

1 **Rule 1-205. Standing and Ad Hoc Committees.**

2 **Intent:**

3 To establish standing and ad hoc committees to assist the Council and provide  
4 recommendations on topical issues.

5 To establish uniform terms and a uniform method for appointing committee members.

6 To provide for a periodic review of existing committees to assure that their activities are  
7 appropriately related to the administration of the judiciary.

8 **Applicability:**

9 This rule shall apply to the internal operation of the Council.

10 **Statement of the Rule:**

11 **(1) Standing Committees.**

12 (1)(A) **Establishment.** The following standing committees of the Council are hereby  
13 established:

14 (1)(A)(i) Uniform Fine Committee;

15 (1)(A)(ii) Ethics Advisory Committee;

16 (1)(A)(iii) Judicial Branch Education Committee;

17 (1)(A)(iv) Court Facility Planning Committee;

18 (1)(A)(v) Committee on Children and Family Law;

19 (1)(A)(vi) Committee on Judicial Outreach;

20 (1)(A)(vii) Committee on Resources for Self-represented Parties;

21 (1)(A)(viii) Language Access Committee;

22 (1)(A)(ix) Guardian ad Litem Oversight Committee;

23 (1)(A)(x) Committee on Model Utah Civil Jury Instructions;

24 (1)(A)(xi) Committee on Model Utah Criminal Jury Instructions;

25 (1)(A)(xii) Committee on Pretrial Release and Supervision; and

26 (1)(A)(xiii) Committee on Court Forms;

27 (1)(A)(xiv) Committee on Judicial Fairness and Accountability; and

28 (1)(A)(xv) Working Interdisciplinary Network of Guardianship Stakeholders  
29 (WINGS)

30 **(1)(B) Composition.**

31 (1)(B)(i) The **Uniform Fine Committee** performs the duties described in rule 4-  
32 302 and shall consist of:

- 33 (1)(B)(i)(a) one district court judge who has experience with a felony  
34 docket;
- 35 (1)(B)(i)(b) three district court judges who have experience with a  
36 misdemeanor docket; and
- 37 (1)(B)(i)(c) four justice court judges.
- 38 (1)(B)(ii) The **Ethics Advisory Committee** performs the duties described in rule  
39 3-109 and shall consist of:
- 40 (1)(B)(ii)(a) one judge from the Court of Appeals;
- 41 (1)(B)(ii)(b) one district court judge from Judicial Districts 2, 3, or 4;
- 42 (1)(B)(ii)(c) one district court judge from Judicial Districts 1, 5, 6, 7, or 8;
- 43 (1)(B)(ii)(d) one juvenile court judge;
- 44 (1)(B)(ii)(e) one justice court judge; and
- 45 (1)(B)(ii)(f) an attorney from either the Bar or a college of law.
- 46 (1)(B)(iii) The **Judicial Branch Education Committee** performs the duties  
47 described in rule 3-403 shall consist of:
- 48 (1)(B)(iii)(a) one judge from an appellate court;
- 49 (1)(B)(iii)(b) one district court judge from Judicial Districts 2, 3, or 4;
- 50 (1)(B)(iii)(c) one district court judge from Judicial Districts 1, 5, 6, 7, or 8;
- 51 (1)(B)(iii)(d) one juvenile court judge;
- 52 (1)(B)(iii)(e) the education liaison of the Board of Justice Court Judges;
- 53 (1)(B)(iii)(f) one state level administrator;
- 54 (1)(B)(iii)(g) the Human Resource Management Director;
- 55 (1)(B)(iii)(h) one court executive;
- 56 (1)(B)(iii)(i) one juvenile court probation representative;
- 57 (1)(B)(iii)(j) two court clerks from different levels of court and different  
58 judicial districts;
- 59 (1)(B)(iii)(k) one data processing manager; and
- 60 (1)(B)(iii)(l) one adult educator from higher education.
- 61 (1)(B)(iii)(m) The Human Resource Management Director and the adult  
62 educator shall serve as non-voting members. The state level  
63 administrator and the Human Resource Management Director shall serve  
64 as permanent Committee members.

