

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/~~November 123~~, 2023~~2~~*