

1 **Rule 1-204. Executive committees.**

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3 **Intent:**

4 To establish executive committees of the Council.

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6 To identify the responsibility and authority of the executive committees.

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8 To identify the membership and composition of the executive committees.

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10 To establish procedures for executive committee meetings.

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12 **Applicability:**

13 This rule shall apply to the judiciary.

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15 **Statement of the Rule:**

16 (1) **Executive Committees.** The following executive committees of the Council are hereby  
17 established:

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19 (1)(a) the Management Committee;

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21 (1)(b) the Policy, ~~and~~ Planning, and Technology Committee;

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23 (1)(c) the Liaison Committee; and

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25 (1)(d) the Budget and Fiscal Management Committee.

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27 (2) **Management Committee.** The Management Committee shall be comprised of at least four  
28 Council members, one of whom shall be the Presiding Officer of the Council. Three Committee  
29 members constitute a quorum. The Presiding Officer of the Council or Presiding Officer's  
30 designee shall serve as the Chair. When at least three members concur, the Management  
31 Committee is authorized to act on behalf of the entire Council when the Council is not in session  
32 and to act on any matter specifically delegated to the Management Committee by the Council.  
33 The Management Committee is responsible for managing the agenda of the Council  
34 consistently with Rule 2-102 of this Code. The Management Committee is responsible for  
35 deciding procurement protest appeals.

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37 (3) **Policy, ~~and~~ Planning, and Technology Committee.** The Policy, ~~and~~ Planning, and  
38 Technology Committee shall recommend to the Council new and amended rules for the Code of  
39 Judicial Administration. ~~The committee shall recommend to the Council,~~ new and amended  
40 policies, ~~or repeals,~~ for the Human Resource Policies and Procedures Manual, pursuant to Rule  
41 3-402, and new or amended- technology policies and priorities. The committee shall  
42 recommend to the Council periodic and long term planning efforts as necessary for the efficient

43 | administration of justice. ~~The committee, and~~ shall research and make recommendations  
44 | regarding any matter referred by the Council.

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46 | (4) **Liaison Committee.** The Liaison Committee shall recommend to the Council legislation to  
47 | be sponsored by the Council. The committee shall review legislation affecting the authority,  
48 | jurisdiction, organization or administration of the judiciary. When the exigencies of the legislative  
49 | process preclude full discussion of the issues by the Council, the Committee may endorse or  
50 | oppose the legislation, take no position or offer amendments on behalf of the Council.

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52 | (5) **Budget and Fiscal Management Committee.** The Budget and Fiscal Management  
53 | Committee shall review court budget proposals, recommend fiscal priorities and the allocation of  
54 | funds, and make recommendations to the Council regarding budget management and budget  
55 | development in accordance with Rule 3-406.

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57 | (6) **Members.** Members of the executive committees must be members of the Council. Each  
58 | executive committee shall consist of at least three members appointed by the Council to serve  
59 | at its pleasure. The members of the Policy, ~~and~~ Planning, ~~and Technology~~ Committee, the  
60 | Budget and Fiscal Management Committee, and the Liaison Committee shall elect their  
61 | respective chairs on a schedule deemed appropriate by each Committee. Chairs must be  
62 | members of the Council.

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64 | (7) **Meetings and Judicial Council Reports.** Each committee shall meet as often as necessary  
65 | to perform its responsibilities, but a minimum of four times per year. Each committee shall report  
66 | to the Council as necessary.

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68 | (8) **Staff.** The Administrative Office shall provide staff support to the executive committees.

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70 | *Effective: ~~November 1, 2021~~ May 25, 2022*