

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  
13 hereby established:

- 14 (1)(A)(i) Technology Committee;  
15 (1)(A)(ii) Uniform Fine Schedule Committee;  
16 (1)(A)(iii) Ethics Advisory Committee;  
17 (1)(A)(iv) Judicial Branch Education Committee;  
18 (1)(A)(v) Court Facility Planning Committee;  
19 (1)(A)(vi) Committee on Children and Family Law;  
20 (1)(A)(vii) Committee on Judicial Outreach;  
21 (1)(A)(viii) Committee on Resources for Self-represented Parties;  
22 (1)(A)(ix) Language Access Committee;  
23 (1)(A)(x) Guardian ad Litem Oversight Committee;  
24 (1)(A)(xi) Committee on Model Utah Civil Jury Instructions;  
25 (1)(A)(xii) Committee on Model Utah Criminal Jury Instructions;  
26 (1)(A)(xiii) Committee on Pretrial Release and Supervision; and  
27 (1)(A)(xiv) Committee on Court Forms.

28 (1)(B) **Composition.**

- 29 (1)(B)(i) The Technology Committee shall consist of:  
30 (1)(B)(i)(a) one judge from each court of record;  
31 (1)(B)(i)(b) one justice court judge;

32 (1)(B)(i)(c) one lawyer recommended by the Board of Bar  
33 Commissioners;  
34 (1)(B)(i)(d) two court executives;  
35 (1)(B)(i)(e) two court clerks; and  
36 (1)(B)(i)(f) two staff members from the Administrative  
37 Office.

38 (1)(B)(ii) The Uniform Fine/Bail Schedule Committee shall consist of:

39 (1)(B)(ii)(a) one district court judge who has experience with  
40 a felony docket;  
41 (1)(B)(ii)(b) three district court judges who have experience  
42 with a misdemeanor docket;  
43 (1)(B)(ii)(c) one juvenile court judge; and  
44 (1)(B)(ii)(d) three justice court judges.

45 (1)(B)(iii) The Ethics Advisory Committee shall consist of:

46 (1)(B)(iii)(a) one judge from the Court of Appeals;  
47 (1)(B)(iii)(b) one district court judge from Judicial Districts 2,  
48 3, or 4;  
49 (1)(B)(iii)(c) one district court judge from Judicial Districts 1,  
50 5, 6, 7, or 8;  
51 (1)(B)(iii)(d) one juvenile court judge;  
52 (1)(B)(iii)(e) one justice court judge; and  
53 (1)(B)(iii)(f) an attorney from either the Bar or a college of  
54 law.

55 (1)(B)(iv) The Judicial Branch Education Committee shall consist of:

56 (1)(B)(iv)(a) one judge from an appellate court;  
57 (1)(B)(iv)(b) one district court judge from Judicial Districts 2,  
58 3, or 4;  
59 (1)(B)(iv)(c) one district court judge from Judicial Districts 1,  
60 5, 6, 7, or 8;  
61 (1)(B)(iv)(d) one juvenile court judge;

- 62 (1)(B)(iv)(e) the education liaison of the Board of Justice
- 63 Court Judges;
- 64 (1)(B)(iv)(f) one state level administrator;
- 65 (1)(B)(iv)(g) the Human Resource Management Director;
- 66 (1)(B)(iv)(h) one court executive;
- 67 (1)(B)(iv)(i) one juvenile court probation representative;
- 68 (1)(B)(iv)(j) two court clerks from different levels of court
- 69 and different judicial districts;
- 70 (1)(B)(iv)(k) one data processing manager; and
- 71 (1)(B)(iv)(l) one adult educator from higher education.
- 72 (1)(B)(iv)(m) The Human Resource Management Director
- 73 and the adult educator shall serve as non-voting
- 74 members. The state level administrator and the
- 75 Human Resource Management Director shall
- 76 serve as permanent Committee members.

(1)(B)(v) The Court Facility Planning Committee shall consist of:

- 78 (1)(B)(v)(a) one judge from each level of trial court;
- 79 (1)(B)(v)(b) one appellate court judge;
- 80 (1)(B)(v)(c) the state court administrator;
- 81 (1)(B)(v)(d) a trial court executive;
- 82 (1)(B)(v)(e) two business people with experience in the
- 83 construction or financing of facilities; and
- 84 (1)(B)(v)(f) the court security director.

(1)(B)(vi) The Committee on Children and Family Law shall consist of:

- 86 (1)(B)(vi)(a) one Senator appointed by the President of the
- 87 Senate;
- 88 ~~(1)(B)(vi)(b) one Representative appointed by the Speaker~~
- 89 ~~of the House;~~
- 90 (1)(B)(vi)(c) the Director of the Department of Human
- 91 Services or designee;