65 (1)(B)(iv) The **Court Facility Planning Committee** performs the duties  
66 described in rule 3-409 and shall consist of:

67 (1)(B)(iv)(a) one judge from each level of trial court;

68 (1)(B)(iv)(b) one appellate court judge;

69 (1)(B)(iv)(c) the state court administrator;

70 (1)(B)(iv)(d) a trial court executive;

71 (1)(B)(iv)(e) two business people with experience in the construction or  
72 financing of facilities; and

73 (1)(B)(iv)(f) the court security director.

74 (1)(B)(v) The **Committee on Children and Family Law** performs the duties  
75 described in rule 4-908 and shall consist of:

76 (1)(B)(v)(a) one Senator appointed by the President of the Senate;

77 (1)(B)(v)(b) the Director of the Department of Human Services or  
78 designee;

79 (1)(B)(v)(c) one attorney of the Executive Committee of the Family Law  
80 Section of the Utah State Bar;

81 (1)(B)(v)(d) one attorney with experience in abuse, neglect and  
82 dependency cases;

83 (1)(B)(v)(e) one attorney with experience representing parents in abuse,  
84 neglect and dependency cases;

85 (1)(B)(v)(f) one representative of a child advocacy organization;

86 (1)(B)(v)(g) the ADR Program Director or designee;

87 (1)(B)(v)(h) one professional in the area of child development;

88 (1)(B)(v)(i) one mental health professional;

89 (1)(B)(v)(j) one representative of the community;

90 (1)(B)(v)(k) the Director of the Office of Guardian ad Litem or designee;

91 (1)(B)(v)(l) one court commissioner;

92 (1)(B)(v)(m) two district court judges; and

93 (1)(B)(v)(n) two juvenile court judges.

94 (1)(B)(v)(o) One of the district court judges and one of the juvenile court  
95 judges shall serve as co-chairs to the committee. In its discretion the  
96 committee may appoint non-members to serve on its subcommittees.

97 (1)(B)(vi) The **Committee on Judicial Outreach** performs the duties described  
98 in rule 3-114 and shall consist of:

99 (1)(B)(vi)(a) one appellate court judge;  
100 (1)(B)(vi)(b) one district court judge;  
101 (1)(B)(vi)(c) one juvenile court judge;  
102 (1)(B)(vi)(d) one justice court judge; one state level administrator;  
103 (1)(B)(vi)(e) a state level judicial education representative;  
104 (1)(B)(vi)(f) one court executive;  
105 (1)(B)(vi)(g) one Utah State Bar representative;  
106 (1)(B)(vi)(h) one communication representative;  
107 (1)(B)(vi)(i) one law library representative;  
108 (1)(B)(vi)(j) one civic community representative; and  
109 (1)(B)(vi)(k) one state education representative.  
110 (1)(B)(vi)(l) Chairs of the Judicial Outreach Committee's subcommittees  
111 shall also serve as members of the committee.

112 (1)(B)(vii) The **Committee on Resources for Self-represented**  
113 **Parties** performs the duties described in rule 3-115 and shall consist of:

114 (1)(B)(vii)(a) two district court judges;  
115 (1)(B)(vii)(b) one juvenile court judge;  
116 (1)(B)(vii)(c) two justice court judges;  
117 (1)(B)(vii)(d) three clerks of court – one from an appellate court, one from  
118 an urban district and one from a rural district;  
119 (1)(B)(vii)(e) one representative from a social services organization  
120 providing direct services to underserved communities;  
121 (1)(B)(vii)(f) one representative from the Utah State Bar;  
122 (1)(B)(vii)(g) two representatives from legal service organizations that  
123 serve low-income clients;  
124 (1)(B)(vii)(h) one private attorney experienced in providing services to  
125 self-represented parties;  
126 (1)(B)(vii)(i) two law school representatives;  
127 (1)(B)(vii)(j) the state law librarian; and  
128 (1)(B)(vii)(k) two community representatives.

