audit standards. The position is anticipated to transition to a permanent position following the current auditor's retirement. The financial forecast reflected sufficient one-time funding to support the request while maintaining anticipated carryforward funds.

Motion: Judge Mortensen moved to approve funding for the time-limited auditor position using FY 2027 year-end one-time funds, as presented. Judge Cornish seconded the motion, which passed unanimously.

6. COMMITTEE ON SELF-REPRESENTED PARTIES ANNUAL REPORT (Judge Rich Mrazik and Janine Liebert)

Judge Rich Mrazik presented the Committee on Self-Represented Parties annual report. He explained that a significant percentage of District Court cases involve at least one self-represented party and reviewed the Committee's efforts to develop sustainable models of assistance. Judge Mrazik highlighted the Community Justice Advocate (CJA) program, which trains nonlawyers to provide limited-scope legal assistance in high-need areas, including domestic violence, housing, and debt collection. The Committee has partnered with Utah State University's Department of Social Work and the Transforming Communities Institute to expand the program statewide.

The program currently includes active and developing community justice advocates in debt collection, medical debt, housing stability, and domestic violence. Advocates are available in domestic violence shelters throughout the state, with additional advocates serving through district attorneys' offices and law enforcement agencies. Beginning in fall 2027, CJA training is anticipated to become part of Utah State University's social-work curriculum, substantially increasing the number of trained advocates entering communities throughout Utah.

Judge Mrazik noted that the Committee plans to conduct another facilitated strategic discussion in the coming months to evaluate its progress, emerging technologies, including artificial intelligence, and future opportunities to improve resources for self-represented litigants. The Committee will also complete its required performance assessment for the Judicial Council.

Judge Mrazik also discussed preparations for implementation of the Housing and Debt Collection Division and efforts to prepare legal partners and their clients for the transition. The move to a statewide calendar beginning in January is expected to significantly increase case volume, particularly in debt collection matters. Although attorneys from the Utah State Bar's Access to Justice Office and other volunteers may continue to provide assistance, existing resources are not expected to meet anticipated statewide demand. The Committee is communicating those limitations to stakeholders.

7. DRUG TESTING SERVICES IN FAMILY RECOVERY COURTS (Cris Seabury and Katy Erickson)

Katy Erickson provided an update regarding drug-testing practices in Family Recovery Courts. She clarified that the current review focused specifically on Family Recovery Courts, although practices in

other treatment courts will continue to be evaluated. The Administrative Office of the Courts conducted a statewide survey to assess current drug-testing practices. The review found substantial consistency in several areas. Participating courts generally use randomized testing schedules, directly observed urinalysis, trained testing personnel, and procedures consistent with national best practices.

Ms. Erickson reported that areas requiring additional attention include confirmation testing and the availability of weekend and holiday testing. Rural courts may experience delays in obtaining confirmation results because specimens must be mailed to laboratories. The Statewide Treatment Court team is also evaluating the costs associated with confirmation testing and practices regarding when participants may appropriately be charged for those tests. Weekend and holiday testing remains less consistent, particularly in the Fourth and Sixth Districts. The team will continue discussions with the Division of Child and Family Services, local testing providers, judicial officers, and treatment-court partners to identify additional testing options and share practices that have been successful in other jurisdictions.

Ms. Erickson stated that the Statewide Treatment Court team will continue to monitor testing practices, identify interim strategies for maintaining random and frequent testing when contracted services are unavailable, and provide an additional update to the Council within 120 days.

8. BOARD OF APPELLATE COURT JUDGES REPORT (Judge Ryan Harris)

Judge Ryan Harris, Presiding Judge of the Utah Court of Appeals, presented the Board of Appellate Court Judges report. Judge Harris reported that the Supreme Court expansion was nearing completion. Construction of the two additional chambers was expected to conclude shortly, and the courtroom bench had been modified to accommodate seven justices. The Court of Appeals was also preparing for the addition of two judges. Judge Harris noted that Court of Appeals caseloads had increased by approximately 50 percent over the preceding three years and that the additional judges are expected to help address the increased workload.

The appellate courts have also implemented administrative restructuring, including deputy clerks of court for both appellate courts and additional front-office supervisory support. Judge Harris also reported continued growth in the Appellate Pro Bono Program. The number of cases receiving volunteer attorney assistance had increased from seven at the time of the Board's previous report to 22. The program connects volunteer attorneys with unrepresented litigants in appropriate appellate matters.

9. HUMAN RESOURCES POLICY AMENDMENTS (Bart Olsen)

Bart Olsen presented proposed amendments to HR08-3 Lunch, Break, Wellness Release Periods; HR06-6(12) Pay for Performance Increase; HR06-7(4) Performance-based Pay Bonuses; HR06-7(7) Incentive Awards, Bonuses, and Second Language/IT Stipends; HR07-19 Leave for Time-Limited Law Clerk Attorneys; and HR13-3 Employee Resource Group (ERG) Participation. He reported that the amendments had been reviewed by the Human Resources Policy Review Committee and the Policy, Planning, and Technology Committee.

The proposed amendments address wellness-release eligibility based on hours worked; Investing in Our People compensation practices; performance-based bonuses; centralized administration of interpreter and second-language stipends through the Office of Fairness and Accountability; leave

administration for time-limited appellate law clerks; and clarification of Employee Resource Group structure, purpose, funding, and leadership.

Motion: Judge Cornish moved to approve the proposed HR policy amendments as presented, effective October 1, 2026. Judge Jon Carpenter seconded the motion, and the motion passed unanimously.

10. REQUEST TO EXPAND TERRITORIAL JURISDICTION (Jim Peters)

Jim Peters presented a request to expand the territorial jurisdiction of the Wasatch County Justice Court to include Heber City. Mr. Peters explained that Heber City was pursuing an interlocal agreement with Wasatch County to provide justice court services rather than dissolve the Heber City Justice Court. The parties were working toward implementation before the current judge's term ends. The requested jurisdictional expansion would take effect January 4, 2027, subject to approval of the interlocal agreement by Heber City and Wasatch County.

Motion: Judge Mortensen moved to approve the expansion of the Wasatch County Justice Court's territorial jurisdiction to include Heber City, effective January 4, 2027, contingent upon approval of an interlocal agreement between Heber City and Wasatch County. Judge Cornish seconded the motion, and it passed unanimously.

11. RULES FOR FINAL APPROVAL (Judge Rita Cornish, Stacy Haacke and Keisa Williams)

Judge Rita Cornish introduced proposed rules and amendments related to implementation of the statewide Debt Collection and Housing Division. The proposals included new CJA Rules 6-701 and 6-702 and amendments to CJA Rules 3-111, 3-201.01, 3-201.02, 3-202, and 4-403. Judge Cornish explained that the rules were developed through the SB 270 Steering Committee to establish the authority, selection, supervision, evaluation, and responsibilities of statewide Debt Collection and Housing Division commissioners.

Judge Cornish highlighted CJA Rule 3-201.01 and discussed areas in which the proposed administrative structure does not yet fully align with Utah Code § 78A-5-107. Michael Drechsel noted that legislative amendments anticipated during the 2027 General Session may affect that statutory provision.

Justice Jill Pohlman raised a concern regarding the language in Rule 6-701(1)(G) defining “post-judgment case processing” and recommended removal of a comma to clarify the provision. The Council also discussed provisions governing judicial review of commissioner recommendations and the relationship between the Rules of Judicial Administration and the Rules of Civil Procedure.

Stacy Haacke separately presented proposed amendments to Rule 3-201.02 relating to the Court Commissioner Conduct Committee. The amendments authorize the Committee to issue a private warning in circumstances that do not warrant a formal misconduct investigation and hearing, provide the commissioner an opportunity to respond, and establish an appeal process. Notice of a private warning would be provided to the commissioner and presiding judge to allow appropriate follow-up during performance reviews.

Motion: Judge Cornish moved to approve CJA Rule 6-701 with an amendment to subsection (1)(G) clarifying the definition of “post-judgment case processing,” with an expedited effective date of November 1, 2026, followed by a 45-day public comment period.

Judge Cornish further moved to approve CJA Rules 3-201.01 and 6-702 and amendments to CJA Rules 3-111, 3-202, and 4-403 as presented, with an expedited effective date of November 1, 2026, followed by a 45-day public comment period.

Judge Cornish also moved to approve the amendments to CJA Rule 3-201.02 as presented, including provisions allowing the commissioner an opportunity to respond, authorizing a private warning, and establishing an appeal process, with an expedited effective date of November 1, 2026, followed by a 45-day public comment period.

Judge Jon Carpenter seconded the motions, and they passed unanimously.

12. CONSENT CALENDAR (Associate Chief Justice Jill Pohlman)

Motion: Judge Cornish moved to approve the items on the consent calendar. Judge Mortensen seconded the motion, and it passed unanimously.

13. OLD BUSINESS/NEW BUSINESS

Judge Rita Cornish raised the question of whether the Business and Chancery Court should provide periodic reports to the Judicial Council similar to those provided by the Boards of Appellate, District, and Juvenile Court Judges. The Council agreed that the Management Committee should consider the matter.

Neira Siaperas noted that the next Judicial Council meeting will be held at the Zermatt Resort in conjunction with the Annual Judicial Conference.

Judge Samuel Chiara stated that his term on the Judicial Council was concluding and thanked the Council for the opportunity to serve during the preceding six years. Council members expressed appreciation for Judge Chiara's service.

14. EXECUTIVE SESSION

Justice Pohlman recused herself and left the meeting prior to the executive session.

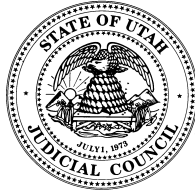
Motion: Judge Cornish made a motion to move into executive session for the purpose of discussing litigation and receiving legal advice of counsel. Judge Mortensen seconded the motion, and it passed unanimously.

An executive session was held.

15. ADJOURN (Judge David Mortensen)

The meeting was adjourned.

Tab 2



Administrative Office of the Courts

Interim Chief Justice Jill Pohlman
Utah Supreme Court
Chair, Utah Judicial Council

Ronald B. Gordon, Jr.
State Court Administrator
Neira Siaperas
Deputy Court Administrator

MEMORANDUM

TO: Judicial Council

FROM: Jim Peters, Justice Court Administrator

DATE: September 21, 2026

RE: Request to Certify Nicholas G. Stiles as a New Justice Court Judge

On November 24, 2025, pursuant to Section 78A-7-203(5) of the Utah Code, the Judicial Council approved Salt Lake City's request to add an additional judge to its bench. A nominating commission was subsequently convened to review applications and interview selected candidates to fill the vacancy. Ultimately, it forwarded five nominees to Mayor Mendenhall for her consideration.

Section 78A-7-202(5) of the Utah Code authorizes the Judicial Council to certify new justice court judges once they have been selected by a city or county and completed an orientation seminar. On September 11, 2026, Mayor Mendenhall appointed Nicholas G. Stiles from among those nominees to serve as the city's new judge. It is anticipated that the Salt Lake City Council will ratify her appointment on September 22, 2026. By the time the Judicial Council meets on October 6, 2026, it is anticipated that Mr. Stiles will have completed the online modules that now constitute the orientation seminar and will have passed the exam administered by the Education Department. If I can confirm at that point that Mr. Stiles has completed the training and passed the exam, I will be requesting that the Judicial Council certify him as a justice court judge. Thanks for your consideration.

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

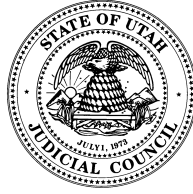
Tab 3

**Budget and Grants Agenda
For October 6, 2026
Judicial Council Meeting**

1. Grants – USU Moonshot Grant (Letter of Support) GAP Jordan Murray
(Item 1 - Action)

Note: No financials will be presented due to the period since the September 21st Judicial Council Meeting being too short to produce a meaningful change in the amounts presented at the September 21st Judicial Council Meeting.

Item 1



Administrative Office of the Courts

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

September 28, 2026

Ronald B. Gordon, Jr.
State Court Administrator
Neira Siaperas
Deputy State Court Administrator

MEMORANDUM

TO: The Budget and Fiscal Management Committee (BFMC);
The Judicial Council

FROM: Ron Gordon, State Court Administrator

RE: Request for Authorization: Grant Application Proposal (GAP) and Conditional
Letter of Support for USU's AI Moonshot Application

Utah State University (USU) is seeking a \$1 million grant through the Governor's AI Moonshot initiative to develop the Utah Justice Access Data Exchange (UJADE). The proposed project would use court case information to help connect self-represented people in debt collection and housing matters with legal aid and community services. USU has invited the Judiciary to participate as a data-sharing and implementation partner, and requests a letter of support by October 12, 2026, ahead of its October 15 application deadline.

The Office of Judicial Data and Research (OJDR) and Court Information Technology (IT) have identified a limited technical approach for that participation, using an isolated "data mart" containing only approved fields from cases assigned to the Debt Collection and Housing Action Division. The proposed system would not give USU direct access to live court systems. If the grant is awarded, USU proposes a subaward of up to \$75,000 over 18-24 months to support existing court staff time and technical work. The proposal requires no matching funds or new permanent positions.

We request that BFMC recommend, and the Judicial Council approve, the attached grant application proposal and authorize a conditional letter of support. The letter would express support for the proposed collaboration within the Judiciary's defined scope. Any data sharing remains subject to final agreements, legal review, and required authorizations.

**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.**

1. GRANT APPLICANT INFORMATION

Primary Applicant:	Utah State University's Transforming Communities Institute (TCI)
District or Court Area:	Administrative Office of the Courts (AOC)

2. GRANT DETAILS

Awarding Agency:	The State of Utah, Governor's Pro-Human AI Initiative; Utah AI Moonshot Program; funds provided by the Utah Higher Education Research Funding Pilot Program and administered by The Nucleus Institute.	
Project Title:	The Advocate Multiplier / Utah Justice Access Data Exchange (UJADE)	
Grant Classifications (select all that apply)	☒ New Grant	☐ Continuation Grant
	☐ Primary Recipient	☒ Subrecipient
	☐ Federal Funds	☒ Non-Federal Funds
Potential Funding Available:	Year 1: \$50,000 Year 2: <u>\$25,000</u> Total: \$75,000 (subject to final subaward)	
Project Duration:	18-24 months	
Application Deadline:	Judiciary's letter of support: October 12, 2026 USU's application: October 15, 2026	

3. PROPOSED PROJECT & USE OF GRANT FUNDS

A. Please summarize the work you intend to fund with the grant. How will the grant project support the mission of the Utah State Courts “to provide the people an open, fair, efficient, and independent system for the advancement of justice under the law?” How will this grant provide measurable benefits to marginalized, minority, pro se, or similar underserved individuals or communities?

Utah State University’s (USU) proposed two-year UJADE project envisions a shared data hub aimed at coordinating legal aid and social services for self-represented parties, specifically focusing on debt collection and housing matters. The project directly supports the Judiciary’s mission to provide an open, fair, efficient, and independent system of justice. SB 270 authorized the Judicial Council to establish a court division for debt and housing cases and funded two statewide commissioner positions, but provided no direct appropriations to assist or support self-represented litigants. UJADE proposes to fill this gap by connecting unrepresented individuals to resources and legal aid. UJADE would utilize court record data to identify debt and eviction/housing cases daily, proactively connecting self-represented, low-income, and marginalized litigants to free representation through Community Justice Advocates (CJAs) and community service providers before default judgments occur. De-identified court data will also train AI models to build public self-service tools that guide pro se parties through court processes and timelines.

OJDR and IT-Defined Scope and Operational Safeguards:

OJDR and Court IT have established a clear, insulated commitment that protects court infrastructure while still supporting USU's grant proposal. The work intended to be funded by the subaward centers around the creation and maintenance of this data-sharing infrastructure, governed by the following operational safeguards:

- **Dedicated "Data Mart" Isolation:** Rather than granting direct access to live court systems (CORIS), OJDR and IT will construct an isolated, dedicated database ("data mart") for this project. This insulates core court software from external query traffic and protects live court operations by preventing performance disruptions.
- **Automated Daily Refresh:** OJDR will build a standard pipeline to update this dedicated data repository once daily during off-peak hours.
- **Strict Case Scope Limitation:** Data feeds will be strictly limited to cases assigned to the newly established Debt Collection and Housing Action Division pursuant to UCA 78A-5-103.
- **Approved Data Fields Only:** Data provided will consist exclusively of structured metadata:
 - **Case Information:** Case type, filing date, filing location.
 - **Party Information:** Name, date of birth (when applicable), address, phone number.
 - **Document Information:** Document types, filing dates, and titles (metadata only; excluding raw document contents or full text).
 - **Calendar Information:** Past and future hearing schedules.

B. Please provide details on the judicial and/or administrative resources required for this project during the grant period, including whether you intend to use the grant funding to hire new employees. If hiring a new employee with grant funding, explain their intended duties, anticipated effort (hours per week), proposed hourly rate, and whether the position will be temporary or permanent.

The Judiciary will provide secure data access for cases assigned to the Debt Collection and Housing Action Division. The AOC will designate one or more staff members as liaisons to participate in the advisory project team. Subaward funding of \$75,000 will be dedicated to covering AOC staff time and technical implementation. No new permanent state employees will be hired or funded through this grant. The required judicial and administrative resources anticipated during the two-year grant period are broken down by department below:

- **Office of Judicial Data and Research & Information Technology.** *Anticipated Effort:* Engineering and database architecture staff will build the isolated, dedicated "data mart" database in a secure staging environment, establish the automated daily off-peak extraction pipeline, configure security/access controls, and conduct preliminary system testing.
- **General Counsel.** *Anticipated Effort:* Legal counsel will assist in the negotiating and drafting of data-sharing agreements.
- **AOC Project Liaisons.** *Anticipated Effort:* Designated AOC staff liaisons will communicate the Judiciary's pre-defined data specifications and coordinate technical alignment and implementation within established operational boundaries.
- **Finance & Grant Administration.** *Anticipated Effort:* Finance staff will establish the grant unit, monitor subaward revenue and expenditures, and maintain compliance with Judicial Council grant policies (UCJA Rule 3-411).

C. What future funding or policy obligations does this project create once the grant funding has been fully expended, and what funding sources will be considered?

Upon the conclusion of the grant term, the Judiciary assumes no obligation to maintain, operate, or financially support the UJADE platform. Should data sharing extend past Year 2, the Judiciary will cover the routine, minor cloud storage and data egress expenses associated with the data mart; and while the OJDR evaluation anticipates costs will be very minor (estimated at less than \$500 annually), the capability exists to charge external partners for continued data access should ongoing costs prove to be non-negligible over time. Furthermore, the Judiciary reserves the authority to suspend or terminate the feed should operational requirements exceed institutional capacity.

D. What are the consequences if this project is not funded?

If this USU-led project fails to secure funding, USU will likely be unable to establish UJADE as envisioned, leaving pro se litigants in housing and debt cases without access to these dedicated, integrated referral and navigation resources.

4. ANTICIPATED BUDGET

Complete the budget table with estimated expenditures for up to three state fiscal years.

- ☐ This grant requires cash-matching (complete the **orange** and **blue** cells below and describe)
Describe matching requirement:
- ☐ This grant requires in-kind matching (complete the **orange** and **blue** cells below and describe)
Describe matching requirement:
- ☒ This grant requires neither cash nor in-kind contributions (complete **blue** cells only)

State Fiscal Years	Estimated Grant Expenditures	Cash Match or In-kind Contributions (source & amount)				
		General Fund	Dedicated Credits ¹	Restricted Account ²	Maintenance of Effort	Total Cash or In-kind
2027-2029	up to \$75,000	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

¹ Utah Code Section 63J-1-102, "dedicated credits" refer to collections by an agency that fund agency operations. This includes assessments and sales of goods and services.

² Utah Code Section 63N-3-102, "restricted account" is a specific account within the General Fund designated for particular purposes, such as the Industrial Assistance Account.

5. RESOURCE IMPACT ASSESSMENT

*This section is completed by the **grant coordinator** using information provided by the grant applicant and other project stakeholders.*

Section A. Authorization Process (Executive & Legislative Branches)

When federal or non-federal grants received by the Judicial Branch change after the Federal Funds Request Summary (FFRS) has been approved by the legislature during the regular session in March, the changes may require approval depending on certain criteria. Some changes may have a higher impact on the state's budget than others. This is referred to as the "Impact Level." The impact level determines what level of approval is required before the Judicial Branch may spend any additional funds beyond what was authorized in the annual FFRS.

☐ *If awarded, this grant will be authorized through the FFRS in the regular legislative session; no additional reporting to the Executive Appropriations Committee (EAC) is required.*

☒ *If awarded, this grant may fall outside of the legislative session. Authorization to spend funds will be obtained through the interim process where the following impact levels determine the degree of authorization required before funds may be spent:*

☒ **Tier 1 - Low**

Non-Federal: At least \$10k but no more than \$50k per year, and no new permanent full or part time employees; and no new state monies required as match (report GAP with Judicial Council approval to LFA and EAC only). **Federal:** Up to \$1M per year; and no new permanent full or part-time employees; and no new state monies required for match (report GAP approved by Judicial Council to LFA, Office of Legislative Research & General Counsel, and EAC).

☐ **Tier 2 - Medium**

Non-Federal: Greater than \$50k but less than \$1M per year; or adds more than zero but less than 11 permanent full or part time employees; or requires state to expend up to \$1M per year in new state monies as match (submit GAP with Judicial Council approval to EAC for review and recommendations). **Federal:** Greater than \$1M but less than \$10M per year; adds more than zero but less than 11 permanent full or part time employees; or requires state to expend up to \$1M per year in new state monies as match (submit GAP approved by the Judicial Council to the federal funds request summary to EAC for review & recommendations).

☐ **Tier 3 - High**

Non-Federal: Greater than \$1M per year; or adds more than 11 permanent full or part time employees; or requires the state to expend greater than \$1M per year in new state monies as match (submit GAP with Judicial Council approval to the Legislature for review to approve or reject the grant). **Federal:** Greater than \$10M per year; or adds more than 11 permanent full or part time employees; or requires state to expend greater than \$1M per year in new state monies for match (submit GAP approved by the Judicial Council to the federal funds request summary to Legislature for approval or rejection in an annual general session or special session).

Section B. Resource Impact Assessment

Assess the capacity of impacted court areas to successfully support the grant at current staffing levels.³

Sufficient at current staffing levels (No new employees required).

The \$75,000 subaward (\$50,000 in Year 1; \$25,000 in Year 2) compensates existing court staff time without disrupting daily operations or requiring new hires:

- **OJDR and IT:** Building an isolated, read-only "data mart" and an automated daily off-peak refresh pipeline fits within existing development cycles, with engineering hours and storage costs reimbursed by the subaward.
- **General Counsel:** Drafting data-sharing agreements, compliance terms, and AI guardrails will be absorbed within standard legal review capacity.
- **Project Liaisons:** Designated AOC liaisons (up to 2 staff) will communicate the Judiciary's pre-defined data specifications and coordinate technical alignment and implementation within established operational boundaries.
- **Finance & Grant Administration:** Administered as a standard Tier 1 pass-through grant within current AOC Finance workflows.

Assess the anticipated incremental impacts to AOC resources once grant funds are expended.⁴

Minimal to negligible incremental impact.

- **Minor Operational & Transmission Costs:** If data sharing continues after Year 2, the Judiciary may incur minor routine cloud storage and data transmission (egress) costs to maintain the data mart. IT and OJDR have evaluated these requirements and anticipate that these ongoing hosting costs are nominal and can easily be absorbed within existing operational OJDR budgets without material financial impact (estimated at less than \$500 annually).
- **System Maintenance & Upgrades:** While routine daily automated feeds carry negligible ongoing cost, any major re-engineering required by future CORIS database overhauls or significant expansions of the data feed will remain contingent on external funding.
- **Control & Governance:** The Judiciary retains the contractual right to pause, modify, or discontinue the feed at any time if operational demands exceed existing capacity or if program conditions change.

³ UCJA Rule 3-411 (4)(a)(i)

⁴ UCJA Rule 3-411 (4)(a)(ii)



This grant application proposal has been reviewed by:

- ☐ *Court Executive and/or applicable Board of Judges,*
- ☒ *Grant Coordinator and Finance Director,*
- ☐ *The Utah Supreme Court (UCJA Rule 3-105);*

and approved by the Judicial Council on Date

State Court Administrator
Administrative Office of the Courts

Tab 4



UTAH JUDICIARY

REVIEW OF COURT FEES FOR FISCAL YEAR 2026

UTAH CODE 78A-3-310 COURT FEES AND WAIVERS



ADMINISTRATIVE OFFICE OF THE COURTS

October 6, 2026



Administrative Office of the Courts

Interim Chief Justice Jill Pohlman
Utah Supreme Court
Chair, Utah Judicial Council

October 6, 2026

Ronald B. Gordon, Jr.
State Court Administrator
Neira Siaperas
Deputy State Court Administrator

General Government Appropriations Subcommittee
Criminal Justice Appropriations Subcommittee
350 State Street
Salt Lake City, UT 84103

Dear Committee Members:

The Administrative Office of the Courts has completed the review of court fees as required by **Utah Code** 78A-3-310. This report issued by the Judicial Council provides the information outlined in statute as follows:

- The types of court fees charged, and the amounts collected.
- The cost related to each fee, including the direct and indirect costs and expenses for providing the good or service for each fee.
- A determination of whether the fees generate excess revenue.
- The count and amount of waived fees.
- The history of court fees.

This report shows that overall, court fees do not generate excess revenue. Court fees help support the goods or services being provided, but most costs exceed the fee amount. Court fees collected and retained are a small percentage (6 percent) of the revenue needed to support court operations. The General Fund is the main source of revenue that supports court operations.

We are happy to meet with appropriate committees and individuals to discuss any item contained in the report.

Respectfully,

A handwritten signature in blue ink, appearing to read "Ronald B. Gordon, Jr.", is written over a light blue horizontal line.

Ronald B. Gordon, Jr.
State Court Administrator

cc: Ivan D. Djambov, Finance Manager LFA
Gary Syphus, Finance Manager LFA

**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. Box 140241 / Salt Lake City, Utah 84114-0241 / 801-578-3800/ Fax: 801-578-3843

Overview

House Bill 531 which was passed in the 2023 General Session requires the Judiciary to join the Executive Branch in providing to the General Government Appropriations Subcommittee an annual report (due before November 30th). The report provides the direct and indirect costs and expenses for providing the good or service for which a fee is charged. As required by House Bill 531, this report includes details on (1) the types of fees charged and collected by the Supreme Court, the Court of Appeals, District and Juvenile Courts, and the Administrative Office of the Courts, (2) the methods used to determine each fee charged, (3) the Judiciary's estimated cost related to each fee, (4) whether each fee is intended to cover the Judiciary's cost related to the fee, and (5) the number of fee waivers granted for each type of fee. Based on this scope, fines were excluded from our analysis. In addition, justice courts are part of the Judiciary, but were not included in House Bill 531.

Background on Court Fees

The Utah Office of the State Auditor issued a *Limited Review of Utah State Courts Fees* in March 2023 that examined three fees charged by the Utah Judiciary. We have continued to follow the same methodology as the State Auditor, but we collected data statewide rather than collecting data from two districts. The following section is an excerpt from the State Auditor's report regarding the history of court fees:

In 1992, the legislature consolidated and made uniform the filing fees for all courts of record in Utah. During the committee and floor debates on the 1992 consolidation bill,¹ bill sponsors Senator Lyle Hillyard and Representative John Valentine did not elaborate on how the court fees in the bill were determined. Thirty years later, those bill sponsors do not recall whether an analysis had been performed on the fees proposed by the USC [Utah State Courts].

In addition, Judicial Council staff who were involved in those discussions have long since retired and their historical knowledge has been lost. Currently, there is no way to discern if an analysis was performed to determine the appropriateness of the amounts of the court fees that were adopted.

The Judicial Council assumes that the Legislature may have set court fees below the actual cost to provide those services, subsidizing the USC's budgets through the State's general funds. The USC has expressed concern that high fees may limit citizens' constitutional right to access the courts.² While court fees have been revised since that original bill, we could not identify any methodology used for calculating fee recommendations provided to the Legislature.

