

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) the  
11 Management Committee; (b) the Policy and Planning Committee; and (c) the Liaison  
12 Committee.

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

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

26 (4) The Liaison Committee shall recommend to the Council legislation to be sponsored by  
27 the Council. The committee shall review legislation affecting the authority, jurisdiction,  
28 organization or administration of the judiciary. When the exigencies of the legislative process  
29 preclude full discussion of the issues by the Council, the Committee may endorse or oppose the  
30 legislation, take no position or offer amendments on behalf of the Council.

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

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

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

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