129 (1)(B)(viii) The **Language Access Committee** performs the duties described in  
130 rule 3-306.02 and shall consist of:

- 131 (1)(B)(viii)(a) one district court judge;
- 132 (1)(B)(viii)(b) one juvenile court judge;
- 133 (1)(B)(viii)(c) one justice court judge;
- 134 (1)(B)(viii)(d) one trial court executive;
- 135 (1)(B)(viii)(e) one court clerk;
- 136 (1)(B)(viii)(f) one interpreter coordinator;
- 137 (1)(B)(viii)(g) one probation officer;
- 138 (1)(B)(viii)(h) one prosecuting attorney;
- 139 (1)(B)(viii)(i) one defense attorney;
- 140 (1)(B)(viii)(j) two certified interpreters;
- 141 (1)(B)(viii)(k) one approved interpreter;
- 142 (1)(B)(viii)(l) one expert in the field of linguistics; and
- 143 (1)(B)(viii)(m) one American Sign Language representative.
- 144 (1)(B)(ix) The **Guardian ad Litem Oversight Committee** performs the duties  
145 described in rule 4-906 and shall consist of:
- 146 (1)(B)(ix)(a) seven members with experience in the administration of law  
147 and public services selected from public, private and non-profit  
148 organizations.
- 149 (1)(B)(x) The **Committee on Model Utah Civil Jury Instructions** performs the  
150 duties described in rule 3-418 and shall consist of:
- 151 (1)(B)(x)(a) two district court judges;
- 152 (1)(B)(x)(b) four lawyers who primarily represent plaintiffs;
- 153 (1)(B)(x)(c) four lawyers who primarily represent defendants; and
- 154 (1)(B)(x)(d) one person skilled in linguistics or communication.
- 155 (1)(B)(xi) The **Committee on Model Utah Criminal Jury Instructions** performs  
156 the duties described in rule 3-418 and shall consist of:
- 157 (1)(B)(xi)(a) two district court judges;
- 158 (1)(B)(xi)(b) one justice court judge;
- 159 (1)(B)(xi)(c) four prosecutors;
- 160 (1)(B)(xi)(d) four defense counsel; and
- 161 (1)(B)(xi)(e) one person skilled in linguistics or communication.

- 162 (1)(B)(xii) The **Committee on Pretrial Release and Supervision** performs the  
163 duties described in rule 3-116 and shall consist of:
- 164 (1)(B)(xii)(a) two district court judges;
  - 165 (1)(B)(xii)(b) two justice court judges;
  - 166 (1)(B)(xii)(c) one prosecutor;
  - 167 (1)(B)(xii)(d) one defense attorney;
  - 168 (1)(B)(xii)(e) one county sheriff;
  - 169 (1)(B)(xii)(f) one representative of counties;
  - 170 (1)(B)(xii)(g) one representative of a county pretrial services agency;
  - 171 (1)(B)(xii)(h) one representative of the Utah Commission on Criminal and  
172 Juvenile Justice;
  - 173 (1)(B)(xii)(i) one commercial surety agent;
  - 174 (1)(B)(xii)(j) one state senator;
  - 175 (1)(B)(xii)(k) one state representative;
  - 176 (1)(B)(xii)(l) the Director of the Indigent Defense Commission or designee;
  - 177 (1)(B)(xii)(m) one representative of the Utah Victims' Council;
  - 178 (1)(B)(xii)(n) one representative of a community organization actively  
179 engaged in pretrial justice issues;
  - 180 (1)(B)(xii)(o) one chief of police; and
  - 181 (1)(B)(xii)(p) the court's general counsel or designee.
- 182 (1)(B)(xiii) The **Committee on Court Forms** performs the duties described in  
183 rule 3-117 and shall consist of:
- 184 (1)(B)(xiii)(a) two district court judges;
  - 185 (1)(B)(xiii)(b) one court commissioner;
  - 186 (1)(B)(xiii)(c) one juvenile court judge;
  - 187 (1)(B)(xiii)(d) one justice court judge;
  - 188 (1)(B)(xiii)(e) one court clerk;
  - 189 (1)(B)(xiii)(f) one appellate court staff attorney;
  - 190 (1)(B)(xiii)(g) one representative from the Self-Help Center;
  - 191 (1)(B)(xiii)(h) the State Law Librarian;
  - 192 (1)(B)(xiii)(i) the district court administrator or designee;