¹ Utah S.B. 197, 1992 General Legislative Session.

² Fee waivers and adjustments have been made available to those the legislature determines to meet the requirements for relief.

The State Auditor’s report describes the Utah State Court fees as a fee for service. A fee for service is a “specific charge in return for a specific benefit to the one paying the fee.”³ Overall, court fees do not generate excess revenue, meaning the cost to provide the good or service exceeds the fee amount. Only 5 of the 88 fees listed in this report generated excess revenue in 2026.⁴

Court Fees Help Support Court Operations, but the General Fund Is the Main Source of Revenue

The General Fund is the main source of revenue for court operations. In fiscal year 2026, the Judiciary received \$197.5 million from the General Fund. Court fees collected and retained are a small percentage (6 percent) of the revenue needed to support court operations.⁵ Figure 1 shows the court fees collected for fiscal year 2026.

Figure 1. Court Fee Collection Summary. A majority of the court fees collected, 60 percent, are transferred to the General Fund.

FY 2026 Court Fee Collection Summary	Amount	Percent
Total Fees Transferred to General Fund	\$ 23,073,460	60.2 %
Total Fees Retained by Statute (Restricted Funds)	9,081,882	23.7
Total Fees Transferred to URS (Judge’s Retirement)	1,922,584	5.0
Total Other Service Fees Retained by the Judiciary	4,276,995	11.1
Total Fees Collected	\$ 38,354,921	

Figure 1 shows that Utah Judiciary collected fees totaling \$38.4 million for fiscal year 2026. The Judiciary retained 35 percent of the fees collected including (1) restricted funds as required by statute for specific purposes and (2) certain service fees.

Restricted Funds. The funds are used solely for the purposes as designated in statute. The funding source is related to the use of the fund. For example, court security fees are restrictively used for court security.

Judge’s Retirement. The funds are forwarded to Utah Retirement Systems (URS) monthly for judicial officers’ retirement. Since 1992, a flat rate of \$15 is derived from certain filings fees in *Utah Code* 78A-2-301 and allocated per *Utah Code* Title 49, Chapter 17, Judges’ Contributory Retirement Act.

Other Service Fees. The Judiciary also retains a few fees to manage specific services outlined in the Utah Code of Judicial Administration (UCJA); for example, the Xchange program, copy fees, and electronic media fees.

³ V-1 Oil Co. v Utah State Tax Com’n, 942 P.2d 906 (Utah 1996).

⁴ See Figure 12. Fees with Revenue Exceeding Costs.

⁵ This percentage includes Total Fees Retained by Statute (\$9,081,882) and Total Other Service Fees Retained by the Judiciary (\$4,276,995) divided by total revenue \$210.9 million (general fund appropriation and fees retained).

Cost Analysis Was Performed for Each Individual Fee

To review each court fee to determine whether the fees are generating excess revenue, we determined the cost to provide each specific service. As required by *Utah Code* 78A-3-310, the cost includes both direct costs and administrative overhead (indirect costs).

Weighted caseload studies for the district and juvenile courts were used to calculate direct costs for this report. The weighted caseload studies include questionnaires of judges and court staff as to how much time it takes to complete routine tasks, such as reviewing and filing certain types of documents and holding certain types of hearings. For the weighted caseload process, the number of documents, hearings, or events of each type are counted and the time is averaged for each type of case. For the purposes of this report, the weighted caseload data is multiplied by compensation of the court staff or judges performing the tasks to obtain an average dollar cost, and those totals are used to estimate how much judicial officer and court staff support are needed to perform court business.

The same underlying methodology was used to calculate the average court staff and judicial time it takes for the Judiciary to provide the non-caseload services related to the different fee types being reported under *Utah Code* 78A-3-310. For fees that required supplemental information not found in the weighted caseload questionnaires, select judges and court staff were surveyed to obtain information on the court staff and judicial time needed for services related to those fees. The times from the surveys were multiplied by compensation to obtain an average dollar cost for providing the related service for the applicable fee.

In addition, an overhead cost is added to each type of fee to cover administration, building costs, and support personnel. The overhead cost is calculated on a per filing basis. An overhead cost was not calculated for service fees, as it would not apply to all the fees, and would not be a material amount for other service fees such as copies and emails. For the analysis of all the fees in this report, we used fiscal year 2026.

The following sections of the report list all the fees required by *Utah Code* 78A-3-310. The fees are organized in the following order: filing fees, document fees, and service fees. In addition, Appendix A shows the number (and amount) of waived fees as required, and Appendix B provides historic notes for specific fees and a summarized history of the fees.

Case Filing Fees

Case filing fees consist of the fee for filing any civil complaint or petition initiating the opening of a court case and invoking the jurisdiction of a court of record. All of the courts of record in Utah (district courts, juvenile courts, and appellate courts) have case filing fees.

District Court Case Filing Fees. Utah District Courts are trial courts of original jurisdiction over civil cases, criminal felonies, and certain misdemeanors. The district courts also hear domestic relations cases, such as divorces, child custody and support, adoption, and probate cases. Figure 2 shows the total number of filings for each civil fee for fiscal year 2026, the cost per filing, the fee amount, and the difference between the cost per filing and fee amount.

Figure 2. District Court Case Filing Fees. Each of the district court case filing fees are authorized in *Utah Code* 78A-2-301.

District Court Case Filing Fees	Total Filings	Cost Per Filing	Fee Amount	Over or (Under)
Abstract or Transcript Judgment	723	\$ 183	\$ 50	\$ (133)
Administrative Agency Review	62	607	375	(232)
Award of Arbitration	73	327	35	(292)
Complaint or Petition:				
\$2,000 or less	46,370	291	90	(201)
\$2,001 to \$9,999	31,660	294	200	(94)
\$10,000 or more	16,738	384	375	(9)
Not Governed by Another Subsection <i>Utah Code</i> (78A-2-301(1)(a))*	16,216	525	375	(150)
Divorce Filing (after temp. separation)	10	492	290	(202)
Divorce or Separation Petition	14,431	492	325	(167)
Foreign Probate or Child Custody	28	267	35	(232)
Foreign Transcript of Judgment	125	215	35	(180)
Guardianship	446	518	35	(483)
Judicial Document Approval	578	230	35	(195)
Judgment by Confession	668	245	35	(210)
Municipal Appeal	2	607	80	(527)
Notice of Appeal	553	1,505	240	(1,265)
Petition for Expungement	2,812	216	150	(66)
Petition to Open Sealed Record	46	343	35	(308)
Sex Offender and Kidnap Offender Registry	23	260	125	(135)
Small Claims:**				
\$0 - \$2,000	10	896	60	(836)
\$2,001 - \$7,499	21	558	100	(458)
\$7,500 or more	21	743	185	(558)
Temporary Separation Order	39	699	35	(664)
Trial De Novo	286	841	240	(601)

*Includes general civil, domestic, and probate cases.

**Most small claims cases are filed in justice courts.

Figure 2 shows that the average cost per filing for all the district court case filing fees exceeds the fee amount.

Business and Chancery Court Case Filing Fees. The Utah Business and Chancery Court is a specialized trial court with statewide jurisdiction over complex commercial litigation, corporate governance, and contract disputes. The court does not hear criminal, domestic, or probate matters. Cases generally require a minimum amount in controversy of \$300,000 or seek specific

equitable relief. Proceedings are bench trials only, with the judge acting as the sole trier of fact and law. Figure 3 shows the total number of filings for each civil fee for fiscal year 2026, the cost per filing, the fee amount, and the difference between the cost per filing and fee amount.

Figure 3. Business and Chancery Court Case Filing Fees. Each of the district court case filing fees are authorized in *Utah Code* 78A-2-301.

Business and Chancery Court Case Filing Fees	Total Filings	Cost Per Filing	Fee Amount	Over or (Under)
Complaint or Petition:				
\$10,000 or more	36	\$ 736	\$ 875	\$ 139
Not Governed by Another Subsection <i>Utah Code</i> (78A-2-301(1)(a))	70	736	875	139

Figure 3 shows that the fee amount exceeds average cost per filing for both types of case filings. This is the first year reporting the costs and revenue since the Business and Chancery Court was created. The AOC will continue to monitor and review the costs to determine if the fee amount should be adjusted in the future.

Juvenile Court Case Filing Fees. The Utah Juvenile Court has original jurisdiction over individuals who were under 18 years of age at the time they violated any federal, state, or municipal law, and any child who is abused, neglected, or dependent. The court has the power to determine child custody, support, visitation and, in some circumstances, to permanently terminate parental rights.

Figure 4 shows the total number of filings for each fee for fiscal year 2026, the average cost per filing, the fee amount, and the difference between the cost per filing and fee amount. The average cost per filing exceeds the fee amount for the Juvenile Court filing fees, except for the Petition for At-Risk Noncitizen fee.

Figure 4. Juvenile Court Case Filing Fees. Each of the juvenile court case filing fees are authorized in *Utah Code* 78A-2-301.

Juvenile Court Case Filing Fees	Total Filings	Cost Per Filing	Fee Amount	Over or (Under)
Notice of Appeal	205	\$ 1,525	\$ 240	\$ (1,285)
Petition – At-Risk Noncitizen	258	369	375	6
Petition – Emancipation	55	724	50	(674)
Petition – Expungement	222	287	150	(137)
Petition – Minor to Marry	26	1,223	5	(1,218)
Petition – Open Sealed Record	14	635	35	(600)
Petition – Original Complaint*	4,103	1,344	375	(969)

*Consists of Adoptions, Child Welfare Proceedings (State and Private), Termination of Parental Rights (State and Private), Voluntary Relinquishment, and Substantiation petitions that were not filed by the State.

The fee amount for the petition for special findings for at-risk noncitizen children (Petition for At-Risk Noncitizen) exceeds the cost per filing by \$6. This petition process went into effect in May 2023. As outlined in *Utah Code* 80-3-505, a noncitizen child who is at-risk may petition the juvenile court for special findings regarding the abuse, neglect, abandonment, or similar circumstances of the noncitizen child.

Appellate Courts' Case Filing Fees. Utah has two appellate courts, the Court of Appeals and the Supreme Court. The Court of Appeals hears all appeals from the juvenile courts and those from the district courts involving domestic relations and criminal matters of less than a first-degree felony. It also may hear any cases transferred to it by the Supreme Court, including first-degree felony criminal cases.

The Supreme Court is the “court of last resort” in Utah. It hears appeals from capital and first-degree felony cases and all district court civil cases other than domestic relations cases. The Supreme Court also has jurisdiction over judgments of the Court of Appeals, proceedings of the Judicial Conduct Commission, lawyer discipline, and constitutional and election questions.

Note. Due to the significant variation in judicial officer costs resulting from a case being disposed of prior to oral argument and a written opinion, or after, Figures 4 and 5 do not include judicial officer costs and the costs incurred by the judicial officers' law clerks. The cost per filing amounts in Figures 4 and 5 include only the costs associated with the front office staff, clerks of court, appellate mediation staff, and appellate central staff attorneys.

Figure 5 displays the case filing fees for the Court of Appeals, and Figure 5 displays the case filing fees for the Supreme Court. The figures show the total number of filings for each fee for fiscal year 2026, the average cost per filing (as set forth in the note above), the fee amount, and the difference between the cost per filing and fee amount. We are providing the average cost per filing due to the variation in cost resulting from the different avenues of disposition for cases on appeal. In the Court of Appeals for example, the total cost to process a case that is disposed of through Summary Disposition would be significantly less than the total cost to dispose of a case by an Opinion Order, which in turn would also be significantly less than disposing of a case through oral argument and a full written opinion.

Figure 5. Court of Appeals Case Filing Fees. Each of the Court of Appeals case filing fees are authorized in *Utah Code* 78A-2-301.

Court of Appeals Case Filing Fees	Total Filings	Cost Per Filing	Fee Amount	Over or (Under)
Interlocutory	139	\$ 1,847	\$ 240	\$ (1,607)
Notice of Appeal	1,095	3,698	240	(3,458)
Other Petition – Extraordinary Writs	80	1,654	375	(1,279)
Other Petition – Review	87	3,097	375	(2,722)

Figure 5 shows the average cost per filing for the Court of Appeals exceeds the fee amount. The Court of Appeals handles about 1,400 cases per year among the seven judicial officers. If a case

is not set for oral argument and a written opinion, the Court of Appeals relies heavily on the work and recommendations of the four central staff attorneys regarding which disposition mechanism is proper for the specific case.

Figure 6. Supreme Court Case Filing Fees. Each of the Supreme Court case filing fees are authorized in *Utah Code* 78A-2-301.

Supreme Court Case Filing Fees	Total Filings	Cost Per Filing	Fee Amount	Over or (Under)
Interlocutory	29	\$ 672	\$ 240	\$ (432)
Notice of Appeal	88	495	240	(255)
Other Petition – Extraordinary Writs	28	6,630	375	(6,255)
Other Petition – Review	3	353	375	22
Petition for Certiorari	185	1,114	240	(874)
Petition for Expungement	0	740	150	(590)

Figure 6 shows the average cost per filing for the Supreme Court exceeds the fee amount, except for the Petition for Review. However, the cost per filing does not include judicial officers' time or the judicial officers' law clerks' time due to the nature of appealed cases. The cost per filing for the Petition for Review would exceed the fee amount if the judicial officers' and law clerks' time could be included.

Document Filing Fees

Document filing fees consist of the fee for filing any document in a court of record that does not initiate the opening of a court case. Courts of record that have document filing fees include the district court and juvenile court.

District Court Document Filing Fees. Figure 6 shows the total number of filings for each fee for fiscal year 2026, the cost per filing, the fee amount, and the difference between the cost per filing and fee amount.

Figure 7. District Court Document Filing Fees. Each of the district court document filing fees are authorized in *Utah Code* 78A-2-301.

District Court Document Filing Fees	Total Filings	Cost Per Filing	Fee Amount	Over or (Under)
Accounting - Estate Value:				
\$50,000 or less	716	\$ 254	\$ 15	\$ (239)
\$50,001 - \$75,000	33	254	30	(224)
\$75,001 - \$112,000	30	254	50	(204)
\$112,001 - \$168,000	46	254	90	(164)
\$168,001 or more	252	254	175	(79)
Counter Claim Paternity/Grandparent Visitation	233	798	170	(628)
Counter/Cross Claim Divorce or Separate Maintenance	2,892	1,158	130	(1,028)
Counter/Cross Claim, Third Party:				
\$2,000 or less	831	862	55	(807)
\$2,001 - \$9,999	76	748	165	(583)
\$10,000 or more	664	1,427	170	(1,257)
Demand for Civil Jury	3,807	323	250	(73)
Foreign Deposition Notice	527	200	35	(165)
Garnishment	80,621	231	50	(181)
Motion to Renew Civil Judgment:				
\$0 - \$2,000	1,302	200	45	(155)
\$2,001 - \$9,999	1,796	212	100	(112)
\$10,000 or more	1,053	212	188	(24)
Motion to Renew Judgment by Confession	0	200	18	(182)
Motion to Renew Small Claims:*				
\$0 - \$2,000	4	200	30	(170)
\$2,001 - \$7,499	0	200	50	(150)
\$7,500 or more	0	200	93	(107)
Petition to Disburse Funds	112	271	50	(221)
Petition to Modify Divorce Decree	3,294	1,076	100	(976)
Petition to Reopen Estate Case	26	310	170	(140)
Vital Statistics Fee	14,090	175	8	(167)
Writ of Replevin, Attachment or Execution	3,348	234	50	(184)

* Most small claims cases are filed in justice courts.

Figure 7 shows the average cost per filing for all district court document filing fees exceeds the fee amount.

Business and Chancery Court Document Filing Fees. Figure 8 shows the total number of filings for each fee for fiscal year 2026, the cost per filing, the fee amount, and the difference between the cost per filing and fee amount.

Figure 8. Business and Chancery Court Document Filing Fees. Each of the district court document filing fees are authorized in *Utah Code* 78A-2-301.

Business Chancery Court Document Filing Fees	Total Filings	Cost Per Filing	Fee Amount	Over or (Under)
Counter/Cross Claim, Third Party:				
\$2,000 or less	25	\$ 866	\$ 55	\$ (811)
\$10,000 or more	76	1,436	170	(1,266)
Writ of Replevin, Attachment or Execution	1	237	50	(187)

Figure 8 shows the average cost per filing for all business chancery court document filing fees exceeds the fee amount.

Juvenile DNA and Document Fee. Figure 9 shows the juvenile court fee for DNA collection and one document filing fee for Vital Statistics. The figure shows the total number of filings for each fee for fiscal year 2026, the cost per filing, the fee amount, and the difference between the cost per filing and fee amount.

Figure 9. Juvenile Court Document and DNA Fee. These juvenile fees are authorized in statute (see descriptions below Figure 7).

Juvenile Court Filing Fees	Total Filings	Cost Per Filing	Fee Amount	Over or (Under)
DNA Collection Fee	845	\$ 193	\$ 150	\$ (43)
Vital Statistics Fee	215	175	8	(167)

Figure 9 shows the average cost per filing for the juvenile court fees exceed the fee amount. Each fee is briefly described below.

DNA Collection Fee. A minor, who is 14 years old or older, who is adjudicated by the juvenile court due to the commission of a felony or class A misdemeanor is required to submit DNA. The fee of \$150 is set in *Utah Code* 53-10-404.

Vital Statistics Document Fee. In accordance with *Utah Code* 26B-8-128 for each adoption ordered or decreed in Utah, the clerk of court shall prepare a certificate or report of adoption on a form furnished by the state of the child's birth. The fee for this certificate is \$8, as authorized in *Utah Code* 78A-2-301(1)(y).

Service Fees

The Utah Judiciary also collects service fees, which applies to the Supreme Court, the Court of Appeals, District and Juvenile Courts. Most of the service fees are related to providing records and public case information. The fees in Figure 10 are presented as the average cost per receipt to provide the service and the average collection per receipt because the cost increases as the number of copies requested increases. It is not a flat rate for all copies and email. The average cost per item includes the cost to provide services to (1) government entities, none of whom are charged the fee and (2) any person whose fee has been waived (see Appendix A).

Figure 10. Service Fees. Fees for records and information include audio, video, and electronic media, paper copies, and emailed copies. These service fees are authorized in *UCJA Rule* 4-202.08.

Service Fees	Total Receipts	Average Cost per Receipt	Average Collection per Receipt	Over or (Under)
Electronic Media (\$15)*	15,093	\$ 25	\$ 16	\$ (9)
Copies:				
Standard (\$0.25 per page)	14,742	10	3	(7)
Certified (\$4 & \$0.50 per page)	50,102	10	6	(4)
Exemplified Document (\$6 & \$0.50 per page)	1,982	24	8	(16)
Email (\$5 & \$0.50 per page 11+)	793	9	7	(2)

* Electronic Media includes audiotape and videotape.

For all the fees listed in Figure 10, the cost to provide the record or information exceeds the amount collected.

Figure 11 shows other types of service fees that provide records and case information to the public as well as other types of miscellaneous services. Each service is described below Figure 11.

Figure 11. Other Service Fees. Each of these services are authorized in statute or administrative rule, except for the Certificate of Good Standing and Duplicate Attorney Certificate.

Service Fee	Fee Amount	Total Expenses	Total USC Collections	Over or (Under)
Bar Admission Certificate	\$ 50	\$ 33,606	\$ 33,500	\$ (106)
Certificate of Good Standing	15	9,544	5,820	(3,724)
Data and Research Services	45	59,797	25,550	(34,247)
Deferred Traffic Prosecution	5	520,868	2,710	(518,158)
Duplicate Attorney Certificate	25	231	250	19
Interest-Bearing Account	varies	850	1,200	350
Interpreter Credentialing	varies	41,865	3,875	(37,990)
Mandatory Parenting/Orientation Courses	8/5	153,336	112,782	(40,554)
Online Court Assistance Program (OCAP)	20	189,822	146,863	(42,959)
Xchange	varies	4,222,589	3,910,735	(311,854)

Overall, the expenses exceed service fees collected except for the Mandatory Parenting/Orientation Courses. Each of the service fees in Figure 11 are described as follows:

- Bar Admission Certificate.** The appellate courts receive a \$50 fee for a certificate of admission from all new attorneys as required by *Utah Code* 78A-9-102. Statute also requires that \$30 of the \$50 fee be distributed to benefit the State Law Library. In fiscal year 2026, \$20,100 was distributed to the law library. Total expenses exceeded collections by \$106 for fiscal year 2026.
- Certificate of Good Standing.** A certificate of good standing is a document issued by the Utah Supreme Court that provides verification of a Utah attorney's admission date and licensing status. The \$25 fee was reduced by the Utah Supreme Court in 2023 by \$10 because the revenue exceeded the cost by \$515 as reported for calendar year 2022 in the Court Fees report in 2023. The current fee is \$15.
- Data and Research Services.** This is a specific service for bulk data or research requests for reports on public court data. The fee is \$45 per hour for a programmer/analyst. The authority to set the fee is in *UCJA Rule* 4-202.08.
- Deferred Traffic Prosecution.** Deferred Prosecution is a program that allows individuals with a traffic citation to have their case dismissed after a 12-month deferral period. *Utah Code* 77-2-4.2 outlines the requirements to participate in the program. Qualified individuals pay their fine like a normal ticket and the \$5 administrative fee. If individuals have a clean record for 12 months the charge is dismissed. Total expenses have increased for fiscal year 2026 due to the purchase of new servers, which increased the hardware allocation to this project as well as continued development costs which should decline once the development is complete.

- **Duplicate Attorney Certificate.** The Utah Supreme Court occasionally provides duplicate copies of attorney license certificates, which are large certificates that attorneys can display in their offices. These certificates are \$25. The original certificate is provided to attorneys as part of their admission fees. Revenue slightly exceeded expenses by \$19 for fiscal year 2026.
- **Interest-Bearing Account (IBA).** The court may order funds (typically over \$5,000) be deposited in an interest-bearing trust account. The bank account allows interest to be earned for parties while the case is in litigation. *UCJA Rule* 4-301 gives the Judiciary authority to charge a fee. On November 20, 2023, the Judicial Council approved a change in the IBA fee. Standardized charges for each IBA account of (1) \$250 for the initial deposit, (2) \$50 for subsequent deposits or withdrawals, and (3) \$100 to close the account and perform the payout. This change was implemented for all IBAs effective March 19, 2024. The total amount collected under the new fee for fiscal year 2026 was \$1,200 from four deposits and two closings of IBA accounts; the increase from fiscal year 2025 was due to only one deposit that year.
- **Interpreter Credentialing.** *UCJA Rule* 3-306.03 outlines the procedure for credentialing of interpreters for legal proceedings. The Utah Judiciary contracts with two third-party vendors to provide interpreter credentialing services. The cost to the Judiciary to provide testing and credentialing of interpreters is \$15,162 and cost of employees to oversee this credentialing is \$26,703. Total Collections represent several fees charged to interpreters which include the skill building workshop (\$150), written exam (\$25), orientation (\$100), oral proficiency interview (\$108), and the oral proficiency exam (\$200). The court collects the fees and pays the vendors for their service. Due to a shortage of qualified interpreters, the Judicial Council temporarily suspended certain fees charged to interpreters beginning January 16, 2024. The suspension of fees remains in effect.
- **Mandatory Parenting/Orientation Courses.** The Mandatory Parenting Course, formerly titled as the Divorce Education Course, is required by *Utah Code* 81-9-103, and a Mandatory Orientation Course for divorcing parties is required by *Utah Code* 81-4-105. The fees for the courses are set by *UCJA Rule* 4-907. The fee for the Mandatory Parenting Course is \$35 and the Utah Judiciary receives \$8 of that fee for the Children's Legal Defense Fund. The fee for the Mandatory Parenting Orientation Course is \$30, and the Utah Judiciary receives \$5 of that fee for the Children's Legal Defense Fund. The private vendors collect the fees and remit the Utah Judiciary portion monthly. In 2011, the cost to attend the Mandatory Parenting Course increased to \$35, and the Mandatory Orientation course increased in 2014 to \$30. Figure 9 depicts only the collections the court receives for deposit to the Children's Legal Defense Fund (from the \$8 and \$5 fees) and related expenses. Expenses include offsetting impecunious waivers and the expenses of Utah Judiciary employees who oversee the courses, which are paid from the Children's Legal Defense Fund. These totals do not include vendor expenses or the amount they collect.

- **Online Court Assistance Program (OCAP).** The program is provided to assist court users who do not have an attorney to prepare court documents. The program is outlined in *Utah Code* 78A-2-501 and 78A-2-301. The fee to use the program is \$20.
- **Xchange.** Xchange is a program to access the repository of district court and justice court case information. The public can subscribe to Xchange to access public record case information. Xchange has three subscription options: (1) A one-time user account has an initial fee of \$10, and searches are charged at \$0.35 each and documents downloaded are \$1 each. These charges are credited from the initial \$10 fee. (2) A guest account has the same fees as a one-time user account, but account information is not saved and the log in expires after 24 hours. (3) A monthly subscription account requires a \$25 initial set up fee and has a \$40 fee each month. This fee covers 500 searches for free, after 500 searches in a month the cost is \$0.35 each and documents remain at \$1 per download until the next billing cycle at the beginning of the month. The program and fees are governed by *UCJA Rule* 4-202.08.

Conclusion

For 5 of the 88 fees, the revenue exceeded the cost of providing each service. Figure 12 shows the five fees, the fee amounts, and the additional revenue received above the associated costs for each fee.

Figure 12. Fees with Revenue Exceeding Costs. The total additional revenue for fiscal year 2026 is \$16,651.

Category	Fee	Fee Amount	Total Additional Revenue
Business and Chancery Court	Complaint: \$10,000 or more	\$ 875	\$ 5,004
Business and Chancery Court	Complaint: Not Governed by Another Subsection*	875	9,730
Juvenile Court	Petition – At Risk Noncitizen	375	1,548
Service Fee	Duplicate Attorney Certificate	25	19
Service Fee	Interest-Bearing Account	varies	350
Total Additional Revenue			\$ 16,651

* *Utah Code* 78A-2-301(1)(a)

- **Business and Chancery Court Fees.** The Utah Business and Chancery Court is a specialized trial court with statewide jurisdiction over complex commercial litigation, corporate governance, and contract disputes. The court began operating in October 2024. This is the first-year reporting costs and revenue since the Business and Chancery Court was created. The amounts show that revenue exceeded the cost per filing by \$139 for both fees (see Figure 3). The AOC needs to continue to review the costs to determine if the fee amount should be adjusted in the future.

- **Juvenile Court Petition – At Risk Noncitizen.** The revenue for the petition for special findings for at-risk noncitizen children exceeded the cost per filing by \$6 (see Figure 4). This petition and fee went into effect in May 2023. This is the second consecutive year that the revenue has exceeded the cost by \$6 per filing.
- **Service Fees.** The revenue for two service fees exceeded expenses for fiscal year 2026 (see Figure 11). The first fee is the duplicate attorney certificate. The Utah Supreme Court occasionally provides duplicate copies of attorney license certificates. These certificates are \$25. This is the first year that revenue has exceeded expenses for this fee by \$19.

The second fee is the interest-bearing account. This is the first year the revenue exceeded expenses by \$350 since the Judicial Council made change in the fee that went into effect in March 2024 (see page 12 of this report).

Recommendation: Since this is the first year reporting the Business and Chancery Court fees and since the other three fees with additional revenue are not large amounts, these fees should be reviewed next year to determine if the fee amount should be reduced.

The excess revenue of \$16,651 for the five fees for fiscal year 2026 is a small amount when compared with the Utah Judiciary \$197.5 million General Fund budget. It is also important to note that the costs per filing and service fees exceeded the fee amount for 83 of the 88 court fees by a total of \$56 million in 2026.

APPENDIX A Fee Waivers

Utah Code 78A-2-310 (2)(a)(v) requires the Utah Judiciary to report the number of fee waivers granted by the Judiciary. Figure 13 shows the number of fees waived by judges. The figure also shows the number of government filings, and the total dollar amount waived by judges or not charged to government entities. The Judiciary does not charge a fee for government filings (78A-2-301(1)(ff)). If government entities were charged a fee, the collected amount would have been incrementally increased by \$1,666,388.

