

1 Rule 1-204. Executive committees.

2 Intent:

3 To establish executive committees of the Council.

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

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

6 To establish procedures for executive committee meetings.

7 Applicability:

8 This rule shall apply to the judiciary.

9 Statement of the Rule:

10 (1) The following executive committees of the Council are hereby established: (a)
11 the Management Committee; (b) the Policy and Planning Committee; and (c) the
12 Liaison Committee.

13 (2) The Management Committee shall be comprised of at least four Council
14 members, one of whom shall be the Presiding Officer of the Council. Three Committee
15 members constitute a quorum. The Presiding Officer of the Council or Presiding
16 Officer's designee shall serve as the Chair. When at least three members concur, the
17 Management Committee is authorized to act on behalf of the entire Council when the
18 Council is not in session and to act on any matter specifically delegated to the
19 Management Committee by the Council. The Management Committee is also
20 responsible for managing the agenda of the Council consistently with Rule 2-102 of this
21 Code.

22 (3) The Policy and Planning Committee shall recommend to the Council new and
23 amended rules for the Code of Judicial Administration and the Human Resource
24 Policies and Procedures Manual. The committee shall recommend to the Council
25 periodic and long term planning efforts as necessary for the efficient administration of
26 justice. The committee shall research and make recommendations regarding any matter
27 referred by the Council.

28 (4) The Liaison Committee shall recommend to the Council legislation to be
29 sponsored by the Council. The committee shall review legislation affecting the authority,
30 jurisdiction, organization or administration of the judiciary. When the exigencies of the
31 legislative process preclude full discussion of the issues by the Council, the Committee

32 may endorse or oppose the legislation, take no position or offer amendments on behalf
33 of the Council.

34 (5) Members of the executive committees must be members of the Council. Each
35 executive committee shall consist of at least three members appointed by the Council to
36 serve at its pleasure. The members of the Policy and Planning Committee and the
37 Liaison Committee shall elect their respective chairs annually and select a new chair at
38 least once every two years.

39 (6) Each committee shall meet as often as necessary to perform its responsibilities,
40 but a minimum of four times per year. Each committee shall report to the Council as
41 necessary.

42 (7) The Administrative Office shall serve as the secretariat to the executive
43 committees.

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