- 193 (1)(B)(xiii)(j) one representative from a legal service organization that  
 194 serves low-income clients;
- 195 (1)(B)(xiii)(k) one paralegal;
- 196 (1)(B)(xiii)(l) one educator from a paralegal program or law school;
- 197 (1)(B)(xiii)(m) one person skilled in linguistics or communication;
- 198 (1)(B)(xiii)(n) one representative from the Utah State Bar; and
- 199 (1)(B)(xiii)(o) the LPP administrator.

200 (1)(B)(xiv) The **Committee on Fairness and Accountability** performs the duties  
 201 described in rule 3-420. The committee shall include members who demonstrate  
 202 an interest in, or who have experience with, issues of diversity, equity, and  
 203 inclusion and shall consist of:

204 (1)(B)(xiv)(a) one ~~sitting~~ district court judge;

205 (1)(B)(xiv)(b) one juvenile court judge;

206 (1)(B)(xiv)(c) one justice court judge;

207 (1)(B)(xiv)(d) one appellate court judge;

208 (1)(B)(xiv)(~~eb~~) ~~two~~~~three~~ ~~current or~~ former judicial officers judges from any  
 209 court level;

210 (1)(B)(xiv)(~~fe~~) the General Counsel or designee; ~~and~~

211 (1)(B)(xiv)(g) one representative of the community;

212 (1)(B)(xiv)(~~hd~~) the Director of the Office of Fairness and Accountability;~~;~~

213 (1)(B)(xiv)(i) the Director of Data and Research or designee; and

214 (1)(B)(xiv)(j) up to two additional qualified individuals.

215 (1)(B)(xv) The **Working Interdisciplinary Network of Guardianship**  
 216 **Stakeholders (WINGS)** performs the duties described in rule 3-421, and shall  
 217 consist of:

218 (1)(B)(xv)(a) **Judiciary** representatives:

219 (1)(B)(xv)(a)(i) two or more district court judges;

220 (1)(B)(xv)(a)(ii) two or more district court judicial support staff with  
 221 experience in guardianship matters;

222 (1)(B)(xv)(a)(iii) one representative from the Guardianship  
 223 Reporting and Monitoring Program (GRAMP)

224 (1)(B)(xv)(a)(iv) one representative from the Court Visitor  
 225 Program; and

226 (1)(B)(xv)(a)(v) the General Counsel or designee.

- 227 (1)(B)(xv)(b) **Community stakeholder** representatives:
- 228 [\(1\)\(B\)\(xv\)\(b\)\(i\)](#) one representative from Adult Protective Services;
- 229 [\(1\)\(B\)\(xv\)\(b\)\(ii\)](#) one representative from Disability Law Center;
- 230 [\(1\)\(B\)\(xv\)\(b\)\(iii\)](#) one representative from Adult and Aging Services;
- 231 [\(1\)\(B\)\(xv\)\(b\)\(iv\)](#) one representative from Office of Public Guardian;
- 232 [\(1\)\(B\)\(xv\)\(b\)\(v\)](#) one representative from the Utah State Bar;
- 233 [\(1\)\(B\)\(xv\)\(b\)\(vi\)](#) one representative from Office of the Attorney  
234 General;
- 235 [\(1\)\(B\)\(xv\)\(b\)\(vii\)](#) one representative from the Utah legislature;
- 236 [\(1\)\(B\)\(xv\)\(b\)\(viii\)](#) one representative from the Utah Commission on  
237 Aging;
- 238 [\(1\)\(B\)\(xv\)\(b\)\(ix\)](#) one representative from Utah Legal Services; and
- 239 [\(1\)\(B\)\(xv\)\(b\)\(x\)](#) the Long-Term Care Ombudsman or designee.