Figure 13. Number and Amount of Waived and Government Filings for FY 2026. The total number of filings waived in full or in part or not charged to government entities for the year was 22,896 and the total amount waived or not charged was \$3,547,939.

Type of Fee	Waived Filings	Govt. Filings	Total Filings	Amount
Abstract or Transcript Judgment	0	589	589	\$ 29,450
Accounting - Estate Value:				
\$50,000 or less	45	3	48	630
\$75,000 to \$112,000	1	0	1	30
\$112,000 to 168,000	1	0	1	50
Administrative Agency Review	24	0	24	9,015
Appeal	225	13	238	31,055
Complaint or Petition:				
\$2,000 or less	23	18	41	3,495
\$2,001 to \$9,999	19	6	25	4,800
\$10,000 or more	78	10	88	33,615
No Amount Specified	1,031	320	1,351	485,264
Copies (certified)	253	213	466	3,040
Copies (exemplified)	4	0	4	16
Copies (standard)	97	17	114	1,483
Counter/Cross Claim, 3rd Party:				
\$2,000 or less	53	34	87	3,135
\$2,001 - \$9,999	10	1	11	1,740
\$10,000 or more	4	27	31	5,140
Counterclaim Paternity/Grandparent Visit	29	2	31	4,760
Demand for Civil Jury	71	39	110	26,875
Divorce Education	698	0	698	4,798
Divorce or Separate Maintenance – Counter Claim or Cross Claim	188	14	202	24,980
Divorce or Separation Petition	2,772	277	3,049	991,008
DNA Collection Fee	602	0	602	90,300

Type of Fee (continued)	Waived Filings	Govt. Filings	Total Filings	Amount
Electronic Media	51	830	881	\$ 13,570
Email	11	0	11	65
Extraordinary Writs	51	0	51	19,125
Foreign Deposition Notice	5	0	5	175
Foreign Transcript of Judgment	5	0	5	175
Foreign Probate or Child Custody	1	0	1	35
Garnishment	2	3,407	3,409	170,425
Guardianship	10	0	10	315
Interlocutory, Certiorari	6	0	6	1,440
Judicial Document Approval	25	50	75	2,625
Motion to Renew Civil Judgment:				
\$0 - \$2,000	0	136	136	6,120
\$2,001 - \$9,999	0	69	69	6,900
\$10,000 or more	1	4	5	938
Offender Registry	1	0	1	125
Online Court Assistance Program (OCAP)	2,583	0	2,583	65,135
Petition for At-Risk Noncitizen	200	7	207	27,000
Petition for Expungement	1,252	13	1,265	168,850
Petition for Review	83	0	83	31,125
Petition of Emancipation	4	1	5	250
Petition to Disburse Funds	3	17	20	1,000
Petition to Modify Divorce Decree	195	302	497	48,200
Petition to Open Sealed Record	2	0	2	70
Petition – Original Complaint*	315	3,157	3,472	1,203,706
Petition to Reopen Estate Case	1	0	1	170
Small Claims Affidavit:				
\$0 to \$2,000	1	0	1	100
Temporary Separation Order	10	0	10	140
Trial De Novo	16	0	16	3,600
Vital Statistics	2,159	5	2,164	17,181
Writ of Replevin, Attachment, or Execution	1	93	94	4,700
Total	13,222	9,674	22,896	\$ 3,547,939
Government Amount Not Charged				\$ 1,666,388
Government Percentage of Total				47 %

*Consists of Adoptions, Child Welfare Proceedings (State and Private), Termination of Parental Rights (State and Private), Voluntary Relinquishment, and Substantiation petitions that were not filed by the State.

Note: The appellate courts management system, Appellate Information System (AIS), has limited ability to track waivers. Figure 10 does include the count and amount for when a motion

to waive fees is granted but does not include when fees are automatically waived like criminal cases or government filings.

APPENDIX B Historical Notes

Fees Set by Statute

The 1992 General Session passed Senate Bill 197 Court Fees effective July 1, 1992: “*An act relating to Court Fees; consolidating the fees for all Courts of Record; making fees uniform in all courts; raising some fees and eliminating miscellaneous fees; and providing an effective Date.*” (**Utah Code** 21-1-5 Civil Fees of the Courts of Record.)

The 2001 General Session passed House Bill 19, which recodified **Utah Code** 21-1-5 to **Utah Code** 78-7-35 Civil Fees of the Courts of Record—Courts Complex Design.

The 2008 amendment, effective February 7, 2008, renumbered this section to **Utah Code** 78A-2-301.

Five restricted accounts receive amounts from filing fees outlined in statute as follows:

- As currently stated in **Utah Code** 78A-2-301(1)(j)(i): “*Fifteen dollars of the fees established by Subsections (1)(a) through (i) shall be allocated to and between the Judges’ Contributory Retirement Trust Fund and the Judges’ Noncontributory Retirement Trust Fund, as provided in Title 49, Chapter 18, Judges’ Noncontributory Retirement Act.*” **Note:** This allocation has not increased since 1992.
- Effective March 17, 1994, Senate Bill 275 Court Complex Financing Authorization was passed. “*An Act relating to Judiciary; increasing certain civil filing fees; defining the allocation of the revenues from that increase; creating a restricted account in the Division of Finance; authorizing design of the project and providing an effective date.*” **Note:** The Judiciary has not increased this allocation since 1994. (78A-2-301(2)(a)(i)).
- **Utah Code** 78A-2-301(1)(j)(ii): “*___ dollars of the fees established by Subsections (1)(a) through (i) shall be allocated by the state treasurer to be deposited in the restricted account, Children’s Legal Defense Account, as provided in Section 51-9-408.*” **Note:** The following two increases have occurred:
 - From 1992-2007: \$2.00 was deposited per filing fee
 - From 2008-2024: \$4.00 was deposited per filing fee
- **Utah Code** 78A-2-301(1)(j)(iii): “*___ dollars of the fees established under subsections (1)(a) through (e), (1)(g), and (1)(s) shall be allocated to and deposited with the Dispute Resolution Account as provided in Section 78B-6-209.*” **Note:** The following 3 increases have occurred:
 - From Jan 1, 1995 – April 29, 2007: \$1.00 was deposited per filing fee
 - From April 30, 2007 – May 3, 2020: \$3.00 was deposited per filing fee
 - From May 4, 2020 – Current: \$5.00 was deposited per filing fee

- **Utah Code** 78A-2-301(1)(j)(iv): “_____dollars of the fees established by Subsections (1)(a), (1)(b)(iii) and (iv), (1)(d)(iii) and (iv), (1)(g)(ii), and (1)(i) shall be allocated by the state treasurer to be deposited in the restricted account, Court Security Account, as provided in Section 78A-2-602.”

Note: The following two increases have occurred:

From May 5, 2003 – June 30, 2020: \$15 was deposited per filing fee

From July 1, 2020 – Current: \$30 was deposited per filing fee

Utah Code 78A-2-301(1)(j)(v): “_____dollars of the fees established by Subsections (1)(b)(i) and (ii) and (1)(g)(i) shall be allocated by the state treasurer to be deposited in the restricted account, COURT SECURITY ACCOUNT, as provided in Section 78A-2-602.”

Note: The following two increases have occurred:

From May 5, 2003 – June 30, 2020: \$5 was deposited per filing fee

From July 1, 2020 – Current: \$20 was deposited per filing fee

Fees Set by Utah Code of Judicial Administration Rule

Rule 4-202.08 created in April 1996 for the purpose of: “*establishing uniform fees for requesting records, information, and services.*”

Highlighted historical changes in descending date order:

Effective 11/1/2025

Amendments:

- 1) The fee to subscribe to Xchange will be as follows (i) a set-up fee of \$25.00; (ii) a subscription fee of \$40.00 per month for any portion of a calendar month; and (iii) \$0.35 for each search over 500 during a billing cycle.
- 2) The fee to access public online services without subscribing will be a transaction fee of \$10.00, which will allow up to 10 searches during a session.
- 3) The fee to access a document will be \$1.00 per document.

Effective 1/1/2024

Amendments:

- 1) Rather than listing various storage mediums to be duplicated and their associated costs (microfiche, audio tape, video tape etc.) a flat rate of \$15 per unit will be assessed for any “electronic storage medium”.
- 2) Amendment to (6)(B) removes the cost per personnel classification to research requests over the first 15 minutes. The fees for personnel time may be set by the State Court Administrator. The following are no longer detailed in the rule: (i) clerical assistant: \$15.00 per hour; (ii) technician: \$22.00 per hour; (iii) senior clerical: \$21.00 per hour; (iv) programmer/analyst: \$32.00 per hour; (v) manager: \$37.00 per hour.
- 3) Provision added regarding bulk data requests. Bulk data fees are now posted on the court’s webpage along with other personnel classifications:
<https://www.utcourts.gov/en/court-records-publications/records/request-a-court-record.html>
- 4) Clarifies that court appointed attorneys qualify for a fee waiver if they are requesting records on behalf of an indigent client and the client would qualify for a waiver.
- 5) Public Online Services (Xchange) – non-subscription access at a transaction fee of \$5 up to 10 searches during a session. This has been mentioned in prior revisions as a future enhancement that went into practice 1/1/23.

Effective 11/1/2022

Amendments:

- 1) Allow the court to charge for requests for the first 15 minutes of personnel time if the person has submitted a separate request within the 10-day period immediately prior to the date of the new request, provided the person is not a Utah media representative.

- 2) Indigent requesters are allowed one free copy of each record, after which they would be required to pay the standard rates.
- 3) Public Online Services (Xchange) Monthly subscription fee increased from \$30 to \$40 per month.

Effective Oct 7, 2015

Amendment: Xchange document access went from \$2.50 to \$.50 on Oct 7, 2015.

Effective 2012

Emailed document costs are the same as the current facsimile cost at \$5.00 for 10 pages or less. The fee for additional pages is \$.50 per page.

Effective March 1, 2011

Amendment: Public Online Services renamed “Xchange.” Set-up fee of \$25 with a monthly subscription cost of \$30.

Effective August 1, 2006

Amendment: Public Online Services search over 200 during a billing cycle was reduced from \$.20 to \$.10.

Effective April 1, 1996

The following reflects those fees put into effect the year Rule 4-202.08 was created:

(3) Copies. Copies are made of court records only. The term “Copies” includes the original production. For tapes and floppy disks, an additional \$2.00 shall be charged if the person making the request does not provide the medium. Fees for copies are based on the number of record sources to be copied and are as follows:

- (A) paper: \$.25 per sheet*
- (B) microfiche: \$1.00 per card*
- (C) audio tape: \$5.00 per tape*
- (D) video tape: \$15.00 per tape*
- (E) floppy disk: \$15.00 per disk*
- (F) Compact disk: \$40.00 per disk*

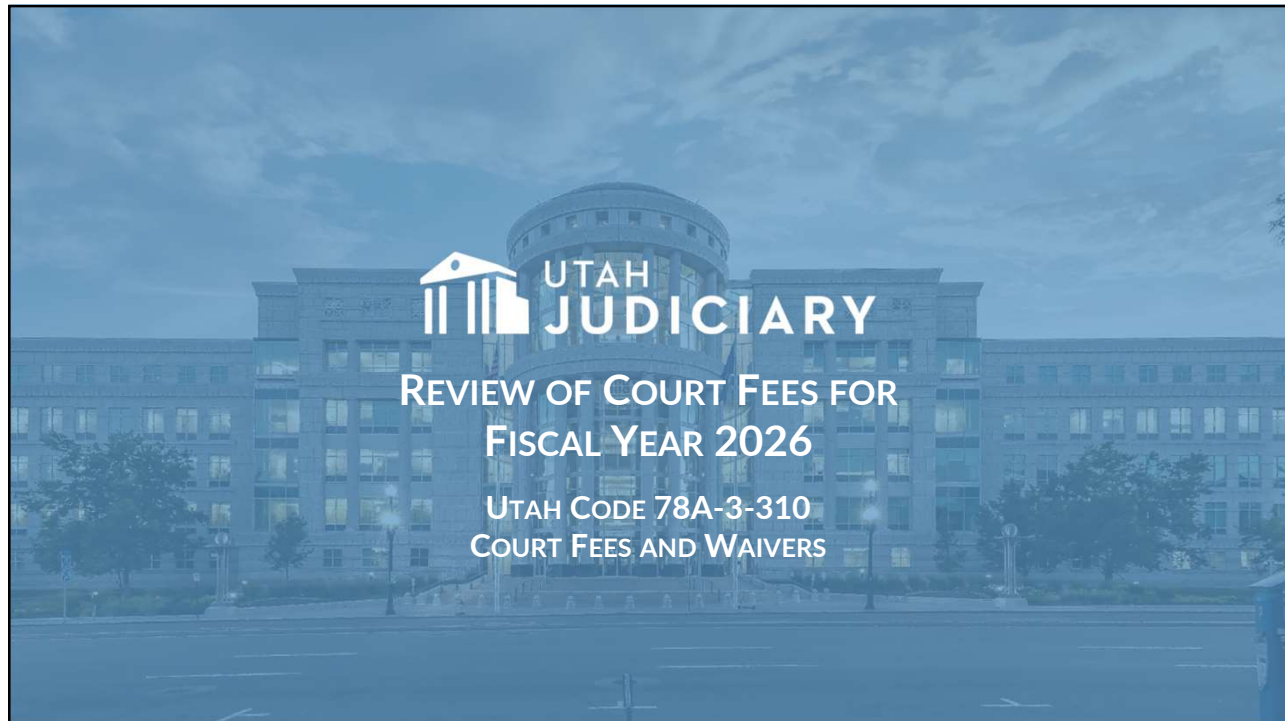
(6)(B) Personnel time. The fee for time beyond the first 15 minutes is charged in 15-minute increments for any part thereof. The fee for personnel time is charged at the following rates for the least expensive group capable of providing the record, information or service:

- i) clerical assistant: \$13.00 per hour*
- ii) technician: \$15.00 per hour*
- iii) senior clerical: \$21.00 per hour*
- iv) programmer/analyst: \$21.00 per hour*
- v) manager: \$33.00 per hour*

Historical Fee Adjustments from 1992-2023 set by Statute

Filing Fees (UCA 78A-2-301)	1992	1993	1994	1995	2000	2001	2002	2003	2006	2007	2009	2010	2011	2012	2015	2017	2020	Current Fees as of 2023
Petition or Complaint - Original \$2,000 or less	\$20.00		\$25.00	\$37.00			\$45.00	\$50.00			\$75.00						\$90.00	\$90.00
GT \$2,000 and LT \$10,000	\$40.00		\$60.00	\$80.00			\$90.00	\$95.00			\$185.00						\$200.00	\$200.00
\$10,000 or more	\$80.00		\$100.00	\$120.00			\$140.00	\$155.00			\$360.00						\$375.00	\$375.00
Filing Fee for Civil Complaint or Petition not governed by another section	\$80.00		\$100.00	\$120.00			\$140.00	\$155.00			\$360.00						\$375.00	\$375.00
Motion to Renew Civil Judgment \$0 - \$2,000													\$37.50				\$45.00	\$45.00
GT \$2,000 and LT \$10,000													\$92.50				\$100.00	\$100.00
\$10,000 or more													\$180.00				\$187.50	\$187.50
Divorce or Separate Maintenance Petition				\$80.00				\$95.00	\$155.00		\$310.00						\$325.00	\$325.00
Cohabitant Abuse Act fee- required if Petition of Divorce was not filed. Fee Removed in 1995.	\$25.00																	
Temporary Separation Order										\$25.00	\$35.00							\$35.00
Divorce Filing AFTER Temporary separation						\$60.00	\$70.00	\$85.00			\$275.00						\$290.00	\$290.00
Modify Divorce or Separate Maintenance - Counter Claim or Cross Claim	\$30.00						\$40.00				\$100.00	\$115.00					\$130.00	\$130.00
Counter Claim, Cross Claim, Intervention, 3rd Party Complaint \$2,000 or less	\$15.00		\$35.00	\$45.00							\$55.00						\$55.00	\$55.00
GT \$2,000 and LT \$10,000	\$30.00		\$50.00	\$60.00			\$70.00	\$75.00			\$150.00						\$165.00	\$165.00
\$10,000 or more	\$60.00		\$80.00	\$90.00				\$105.00			\$155.00						\$170.00	\$170.00
Counterclaim, Paternity/Grandparent Guardian Child (18-22)	\$60.00		\$80.00	\$90.00				\$105.00			\$155.00						\$170.00	\$170.00
Demand for Civil Jury	\$50.00						\$75.00				\$250.00							\$250.00
Trial De Novo (Justice or Small Claims Court)	\$50.00			\$70.00				\$75.00			\$225.00						\$240.00	\$240.00
Municipal Appeal					\$40.00			\$55.00			\$65.00						\$80.00	\$80.00
Appeal	\$160.00		\$180.00	\$190.00				\$205.00			\$225.00						\$240.00	\$240.00
Appellate Interlocutory Order or Writ of Certiorari	\$160.00		\$180.00	\$190.00				\$205.00			\$225.00						\$240.00	\$240.00
Petition for Expungement (not charged from 5/4/22- 6/30/2023)	\$50.00							\$65.00			\$135.00						\$150.00	\$150.00
Offender Registry Ptn														\$125.00				\$125.00
Foreign Transcript of Judgment (from a court of another state)	\$25.00										\$35.00							\$35.00
Foreign Probate or Child Custody	\$25.00										\$35.00							\$35.00
Abstract or Transcript Judgment of Court or Agency of Utah	\$10.00			\$40.00							\$50.00							\$50.00
Judgment by Confession	\$25.00										\$35.00							\$35.00
Motion to Renew Judgment by Confession															\$17.50			\$17.50
Award of Arbitration	\$25.00										\$35.00							\$35.00
Petition to modify a divorce decree	\$30.00									\$10.00	\$100.00							\$100.00
Accounting - Estate Value	*80.00																	
\$50,000 or Less		\$10.00									\$15.00							\$15.00
GT \$50,000, LT or EQ \$75,000		\$20.00									\$30.00							\$30.00
GT \$75,000, LT or EQ \$112,000		\$40.00									\$50.00							\$50.00
GT \$112,000, LT or EQ \$168,000		\$80.00									\$90.00							\$90.00
Greater Than \$168,000		\$150.00									\$175.00							\$175.00
PETN Reopen Estate Case															\$170.00			\$170.00
PETN to disburse Funds																\$50.00		\$50.00
Demand for Civil Jury	\$50.00						\$75.00				\$250.00							\$250.00
Judicial Document Approval (not part of a case)	\$25.00										\$35.00							\$35.00
Petition to Open Sealed Record	\$25.00										\$35.00							\$35.00
Writ of Replevin, Attachment, or Execution	\$5.00			\$20.00			\$35.00				\$50.00							\$50.00
Garnishment	\$5.00			\$20.00			\$35.00				\$50.00							\$50.00
Vital Statistics Fee	\$2.00										\$8.00							\$8.00
Pet to authorize to marry		\$5.00																\$5.00
Emancipation of a minor									\$50.00									\$50.00
DNA (Juv)							\$75.00						\$150.00					\$150.00
OCAP (Online Court Assistance Program)					\$20.00													\$20.00
Deferred Prosecution (Effective 5/3/23)																		\$5.00
Fees for certificate of Bar Admission	\$50.00																	\$50.00

*The fee for filing any accounting required by law was a set fee until 1993. At that time fees were incremental based on estate value.



1

Utah Code 78A-3-310 Requirements

1. The types of fees charged, and the amounts collected
2. The cost related to each fee
3. A determination of whether the fees generate excess revenue
4. The count and amount of waived fees

2

Results for Fiscal Year 2026

Fee Count	Category	Fee	Total Additional Revenue
1	Business and Chancery Court	Complaint: \$10,000 or more	\$ 5,004
2	Business and Chancery Court	Complaint: Not Governed by Another Subsection Utah Code 78A-2-301(1)(a)	9,730
3	Juvenile Court	Petition – At Risk Noncitizen	1,548
4	Service Fee	Duplicate Attorney Certificate	19
5	Service Fee	Interest-Bearing Account	350
Total Additional Revenue			\$ 16,651

3

Business and Chancery Court Filing Fees

Business and Chancery Court Case Filing Fees	Cost Per Filing	Fee Amount	Additional Revenue Per Filing	Total Additional Per Fee
Complaint or Petition:				
\$10,000 or more	\$ 736	\$ 875	\$ 139	\$ 5,004
Not Governed by Another Subsection Utah Code (78A-2-301(1)(a))	736	875	139	9,730
Total Additional Revenue				\$ 14,734

4

Juvenile Court: At-Risk Noncitizen

- Petition for Special Findings for at-risk noncitizen children went into effect in May 2023
- The fee (\$375) exceeds the cost per filing (\$369) by \$6
- Additional revenue: **\$1,548**

Service Fee: Duplicate Attorney Certificate

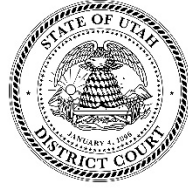
- Duplicate attorney certificate fee is \$25
- Total expenses were \$231 and the revenue was \$250
- Additional revenue: **\$19**

Service Fee: Interest-bearing Account

- Interest-bearing account fee structure changed in March 2024
- Total expenses were \$850 and the revenue was \$1,200
- Additional revenue: **\$350**



Tab 5



Third District Court

September 16, 2026

MEMORANDUM

TO: Judicial Council

FROM: Third District Court – Presiding Judge Adam Mow, Mark Paradise (Trial Court Executive)

RE: Authorization to extend qualification time frame beyond 60 days (UCJA 3-102)

Judicial Council,

Elizabeth Butler has been appointed by Governor Cox to replace Judge Elizabeth Hruby-Mills in the Third District Court. Judge Hruby-Mills retirement date is scheduled for December 1, 2026. Ms Butler's appointment was confirmed by the Utah Senate on September 16, 2026.

Utah Code of Judicial Administration Rule 3-102(1)(B) states: **An appointee to judicial office shall qualify for office as provided by law within 60 days after the appointment is effective. If an appointee is confirmed by the Senate but cannot qualify for office within 60 days after the appointment is effective because the term of the judge the appointee is replacing has not ended, the Judicial Council may extend this time period.**

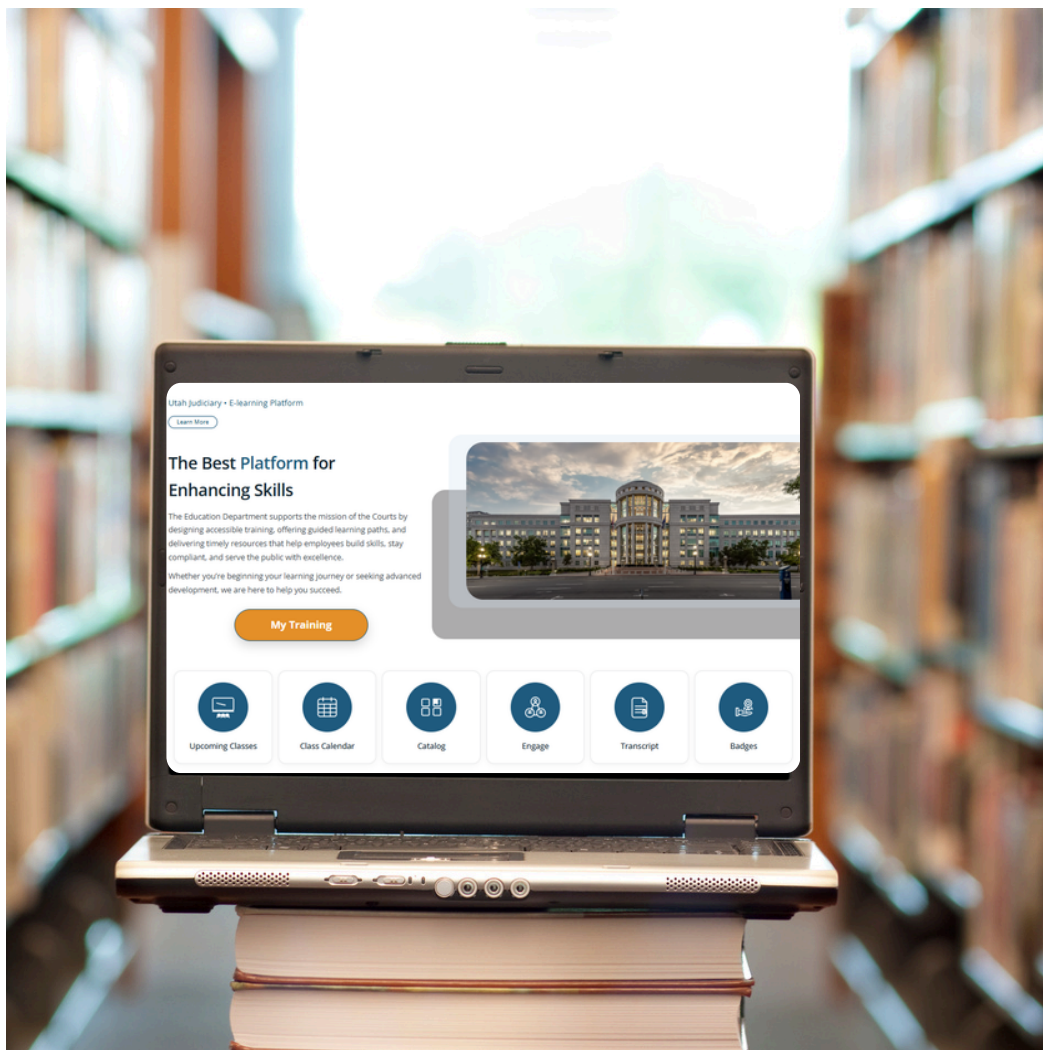
Due to the timing of confirmation of Ms Butler and the retirement date of Judge Hruby-Mills, Ms Butler will not be able to start within 60 days of confirmation. We kindly ask the Judicial Council to extend the qualification beyond 60 days due to the term of the replacing judge having not ended within that required time frame.

We greatly appreciate your time and support in considering this request.

Sincerely,

Presiding Judge Adam Mow and Mark Paradise

Tab 6



STANDING EDUCATION COMMITTEE'S

2025-26 ANNUAL REPORT

TO THE JUDICIAL COUNCIL

OUR PERFORMANCE

The Education Department was able to reach more court employees in-person and online in 2025-26. Here are some key performance metrics for our department:

- Received 26,671 enrollments in live training. This is approximately 15 enrollments in live trainings per court employee. 79% of these enrollments completed training to obtain credit.
- Received 110,174 enrollments in online, on-demand trainings. This is approximately 63 enrollments in online courses per court employee. 70% of these enrollments completed training to obtain credit.
- Hosted twelve judicial conferences, four New Judge Orientations, four New Employee Orientations, and one Justice Court Clerks' Conference.
- Supported the 2026 Leadership Academy, the Statewide Probation Leadership Meeting, and the Clerical Leadership Conference.

CONFERENCES

In-person conferences were offered throughout 2025-26. The Annual Judicial Conference was attended by over 250 people. In addition to the Annual Judicial Conference, the Education Department supported:

- Appellate Court Conference
- Clerical Leadership Conference
- Commissioners' Retreat
- District Court Judges' Spring Conference
- Employee Conference
- Judicial Decision Making
- Justice Court Judges' Spring Conference
- Juvenile Court Judges' Spring Conference
- Law Clerk Attorneys' Conference
- Legislative Update
- Legislative Workshop
- Problem-Solving Conference

BEYOND THE CONFERENCE

The Standing Education Committee works with the Courts' Education Department to administer multiple certificates for court employees. Here are some examples:

Justice Court Clerk Certification

- The Justice Court Clerk Certification program was streamlined to include New Clerk Orientation. Clerks now seamlessly move from orientation into skill development over a 24-month period. Clerks who complete Clerk Certification learn about the Utah Judiciary, the functions of Judicial Council, and the impacts of clerical roles in the judiciary.

Online and Live training

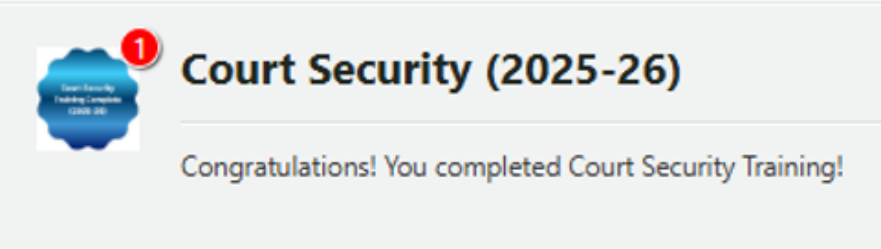
- 410 trainings were offered online and on-demand in 2025-26. 605 trainings were offered live (via in-person or through a video conferencing tool).

THE NEW LMS

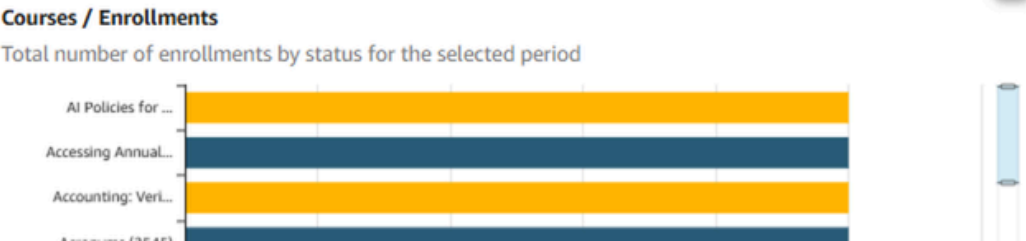
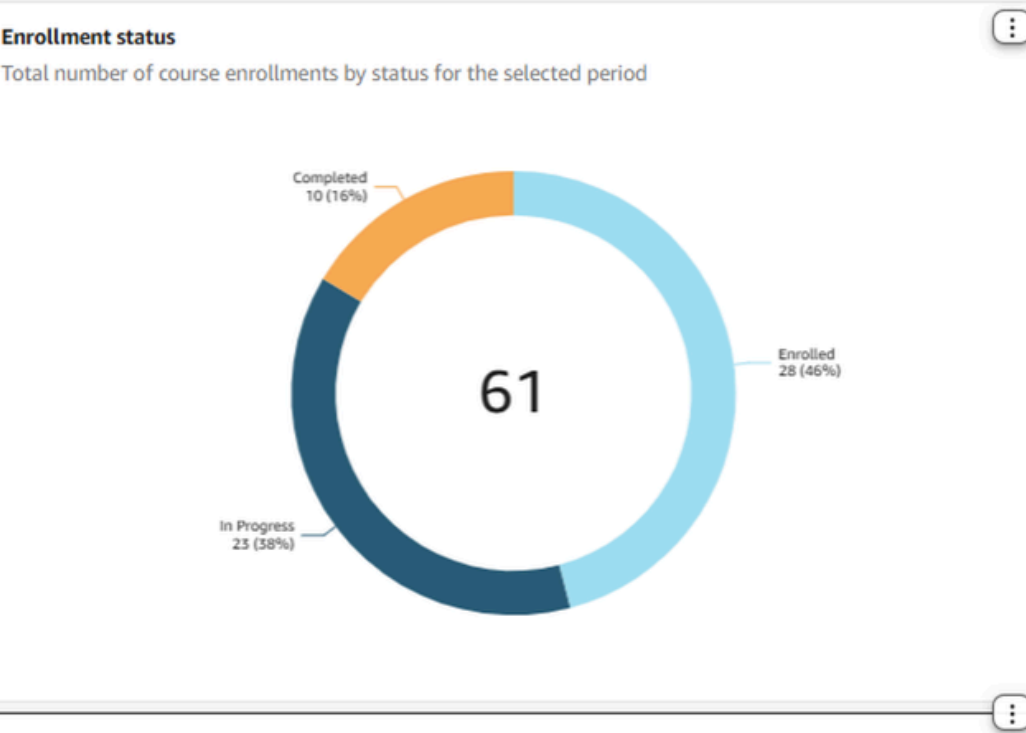
In July 2025, the Education Department acquired the Docebo LMS and began building it out for all 1760 users in the Utah Judiciary. The 5th District was the first group to pilot the new LMS in November 2025. After the pilot, the new LMS was rolled to each district and was completed by May 2026. The Education Department held at least 22 district-level meetings to familiarize judicial officers, managers, employees and specific groups with the new platform.

The Docebo LMS allows users across the Judiciary to ask training experts questions through the LMS’ “Ask the Expert” function, access work specific content without utilizing a search button, and easily track completion of required trainings. Tracking completions can now be done through a transcript, or by displaying a digital badge. The digital badge allows managers to observed learned skills in a meaningful way. An example of a digital badge is below.

The reporting function is dynamic, and allows users to check their progress in enrolled courses through an interactive dashboard. Employees can view their enrollments, completions and the courses that are in progress. (See image below.)



The previous LMS was sunset on June 30, 2026.



JUDICIAL ASSISTANT ONBOARDING

Fiscal year 2025-26 was a time to reimagine how we onboard Judicial Assistants. Onboarding had taken place in districts, and had been supported by an online orientation since 2020. With the help of a dedicated committee of Trial Court Executives, Judicial Assistants, Training Coordinators and Administrators, a new onboarding process was built. In addition, a New Employee Orientation was created.

The Judicial Assistant (JA) Onboarding is built on the idea that each new employee needs to start with a strong frame. That frame can be trained by a central education department which is led by the Standing Education Committee. That frame, or skeleton, should be enhanced by skill development. The skill development provides “working muscles” for each JA. Districts and the Education Department may co-train to build strong working muscles. District Training Coordinators and managers remain the key agents to deliver onboarding and communicate local cultures to the new JAs.

To support this model, an in-person New Employee Orientation (NEO) was created, and funded by the Judicial Council. It is open to all court employees. The NEO takes place monthly. It introduces new court employees to different departments and services, provides networking opportunities with hires from across the state, and imparts a sense of what it means to be an employee of the Utah Judiciary. Judicial Assistants and Probation Officers attend a two-day NEO. All other employees attend a one-day NEO. The first NEO took place on September 9 and 10, 2026.

Thank you to the Committee Members:

- Keri Sargent, Deputy District Court Administrator
- Melissa Kennedy, Deputy District Court Administrator
- Cade Stubbs, 5th District TCE
- Mark Paradise, 3rd District TCE
- Mikelle Ostler, 4th Juvenile District TCE
- Deborah Morgan, 5th District Judicial Case Manager
- Veronica Snider, AOC Case Manager
- Dominica Williams, 2nd Juvenile Training Coordinator
- Kelsie Lemmon, 2nd Juvenile Training Coordinator
- Ashelynn Nelson, 7th District Training Coordinator
- Jamie Perkes, 5th District Training Coordinator
- Nicole Waterbury, 3rd District Training Coordinator
- Tanner Flinders, 3rd District Training Coordinator
- Samantha Ashcraft, 1st District Judicial Assistant
- Esmeralda Blanco, Executive Support Coordinator
- Johnizan Bowers, AOC Education Coordinator
- Lauren Andersen, Director of Education, Staff



EMPLOYEE MENTORING PROGRAM

The Employee Mentoring Program began its fourth cohort in March. This year, the program was able to match 26 employees with mentors. This is a decrease from last year. We had 31 employees apply, but only 26 mentors were available.

Participants in the program are matched with the help of Employee Resource Group (ERG) leadership through a blind matching process. Participants are encouraged to work on goals set by the mentee on a monthly or weekly basis. Mentors and mentees participate in an onboarding training and different leadership courses throughout the program.

Employees are informed of the program during their New Employee Orientation and encouraged to speak with their managers about applying in February each year. The Education Department has allocated ongoing funding for the program as recommended by the OFA's Strategic Plan.

JUDICIAL EDUCATION SCHOLARSHIPS

Not every judicial education offering can be provided by the Education department. In 2025-26, the Standing Education Committee's judicial scholarship program helped judges attend out-of-state training in the areas of advanced evidence, juvenile justice, family law, water law, civil mediation and appellate law. Judges receiving these scholarships have been encouraged to lead conference breakout sessions or district trainings for their peers. Ongoing funding was requested and granted starting in FY27.

NEW FACES

The Standing Education Committee welcomed two new members this year. Tricia Bradshaw, Clerk of Court for the 5th District, filled the vacancy left by Melissa Kennedy. Spencer Cottle, 4th District Chief Probation Officer, filled the vacancy left by Megan Haney.

Avani Patel, Sr. Conference Coordinator, also joined the Education team in January 2026, after the retirement of Suzy Lee. Avani joined the judiciary with 15 years of experience planning conferences, corporate events and weddings. She worked at Utah Community Action and Deloitte Consulting, LLP.

DIVORCE EDUCATION

The Education Department serves two Divorce and Separation programs. The Adult Separation and Divorce Training required by UC 81-4-104, and the Divorce Education for Children program which is optional.

The Divorce Education for Children Program helped 170 from ages 6 to 17 years old learn skills to help navigate separation and divorce in FY26. 438 registered indicating a greater interest in the program. Of the 170 that attended, the program served 52 youth aged 6-8 years old; 70 youth from ages 9-12 years old; and 48 teens. As in previous years, the 9-12-year-old age received the most enrollments.

The Adult Separation and Divorce Education program is offered online and in-person. More people attend online. 9748 individuals completed the online orientation, 9289 individuals completed the online divorce training, and 1830 individuals completed the online training for unmarried and separating parents. The Adult Separation and Divorce program is offered thanks to the support of USU's Extension.

EMPLOYEE COURSE CATALOG

An Employee Course Catalog continues to inform employees of professional development opportunities. This catalog is designed to communicate upcoming courses to court employees, introduce them to speakers, and provide a description of each course. Employees may link directly from the catalog to register for the course.

Fall 2026

Education Offerings from the Utah Judicial Institute



ONLINE COURSE ENROLLMENTS

(BY SUBJECT)

Course Titles	# Completed	# In progress	# of Not started	% Courses Completed
Awareness: Your Data Used in Scams - Security Awareness Training	1386	0	0	100%
2022 JCCC - Assessment	4	0	0	100%
2025 Annual Judicial Conference - Ethics and Prevention of Harassment & Abusive Conduct - Recording	16	6	0	73%
2025 Annual Judicial Conference - Hearings de Novo - Recording	8	0	0	100%
2025 Annual Judicial Conference - Judicial Demeanor - Recording	8	1	0	89%
2025 Annual Judicial Conference - Judicial Roles in Court Security - Recording	7	3	1	64%
2025 Annual Judicial Conference - Opening Remarks and Uses of AI - Recording	4	2	1	57%
2025 Annual Judicial Conference - Supreme Court Update - Recording	7	0	0	100%
2025 Annual Judicial Conference - The Neuroscience of Joy - Recording	4	2	0	67%
2025 Annual Judicial Conference - The Window of Tolerance: Key Strategies for Trauma-Informed Leadership - Recording	4	1	1	67%
2025 Annual Judicial Conference - Water Rights v. Stock in Water Companies - Recording	6	1	0	86%
2025 Annual Judicial Conference - You've Taken the Harvard Implicit Bias Test, What Do you Do Now? - Recording	5	3	0	63%
2025 JCCC Assessment	4	0	0	100%
2026 Commissioners' Retreat - Group Dynamics and Conflict Strategies	11	0	0	100%
2026 Court Improvement Program (CIP) Summit - Bridging the Divide When Best - Interest Perspectives Collide - Recording	5	1	0	83%
2026 Court Improvement Program (CIP) Summit - Bridging the Gaps for Cross-Border Children & Families: Promising Practices & Partnerships - Recording	5	3	0	63%
2026 Court Improvement Program (CIP) Summit - Collaboration in ICWA Cases: Understanding the What, Why & How - Recording	6	2	0	75%
2026 Court Improvement Program (CIP) Summit - Commitment Keynote - Accidental Everest: From Insight to Intention - Recording	6	3	1	60%
2026 Court Improvement Program (CIP) Summit - Finding the Beauty in Conflict - Recording	5	1	1	71%
2026 Court Improvement Program (CIP) Summit - From System Involvement to System Improvement: Lessons on Collaboration from Lived Experience - Recording	4	2	0	67%
2026 Court Improvement Program (CIP) Summit - When We Hold Different Pieces of the Same Map - Recording	4	3	0	57%
2026 District Court Spring Conference - Welcome, Opening Remarks and Introduction to the New LMS - Recording	6	2	0	75%
2026 District Court Spring Conference - Addressing the Harm of Domestic Violence while Balancing Parental Rights - Recording	11	0	0	100%
2026 District Court Spring Conference - Artificial Intelligence (AI) - Recording	8	2	0	80%
2026 District Court Spring Conference - Case Law Update - Recording	9	2	0	82%
2026 District Court Spring Conference - Commissioners Panel - Recording	7	1	1	78%
2026 District Court Spring Conference - Drug Trends in Utah - Recording	13	1	0	93%
2026 District Court Spring Conference - JCC - Recording	8	1	0	89%
2026 District Court Spring Conference - Private GAL - Recording	5	2	0	71%
2026 District Court Spring Conference - Rule 11, Avoiding Advocacy from the Bench - Recording	12	2	0	86%
2026 District Court Spring Conference - Very Difficult Litigants - Recording	12	2	0	86%
2026 Justice Court Clerk Conference - New Learning Management System (LMS)	337	3	63	84%
2026 Justice Court Clerk Conference - New Learning Management System (LMS) for Managers	196	33	150	52%
2026 Justice Court Clerk Conference - Survey Acknowledgment	310	17	53	82%
2026 Justice Court Judge Conference - Ability to Pay Matrix, Bail, and Pretrial Release - Recording	4	2	0	67%
2026 Justice Court Judge Conference - Legislative Update - Recording	22	2	1	88%
2026 Justice Court Judges Conference - Breakout 1: Small Claims - Comprehensive Overview of Personal Injury Cases - Recording	6	1	0	86%
2026 Justice Court Judges Conference - Breakout 2: Holding the Work Without Losing Yourself - Dealing with Fatigue and Exhaustion - Recording	4	1	0	80%
2026 Juvenile Judges' Spring Conference - Case Law Update - Recording	4	1	0	80%
2026 Juvenile Judges' Spring Conference - Legal Writing tips from Appellate Court Judges - Recording	5	2	0	71%
2026 Juvenile Judges' Spring Conference - Legislative Update - Recording	4	1	0	80%
2026 Juvenile Judges' Spring Conference - Paternity in Utah	4	2	1	57%
2026 State of Utah Open Enrollment Kickoff Meeting Recording	270	0	7	97%
2026 Statewide Employee Conference - Beyond the Burnout, Restoring Identity, Purpose and Pride - Recording	78	7	5	87%
2026 Statewide Employee Conference - Calling All Hope Dealers: Exploring the Social Detriments of Hope - Recording	42	2	2	91%
2026 Statewide Employee Conference - Ethics: Why We Hesitate, Why We Need Them, and How to Do Ethics - Recording	73	3	5	90%
2026 Statewide Employee Conference - Reconnecting to the Why- Hope Fueled Public Service - Recording	52	0	4	93%
2026 Statewide Employee Conference - Supreme Court Panel - Recording	45	2	2	92%
2026 Statewide Employee Conference - The Dark Side of Technology - Recording	55	6	3	86%
2026 Statewide Employee Conference - Utah Courts Strategic Plan: Staff's Role - Recording	55	12	2	80%
2026 Statewide Employee Conference - What if it's Harassment? - Recording	52	3	4	88%
2026 Statewide Employee Conference - What's New in the Courts - Recording	52	6	2	87%
2026 Statewide Employee Conference - Who Ate My Chocolate? Different Personalities, Same Team - Recording	55	1	3	93%
24/7 Sobriety Program	22	0	9	71%
2nd District - 2026 Legislative Updates Overview	61	1	0	98%
2nd District LMS Training Session (Staff) - Recording	10	0	2	83%
2nd Juvenile LMS Training Session (Probation) - Recording	7	1	1	78%
3rd District LMS Training Session - Recording	19	4	0	83%
3rd District Training - CORISWeb Minutes - Recording	7	2	1	70%
3rd Juvenile LMS Training Session (Clerical) - Recording	5	2	1	63%
3rd Juvenile LMS Training Session (Management) - Recording	4	2	0	67%
3rd Juvenile LMS Training Session (Probation) - Recording	5	1	1	71%
4th District LMS Training Session (Clerical) - Recording	10	2	1	77%
4th Juvenile Court Training: Delinquency Hearing Tips - Bonus Training Workshop (BTW)	5	1	1	71%
4th Juvenile LMS Training Session (Clerical) - Recording	6	0	2	75%
A fresh approach to resolving conflicts Darya Shaikh TED Talk (i)	113	0	0	100%
A guide to collaborative leadership Lorna Davis TED Talk (i)	92	0	0	100%
Abstract of Judgment	23	1	18	55%
Accessing Annual Requirements - LMS	572	89	1116	32%
Accounting Manual Policy Training (July 2026) - Recording	14	6	1	67%
Accounting Manual Update - December 2025 Recording	16	1	6	70%
Accounting: Cash Count in CARE	31	0	2	94%

ONLINE COURSE ENROLLMENTS

(BY SUBJECT)

Accounting: Cash Count in CORIS	34	2	7	79%
Accounting: Cashiering in CORIS	37	1	11	76%
Accounting: Collections	19	1	7	70%
Accounting: Credit Adjustments	22	1	6	76%
Accounting: Daily Journal Cutoff	24	0	3	89%
Accounting: General	32	0	4	89%
Accounting: Journal Close	14	0	3	82%
Accounting: Office of State Debt Collection	13	0	7	65%
Accounting: Overages and Shortages	13	0	7	65%
Accounting: Overpayments	17	1	8	65%
Accounting: Returned Checks	7	0	7	50%
Accounting: Revenue Reporting	10	1	8	53%
Accounting: Trust Checks	12	1	6	63%
Accounting: Trust Reconciliation	12	0	8	60%
Accounting: Trust without a Case	9	0	3	75%
Accounting: Unclaimed Property	15	0	7	68%
Accounting: Verifying a Cash Count in CARE	24	1	2	89%
Acronyms	357	0	60	86%
Action Queues	78	4	37	66%
Adapting to Other People to Communicate More Effectively: Part A	21	3	0	88%
Adapting to Other People to Communicate More Effectively: Part E	13	0	0	100%
Additional Features - LMS	493	15	1493	25%
Adobe Acrobat DC Pro: Beginner	4	5	1	40%
Agile Leadership	4	0	0	100%
AI Policies for the Utah Judiciary	640	6	1129	36%
Anatomy of a Criminal/Traffic Case	88	0	21	81%
Anticipating Filer Mistakes	44	2	6	85%
AOC LMS Training Session (Staff) - Recording	4	0	0	100%
Appellate Court LMS Training Session - Recording	34	0	0	100%
Arraignment, Change of Plea, and Appointed Counsel	301	3	103	74%
Artificial Intelligence (AI) Training - Recording	6	6	1	46%
Ask This Old Hack: Callback Phishing - Security Awareness Training	13	0	0	100%
Ask This Old Hack: Legitimate Services in Scams - Security Awareness Training	1326	0	0	100%
Assessing Fees	343	3	67	83%
Assessment Accuracy Booster for CP Trainers	11	0	9	55%
Attaching an Attorney in CARE	35	0	3	92%
Basic CORIS: Case Search and Print	52	6	9	78%
Basics of eFiling	15	1	1	88%
Basics of eFiling - CARE	34	1	2	92%
Basics of eFiling - District/Judicial Court	60	3	2	92%
Batch Print	19	0	10	66%
Booking Reports	62	2	16	78%
Boostingo - Create a booking, assign and unassign and interpreter, follow-up action:	78	16	7	77%
Boostingo - Welcome and terms	91	22	7	76%
Boostingo Process Q&A Webinar Recording	22	13	2	59%
Buddy: Protect Your Badge - Security Awareness Training	65	0	0	100%
Buddy: Protect Your Mobile Device - Security Awareness Training	7	0	0	100%
Build psychological safety to unlock team success Rafael Chiu TED Talk (26:27)	70	3	3	92%
Calendar Dashboard	229	1	11	95%
Calendar Events in CORIS	35	2	6	81%
CARE Generated Documents and Orders	34	0	5	87%
Case and Document Classifications	53	0	6	90%
Case History Notes and Warnings	355	0	62	85%
Case Item and Order Fulfillment	53	1	15	77%
Case Pending	23	2	22	49%
Case Planning 101 - Module 1: Introduction	41	2	8	80%
Case Planning 101 - Module 10: Responsivity	34	0	17	67%
Case Planning 101 - Module 11: Assessment Scoring, Re-Assessment, and the PRA Dashboard	33	1	16	66%
Case Planning 101 - Module 12: Behavioral Analysis Worksheet (BAW)	34	1	20	62%
Case Planning 101 - Module 13: Zeroing In, Step 1 - Preparing for Collaboration	33	0	21	61%
Case Planning 101 - Module 14: Zeroing In, Step 2 - Sharing the Information	32	1	22	58%
Case Planning 101 - Module 15: Zeroing In, Step 3 - Finalizing and eFiling the Case Plan	30	0	24	56%
Case Planning 101 - Module 2: What is a Utah's Risk and Needs Assessment, and How to Navigate	39	0	11	78%
Case Planning 101 - Module 3: Category 1 - Delinquency	39	1	10	78%
Case Planning 101 - Module 4: Category 2 - School/Work	35	0	15	70%
Case Planning 101 - Module 5: Category 3 - Leisure/Recreation & Category 4 - Pro-Delinquent Associates	35	0	16	69%
Case Planning 101 - Module 6: Category 5 - Family	35	0	15	70%
Case Planning 101 - Module 7: Category 6 - Substance Abuse	35	0	15	70%
Case Planning 101 - Module 8: Category 7 - Pro-delinquent Attitude	32	2	16	64%
Case Planning 101 - Module 9: Category 8 - Anti Social Personality Pattern	34	0	19	64%
Case Planning Guide and Coaching Webinar Recording	7	4	0	64%
Cashier Cash Count	97	0	20	83%
Certified and Exemplified Copies - District Court	45	0	5	90%
Certified and Exemplified Copies - Juvenile Court	30	2	3	86%
Child Welfare Timeline	26	2	4	81%
Child Welfare Timeline Errors	16	1	11	57%
CIP Webinar Recording: IDC's Interdisciplinary Parental Representation Pilot Program	5	1	0	83%
CIP Webinar: Family Action Meeting (FAM) Recording	5	1	1	71%
CIP Webinar: Rural Team Panel Discussion Recording	4	1	0	80%
Citation Process	29	1	8	76%
Civil Case Management Part 1	19	0	7	73%

ONLINE COURSE ENROLLMENTS

(BY SUBJECT)

Civil Case Management, Part 2	11	1	11	48%
Civil Post-Conviction Relief	20	1	9	67%
Civil Stalking Injunction	39	2	9	78%
Civil: Abstract of Judgment	41	1	6	85%
Civil: Evictions	44	0	11	80%
Civil: Foreign Judgments	33	1	9	77%
Civil: Foreign Subpoena	19	0	9	68%
Civil: Judgment Maintenance	15	0	12	56%
Coaching/Training/Management Evidence Based Practice (EBP) or Leadership Electives (25-26)	10	0	0	100%
Code of Judicial Conduct (est. time: 7 min.)	15	1	3	79%
Collecting Specimens	40	1	12	75%
Commissioner Judge Workflow - CARE	4	0	3	57%
Communicating Effectively (i)	93	0	0	100%
Companions: The One About Vishing - Security Awareness Training	1352	0	0	100%
Completing Profile in Concur	6	0	0	100%
Concur Basics: Reimbursement Report	20	3	2	80%
Concur Basics: Travel Request	7	0	11	39%
Confidentiality and Release of Information	34	1	6	83%
Conflict Resolution (i)	65	0	0	100%
Conflict Resolution for Managers	4	0	1	80%
Continuances	29	0	6	83%
Continuances and Rescheduling	330	2	80	80%
CORIS - Getting Started	327	0	85	79%
CORISweb Minutes Screen Demonstration Recording	43	10	2	78%
Court Calendars	31	0	5	86%
Court Interpreters (est. time: 11 min.)	10	0	7	59%
Court Programs, Overview and Resources	363	3	51	87%
Court Security - Section One	5	0	0	100%
Court Security - Section Three	5	0	0	100%
Court Security - Section Two	6	0	0	100%
Court Security Intro Navigation (25-26)	744	1	49	94%
Court Security Intro Navigation (26-27)	470	12	768	38%
Court Security Section 1 (25-26)	756	0	52	94%
Court Security Section 1 (26-27)	452	14	785	36%
Court Security Section 2 (25-26)	773	0	50	94%
Court Security Section 2 (26-27)	443	6	802	35%
Court Security Section 3 (25-26)	790	0	51	94%
Court Security Section 3 (26-27)	427	6	817	34%
Court Security Section 4 (25-26)	799	0	53	94%
Court Security Section 4 (26-27)	411	14	825	33%
Court Security Section 5 (25-26)	789	1	54	93%
Court Security Section 5 (26-27)	396	6	848	32%
Courtroom Demeanor	63	1	9	86%
Create a Gemini Notebook	593	23	1138	34%
Creating a Delinquency Incident (A)	64	0	17	79%
Creating and Processing New Cases	26	1	10	70%
Creating Inclusive Workplaces (26-27)	90	6	6	88%
Creating Rulings	36	3	45	43%
Credits and Dismissals	76	2	30	70%
Criminal Appeals	17	1	8	65%
Criminal Bail Bond Dispositions	34	0	22	61%
Criminal Expungements	26	2	10	68%
Criminal Orientation	58	2	9	84%
Criminal Post Disposition	29	0	15	66%
Criminal Sentencing	33	3	11	70%
Criminal Terminology	60	4	7	85%
Criminal Time Pay	33	4	15	63%
Criminal Traffic	10	0	2	83%
Crisis Response Planning Workshop	29	4	23	52%
Critical Messages	64	1	13	82%
Decrypted: Don't Turn Off Safety Measures - Security Awareness Training	1465	0	0	100%
Deferred Traffic Prosecution	280	9	110	70%
Delegating Tasks	6	1	0	86%
Delegation, Goal Setting, and Monitoring (i)	37	0	0	100%
Delinquency Case Referrals - CARE	61	4	19	73%
Develop Your Ability to Learn	12	1	1	86%
Digital Signature - CORIS	27	0	9	75%
Digital Signature for Warrants, OTC, Small Claims	14	0	10	58%
Digitally and Manually Signed Orders	31	0	10	76%
Disability Inclusion (26-27)	51	2	2	93%
Discovery Tiers and Timelines	20	4	11	57%
Dismissals	66	3	32	65%
Distracted Driving: Managing Risk Behind the Wheel (March 11, 2026	4	0	0	100%
District/Justice Court Programming Release Webinar (April 2024)	13	8	1	59%
District/Justice Court Programming Release Webinar (April 2026) - Recording	29	9	1	74%
District/Justice Court Programming Release Webinar (February 2026) Recording	37	17	0	69%
District/Justice Court Programming Release Webinar (Jan 2025)	17	4	1	77%
District/Justice Court Programming Release Webinar (January 2024)	7	0	0	100%
District/Justice Court Programming Release Webinar (June 2024)	9	0	0	100%
District/Justice Court Programming Release Webinar (June 2026) - Recording	27	13	1	66%
District/Justice Court Programming Release Webinar (June2025)	27	2	2	87%

ONLINE COURSE ENROLLMENTS

(BY SUBJECT)