240 (1)(B)(xv)(c) **Individual community** representatives. †Three or more  
241 community stakeholders representing:

- 242 [\(1\)\(B\)\(xv\)\(c\)\(i\)](#) mental health community;
- 243 [\(1\)\(B\)\(xv\)\(c\)\(ii\)](#) medical community;
- 244 [\(1\)\(B\)\(xv\)\(c\)\(iii\)](#) private legal community that specializes in  
245 guardianship matters;
- 246 [\(1\)\(B\)\(xv\)\(c\)\(iv\)](#) aging-adult services community;
- 247 [\(1\)\(B\)\(xv\)\(c\)\(v\)](#) educator from a legal program or law school;
- 248 [\(1\)\(B\)\(xv\)\(c\)\(vi\)](#) organization serving low-income, minorities, or  
249 marginalized communities;
- 250 [\(1\)\(B\)\(xv\)\(c\)\(vii\)](#) citizens under or involved in guardianship; and
- 251 [\(1\)\(B\)\(xv\)\(c\)\(viii\)](#) other organizations with a focus including, but not  
252 limited to guardianship, aging, legal services, or disability.

253 (1)(C) **Standing committee chairs.** The Judicial Council shall designate the chair of  
254 each standing committee. Standing committees shall meet as necessary to accomplish  
255 their work. Standing committees shall report to the Council as necessary but a minimum  
256 of once every year. Except for the Committee on Judicial Fairness and Accountability,  
257 council members may not serve, participate or vote on standing committees. Standing  
258 committees may invite participation by others as they deem advisable, but only members  
259 designated by this rule may make motions and vote. All members designated by this rule  
260 may make motions and vote unless otherwise specified. Standing committees may form  
261 subcommittees as they deem advisable.



262 (1)(D) **Committee performance review.** At least once every six years, the Management  
263 Committee shall review the performance of each committee. If the Management  
264 Committee determines that committee continues to serve its purpose, the Management  
265 Committee shall recommend to the Judicial Council that the committee continue. If the  
266 Management Committee determines that modification of a committee is warranted, it  
267 may so recommend to the Judicial Council.

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

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

278 (3) **General provisions.**

279 (3)(A) **Appointment process.**

280 (3)(A)(i) **Administrator's responsibilities.** The state court administrator shall  
281 select a member of the administrative staff to serve as the administrator for  
282 committee appointments. Except as otherwise provided in this rule, the  
283 administrator shall:

284 (3)(A)(i)(a) announce expected vacancies on standing committees two  
285 months in advance and announce vacancies on ad hoc committees in a  
286 timely manner;

287 (3)(A)(i)(b) for new appointments, obtain an indication of willingness to  
288 serve from each prospective appointee and information regarding the  
289 prospective appointee's present and past committee service;

290 (3)(A)(i)(c) for reappointments, obtain an indication of willingness to serve  
291 from the prospective reappointee, the length of the prospective  
292 reappointee's service on the committee, the attendance record of the  
293 prospective reappointee, the prospective reappointee's contributions to  
294 the committee, and the prospective reappointee's other present and past  
295 committee assignments; and

296 (3)(A)(i)(d) present a list of prospective appointees and reappointees to  
297 the Council and report on recommendations received regarding the  
298 appointment of members and chairs.

299 (3)(A)(ii) **Council's responsibilities.** The Council shall appoint the chair of each  
300 committee. Whenever practical, appointments shall reflect geographical, gender,  
301 cultural and ethnic diversity.

302 (3)(B) **Terms.** Except as otherwise provided in this rule, standing committee members  
303 shall serve staggered three year terms. Standing committee members shall not serve  
304 more than two consecutive terms on a committee unless the Council determines that  
305 exceptional circumstances exist which justify service of more than two consecutive  
306 terms.

307 (3)(C) **Expenses.** Members of standing and ad hoc committees may receive  
308 reimbursement for actual and necessary expenses incurred in the execution of their  
309 duties as committee members.

310 (3)(D) **Secretariat.** The Administrative Office shall serve as secretariat to the Council's  
311 committees.

312 | *Effective ~~May 23~~June 1, 2023~~2~~*