District/Justice Court Programming Release Webinar (May 2025)	18	1	0	95%
District/Justice Court Programming Release Webinar (September 2024)	12	1	0	92%
District/Justice Court Programming Release Webinar (September 2025)	519	0	0	100%
Document Classifications	297	7	84	77%
Document Report	28	4	50	34%
Domestic - Protective Order Cases	31	1	8	78%
Domestic Contested Divorces	45	2	14	74%
Domestic In-Court Minutes	23	1	13	62%
Domestic Judgments	32	0	14	70%
Domestic Mediation	25	1	9	71%
Domestic Petitions to Modify	41	0	13	76%
Domestic Terminology	57	3	7	85%
Don't Panic! (Customer Service Process Improvement) - Security Awareness Training	11	0	0	100%
Don't Panic! (Disputed Items for Review) - Security Awareness Training	23	0	0	100%
Don't Panic! (Do you recognize this document?) - Security Awareness Training	34	0	0	100%
Don't Panic! (Dress Code Policy Reminder) - Security Awareness Training	5	0	0	100%
Don't Panic! (Google Meet Invitation) - Security Awareness Training	9	0	0	100%
Don't Panic! (Mailbox Synchronization Failure) - Security Awareness Training	15	0	0	100%
Don't Panic! (Updated Benefits Guide)	45	0	0	100%
Don't Panic! (Welcome to ChatGPT Team)	12	0	0	100%
Don't Panic! (You Are Invited) - Security Awareness Training	10	0	0	100%
Don't Panic! (You have 3 new documents) - Security Awareness Training	12	0	0	100%
Don't Panic! (You have a new Message) - Security Awareness Training	13	0	0	100%
Don't Panic! (Your completed document is ready to review: Payment Notification)	8	0	0	100%
Driver License Reporting Screen	281	8	106	71%
Driver's License and Social Security Number Search	61	0	22	73%
eCitation Processing: 2026 System Updates - Recording	21	8	3	66%
Effective Delegation (i)	29	0	0	100%
eFiling Basics	4	0	0	100%
Emotional Intelligence: 7 Ways to Improve Your Emotional Intelligence (25-26) (i)	109	0	0	100%
Emotional Intelligence: 7 Ways to Improve Your Emotional Intelligence (26-27)(i)	100	0	0	100%
Emotional Intelligence: Emotional Intelligence - Improving Your Empathy (25-26) (i)	71	0	0	100%
Emotional Intelligence: Emotional Intelligence - Improving Your Empathy (26-27) (i)	36	0	0	100%
Employees: Annual Performance Evaluation Cycle	214	19	10	88%
Employees: Understanding Job Expectations	171	14	9	88%
End of Month Justice Court Reporting	35	5	41	43%
Ensuring Intervention Completion	57	1	25	69%
eSigning in the JAQ - Recording	95	43	8	65%
Ethics Advisory Committee & Judicial Conduct Commission (est.time: 9 min.	11	0	5	69%
Ethics and Courthouse Demeanor	360	2	57	86%
eWarrants	14	1	13	50%
Excel 365 Essentials	15	18	148	8%
Excel 365: Beginner (i)	38	0	0	100%
Exhibits and Evidence	22	5	6	67%
Failure to Appear/Failure to Comply	64	3	31	65%
Family Law Lunch & Learn (Aug 26) - Valuation of Assets/Debts on Date of Separation, not Trial - Recording	6	5	0	55%
Family Law Lunch & Learns (Feb 26) - Alimony & Attorney's Fees - Recording	10	0	0	100%
File Reassignment	5	1	10	31%
Filing a Small Claims	82	2	30	72%
Filing Case Overview (Criminal/Traffic)	83	3	24	75%
Filing Civil Cases	48	2	9	81%
Filing Domestic Cases	44	1	13	76%
Finders (GOTCHA or Tax Intercept)	51	0	24	68%
Finding Case, Party, Victim	69	0	9	88%
Foreign Domestic Orders	28	1	11	70%
GAL 2026 Legislation Update	74	1	2	96%
GAL LMS Training Session (Staff/Managers) - Recording	65	0	0	100%
Generating Letters	20	0	10	67%
Getting Started - General Navigation - LMS	585	61	1357	29%
Gmail: A Complete Guide	37	16	127	21%
Gomer & Gertrude: Social Engineers Know How You Think	31	0	0	100%
Google Docs: Beginner	30	7	140	17%
Google Sheets: Beginner	21	14	146	12%
Hearing/Trial Screen	305	4	97	75%
How to build (and rebuild) trust Frances Frei TED Talk (i)	47	0	0	100%
How to Create a Webex Webinar Series	7	0	0	100%
How to Create an Order for Signature - CARE	27	0	4	87%
How to eFile Documents - CARE	31	0	5	86%
How to eFile Documents (A)	36	1	8	80%
How to Handle Conflict : From Conflict to Personal Growth	8	0	0	100%
How to Log Into Concur	8	0	0	100%
How to overcome our biases? Walk boldly toward them Vernā Myers TED Talk (25-26)	118	0	0	100%
How to overcome our biases? Walk boldly toward them Vernā Myers TED Talk (26-27) (i)	183	0	0	100%
How to Set Defaults - CARE	30	0	5	86%
How to Set Defaults (A)	39	0	8	83%
How to Verify Judgments	37	0	11	77%
Human Resources Benefit Enrollment and Judicial Officer Polices (est. time: 12 min.	10	0	7	59%
Human Resources Policy Manual Acknowledgement form FY26	190	3	38	82%
ICI Returns/Runaways - Recording	90	6	171	34%
ICI Transfers of Supervision - Recording	72	11	184	27%
ICI Travel Permits Recording	74	3	190	28%

ONLINE COURSE ENROLLMENTS

(BY SUBJECT)

In Court Toolbox	296	9	103	73%
Incidents	28	0	6	82%
Inclusion in Action: 9 Skills for Communicating and Collaborating Across Difference:	75	0	0	100%
Interpreter Appearances	30	0	0	100%
Interpreter Requests in CORISWeb	27	0	18	60%
Introducing Project Management (i)	10	0	0	100%
Introduction to AI and the Utah Courts	192	8	7	93%
Introduction to eFiling	103	1	23	81%
Introduction to Online Dispute Resolution	5	1	1	71%
Issuing and Recalling Warrants	54	0	18	75%
Jabber	5	4	0	56%
Jail Release Agreements	38	1	45	45%
Judicial Officers: Feedback on Employee Performance	64	4	6	86%
Judicial Performance Evaluation Commission (JPEC) (est. time:14 min.)	10	2	5	59%
Justice Court Lunch & Learn - Protective Order Maintenance	4	0	0	100%
Justice Court New Judge Exam	4	0	0	100%
Justice Court Overview	7	0	0	100%
Juvenile Court Management Legislative Update - 2026 Recording	18	8	0	69%
Juvenile Court Programming Release Webinar (April 2026) - Recording	21	4	1	81%
Juvenile Court Programming Release Webinar (February 2026) Recording	23	3	1	85%
Juvenile Court Programming Release Webinar (June 2026) - Recording	21	3	1	84%
Juvenile Court Programming Release Webinar (June2025)	7	0	2	78%
Juvenile Court Programming Release Webinar (May 2025)	9	0	0	100%
Juvenile Court Programming Release Webinar (September 2024)	4	0	1	80%
Juvenile Court Programming Release Webinar (September 2025)	182	0	0	100%
Juvenile Expungements	8	0	14	36%
Law Library (est. time:4 min.)	10	0	7	59%
Leading Yourself and Others	8	0	0	100%
Learning Styles (i)	23	0	0	100%
Learning Styles: Managing Multiple Learning Styles (25-26) (i)	44	0	0	100%
Learning Styles: Managing Multiple Learning Styles (26-27) (i)	49	0	0	100%
Legal Information vs. Legal Advice Recording	61	8	3	85%
Legislative Update - 2026 Recording	35	1	2	92%
Legislative Workshop - 2026 Recording	61	0	3	95%
LGBTQIA+ Psychological Safety Discussion	6	0	0	100%
Lunch & Learn: Collecting Old Debt	19	2	15	53%
Malvertising: Malicious Ads & Search Results - Security Awareness Training	1520	0	0	100%
Manager Role - LMS	449	36	1516	22%
Manager Role in Preventing Harassment and Abusive Conduct With Respectful Workplace Principles Recording (25-26	29	0	0	100%
Manager Role in Preventing Harassment and Abusive Conduct With Respectful Workplace Principles Recording (26-27	57	12	0	83%
Managers: Annual Performance Evaluation Cycle Activities	90	13	6	83%
Managers: Establishing & Maintaining Job Expectations	71	10	9	79%
Managers: Giving Performance Feedback	59	4	7	84%
Managing eFile Queues - CARE	30	0	4	88%
Managing Queues - District/Justice Courts	55	3	11	80%
MAYSI-2 Online Training	39	4	7	78%
Mental Health: Stress Less	20	3	1	83%
Minute Entries - CORIS	31	1	6	82%
Minutes Dashboard and Individuals Present Screer	301	3	111	73%
Minutes Section A - CARE	24	1	6	77%
Minutes Section B - CARE	21	0	7	75%
Modifying Scheduled Events	27	1	9	73%
Motor Vehicle Accidents: Repairs, Deductibles, Total Losses, and Subrogation - Part 2	26	13	1	65%
Motor Vehicle Accidents: Reporting Procedures and Best Practices - Part 1	30	10	3	70%
My Cases My Calendar - CARE	26	2	7	74%
My Cases My Calendar (P)	39	0	7	85%
My Workspace (A)	35	1	10	76%
My Workspace Jury - Post Jury	17	2	19	45%
My Workspace Jury - Processing	20	4	13	54%
My Workspace Jury - Trial Preparation	19	4	16	49%
My Workspace Jury: Creation	20	2	16	53%
My Workspace Jury: Non Compliance	16	5	16	43%
MyCase & eFiling Accuracy - Recording	24	7	2	73%
MyCase (Pro Se eFiling) & JAQ	61	5	10	80%
Network Natalie: Dangers of Default Settings	31	0	0	100%
Neurodiversity (26-27)	54	6	2	87%
New Clerk Orientation Basic Terminology	328	0	57	85%
New Employee Orientation - Overview (i)	25	0	0	100%
New Payroll and HR Process Changes	644	3	83	88%
New to the Leadership Role	5	1	1	71%
No Appearance Plea in Abeyance	247	1	14	94%
Notice of Hearing (Victim)	58	1	22	72%
OAuth Attacks: Protect Yourself and Your Data	12	0	0	100%
ODNA Training for Probation	36	1	15	69%
ODR Survival Guide: How to not panic when the computers take over Small Claim:	20	3	5	71%
Offense Tracking Number	27	4	44	36%
Office of Vigilance Ep 1: The Suspicious Text - Security Awareness Training	1472	0	0	100%
Onboarding Checklist - JA	13	29	60	13%
Orientation to CARE (A)	74	2	7	89%
Ouch! That Stereotype Hurts (25-26)	189	0	0	100%
Ouch! That Stereotype Hurts (26-27){	98	0	0	100%

ONLINE COURSE ENROLLMENTS

(BY SUBJECT)

Pages - LMS	530	27	1445	26%
Parties for Case	353	0	64	85%
PC Matching	96	1	6	93%
PCI Training	82	0	4	95%
PCI Training (26-27)	32	3	15	64%
Post Sentence	282	0	127	69%
Poverty Simulation	17	3	24	39%
Preventing Harassment and Abusive Conduct With Respectful Workplace Principles Recording (25-26	169	0	0	100%
Preventing Harassment and Abusive Conduct With Respectful Workplace Principles Recording (26-27	153	20	0	88%
Printing Calendars	34	0	37	48%
Probable Cause: On-Call Maintenance	6	1	16	26%
Probation Officer Booster Requirements - Case Planning (25-26)	83	0	0	100%
Probation Officer Booster Requirements - Case Planning (26-27)	16	17	143	9%
Probation Officer Booster Requirements - Motivational Interviewing (25-26)	51	0	0	100%
Probation Officer Booster Requirements - Motivational Interviewing (26-27)	36	10	134	20%
Probation Officer Booster Requirements - Probation Officer Safety (25-26)	102	0	0	100%
Probation Officer Booster Requirements - Probation Officer Safety (26-27)	6	15	155	3%
Probation Officer Evidence Based Practice (EBP) Electives (25-26)	10	0	0	100%
Probation Officer Evidence Based Practice (EBP) Electives (26-27)	6	13	97	5%
Probation Officer Safety 1	42	0	11	79%
Procedural Fairness (est.time: 15 min.)	13	1	3	76%
Processing a Mail Log	83	0	14	86%
Processing eCitations in CARE	23	0	1	96%
Prompt Fundamentals - Mastering Generative AI Communication	195	16	4	91%
Prompting and Features in Gemini Notebook	587	25	1140	34%
Protective Orders from Start to Finish for Juvenile Courts: Training and Discussion - Recording	76	0	2	97%
Purpose and Responsibility of the Court:	10	1	14	40%
QR Codes In Your Inbox	1527	0	0	100%
QuickStart: Security Awareness Training	180	0	0	100%
Quiz: Malicious Uses of Social Media - Security Awareness Training	1476	0	0	100%
Quiz: Personal Responsibility - Security Awareness Training	1405	0	0	100%
Quiz: Phishing Attacks	27	0	0	100%
Quiz: Protecting Access Points	1424	0	0	100%
Quiz: Remote Work and Communication Channels - Security Awareness Training	11	0	0	100%
Quiz: So Many Ways to Phish - Security Awareness Training	1355	0	0	100%
Quiz: Social Engineering "Scam" Tactics - Security Awareness Training	1293	0	0	100%
Quiz: Social Engineering and Psychology	143	0	0	100%
Recordings - District Court	33	2	8	77%
Recordings - Juvenile Court	15	2	16	45%
Registering for Live and On-Demand Content - LMS	493	20	1489	25%
Report Scheduling in CORISWeb	8	1	2	73%
Report Timelines	36	7	43	42%
Risk Management Defensive Driver Training 2025	171	0	0	100%
Risk Management Defensive Driver Training 2026	165	200	37	41%
Rule 3-403 Required Training - Elimination of Bias (25-26	642	0	0	100%
Rule 3-403 Required Training - Elimination of Bias (26-27	446	60	976	30%
Rule 3-403 Required Training - Ethics (25-26)	761	0	0	100%
Rule 3-403 Required Training - Ethics (26-27)	572	102	809	39%
Rule 3-403 Required Training - Harassment and Abusive Conduct Prevention (25-26	523	0	0	100%
Rule 3-403 Required Training - Harassment and Abusive Conduct Prevention (26-27	520	56	906	35%
Rule 3-403 Required Training - Inclusion (25-26)	638	0	0	100%
Rule 3-403 Required Training - Inclusion (26-27)	596	22	864	40%
Rulings for Case & Certificate of Notification	9	2	1	75%
SAFE System	33	0	7	83%
Scavenger Hunt	7	0	0	100%
Searching for Uploaded Documents	25	1	10	69%
Self-Help Center (est. time: 4 min.)	11	0	7	61%
Sentence Screen	279	5	123	69%
SID Matching	96	0	7	93%
Signing Application	47	0	10	82%
Signing at the Direction of the Judge - CORIS	40	0	4	91%
Silence of the Scams: Approved Apps - Security Awareness Training	1431	0	0	100%
Small Claims & Pro Tempore Training	4	2	0	67%
Small Claims Appeal	26	2	13	63%
Small Claims Counterclaims	26	1	15	62%
Small Claims Satisfactions	25	0	25	50%
Standing Orders	58	2	22	71%
State of Utah - Defensive Driver Training	31	0	5	86%
State of Utah - Risk Managment Large Passenger Van Training	4	0	0	100%
Stays	29	3	31	46%
Stereotypes are Harmful (25-26)	157	0	0	100%
Stereotypes are Harmful (26-27)	132	2	2	97%
Structure of the Utah Judiciary	71	2	21	76%
Taking Payments	92	1	19	82%
Telephone Doctor Customer Service: 01. The Service Mentality (i	11	0	0	100%
The Breach Syndicate: Callback Phishing - Security Awareness Training	1461	0	0	100%
The Electronic Mailroom: Special Delivery! Fake Authority - Security Awareness Training	1476	0	0	100%
The Five Ways to Wellbeing	14	0	0	100%
The Heist: Operation Tailgate	1542	0	0	100%
The key to navigating change with confidence Kristy Ellmer TED Talk (i	47	0	0	100%
The Manager as a Coach	4	1	0	80%

ONLINE COURSE ENROLLMENTS

(BY SUBJECT)

The power of introverts Susan Cain TED Talk (25-26)	93	0	0	100%
The power of introverts Susan Cain TED Talk (26-27)	93	0	0	100%
The power of vulnerability Brené Brown TED Talk (i)	32	0	0	100%
The science behind dramatically better conversations Charles Duhigg TED Talk	12	0	1	92%
The Shadow Brief: Business Email Compromise (BEC)	11	0	0	100%
The trick to powerful public speaking Lawrence Bernstein TED Talk	9	1	3	69%
Threat Level Gaming: Unusual Places Malware May Hide	1569	0	0	100%
Three Routes To Good Communication	6	0	0	100%
Time Payments, Extensions & Payment Suspensions	325	3	83	79%
Timeblocks	13	1	8	59%
Tool Insights for Carey Guide - Recording	9	3	1	69%
Tracking	68	0	31	69%
Tracking Progress - LMS	517	54	1430	26%
Traditional Dine' (Navajo) beliefs and Teaching	4	0	0	100%
Transaction Reversals	238	0	11	96%
Transcribed: Vishing - Security Awareness Training	9	0	0	100%
Transcribed: Who Is Calling? - Security Awareness Training	1489	0	0	100%
Travel Policy	4	0	0	100%
Trials	31	2	5	82%
Trust Check to Write Process	29	7	35	41%
Unconscious Bias (25-26)	42	0	0	100%
Unconscious Bias (26-27)(i)	111	0	0	100%
Uncontested and Stipulated Divorce	52	5	9	79%
Understanding Adoption Records Access & Petitions to Seal Adoption Cases - Webinar Recording	21	4	5	70%
Understanding Trauma (Online Course)	8	0	0	100%
Uniform Fine Schedule, Fine Distribution and Court Costs	69	6	37	62%
Update with Ron & Neira (Jan2026)	240	7	0	97%
Uploading Documents and Classification	65	2	29	68%
Uploading Documents in CARE	32	2	4	84%
Use of State Seal	23	1	4	82%
Utah Judiciary Acronyms and Abbreviations	74	3	15	80%
Vantage Foundations - Employee Course	477	81	336	53%
Vantage Foundations - Manager Course	138	41	92	51%
Vantage Payroll Foundations - Employee Course	76	9	160	31%
Vantage Payroll Foundations - Manager Course	14	3	221	6%
Verified - Government Edition: Business Email Compromise Attacks - Security Awareness Training	1514	0	0	100%
Verified - Government Edition: Misdelivery	615	0	0	100%
Verified - Government Edition: Prompt - Security Awareness Training	1484	0	0	100%
Verified - Government Edition: The Use of Stolen Login Credential	6	0	0	100%
Verified - Government Edition: The Use of Synthetic Identities for Fraud - Security Awareness Training	1485	0	0	100%
Verified - Government Edition: Unauthorized People in Sensitive Areas	16	0	0	100%
View, Edit, and Signing in eFile	54	1	31	63%
Webex Audio Recording	276	4	119	69%
Welcome Neurodiversity in the Workplace (25-26) (i)	92	0	0	100%
Welcome Neurodiversity in the Workplace (26-27)(i)	35	0	0	100%
Welcome to the Judiciary	357	1	59	86%
What is Gemini Notebook and How Do You Use It?	660	39	1056	38%
What you miss when you focus on the average Sharon Zicherman TED Talk (i	34	0	0	100%
What's your leadership language? Rosita Najmi TED Talk (i)	31	0	0	100%
When Deepfakes are Difficult to Detect - Security Awareness Training	1267	0	0	100%
Word 365 Essentials	11	13	153	6%
Word 365 Fundamentals: Master the Basics of Document Creation (i)	31	0	0	100%
Working Across Cultures (25-26)	52	0	0	100%
Working Across Cultures (26-27)	77	7	0	92%
Working with Interpreters - CARE	25	2	6	76%
Working with Interpreters - CORIS	27	0	10	73%
Working with the Media (est. time: 9 min.)	11	0	8	58%
Workspace - Getting Started	97	0	22	82%
Grand Total	77274	2137	30763	70%

IN-PERSON COURSE ENROLLMENTS

(BY SUBJECT)

Course Titles	# Completed	# In progress	# Not started	% Courses Completed
1st District Wide JC Clerks Training	22	0	0	100%
1st District Prison Tour	33	0	0	100%
2026 Court Improvement Program (CIP) Summit - Experiential Workshop - The Tallest Tower: Building the Best Possible Outcome	69	0	0	100%
2026 Court Improvement Program (CIP) Summit - Welcome & Oh Snap! The Link to Why	69	0	0	100%
2026 Court Improvement Program (CIP) Summit - When we Hold Different Pieces of the Same Map: Navigating Separate Paths Toward a Shared Destination	69	0	0	100%
2026 Court Improvement Program (CIP) Summit (BO1) - Bridging the Divide When Best - Interest Perspectives Collide	11	0	0	100%
2026 Court Improvement Program (CIP) Summit (BO1) - Bridging the Gaps for Cross-Border Children & Families: Promising Practices & Partnerships	4	0	0	100%
2026 Court Improvement Program (CIP) Summit (BO1) - Collaboration in ICWA Cases: Understanding the What, Why & How	48	0	0	100%
2026 Court Improvement Program (CIP) Summit (BO1) - Finding the Beauty in Conflict	9	0	0	100%
2026 Court Improvement Program (CIP) Summit (BO1) - From Adversarial to Collaborative: The Judicial Role in Fostering Solutions for Better Family Outcomes	55	0	0	100%
2026 Court Improvement Program (CIP) Summit (BO1) - From System Involvement to System Improvement: Lessons on Collaboration from Lived Experience	4	0	0	100%
2026 Court Improvement Program (CIP) Summit (BO2) - Bridging the Divide When Best - Interest Perspectives Collide	18	0	0	100%
2026 Court Improvement Program (CIP) Summit (BO2) - Bridging the Gaps for Cross-Border Children & Families: Promising Practices & Partnerships	21	0	0	100%
2026 Court Improvement Program (CIP) Summit (BO2) - Collaboration in ICWA Cases: Understanding the What, Why & How	9	0	1	90%
2026 Court Improvement Program (CIP) Summit (BO2) - Finding the Beauty in Conflict	40	0	0	100%
2026 Court Improvement Program (CIP) Summit (BO2) - From Adversarial to Collaborative: The Judicial Role in Fostering Solutions for Better Family Outcomes	11	0	0	100%
2026 Court Improvement Program (CIP) Summit (BO2) - From System Involvement to System Improvement: Lessons on Collaboration from Lived Experience	31	0	0	100%
2026 District Court Spring Conference - Welcome, Opening Remarks and Introduction to the New LMS	103	0	0	100%
2026 District Court Spring Conference - Addressing the Harm of Domestic Violence while Balancing Parental Rights	84	0	0	100%
2026 District Court Spring Conference - Artificial Intelligence (AI)	99	0	0	100%
2026 District Court Spring Conference - Case Law Update	101	0	0	100%
2026 District Court Spring Conference - Commissioners Panel	102	0	0	100%
2026 District Court Spring Conference - Drug Trends in Utah	84	0	0	100%
2026 District Court Spring Conference - JCC	103	0	0	100%
2026 District Court Spring Conference - Private GAL	101	0	0	100%
2026 District Court Spring Conference - Rule 11, Avoiding Advocacy from the Bench	102	0	0	100%
2026 District Court Spring Conference - Very Difficult Litigants	107	0	0	100%
2026 Judicial Decision Making	18	0	0	100%
2026 Justice Court Clerk Conference - AI Basics & Notebook LM	170	30	181	45%
2026 Justice Court Clerk Conference - Audit Update	306	22	73	76%
2026 Justice Court Clerk Conference - CORISweb Beyond the Basics	168	1	0	99%
2026 Justice Court Clerk Conference - Courtroom Decorum & Procedural Fairness	324	5	72	81%
2026 Justice Court Clerk Conference - E-filing	213	12	156	56%
2026 Justice Court Clerk Conference - How to Communicate with Difficult Customers & Avoid Ex Parte Communication	324	4	73	81%
2026 Justice Court Clerk Conference - Issuing a Protective Order	212	21	149	55%
2026 Justice Court Clerk Conference - IT Update	339	5	58	84%
2026 Justice Court Clerk Conference - JAQ & MyCase	226	20	136	59%
2026 Justice Court Clerk Conference - JPEC (Judicial Performance Evaluation Commission)	324	5	72	81%
2026 Justice Court Clerk Conference - Law Library Resources & MyPaperwork	321	3	77	80%
2026 Justice Court Clerk Conference - Mediation and Facilitation in Small Claims ODR	205	24	157	53%
2026 Justice Court Clerk Conference - New Interpreter Software	218	21	146	57%
2026 Justice Court Clerk Conference - New to Small Claims ODR + Q&A	173	64	144	45%
2026 Justice Court Clerk Conference - Playworks Corporate Ice Breaker	325	2	74	81%
2026 Justice Court Clerk Conference - Protective Order 2nd Check Process	214	11	154	56%
2026 Justice Court Clerk Conference - Welcome & Flag Presentation, Opening Remarks and Awards Presentation	342	7	53	85%
2026 Justice Court Judge Conference - "Nuremberg" Optional Movie	27	0	0	100%
2026 Justice Court Judge Conference - Ability to Pay Matrix, Bail, and Pretrial Release	60	0	0	100%
2026 Justice Court Judge Conference - Awards & Recognition of Retiring Judges	79	0	0	100%
2026 Justice Court Judge Conference - Breakout Session 1	70	0	0	100%
2026 Justice Court Judge Conference - Breakout Session 2	63	0	0	100%
2026 Justice Court Judge Conference - Breakout Session 3	58	0	0	100%
2026 Justice Court Judge Conference - Case Law Update	81	0	0	100%
2026 Justice Court Judge Conference - Domestic Violence Update	79	0	0	100%
2026 Justice Court Judge Conference - Effective Judicial Administration & Creating a Positive Courthouse Culture	79	0	0	100%
2026 Justice Court Judge Conference - Fines, Surcharges, and Compensatory Service + Policies & Procedures for Dealing with ICE	78	0	0	100%
2026 Justice Court Judge Conference - How to Communicate with Difficult Customers & Avoid Ex Parte Communication	60	0	0	100%
2026 Justice Court Judge Conference - Legislative Update	80	0	0	100%
2026 Justice Court Judge Conference - Welcome, Education Reporting, and Administrative Update	81	0	0	100%
2026 Justice Court Judges Conference - Issues Among Us & Presiding Judges' Report	57	0	0	100%
2026 Justice Court Legislative Update Presented by Michael Drechsel	161	38	9	77%
2026 Juvenile Judges' Spring Conference - Case Law Update	59	0	0	100%
2026 Juvenile Judges' Spring Conference - Legal Writing tips from Appellate Court Judges	59	0	0	100%
2026 Juvenile Judges' Spring Conference - Legislative Update	59	0	0	100%
2026 Juvenile Judges' Spring Conference - Neuropsychology Reports and Playworks Ice Breaker	56	0	0	100%
2026 Juvenile Judges' Spring Conference - Paternity in Utah	48	0	0	100%
2026 Juvenile Judges' Spring Conference - Technology Update	48	0	0	100%
2026 Juvenile Judges' Spring Conference - The Role of the Judge in Transforming Probation: Toolkit for Leadership	59	0	0	100%
2026 Juvenile Judges' Spring Conference: Ethics	56	0	0	100%
2026 Juvenile Judges' Spring Conference: Facilitating Dialogue	56	0	0	100%
2026 Leadership Academy	33	0	0	100%
2026 Mentor Orientation	26	2	6	76%
2026 Mentor Training Session	20	3	3	77%
2026 New Judge Orientation - Day 1	8	0	0	100%
2026 New Judge Orientation - Day 2	8	0	0	100%
2026 New Judge Orientation - Day 3	6	0	0	100%
2026 New Judge Orientation - Day 4	6	0	0	100%
2026 Statewide Employee Conference - Breakout Sessions 1	232	0	0	100%

IN-PERSON COURSE ENROLLMENTS

(BY SUBJECT)

2026 Statewide Employee Conference - Breakout Sessions 2	232	0	0	100%
2026 Statewide Employee Conference - Calling All Hope Dealers: Exploring the Social Detriments of Hope	232	0	0	100%
2026 Statewide Employee Conference - Ethics: Why We Hesitate, Why We Need Them, and How to Do Ethics	233	0	1	100%
2026 Statewide Employee Conference - Supreme Court Panel	211	0	0	100%
2026 Statewide Employee Conference - The Dark Side of Technology	231	0	0	100%
2026 Statewide Employee Conference - Utah Courts Strategic Plan: Staff's Role	211	0	0	100%
2026 Statewide Employee Conference - What if it's Harassment?	231	0	0	100%
2026 Statewide Employee Conference - What's New in the Courts	211	0	0	100%
2026 Statewide Employee Conference - Who Ate My Chocolate? Different Personalities, Same Team	211	0	0	100%
2nd District - Wide JC Clerks Training	33	0	0	100%
2nd District Exhibit Training	40	0	0	100%
2nd District Training: eFiling Accuracy and Records Access	23	0	0	100%
2nd Juvenile Probation Training: Stage of Change Booster	30	0	0	100%
3rd District Training - 2025 Legislative Update with Mark Paradise	2	0	0	100%
3rd District Training - Accounting	2	0	0	100%
3rd District Training - Civil Protective Order, Civil Stalking Injunction and Eviction Expungement	4	0	0	100%
3rd District Training - Courtroom Decorum and Information	4	0	0	100%
3rd District Training - Debt Collection/Eviction	4	0	0	100%
3rd District Training - Foreign Orders	3	0	0	100%
3rd District Training - FTR Cloud Recordings and Court Website	4	0	0	100%
3rd District Training - Guardianship Overview	40	0	0	100%
3rd District Training - Joint and Several Restitution	3	0	0	100%
3rd District Training - Judicial Workspace	3	0	0	100%
3rd District Training - Jury Training/Q&A	5	0	0	100%
3rd District Training - MyCourtCase	56	0	0	100%
3rd District Training - Plea in Abeyance District	9	0	0	100%
3rd District Training - Probate	6	0	0	100%
3rd District Training - Workspace, Xchange and Judicial Assistant Queue (JAQ)	2	0	0	100%
3rd Juvenile Training: August How To	13	11	1	52%
3rd Juvenile Training: June How To	14	6	3	61%
3rd Juvenile Training: May How To	8	1	1	80%
3rd Juvenile: Ethics & Harassment and Abusive Conduct Prevention	27	0	0	100%
4th District - Wide JC Clerks Training	56	0	0	100%
4th District All PO Training (August 2026)	25	0	2	93%
4th District All PO Training (May 2026)	12	3	1	75%
4th District Justice Court Judges Training	13	0	0	100%
4th District Juvenile Court: December 2025 All Clerical Training	28	0	0	100%
4th District Juvenile Court: September 2025 All Clerical Training	26	0	0	100%
4th District Training: Accounting - Credits v Adjustments Q&A	22	4	1	81%
4th District Training: Domestic Cases	5	0	0	100%
4th District Training: Judge Laycock's Grammar Bootcamp	37	5	1	85%
4th District Training: Probate	14	0	0	100%
4th District: Guardianship/GRAMP Training	14	0	0	100%
4th Juvenile Court Training: CW Hearings: Bonus Training Workshop (BTW)	13	2	3	72%
4th Juvenile Court Training: Expungements - Bonus Training Workshop (BTW)	2	0	0	100%
4th Juvenile Court Training: How to Make a CARE Enhancement Request: Bonus Training Workshop (BTW)	10	1	1	83%
4th Juvenile Court Training: 'Nudge' the Judge: Bonus Training Workshop (BTW)	19	0	0	100%
4th Juvenile Court Training: QAP: Bonus Training Workshop (BTW)	11	2	2	73%
4th Juvenile: Quarterly All Clerical Training (August 2026)	28	2	1	90%
4th Juvenile: Quarterly All Clerical Training (June 2026)	28	0	0	100%
4th Juvenile: Quarterly All Clerical Training (March 2026)	26	0	1	96%
5th District - Wide JC Clerks Training	30	0	0	100%
6th District - Guardianship in the Courts	8	0	0	100%
6th District - Wide JC Clerks Training	26	0	0	100%
6th District Concur - Make Concur Your Friend, Not the Enemy	18	0	0	100%
6th District Probation Booster	10	0	1	91%
7th District - Wide JC Clerks Training	17	0	0	100%
8th District - Wide JC Clerks Training	11	0	0	100%
8th District Guardianship Training	12	0	0	100%
8th District Training - MyCase/MyPaperwork	12	0	0	100%
A Positive Approach to Eliminating Bias and Enhancing Inclusivity	47	9	14	67%
Accounting Manual Policy Training (July 2026)	123	35	1	77%
Accounting Manual Update Recording (December 2024)	4	0	0	100%
Accounting Manual Update Recording (June 2023)	2	0	0	100%
Accounting Manual Update Recording (June 2024)	2	0	0	100%
Accounting Manual Update Webinar (August 2025)	13	0	0	100%
Accounting Manual Update Webinar (December 2025)	103	9	2	90%
Active Shooter Response	23	0	0	100%
Active Shooter Training	20	0	0	100%
Adobe Forms Training	11	0	0	100%
Adult Learning	12	12	3	44%
AI in the Court - Discussion with Law Clerks	50	0	0	100%
Artificial Intelligence (AI) Training	67	0	1	99%
Assessment Accuracy Booster (A)	61	0	4	94%
Assessment Update for Probation - February 2026	70	6	9	82%
Attorneys in Guardianship Cases: Alternatives to Guardianship and the Least Restrictive Option	3	1	6	30%
Attorneys in Guardianship Cases: Guardianship Programs in the Court with Panel Discussion and Q&A	2	2	6	20%
Attorneys in Guardianship Cases: The Basics of Guardianship and Handling a Case	7	1	3	64%
Attorneys in Guardianship Cases: The Ethics of Working with Clients with Diminished Capacity	4	0	8	33%
Auto & Clean Slate Expungements	24	0	0	100%
Balance and Well Being	21	0	0	100%
Basic Group Dynamics	15	38	1	28%
Beyond Compliance: Cultivating an LGBTQ+ Inclusive Workplace	40	0	0	100%
Boostingo Process Q&A Webinar	58	10	2	83%
Bridges out of Poverty	12	6	28	26%
Burnout and Mental Fatigue	18	0	0	100%

IN-PERSON COURSE ENROLLMENTS

(BY SUBJECT)

CAPSA Tour	9	0	0	100%
Carey Guides and BITS	17	28	19	27%
Caring for Ourselves and Others During Difficult Times	13	0	0	100%
Case Planning 102	26	22	11	44%
Case Planning and Carey Guides Booster	13	4	2	68%
Case Planning for Coaches	9	17	21	19%
Case Planning Guide and Coaching	33	0	0	100%
Case Planning in CARE Booster	10	14	1	40%
Case Planning Trainers Micro Training	8	12	5	32%
CCPIO Panel: First Amendment Auditors Sovereign Citizens/Constitutionalists, Dealing Effectively with Disrupters at the Courthouse	5	0	0	100%
Chaos to Clarity	6	3	5	43%
CIP Webinar - CIP Webinar: IDC's Interdisciplinary Parental Representation Pilot Program	15	0	0	100%
CIP Webinar - Mediation	23	0	0	100%
CIP Webinar: All About the Court Improvement Program	3	0	0	100%
CIP Webinar: Family in Action (FAM)	17	0	0	100%
CIP Webinar: ICWA Panel Discussion	14	0	0	100%
CIP Webinar: Rural Team Panel Discussion	8	0	0	100%
Civil Litigation Bootcamp for Judges: Attorney Fees	2	0	0	100%
Civil Protective Orders Webinar (A)	7	8	2	41%
Coercive Control	19	6	3	68%
Collaborative Feedback for Managers	8	4	1	62%
Collections Management with AP&P and Doc	4	0	1	80%
Collections Training with Office of State Debt Collections (OSDC)	6	0	1	86%
CORISweb Scheduling Dashboard Phase II: New Features & Enhancements - Release 25C (May 3, 2025)	8	0	0	100%
CORISweb Minutes Screen - Live Q&A Session	34	7	4	76%
CORISweb Minutes Screen Demonstration	212	8	3	95%
CORISweb Minutes Training	248	65	2	79%
Court Security Training	60	6	7	82%
Criminal Protective Orders Webinar	6	0	10	38%
Criminal Sentencing for Non-Criminal Judges	18	0	0	100%
Crisis Response Planning Workshop (virtual)	4	12	21	11%
Customer Service (A)	75	14	71	47%
Cyber Self Defense	6	0	0	100%
Dating Violence Among Teens	10	0	0	100%
Defensive Tactics Refresher Training	18	3	0	86%
Developing Your Leadership Style	7	17	46	10%
Directors' Training - Catching Stones & Seeing the Whole Person	20	0	0	100%
District Administrative Assistant Training	10	10	0	50%
District Court Brown Bag Discussion (Nov25) Implementing New Legislation	3	0	0	100%
District Court Brown Bag Discussions (Oct25) Jury Practices	19	0	0	100%
District Court Judge Brown Bag Discussions (Mar25) - Justification Hearing	2	0	0	100%
District PO Safety Recertification	61	2	0	97%
District/Justice Court Programming Release Webinar (April 2023)	2	0	0	100%
District/Justice Court Programming Release Webinar (April 2026)	196	53	9	76%
District/Justice Court Programming Release Webinar (April2022)	4	0	0	100%
District/Justice Court Programming Release Webinar (February 2026)	144	9	13	87%
District/Justice Court Programming Release Webinar (February2023)	2	0	0	100%
District/Justice Court Programming Release Webinar (Jan2022)	5	0	0	100%
District/Justice Court Programming Release Webinar (June 2026)	176	55	0	76%
District/Justice Court Programming Release Webinar (September 2022)	2	0	0	100%
District/Justice Court Programming Release Webinar (September 2023)	6	0	0	100%
Domestic Violence Courts - Mentor Courts Webinar	6	0	0	100%
Domestic Violence, Family Violence, and Dating Violence in the Juvenile Courts	7	1	2	70%
Due Process and Constitutional Law	31	19	11	51%
eCitation Processing: 2026 System Updates	50	3	5	86%
Effective Executive Speaking: Communicating with Confidence	7	7	1	47%
eFiling Court Review Webinar	6	0	5	55%
Emerging Issues - AI & Chatbots	54	0	2	96%
Emerging Issues - Scams	44	1	2	94%
Emotional Intelligence	26	42	22	29%
Employee Mentoring Program Meyers Briggs Training	19	4	1	79%
Engage with Engage	2	0	0	100%
Enhancing our Communication through Storytelling	13	7	2	59%
Ensuring Intervention Completion (ILT)	5	0	0	100%
Equality Utah Common Ground Collective	43	27	8	55%
eSigning in the JAQ	218	34	18	81%
Ethics & the Judicial Code for Appellate Law Clerks	7	0	1	88%
Ethics and Harassment & Abusive Conduct Prevention	2	0	0	100%
Ethics Booster	532	72	3	88%
Everything Google Part 1 - Email, Calendar and Hangouts	18	0	1	95%
Everything Google Part 2 - Drive and Docs	17	0	1	94%
Everything Google Part 3 - Sheets, Forms and Slides	15	0	2	88%
Evidence & Ethical Issues with Social Media	9	0	0	100%
Expel a Participant from a Webex Meeting	5	0	0	100%
Exploring Concur Home Page	3	0	0	100%
Family Law Lunch & Learn - The Overlap of Education Law & Family Law	11	4	4	58%
Family Law Lunch & Learn (Aug 26) - Valuation of Assets/Debts on Date of Separation, not Trial	13	7	0	65%
Family Law Lunch & Learn (Nov25)	18	0	0	100%
Family Law Lunch & Learn (Feb 26) - Alimony & Attorney's Fees	11	0	0	100%
First District EBP Seminar (Aug26)	14	0	1	93%
First District EBP Seminar (July26)	13	0	0	100%
GRAMA Requests for Court Managers	4	0	0	100%
GreenFiling Webinar	4	0	0	100%
HB 260 & Accounting Changes	2	0	0	100%
Healthy Behavior Change	18	2	1	86%
Healthy Breakups in the Digital Age	16	2	1	84%

IN-PERSON COURSE ENROLLMENTS

(BY SUBJECT)

Healthy Relationships In a digital world	38	0	2	95%
Homicide and the Death Penalty	91	11	0	89%
How to Disable Video For All Attendees in a Webex Meeting	2	0	0	100%
How to Enable Registration for an Existing Webex Meeting	2	0	0	100%
How to Mute Everyone In Webex	3	0	0	100%
How to Schedule a Meeting Using the Secure Template	2	0	0	100%
How to Use Webex Webinars	5	0	0	100%
HR Policy Updates - October 2024	6	0	0	100%
Human Trafficking	72	0	0	100%
Humor Me	10	0	0	100%
ICJ Returns/Runaways	104	1	52	66%
ICJ Transfers of Supervision	98	0	64	60%
ICJ Travel Permits	100	0	53	65%
Implicit Bias: Building Relationships	29	42	40	26%
Implied Leadership	4	0	0	100%
In-Court Minutes	7	0	0	100%
Increase Your EQ: Empathy and Deep Listening	24	17	7	50%
Interpreter Requests In CORISWeb	2	0	13	13%
Intro To Westlaw - Utah Law Library	2	0	0	100%
Introduction to Mindfulness	3	0	1	75%
Introduction to Utah Appellate Courts and Appeals Process	44	21	1	67%
Judicial Assistant Queue (JAQ) - Q&A	57	0	0	100%
Juneteenth Lunch & Learn Webinar	26	0	0	100%
Justice Court Benchbook	5	0	0	100%
Justice Court Clerk District-Wide Training 2025	11	0	0	100%
Justice Court Lunch & Learn: Interdicted Driver How To	109	0	0	100%
Juvenile Brain Development	45	26	18	51%
Juvenile Court Management Legislative Update - 2026	97	9	62	58%
Juvenile Court Programming Release Webinar (April 2026)	150	27	9	81%
Juvenile Court Programming Release Webinar (February 2026)	189	6	9	93%
Juvenile Court Programming Release Webinar (June 2026)	129	12	0	91%
Juvenile Mental Health	11	18	33	18%
Juvenile Substance Abuse Issues	17	11	24	33%
Language Choice During Sentencing	32	0	0	100%
Leader as Coach - 2026 Mentor Program - Mentor Training	21	0	5	81%
Leadership vs Management - What are the differences and how can we be effective in both?	6	10	5	29%
Leading Effective Teams	13	24	1	34%
Legal Information vs Legal Advice	141	61	50	56%
Legislative Update - 2026	122	0	1	99%
Legislative Workshop - 2025	4	0	0	100%
Legislative Workshop - 2026	81	0	1	99%
Let's Talk Mental Health & Suicide Prevention	118	59	1	66%
LexisNexis+ & AI Features Demonstration	37	2	4	86%
LGBTQ Considerations In Domestic Violence	8	0	0	100%
LGBTQIA+ Meeting - Psychological Safety	4	0	0	100%
LMS Training Session	622	0	0	100%
Locking and Unlocking a Webex Meeting	2	0	0	100%
Lunch & Learn Webinar - Deferred Prosecution	5	0	0	100%
Lunch & Learn Webinar - Safeguarded Document Review	2	0	0	100%
Lunch & Learn: Pretrial, Bail and Unsecured Bonds	4	0	0	100%
Manager Role In Preventing Harassment & Abusive Conduct - Supervisory Training	38	0	0	100%
Mentoring Evidence Based Practices for Probation	12	9	24	27%
Mindful Eating	20	1	1	91%
Mindful Eating and Stress Eating	26	3	0	90%
Mindful Movement for Well-being	30	2	2	88%
Mindfulness for Work Stress (A)	2	0	0	100%
Mindfulness For Work Stress, Part 1	12	0	0	100%
Mindfulness For Work Stress, Part 2	7	0	0	100%
Motivational Interviewing 101	28	9	12	57%
Motivational Interviewing 102	7	29	24	12%
Motivational Interviewing Booster	65	13	3	80%
Motivational Interviewing for Supervisors	4	4	2	40%
MyCase & eFiling Accuracy	191	5	6	95%
MyCase and MyPaperwork - Train the Trainer	4	0	0	100%
MyCase Overview & Case Linking Webinar	5	0	0	100%
Navigating Through Resistance	9	6	25	23%
New Clerk Orientation	5	0	0	100%
New Employee Orientation - In Person (PY26-27)	47	28	6	58%
New Employee Orientation	109	26	0	81%
New Year, New You	33	3	1	89%
OC Spray Training	5	0	1	83%
Oldahoma v. Castro-Huerta: Understanding the Supreme Courts New Case Law and Emerging Best Practices	3	0	0	100%
Outward Mindset	44	0	3	94%
Payroll Coordinators Training	23	0	0	100%
Plugged In and Disconnected	5	0	0	100%
Preventing Child Abuse	116	52	0	69%
Preventing Harassment and Abusive Conduct With Respectful Workplace Principles	221	0	1	100%
Probation Officer Safety 2	32	11	16	54%
Probation Officer Safety 3: Defensive Tactics	31	18	12	51%
Procedure for Bail Bonds	5	0	0	100%
Protective Order Series: How to Cancel & Clear PO and Supplemental Records in NCIC	7	0	0	100%
Protective Order Series: Modifying & Validating a PO and Supplemental Records	4	0	0	100%
Protective Order Series: Overview of NCIC	7	0	0	100%
Protective Order Series: Part One - Entry of a PO & Supplemental Records into NCIC	7	0	0	100%
Protective Order Series: Protective Orders & Firearms	8	0	0	100%
Protective Orders from Start to Finish for District and Justice Courts: Training and Discussion	25	27	5	44%

IN-PERSON COURSE ENROLLMENTS

(BY SUBJECT)

Protective Orders from Start to Finish for Juvenile Courts: Training and Discussion	31	4	10	69%
Purpose and Responsibilities of the Courts	20	0	1	95%
Real Colors	74	5	1	93%
Real Colors	4	0	0	100%
Registering Protective Orders	2	0	0	100%
Resolving Conflict Real Time - Dealing with Difficult Conversations	26	19	42	30%
Restorative Justice and Victim Issues	19	11	30	32%
Role of Probation	38	8	12	66%
Safe at Home Requirements for the Court (CARE Edition)	3	0	0	100%
Safe at Home Requirements for the Court (CORIS Edition)	6	0	0	100%
Seasonal Affective Disorder (A)	24	0	0	100%
Secondary Traumatic Stress	12	0	0	100%
Security Considerations for High Emotion Hearings	11	0	1	92%
Self Care Isn't Selfish - Webinar	3	0	0	100%
Setting Healthy Boundaries	62	18	6	72%
Seventh District Clerical Grab Bag Training - April 2026	19	2	0	90%
Seventh District Clerical Grab Bag Training - August 2026	15	5	1	71%
Seventh District Clerical Grab Bag Training - December 2025	14	0	0	100%
Seventh District Clerical Grab Bag Training - February 2026	15	0	5	75%
Seventh District Clerical Grab Bag Training - January 2026	16	0	4	80%
Seventh District Clerical Grab Bag Training - July 2026	13	8	0	62%
Seventh District Clerical Grab Bag Training - June 2026	14	2	5	67%
Seventh District Clerical Grab Bag Training - March 2026	18	0	2	90%
Seventh District Clerical Grab Bag Training - May 2026	16	2	3	76%
Seventh District Clerical Grab Bag Training - November 2025	15	0	0	100%
Seventh District Clerical Grab Bag Training - October 2025	16	0	0	100%
Seventh District Clerical Training - Protective Orders	14	0	0	100%
Seventh District Clerical Training: Child Welfare Overview	16	1	2	84%
Seventh District Clerical Training: Expungements	15	0	0	100%
Seventh District Clerical Training: Records Requests	11	0	0	100%
Seventh District Clerical Training: Sorting & Filtering Tracking with Active Warrants	10	2	7	53%
Seventh District Leadership Training	10	0	0	100%
Sex Specific Evaluations	67	69	0	49%
SHC - Helping Self-Represented Parties in Utah - Schedule a Testing Session	4	0	0	100%
Sleep from A to Zzzz's	3	0	0	100%
Small Claims - Pro Tem Judge Training	4	0	0	100%
Social Media and the Courts	2	0	0	100%
Statewide Probation Leadership Meeting - October 2025	67	0	0	100%
Statewide Probation Leadership Meeting (April 2026)	70	0	0	100%
Statewide Probation Leadership Meeting (Jan 2026)	64	0	1	98%
Statewide Probation Leadership Meeting (July 2026)	51	2	3	91%
Stay with the Mistake	22	8	4	65%
Strengthening Relationships with Mindful Communication	23	20	1	52%
Targeted Response 102	17	13	27	30%
Text Message Notification Update Webinar (Probable Cause/eWarrant/Rim Request/ODR)	3	0	0	100%
The Insiders Guide to Probation: What Court Staff Need to Know"	3	5	4	25%
The Ripple Effect	25	0	0	100%
The Science and Practice of Gratitude	9	21	2	28%
Third District Management Training	19	4	2	76%
Tool Insights for Carey Guide	47	13	0	78%
Trauma Awareness Seminar	16	21	1	42%
Trauma for Probation	17	10	34	28%
Trauma Informed Care	18	1	1	90%
Trust Check Processing	2	0	0	100%
TSOB Security Refresher for Probation	13	19	1	39%
Tybera Webinar	2	0	0	100%
Understanding Adoption Records Access & Petitions to Seal Adoption Cases	113	0	0	100%
URS Training	13	8	1	59%
Utah County Jail Tour - 4th District - Provo	20	1	0	95%
Vantage Payroll Training - Payroll Approval	75	39	4	64%
Vantage Payroll Training - Payroll Approval & Questions	13	17	2	41%
Vantage Payroll Training - Time Entry	304	75	1	80%
Vantage Payroll Training - Time Entry & Questions	38	28	3	55%
Verbal De-Escalation	7	0	0	100%
Victim Offender Mediation	13	0	0	100%
Webex Meetings Update for Clerks	2	0	0	100%
WERC - Career Advancement	16	0	1	94%
Westlaw Product Demonstration	54	1	3	93%
When Cyberbullying, Sexual Violence, and Dating Violence Intersect: How to Help Youth Experiencing Sexual Bullying and Online Dating Violence	9	14	3	35%
When Victim Blaming Goes Digital	6	0	0	100%
Working with Gang Affiliated Youth	24	10	21	44%
Working with Youth with Problematic Sexual Behavior	17	14	24	31%
Workplace Harassment Booster (PY26-27)	64	126	0	34%
Your New Life as a Supervisor	11	15	44	16%
Youth and Parenting Devices	11	0	0	100%
Grand Total	21165	2321	3185	79%

THANK YOU STANDING EDUCATION COMMITTEE

The Standing Education Committee provided guidance and important feedback as the Education Department considered different policies, tools and methods of content delivery during the past year.

Judge Ryan Tenney

Chair, Utah Court of Appeals

Neira Siaperas

Deputy State Court Administrator, Administrative Office of the Courts

Judge Matthew D. Bates

Third District Court

Judge Jeremiah Humes

Seventh District Court

Judge Kirk Morgan

First District Juvenile Court

Judge J.C. Ynchausti

Davis County Justice Court, Education liaison of the Board of Justice Court Judges

Mark Paradise

Trial Court Executive, Third District Court

Tricia Bradshaw

Clerk of Court, Fifth District Court

Spencer Cottle

Chief Probation Officer, Fourth District Juvenile Court

Elizabeth Foster

Case Manager, Business & Chancery Court

Marianne Perry

Program Manager, Administrative Office of the Courts

Bart Olsen

Human Resources Director, Administrative Office of the Courts

Lauren Andersen

Staff, Judicial Institute Director, Administrative Office of the Courts

Tab 7



Administrative Office of the Courts

Associate Chief Justice Jill M. Pohlman
Utah Supreme Court
Acting Chair, Utah Judicial Council

Ronald B. Gordon, Jr.
State Court Administrator
Neira Siaperas
Deputy Court Administrator

MEMORANDUM

To: Judicial Council / Management Committee
From: Michael C. Drechsel, Assistant State Court Administrator
Date: Tuesday, September 29, 2026
Re: HB0540 Recommendations to Judiciary Interim Committee on Public Access to Court Audio

Utah Code section 78A-1-203(4)¹ requires the following (via HB0540² lines 251-56):

- (4) *Before November 30, 2026, the Judicial Council shall report, in writing, recommendations to the Judiciary Interim Committee on:*
- (a) *whether audio recordings of public court proceedings should be freely available to the public;*
 - (b) *how audio recordings of public court proceedings can be made freely available to the public.*

The Administrative Office of the Courts hereby submits to the Judicial Council the following written report containing proposed recommendations to the Judiciary Interim Committee on the two questions posed in (4)(a) and (4)(b) above. ***The question is whether the Judicial Council supports these proposed responses to the statutory questions and approves the Administrative Office of the Courts to provide these responses to the legislative committee.***

WHETHER AUDIO RECORDINGS OF PUBLIC COURT PROCEEDINGS SHOULD BE FREELY AVAILABLE TO THE PUBLIC

Short Answer: The legislature should wait to understand the impact of HB0540's free and expedited audio requests for parties before determining whether to expand "freely available" access to the public generally. The provisions of HB0540 that will make audio available to parties in an expedited manner go into effect on January 1, 2027.

¹ Available at — https://le.utah.gov/xcode/Title78A/Chapter1/78A-1-S203.html?v=C78A-1-S203_2026050620270101. Note that this statute has an effective date of January 1, 2027. As a result, the provision requiring the Judicial Council to make recommendations to the Judiciary Interim Committee does not go into effect until after the report due date outlined in the statute (November 30, 2026) has passed.

² Available at — <https://le.utah.gov/~2026/bills/static/hb0540.html>

Details: The judiciary supports audio of public court proceedings being available to any individual who is interested in the work conducted by the judiciary. Audio recordings of public court proceedings in the appellate courts, the district courts, and the justice courts are already available to the public upon request, and audio of juvenile court proceedings is available to any individual or entity listed in [Code of Judicial Administration, Rule 4-202.04\(5\) and \(6\)](#).³ Such audio requests are subject to a one-time fee of \$10-\$15 — depending on the format of delivery — to offset the cost associated with court staff providing the service of fulfilling the audio request.⁴

“Freely available” is the key phrase in the statutory questions outlined in 78A-1-203(4). To make audio available “without cost” to the requesting individual would mean shifting the cost to fulfill that request to the taxpayers generally. This is because court staff would still be required to dedicate time necessary to perform the work. Court staff is already overburdened with work related to core case processing activities. In order to make public court proceeding audio “freely available” (i.e., “without cost”) to the public, the legislature would need to appropriate public tax dollars to the judiciary to accomplish the new work.

HOW AUDIO RECORDINGS OF PUBLIC COURT PROCEEDINGS CAN BE MADE FREELY AVAILABLE TO THE PUBLIC

HB0540 is a recent example of how audio recordings can be made freely available. Starting on January 1, 2027, [Utah Code section 78A-2-301.7](#)⁵ will prohibit the Judicial Council from establishing a fee or charging a fee “to a party requesting an audio recording of a public court proceeding.” At that same time, [Utah Code section 78A-1-203](#)⁶ will require the Administrative Office of the Court to, “to the extent possible....expedite a request for an audio recording if the individual is a party to the public court proceeding.” To make expedited audio request fulfillment possible for parties without cost, the legislature appropriated over \$1M ongoing to the judiciary to hire new full-time employees dedicated solely to fulfilling these audio requests.⁷ The legislature’s decision to provide new ongoing funding to the judiciary to employ these additional full-time employees could be expanded to the public at large.

³ Available at — <https://legacy.utcourts.gov/rules/view.php?type=ucja&rule=4-202.03>

⁴ See Code of Judicial Administration, Rule 4-202.08(3), available at — <https://legacy.utcourts.gov/rules/view.php?type=ucja&rule=4-202.08>

⁵ Available at — https://le.utah.gov/xcode/Title78A/Chapter2/78A-2-S301.7.html?v=C78A-2-S301.7_2026050620270101

⁶ Available at — https://le.utah.gov/xcode/Title78A/Chapter1/78A-1-S203.html?v=C78A-1-S203_2026050620270101

⁷ This audio request process does not apply to a public court proceeding in a justice court. In justice courts, audio recordings are prepared and maintained by the local government entity that operates the justice court. As a result, the Administrative Office of the Courts is not in a position to fulfill an audio request for such records.

It is the recommendation of the Judicial Council that the actual impacts of the changes from HB0540 be understood before the legislature makes additional changes to make audio recordings “freely available” to the public at large. It is estimated that HB0540 will dramatically increase the amount of audio made available to these members of the public who are most involved in court proceedings (i.e., the parties to the case). Having freely available access to this audio will increase these individual’s ability to communicate accurately about their experiences in court proceedings. This will increase the transparency of court proceedings as parties decide when and how to share these audio recordings with other members of the public and policymakers.

There is another way in which audio recordings of public court proceedings could be more easily available to the public, though it also is not free. The legislature has modeled this approach in its own processes. At each legislative committee meeting — and while legislators do their work on the floor — a dedicated team of staff are employed to produce recordings of the proceedings, bookmarking the audio to associate it with specific agenda items to aid the public in locating relevant audio after the fact. The judiciary currently lacks the resources necessary to assemble a similar team of dedicated individuals to perform this work. The scale of judicial operations eclipses in volume the work product that is recorded and organized of legislative proceedings. For example, on any given day during the 45-day legislative session,⁸ up to 25 standing committees may hold public hearings for several hours. Each standing committee seems to address up to 10 items on any given agenda. This results in several thousand individual agenda items needing to be organized and posted to the legislature’s website so the public can access those records. The legislature has done an exemplary job accomplishing this work. As a point of comparison, during that same 2026 45-day general legislative session, the judiciary recorded the audio from nearly 4,100 courtroom days⁹ where many of those days involved calendars with over 100 matters (i.e., tens of thousands of items in a 45-day period). Extrapolated to a full year of work this is over 30,000 courtroom days of audio recordings (i.e., over four hundred thousand items). This comparison is not made to diminish the importance of the work of either branch of government but is made to outline the scope of the judiciary’s resource needs if the legislature wanted the judiciary to provide freely available access to audio recordings of public court proceedings in a way that is as friction-free and useful to the public as similar records provided by the legislature.

We recognize that manually fulfilling each individual audio request ultimately will not scale in a way that best serves public access to audio recordings of public court proceedings. We envision a time in the next year or two when parties can log into [My Case](#)¹⁰ and have direct and immediate access to the audio recordings from any court hearing that occurred during their case. This would require:

⁸ Interim committees also conduct meetings on a number of days outside of the legislative session.

⁹ This number is for district court and juvenile court proceedings and does not include justice court proceedings (which are excluded from the scope of the relevant statutes).

¹⁰ MyCase is an online information system available to any case party without cost. It allows a party to view case history, file documents, make payments, and see upcoming court events on all of their cases in one unified online portal. To learn more, see <https://www.utcourts.gov/en/self-help/services/mycase.html>.

1) working with third-party software vendors to make necessary enhancements to their product; 2) modifying the judiciary's records management systems (CORIS, CARE, Xchange, and MyCase); 3) revising court staff workflows; and 4) increasing court staff to perform the work.

The general idea is that after a court proceeding concludes, and while preparing the minutes from the actions taken in a court case on a particular day, a judicial assistant would note in the case details the start time and end time for the audio recording of the proceedings. This information could then be used to programmatically associate that portion of the audio to a link within MyCase for the calendared event. A party could then access this audio from within MyCase by logging into the system and clicking the link, without ever having to make a request. It will take additional work to determine whether this is technologically possible and to finalize a cost estimate to accomplish the work.¹¹

Finally, a word of caution. Making audio “freely available” to the general public requires careful consideration. Unlike legislative hearings where topics of broadly applicable public policy are at issue, court cases are individual in nature, involving the most sensitive and personal details of the lives of Utahns and those who do business or conduct activities in this state. When an individual comes into a courtroom to testify, it is often the result of being subpoenaed or summonsed to court against their will (as opposed to those who choose to speak in a legislative committee). Even when a witness wants to testify and have the court or jury hear and consider the facts as they know them to be, the nature of the testimony is often personal. Details necessary to resolving a court case often subject an individual to risks of collateral consequences to their safety or reputation. This can occur in a criminal case where someone has been victimized by the wrongful conduct of another or where someone has witnessed the illegal actions of a defendant. It may involve information related to the most intimate personal interactions of divorcing spouses, their finances, and the events that occurred within the walls of their home, including those involving their children. The case may be about the internal business dealings of entities worth millions of dollars or that are the manifestation of a lifetime of individual labor. While the hearings in a court case are almost entirely conducted in a manner that is open to the public (with only a handful of carefully limited exceptions), the judiciary is constantly attentive to ensure that the proceedings are conducted to achieve a resolution of the matter that is based on factually accurate, reliable information provided without influence from external forces. Such forces may include a witness worrying about who will have easy access to the information they reveal in court immediately after the proceedings conclude. Freely available public access to audio recordings of public court proceedings has the potential to negatively affect a witness's willingness — or even ability — to testify candidly. For these reasons, we urge the legislature to exercise caution as it continues to work with the judiciary to explore the potential impacts of further increasing public access to court proceedings.

¹¹ It is likely possible that the \$1M in funding appropriated to the judiciary for fulfilling party audio requests could be reallocated to this type of solution once the technological foundation was in place.

Tab 8

UTAH
JUDICIARY
System Review Update

The highlights only!

Judicial Council
October 2026

Past Implementation

AOC Programs Contacts		
File Edit View Insert Format Data Tools Extensions Help		
Menus 100% View only		
Application		
Application	Owner (accountable to the Judicial Council, Legislature, or SCA for the product(s) of the system). Owners are responsible to maintain their section of this document.	Manager (responsible for the operation of change requirements)
AIS/AIS Workspace	Appellate Courts Administrator	Appella
Attorney Maintenance Table/Pro Hac Vice	Chief Information Officer	IT Spec
Auto Expungement (juvenile)	Juvenile Court Administrator	IT team
Auto Expungement (district/justice)	Assistant State Court Administrator; Chief Information Officer	IT team
Bureau of Criminal Information (BCI) / Utah Criminal Justice Information System (UCJIS)	District Court Administrator	District the TAC Coordina



HR08-3. Lunch, Break, Wellness Release Periods.

- 1) Management may require a minimum of 30 minutes for the following:
 - a) Lunch periods may not be used to show up for work.
 - b) This is not a universal requirement, but must be mindful of judiciary business needs.
- 2) An employee may take a 15-minute, compensated wellness release time.
 - a) Break periods may not be utilized to show up for work.

Compensated wellness release time may be used for the following:

- a) Wellness release time is intended to be used for the following:

Options to Foster Flexibility in the Workplace

The following are options a manager may consider, but are not mandatory in any situation. The business needs of the district and court must also be considered.



Flexible Shift Start/End Times

Policy HR08-1 authorizes a manager to adjust start and end times that align with overtime.

Standard Telework/Remote Work

Depending on the nature of the job and the availability of telework or remote work may be approved.

Compressed Telework Scheduling

A compressed work week, most or all of a hybrid work week could be completed, once per month, twice per month, or quarterly.



TRAUMA-INFORMED
UTAH

Employee Feedback Portal

Questions/Feedback/Suggestions for the AOC

We welcome your questions, feedback, and value your suggestions! Please use the form below to contact the AOC with any of these items.

TOTAL LEAD POSITIONS



District Funded
Judicial Assistant

Council Funded
Probation Officer

To complete your onboarding please meet with your Training Coordinator and discuss the following:

Question 1 of 9 (required)

Locate and review the Utah Judiciary website

Choose a date

Date format: MM/DD/YYYY

NEW TRAININGS ADDED!

Look for this label to find the latest trainings

[Click here for a quick tour](#)

AdobeNEW

Google Suite & Chrome

Gemini Notebook

Everything AI NEW

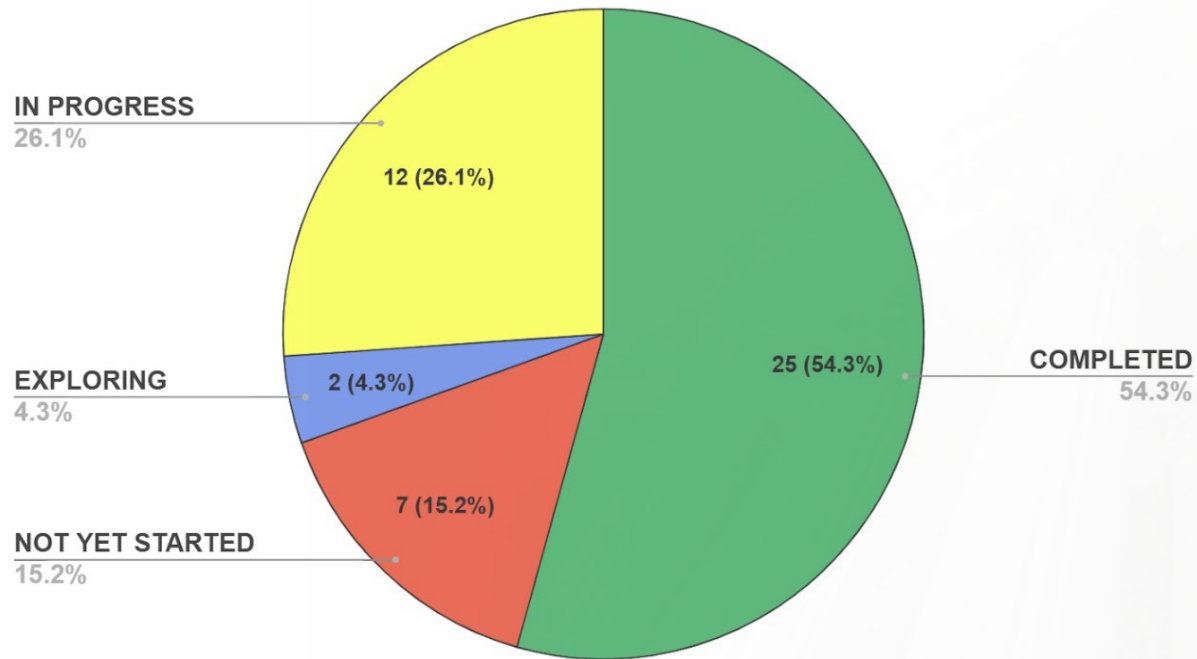
FIR

Single Sign-on (SSO), Multi-Factor Authentication (MFA) & PowerBI Dashboards NEW

	Escalating Service Desk Tickets	Explanation
1	If not satisfied: 1. If you are the ticket originator, you can escalate by replying to any ticket-related email using the words escalate, escalated or escalation in the body or subject of the email. The Service Desk rep assigned to the ticket is copied along the Service Desk Manager and 4 other IT managers 2. If you are escalating a ticket for someone else, do not escalate without the Service Desk rep's approval	The Service Desk manager ensures all tickets are correctly managed. The line of escalation is the fastest service available. Suggestions, questions, and feedback are provided to the Service Desk Manager and 4 other IT managers. The Service Desk manager ensures all tickets are correctly managed within the IT department.

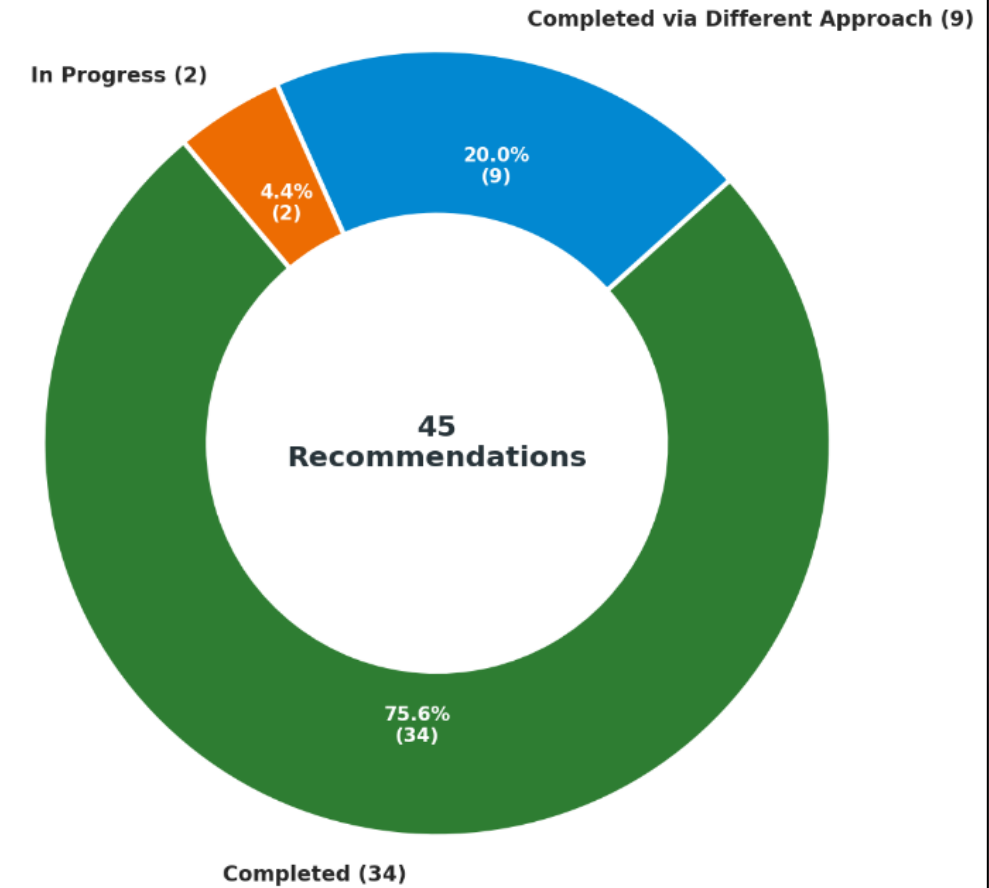
2025 to 2026

System Review Recommendations and Implementation



Not Yet Started v Exploring Sections

Over 95% of NCSC Recommendations Resolved (34 Completed, 9 via Alternate Approach)



Source: Utah Judiciary System Review Implementation Report

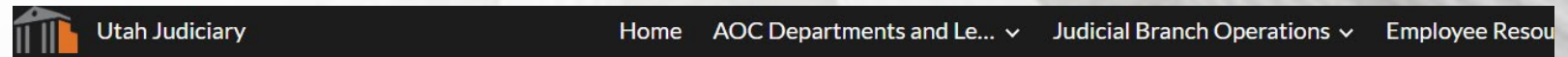
Governance and Leadership/Communication

NCSC Recommendations

- 1- **Communication** about support offered by the AOC should be enhanced to include judicial assistants and probation officers. (providing guidance about the various departments within the AOC and how those departments may assist them in their daily activities on the job.)
- 2- **Enhance communication** about the role and functions of the AOC to further staff's understanding of the role and responsibilities of the AOC.

AOC Site provides information on all AOC departments

- Detailed information on each department
- Contact Information
- Submitting Agenda Items
- Meet and Greet AOC



Governance and Leadership

NCSC Recommendation

Provide additional opportunities for judicial assistants and probation officers to **serve on state-level committees** so that **their input may be heard**. Include staff who are knowledgeable about process and procedures in the decision-making processes.



[Court Committees List](#) was revamped. Provides ease of use and consistent live updates.

[Employee Feedback Portal](#) in AOC Site allows for employee feedback.

Governance and Leadership

NCSC Recommendation

Develop and administer **leadership training** for new supervisors, leaders and staff who may be considering a leadership role in the future. The training should include a focus on the development of trust between leadership and staff, teambuilding, **having difficult conversations**, and creating a positive and supportive environment for staff.

Leadership Academies

April 13, 2026: Day 1

9:00am – 10:00am	Welcome and Introduction <i>John Bowers, Education Program Coordinator, AOC</i>
10:00am – 11:00pm	Purpose and Responsibility of the Courts <i>Lauren Andersen, Director of Judicial Institute, AOC</i>
11:00am – 12:00pm	Governance and Court Structure <i>Ron Gordon, State Court Administrator, AOC</i> <i>Neira Siaperas, Deputy State Court Administrator, AOC</i>
12pm – 1:00pm	Lunch Brought In
1:00pm – 4:00pm	Performance Management and Intro to Human Resources <i>Jeremy Marsh, Deputy Director of Human Resources, AOC</i>

April 14, 2026: Day 2

9:00am – 10:00am	Small Panel <i>Erin York, Judicial Case Manager, 3rd Juvenile</i> <i>Heather Allison, Probation Supervisor, 4th Juvenile</i> <i>Samantha Starks, Deputy District Court Administrator, AOC</i> <i>Derick Gines, Probation Supervisor, 3rd Juvenile</i> <i>Mark Paradise, Trial Court Executive, 3rd District</i> <i>Jeremy Marsh, HR Deputy Director, AOC</i>
10:00am – 12:00pm	Outward Mindset <i>John Bowers, Education Program Coordinator, AOC</i>
12:00pm – 1:00pm	Lunch on Your Own
1:00pm – 4:00pm	Having a Difficult Conversation <i>Bart Olsen, Human Resource Director, AOC</i>

Succession Planning discussions held with TCEs TCE Minutes

Current Succession Planning examples

- Third Juvenile held their own Leadership Academy (mirrored AOC)
- Eighth District - Discussions with current leadership – Who is interested?
- Second Juvenile - Included staff in Legislative Luncheons and Court Connects

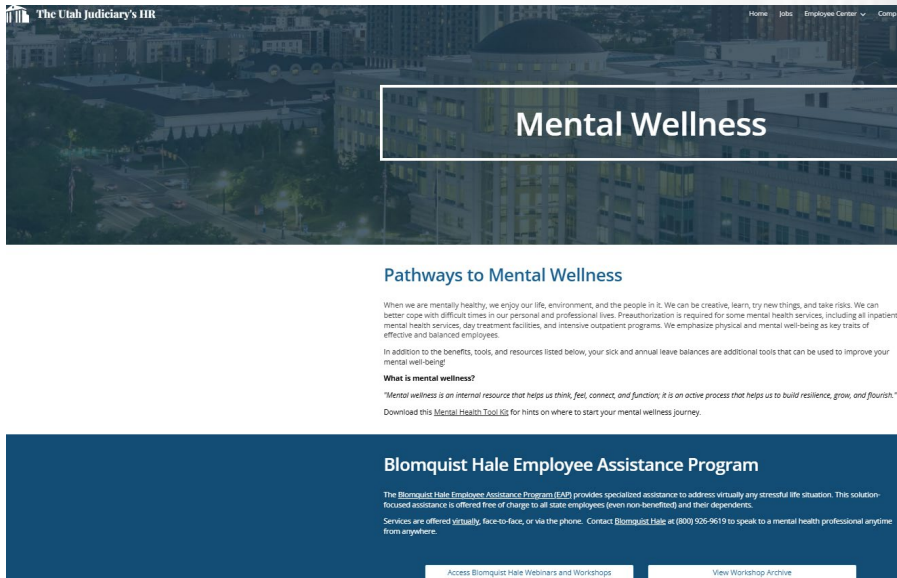
Culture and Work Environment

NCSC Recommendation

Ensure that **all employees** are aware of the employee assistance program and all the benefits that may be available to them. **Educate leadership** about how to recognize and address staff who appear to be experiencing stress.

HR Website

Page on site dedicated to Mental Wellness



Tiffany Power is the Trainer for the Trauma Informed Utah

Training sessions have been provided for AOC directors, and for the First, Second, and Third Districts.

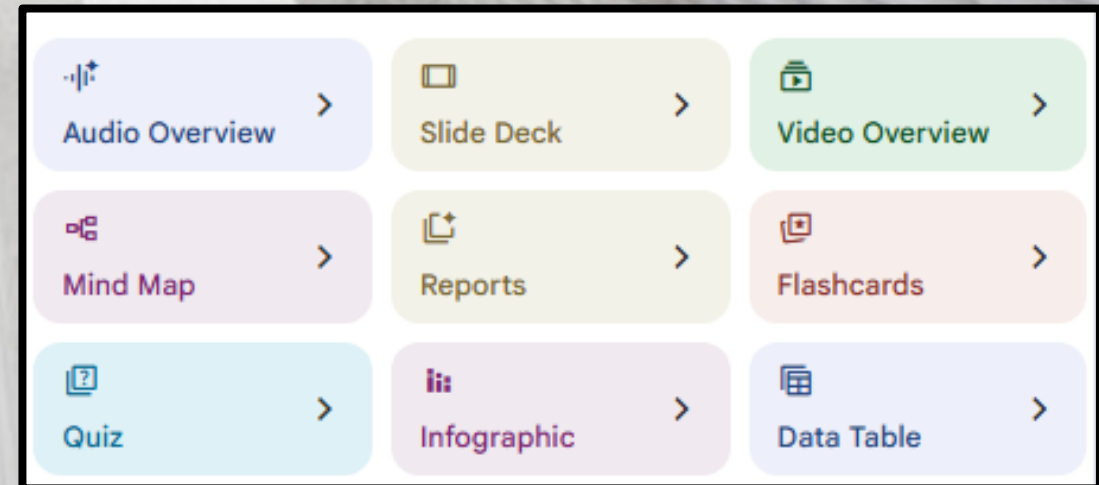
Communication

NCSC Recommendation

When meeting minutes are to be disseminated to the field, precede the minutes with an email that explains to each work group receiving the minutes, how the information pertains to them in their current role.

Completed through different approach ▼

- Employees can self-complete using AI by Gemini Notebooks.
- Gemini Notebooks can create Explainer Videos, Audio Podcasts, and infographics
 - AI Training developed
 - Judiciary Shared Notebooks
- IT trains employees during site visits and Employee Conferences



Communication

NCSC Recommendation

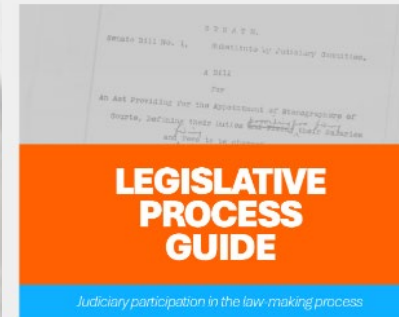
When legislative updates materials are disseminated, **provide more information on how the legislation will change their process and procedures.**

AOC site now has Legislative Process Guide

- Helps employees understand how the Legislature works and how the Judiciary participates in the legislative process.
- Includes court-level legislative memos, LMS recordings, and historical legislative synopses.



Legislative Updates



Legislative Process Guide

This guide is intended to assist members of judiciary to better understand how the legislature operates and how the judiciary endeavors to be appropriately and effectively involved in the legislative process.



LMS Recording



2026 Juvenile Court Legislative Memo

Turnover

NCSC Recommendation

Consider reevaluating the structure of the probation office to include **administrative assistants** (not judicial assistants) to perform administrative functions of the office so that probation officers may focus more on the juveniles they supervise.

Completed through different
approach ▼

- Training and use of AI has increased and should help with routine work functions.
- Job duties are being reviewed to find inefficiencies and bringing a streamlined approach statewide.

[Link to Probation Notebook example of use of AI](#)
[Sample 2- Creating Case Plans](#)

Turnover and Onboarding

NCSC Recommendation

Consider implementing a **career track for probation officers** and judicial assistants, e.g., probation officer I, probation officer II, judicial assistant I, judicial assistant II, etc.

Completed through different
approach ▼

Completed through the [Investing in Our People Initiative](#) through Years of Service bonuses, and the new Lead Judicial Assistant and Lead Probation Officer positions.

Turnover and Onboarding

NCSC Recommendation

Improve training for probation officers and judicial assistants.

In Progress

The new in-person Employee Orientation has a new curriculum - started September 2026.
- Training Coordinators are involved or invited to attend and provide feedback.

Day 1

For All New Hires

8:00 am	Breakfast
8:30 am	Welcome
8:45 – 9:45 am	Purpose & Responsibilities of the Courts, and Utah Court Structure and Governance
9:45 am	Break
10:00- 11:30 am	Workplace Culture & Policies (combine Workplace Harassment & Ethics embedded here)
11:30am -12:00 pm	Introduction to Court Department & Court Resources Fair
12:00 – 1:30 pm	Lunch & Opportunities for new employees to attend the Resources Fair – idea is to have tables for IT, HR, Law Library, Self-Help Center, ERGs, Mentoring Program, Data and others – New Employees can visit tables and ask direct questions
1:30 – 2:45 pm	Technology used by Every Court Employee (Google, Notebook, Webex, Intranet, Court Website, HR Website, LMS, etc.)
2:45 pm	Break
3:00 – 4:00 pm	Court Safety & Security. Tools for De-escalation.

Day 2

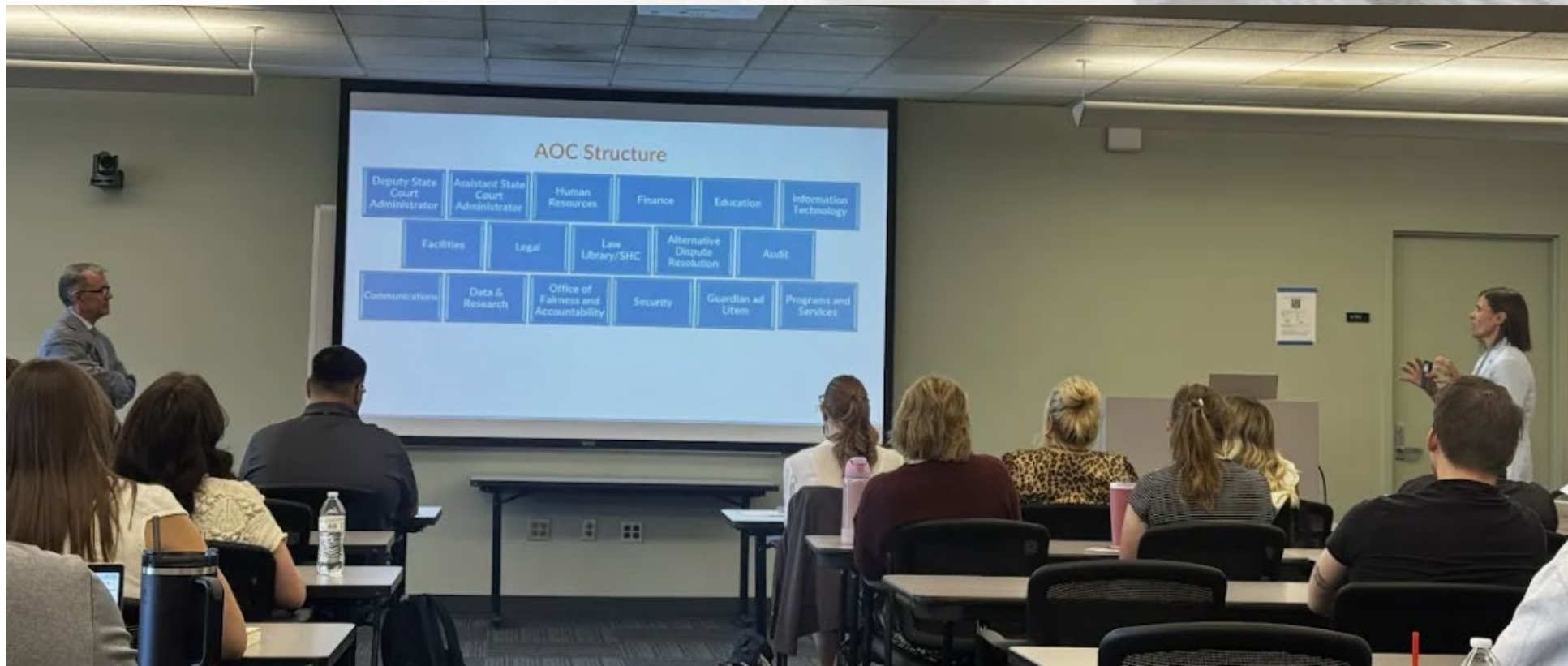
For JAs Only

8:00 am	Breakfast
8:30 am	Welcome & Icebreaker
8:45 – 9:45 am	Core JA Duties
9:45 am	Break
10:00 am- 12:15 pm	JA Court Conduct & Procedures
12:15 -1:15 pm	Lunch
1:15 – 2:30pm	Intro to Grammar for JAs
2:30pm	Break
2:45 – 3:45 pm	Introduction to Customer Service, Legal Information vs. Legal Advice
3:45 pm	Break
4:00 – 5:00 pm	Introduction to CORIS, CARE, FTR, Webex Webinars, MyCase (Taught by IT and Case Manager/Lead JA)

49 in attendance on the first day and 32 in attendance on the second (JA) day.

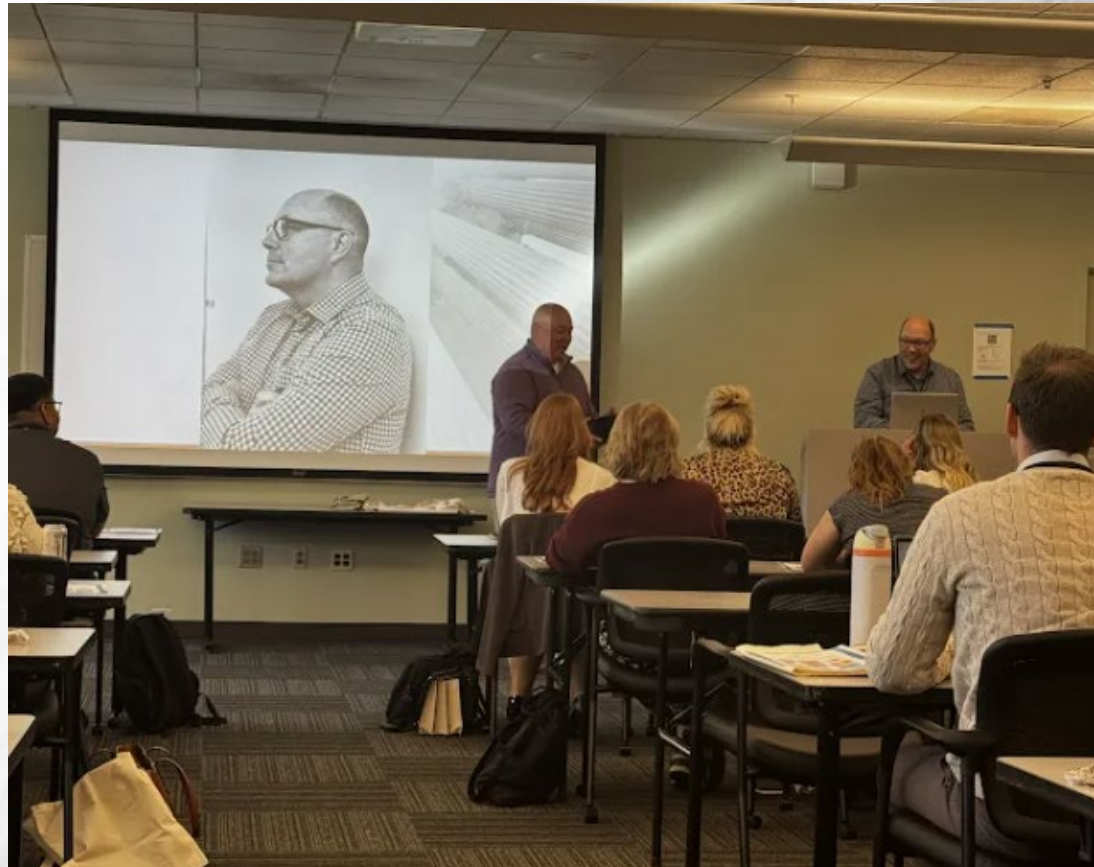
First **In-person** New Employee Orientation 09/2026

“I thought it was great. I enjoyed it in person because it made it feel like all the people working in the background were real and in the future I would feel more comfortable going to them now that I have seen and talked to them in person. It was also great to be encouraged and surrounded by people doing the same thing around you and meet them. Overall, I thought the trainings was good and the environment was good!”



First **In-person** New Employee Orientation 09/2026

“I just wanted to say that the most exciting one that we heard from was Chris Palmer. Videos are amazing to make you see a visual. The others were great too. I just really enjoy the visual learning. We all learn differently.”



First **In-person** New Employee Orientation 09/2026

“I appreciated the opportunity to meet JAs and other staff members from across the state of Utah in person.”



First **In-person** New Employee Orientation 09/2026

“ I did really like the career fair it was very informative and helpful. I really enjoyed it.”



“I really appreciated the opportunity to network and meet people face to face, as well as, getting the opportunity to connect with those in different positions as me, I felt like this opened my eyes to opportunity for growth in the courts. Overall the training was a good experience and I do appreciate the entire team who devoted their efforts to putting this training together for us.”

THANK YOU FOR FUNDING!

Turnover

NCSC Recommendation

Improve training for probation officers and judicial assistants.

Probation has created a new onboarding checklist.

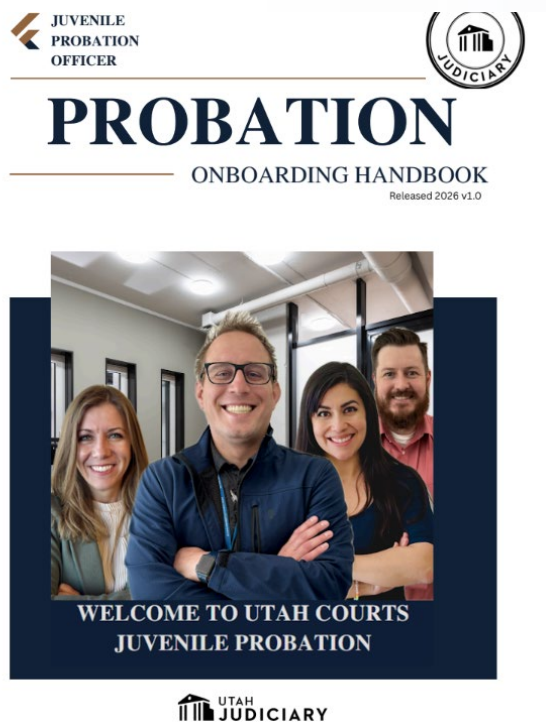


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QUICK LINKS:

- Probation Website
- Utah State Courts Intranet
- Utah State Courts Internet
- AOC Website
- Human Resources
- IT
- Vantage (time sheet)
- Concur
- CARE
- LMS
- Carey Guides
- MAYSII-2

Coming Soon

New **In-person** Employee Orientation for Probation (Second Day)

**September 10, 2026 (Probation Day- Offered
Quarterly)**

8:30am -8:45am	<i>Welcome Daniel Meza Rincon, Juvenile Court Administrator, AOC</i>
8:45am - 9:45am	<i>Role of Probation: Mission Vision and Values and EBP fundamentals, Probation Website, Probation Terms</i>
9:45am - 10:00am	<i>Break</i>
10:00am - 11:30pm	<i>Ethics for Probation Jeremy</i>
11:30pm - 12:30pm	<i>Lunch</i>
12:30pm - 1:30pm	<i>CARE tips and tricks for probation Brody</i>
1:30pm - 1:45pm	<i>Break</i>
1:45pm - 2:30pm	<i>Report Writing & Court Etiquette</i>
2:30pm -3:30pm	<i>Diversity/Inclusion Credit: Working with youth and families Tonia?</i>

Other Ideas: Due Process, Dually Adjudicated Youth, Probation Resources/Trauma/MH (Amy Hernandez)
Education Hours

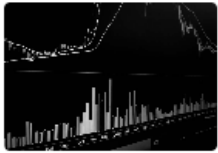
- Conversations with Higher Education
- Training for High School students

Pay and Compensation

NCSC Recommendation

Given the number of changes happening in US Courts following the Covid-19 pandemic, the Utah Judicial Branch would benefit from a full workload study to include time.

Completed through different approach ▼



Data Dashboards

Explore commonly used data dashboards.

District Court

Juvenile Court

Justice Court

Appellate Court



Weighted Caseloads

Explore current and past weighted caseloads.

Current Weighted Caseloads

Past Weighted Caseloads

Frequently Asked Questions

[Weighted Caseload Studies](#) have been completed and posted on AOC site linking to the Data and Research site

Pay and Compensation

NCSC Recommendation

If incentive programs are used, ensure that staff is aware of the requirements for the programs by sharing communication around the program that is **disseminated broadly** and is descriptive. Eligible participants need to understand what leadership is looking for when making these awards.

- Incentive Criteria was revised and posted on the AOC site.
- TCEs have built on the revised criteria and adapted their approach.
- Some districts have replicated the AOC process for incentive nominations

Incentive Awards Criteria

1. Exceptional leadership demonstrated beyond typical job expectations
2. An innovative idea or suggestion that improves operations or results in cost savings
3. Successful completion of a special assignment outside normal responsibilities
4. Actions that positively enhance the public or professional reputation of the Judiciary
5. Community outreach or engagement efforts that improve public understanding or strengthen community relationships
6. Consistent or substantial training and mentoring of other employees, relevant to required job skills or competencies, or
7. Outstanding teamwork within the Judiciary or with external partners, resulting in notable benefits

YOUR IDEAS CAN MAKE A DIFFERENCE

Judiciary employees work closely with our processes every day and have a unique perspective on where work can be simplified, improved, or done more efficiently. We want to hear your ideas!

We invite all court employees to share suggestions for improving processes, reducing unnecessary steps, and making our work more efficient. No idea is too big or too small. A suggestion might make your own work easier, improve a process within your district, reduce workload for staff or judicial officers, or lead to improvements that benefit courts statewide.

Your idea may come with an added benefit. One of the criteria for an Incentive Award recognizes:

"An innovative idea or suggestion that improves operations or results in cost savings."

That means an idea that leads to a meaningful improvement could qualify for a monetary incentive while also making a positive difference for your colleagues and the Judiciary.

You know your work, your processes, and the challenges you encounter every day. Often, the best ideas for improvement come from the people closest to the work. We encourage you to think creatively and share your suggestions. Submit your ideas on this [Google Form](#).

—Esmeralda Blanco, Executive Support Coordinator

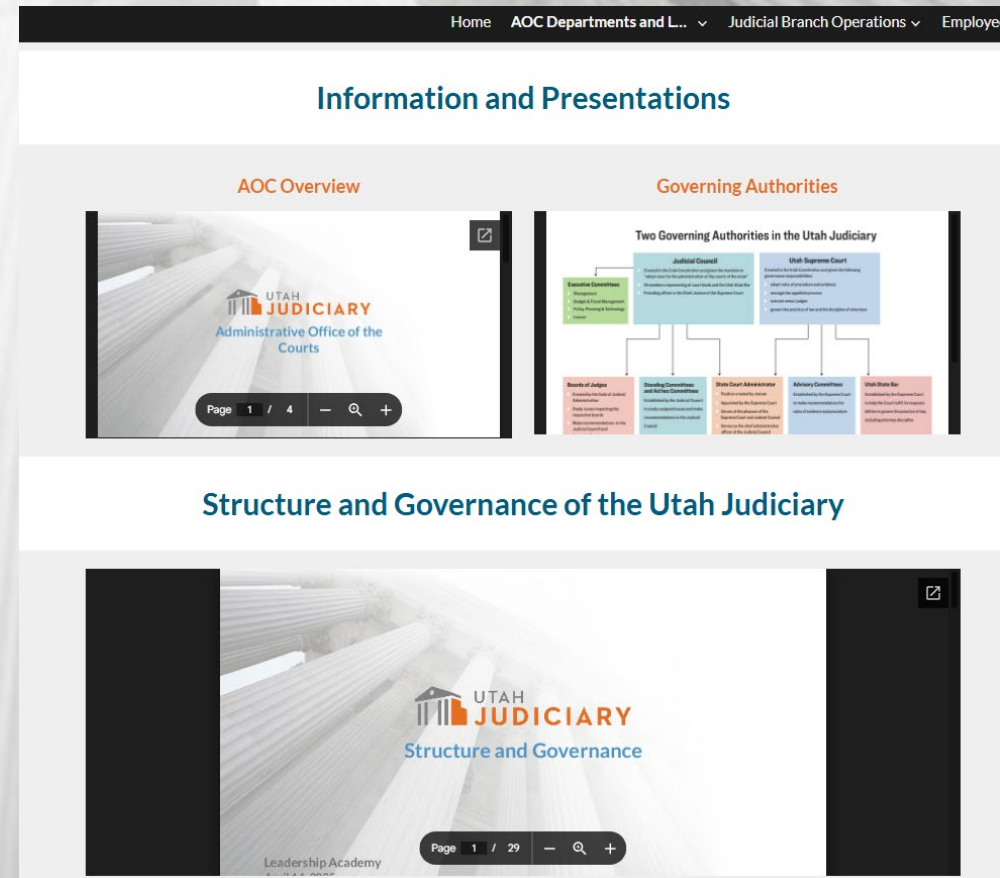
Training and Onboarding

NCSC Recommendation

Create a comprehensive Onboarding Training Program

Training should include information about the structure of the Utah Judicial Branch, the purpose and role of each of the types of courts, each of the types of administrative authorities and each of the divisions within the AOC. In addition to the training, make this information available on the courts' intranet.

- Court Governance is taught by the State Court Administrator and the Deputy State Court Administrator in the New Employee Orientation.
- In addition, this information is available in the [AOC Site](#).



Training and Onboarding

NCSC Recommendation

Update DCJUST, the clerk's manual, more regularly with current information.

- DCJUST continues to be updated with AI helping streamline and speed up the editing process.
- [DCJUST Gemini Notebook](#) is available to all employees. With appropriate training, staff can use prompts needed for everyday use.

DCJUST: District Court Judicial Support Staff Training D... Shared Create notebook

Sources Select all

- > Accounting
- > Civil Cases
- > Criminal Cases
- > Domestic Cases
- > Expungement
- > General Case Management

Chat

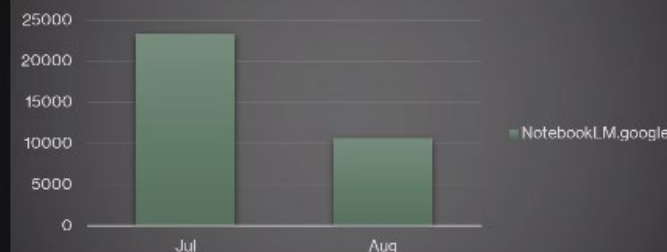
84 sources · Jun 9, 2025

These training documents provide comprehensive guidelines for **judicial support staff** managing specific civil and domestic procedures within the **Utah District and Justice Court** systems. The sources outline the technical steps for processing **abstracts of judgment**, managing **accounts receivable**, and handling specialized case types such as **adoptions**, **common law marriages**, and **administrative appeals**. Detailed instructions are included for managing **bail bond forfeitures**, facilitating **arbitration awards**, and assembling electronic files for **appellate review**. Furthermore, the text defines the protocols for **assigning judges** to family-related matters and the formal requirements for **attaching legal counsel** to active cases. Collectively, these materials serve as a standardized manual to ensure **procedural accuracy** and financial accountability in court operations.

NotebookLM Access March 20-
June 19



Gemini Notebook



IT Support

NCSC Recommendation

Establish **regional IT technician positions and strategically place them in courthouses** throughout the state so that they may respond to urgent needs of the local court communities. When something fails in a courtroom, the local court does not have the option to stop working for the day. **It is important that a technician is available.**

- The IT department is completing training through site visits to the individual districts.

- IT has also created a chat feature for easy communication access.
- IT Stipends are awarded in the districts across the state.

9-Sep	9-Sep	7th (Combined)	Moab/Monticello
10-Sep	10-Sep	7th (Combined)	Castle Dale
11-Sep	11-Sep	7th (Combined)	Price
16-Sep	16-Sep	4th (Dist)	Provo (Part 1)
17-Sep	17-Sep	1st (Combined)	Logan(AM) / Brigham(PM)
23-Sep	23-Sep	2nd (District)	Farmington
24-Sep	24-Sep	2nd (District)	Ogden
25-Sep	25-Sep	2nd (District)	Layton(AM) / Bountiful(PM)
2-Oct	2-Oct	4th (Dist)	Provo (Part 2)

System Review Website



UTAH
JUDICIARY

Home

Administration and Leadership

Culture and Work Environment

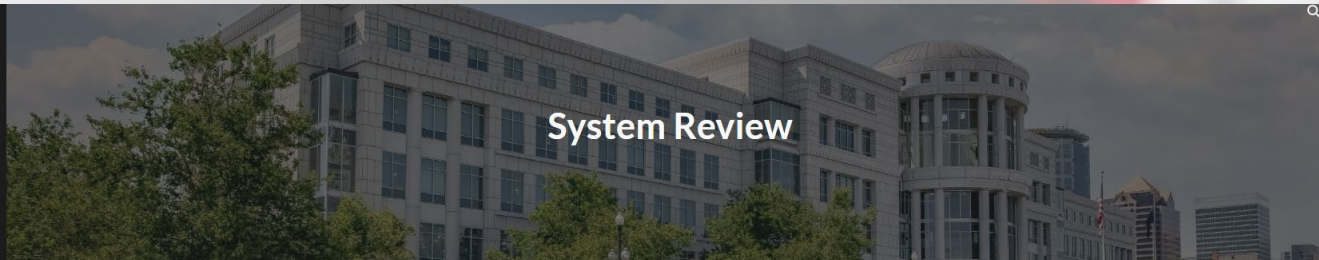
Communication

Workload and Turnover

Compensation

Training and Onboarding

IT Support



Live updates!

System Review Recommendations and Implemented Solutions

All NCSC System Review Recommendations

Administration and Leadership

Culture and Work Environment

Workload and Turnover

Compensation

IT Support



Resources and Links Cited

Boards and Committees Page

AOC Site

Court Committees List

Public Governing Boards and Committees

AOC Programs Contact List

AOC Resource Guide

AOC Departments

What is next?

NCSC Recommendation

Employ the use of **regular staff engagement and satisfaction surveys. Conduct them on regular intervals (every 3-5 years)** that allows for proper data analysis, listening sessions, proposals of policy and procedural changes and implementation of any changes, so that participants see the results of participating in such an exercise.

95.6% Total Resolution Rate

43 of 45 total recommendations have been fully resolved or implemented.

Implementation Status: 45 Total Recommendations

Fully Completed: 34

34



Localized Approach: 9

9



In Progress: 2

2



2028

Preparing for 2028

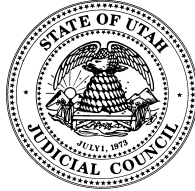
Successes in these pillars form the foundation for the internal 2028 Utah Judiciary Review.

END OF NCSC SYSTEM REVIEW
NEW IN-HOUSE SURVEYS TO COME
2028



Thank you

Tab 9



Administrative Office of the Courts

Interim Chief Justice Jill Pohlman
Utah Supreme Court
Chair, Utah Judicial Council

September 28, 2026

Ronald B. Gordon, Jr.
State Court Administrator
Neira Siaperas
Deputy State Court Administrator

MEMORANDUM

TO: Management Committee / Judicial Council
FROM: Keisa Williams
RE: CJA Rule 3-110 and Financial Disclosure Forms

[H.B. 540](#) (lines 291-304), requires the Judicial Council to do three things with respect to financial disclosures:

1. by rule, require judges and commissioners to submit annual financial disclosures that are “comparable to” the conflict of interest disclosures in [20A-11-1604](#);
2. post the financial disclosures on the court’s website; and
3. submit a written report to the Judiciary Interim Committee before November 1, 2026, that describes the actions the Council has taken to comply with H.B. 540.

In May 2026, the Council fulfilled the first requirement by approving CJA Rule 3-110 on an expedited basis with a May 18, 2026 effective date, followed by a 45-day public comment period. No public comments were received. The Council also reviewed the draft financial disclosure form and requested feedback from the boards of judges, specifically a recommendation on how “income” should be defined.

As a reminder, the financial disclosure form was created using [20A-11-1604](#), examples of [legislative](#) conflict of interest disclosures for both House and Senate members, definitions related to at-risk government employees in [63A-19-408](#), terminology in the [Code of Judicial Conduct](#), and [CJA rule 4-202.02](#) governing the classification of court records.

Board feedback included a recommendation that the Council adopt the definition of “income” in [20A-11-1602\(7\)](#) and a request for clear definitions that exclude internal judicial salaries, board service, and official stipends related to judicial service. The Policy, Planning, and Technology Committee (PP&T) reviewed and incorporated the boards’ feedback, adding a sentence to the statutory definition of “income” clarifying that it does not include interest earned from stocks, bonds, managed funds, or other investments.

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

PP&T also made the following amendments to Rule 3-110: 1) removed the reference to calendar year 2026; 2) clarified that the Management Committee is responsible for reviewing judges' requests to redact additional information from disclosure forms; and 3) added a requirement that judges be notified of requests to access their unredacted financial disclosure forms.

PP&T recommends that:

- the first reporting term for financial disclosures begin on August 1, 2027 to ensure initial disclosures cover an entire year as intended;
- the Council adopt the financial disclosure form as final; and
- the Council adopt the proposed amendments to CJA Rule 3-110 as final with a ***November 1, 2026 effective date***.

Rule 3-110. Judicial officer financial disclosures**Intent**

To establish financial disclosure requirements for judicial officers.

Applicability

This rule applies to court commissioners and all judges and justices in courts of record and not of record (“Judicial Officers”).

Statement of the Rule

(1) **Financial disclosures.** Judicial Officers must complete an annual financial disclosure form approved by the Council.

(2) Reporting and publication.

(2)(A) **Reporting term.** For purposes of this rule, the reporting term begins on August 1st and ends on July 31st. ~~Except as set forth in paragraph (2)(C),~~ financial disclosure forms must be submitted between August 1st and August 15th each year, in accordance with policies established by the Council.

(2)(B) **Publication.** ~~Except as set forth in paragraph (2)(C),~~ the Council will publish all financial disclosure forms on the court website by October 1st each year.

~~(2)(C) **Exception.** For calendar year 2026, financial disclosure forms will be completed and posted on the court website as soon as practicable, on a date to be determined by the Council.~~

(3) **Redactions.** Judicial Officers are at-risk government employees and public figures. The Administrative Office will automatically redact Judicial Officers’ personal and protected information from financial disclosure forms prior to publication. A Judicial Officer may submit a request to the Management Committee to redact that additional information ~~be redacted~~ from the form prior to posting.

(4) **Public records.** Financial disclosure forms redacted in accordance with paragraph (3) are public records. Judicial Officers will be notified of requests to access their unredacted financial disclosure forms in accordance with Rule 4-202.05.

Effective ~~May 18~~ November 1, 2026



Judicial Officer Financial Disclosure Form

Pursuant to Rule 3-110 of the Utah Code of Judicial Administration, all judicial officers are required to complete and submit this form to the Judicial Council between August 1st and August 15th of each year.

Judicial officer's name

Court

Definitions. Chapter 4, Article 2 of the Utah Code of Judicial Administration governs the classification of and access to court records, including this form. For purposes of this form:

"Family member" means the spouse, domestic partner, child, grandchild, sibling, parent, or grandparent of a judicial officer. A "family member" may also include a person treated by the judicial officer as a member of the judicial officer's family, if that person resides in the judicial officer's household.

"Income" means earnings, compensation, or any other payment made to an individual for gain, regardless of source, whether denominated as wages, salary, commission, pay, bonus, severance pay, incentive pay, contract payment, interest, per diem, expenses, reimbursement, dividends, or otherwise. "Income" does not include interest earned from stocks, bonds, managed funds, or other investments.

"Personal information" includes the judicial officer's or judicial officer's family member's home address, home telephone number, personal mobile telephone number, personal pager number, personal email address, date of birth, driver's license number, social security number, account descriptions and numbers, insurance coverage, marital status, and payroll deductions.

"Protected information" includes a judicial officer's business email address, and any information which may jeopardize a judicial officer's or judicial officer's family member's life, safety, or property.

1. Have you been employed by any individual(s) or entity(ies) other than the judicial branch of the State of Utah in the preceding year? **Note:** Justice court judges employed as full-time judges who have no other employment should check 'no.'

☐ Yes

☐ No

If yes, provide a brief description of the employment, occupation, and job title.

2. Have you been an owner or officer of any entity(ies) during the preceding year?

☐ Yes

☐ No

If yes, provide the name of the entity(ies), a brief description of the business or activity, and your position.

3. Have you received \$5,000 or more in income from any entity(ies) or individual(s) during the preceding year for non-judicial services or activities?

☐ Yes

☐ No

If yes, provide the name of the entity(ies) or individual(s) and a brief description of the business or activity conducted by the entity(ies) or individual(s).

4. Do you hold stocks or bonds with a fair market value of \$5,000 or more in any entity(ies) as of this date or during the preceding year, excluding third-party managed funds (e.g., managed investment accounts, blind trusts, mutual funds, etc.)?

☐ Yes

☐ No

If yes, provide the name of the entity(ies) and a brief description of the business or activity conducted by the entity(ies).

5. Do you serve in a paid leadership capacity outside the judiciary or in a paid or unpaid position on a board of directors of any entity(ies) or organization(s) not listed above?

☐ Yes

☐ No

If yes, provide the name of the entity(ies) or organization(s), describe the type of business or activity conducted by the entity(ies) or organization(s), and the type of position held.

6. (Optional) Do you hold an ownership or other financial interest in any real property(ies) that you believe may constitute a conflict of interest?

☐ Yes

☐ No

If yes, please provide a brief description of the type of interest held in the property(ies).

7. If you are married, provide the name of your spouse. If you believe your spouse's current employment, or employment in the preceding year, may constitute a conflict of

interest, provide the name of your spouse's employer(s).

8. Do any adults reside in your home who are not family members?

☐ Yes

☐ No

If yes, provide the adult's name. If you believe the adult's presence in your household may constitute a conflict of interest, provide a brief description of the adult's employment or occupation.

☐ I attest that I have reviewed this document in its entirety and confirm that all information provided is accurate and complete to the best of my knowledge.

Signature

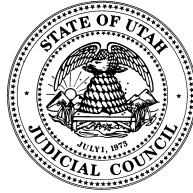
Date

Redactions. Judicial officers are at-risk government employees and public figures. Personal and protected information will be automatically redacted from the form before it is posted on the court website. If you would like additional information redacted from this form prior to posting, please check the associated response number below, identify the information you would like redacted, and provide a reason for the redaction.

☐ Answer 1

☐	Answer 2	
☐	Answer 3	
☐	Answer 4	
☐	Answer 5	
☐	Answer 6	
☐	Answer 7	
☐	Answer 8	

Tab 10



Administrative Office of the Courts

Interim Chief Justice Jill Pohlman
Utah Supreme Court
Chair, Utah Judicial Council

September 21, 2026

Ronald B. Gordon, Jr.
State Court Administrator
Neira Siaperas
Deputy State Court Administrator

MEMORANDUM

TO: The Management Committee of the Judicial Council

FROM: Standing Committee on Model Utah Criminal Jury Instructions
Alex Jacobson, Associate General Counsel

RE: Reappointment of Committee Member

Reappointment of Committee Member:

The Committee recommends the reappointment of McKay Lewis as a member of the Committee. Mr. Lewis's first term will expire at the end of October. He has served diligently and made important contributions to the Committee's efforts to amend existing model jury instructions as well as drafting new instructions. The Committee greatly appreciates his willingness to continue serving.

The Committee looks forward to approval and any feedback from the Management Committee and Judicial Council as to the proposed reappointment.

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