- 92 | (1)(B)(vi)(dc) one attorney of the Executive Committee of  
 93 | the Family Law Section of the Utah State Bar;  
 94 | (1)(B)(vi)(ed) one attorney with experience in abuse, neglect  
 95 | and dependency cases;  
 96 | (1)(B)(vi)(fe) one attorney with experience representing  
 97 | parents in abuse, neglect and dependency cases;  
 98 | (1)(B)(vi)(gf) one representative of a child advocacy  
 99 | organization;  
 100 | (1)(B)(vi)(hg) ~~one mediator~~ the ADR Program Director or  
 101 | designee;  
 102 | (1)(B)(vi)(ih) one professional in the area of child  
 103 | development;  
 104 | (1)(B)(vi)(i) one mental health professional;  
 105 | (1)(B)(vi)(j) one representative of the community;  
 106 | (1)(B)(vi)(k) the Director of the Office of Guardian ad Litem  
 107 | or designee;  
 108 | (1)(B)(vi)(l) one court commissioner;  
 109 | (1)(B)(vi)(m) two district court judges; and  
 110 | (1)(B)(vi)(n) two juvenile court judges.  
 111 | (1)(B)(vi)(o) One of the district court judges and one of the  
 112 | juvenile court judges shall serve as co-chairs to  
 113 | the committee. In its discretion the committee may  
 114 | appoint non-members to serve on its  
 115 | subcommittees.
- 116 | (1)(B)(vii) The Committee on Judicial Outreach shall consist of:  
 117 | (1)(B)(vii)(a) one appellate court judge;  
 118 | (1)(B)(vii)(b) one district court judge;  
 119 | (1)(B)(vii)(c) one juvenile court judge;  
 120 | (1)(B)(vii)(d) one justice court judge; one state level  
 121 | administrator;  
 122 | (1)(B)(vii)(e) a state level judicial education representative;

- 123 (1)(B)(vii)(f) one court executive;
- 124 (1)(B)(vii)(g) one Utah State Bar representative;
- 125 (1)(B)(vii)(h) one communication representative;
- 126 (1)(B)(vii)(i) one law library representative;
- 127 (1)(B)(vii)(j) one civic community representative; and
- 128 (1)(B)(vii)(k) one state education representative.
- 129 (1)(B)(vii)(l) Chairs of the Judicial Outreach Committee's
- 130 subcommittees shall also serve as members of the
- 131 committee.

132 (1)(B)(viii) The Committee on Resources for Self-represented Parties

133 shall consist of:

- 134 (1)(B)(viii)(a) two district court judges;
- 135 (1)(B)(viii)(b) one juvenile court judge;
- 136 (1)(B)(viii)(c) two justice court judges;
- 137 (1)(B)(viii)(d) three clerks of court – one from an appellate
- 138 court, one from an urban district and one from a
- 139 rural district;
- 140 (1)(B)(viii)(e) one member of the Online Court Assistance
- 141 Committee;
- 142 (1)(B)(viii)(f) one representative from the Self-Help Center;
- 143 (1)(B)(viii)(g) one representative from the Utah State Bar;
- 144 (1)(B)(viii)(h) two representatives from legal service
- 145 organizations that serve low-income clients;
- 146 (1)(B)(viii)(i) one private attorney experienced in providing
- 147 services to self-represented parties;
- 148 (1)(B)(viii)(j) two law school representatives;
- 149 (1)(B)(viii)(k) the state law librarian; and
- 150 (1)(B)(viii)(l) two community representatives.

151 (1)(B)(ix) The Language Access Committee shall consist of:

- 152 (1)(B)(ix)(a) one district court judge;
- 153 (1)(B)(ix)(b) one juvenile court judge;

- 154 (1)(B)(ix)(c) one justice court judge;
- 155 (1)(B)(ix)(d) one trial court executive;
- 156 (1)(B)(ix)(e) one court clerk;
- 157 (1)(B)(ix)(f) one interpreter coordinator;
- 158 (1)(B)(ix)(g) one probation officer;
- 159 (1)(B)(ix)(h) one prosecuting attorney;
- 160 (1)(B)(ix)(i) one defense attorney;
- 161 (1)(B)(ix)(j) two certified interpreters;
- 162 (1)(B)(ix)(k) one approved interpreter;
- 163 (1)(B)(ix)(l) one expert in the field of linguistics; and
- 164 (1)(B)(ix)(m) one American Sign Language representative.
- 165 (1)(B)(x) The Guardian ad Litem Oversight Committee shall consist of:
- 166 (1)(B)(x)(a) seven members with experience in the
- 167 administration of law and public services selected
- 168 from public, private and non-profit organizations.
- 169 (1)(B)(xi) The Committee on Model Utah Civil Jury Instructions shall
- 170 consist of:
- 171 (1)(B)(xi)(a) two district court judges;
- 172 (1)(B)(xi)(b) four lawyers who primarily represent plaintiffs;
- 173 (1)(B)(xi)(c) four lawyers who primarily represent
- 174 defendants; and
- 175 (1)(B)(xi)(d) one person skilled in linguistics or
- 176 communication.
- 177 (1)(B)(xii) The Committee on Model Utah Criminal Jury Instructions shall
- 178 consist of:
- 179 (1)(B)(xii)(a) two district court judges;
- 180 (1)(B)(xii)(b) one justice court judge;
- 181 (1)(B)(xii)(c) four prosecutors;
- 182 (1)(B)(xii)(d) four defense counsel;
- 183 (1)(B)(xii)(e) one professor of criminal law; and

- 184 (1)(B)(xii)(f) one person skilled in linguistics or
- 185 communication.
- 186 (1)(B)(xiii) The Committee on Pretrial Release and Supervision shall
- 187 consist of:
- 188 (1)(B)(xiii)(a) two district court judges;
- 189 (1)(B)(xiii)(b) one juvenile court judge;
- 190 (1)(B)(xiii)(c) two justice court judges;
- 191 (1)(B)(xiii)(d) one prosecutor;
- 192 (1)(B)(xiii)(e) one defense attorney;
- 193 (1)(B)(xiii)(f) one county sheriff;
- 194 (1)(B)(xiii)(g) one representative of counties;
- 195 (1)(B)(xiii)(h) one representative of a county pretrial services
- 196 agency;
- 197 (1)(B)(xiii)(i) one representative of the Utah Insurance
- 198 Department;
- 199 (1)(B)(xiii)(j) one representative of the Utah Commission on
- 200 Criminal and Juvenile Justice;
- 201 (1)(B)(xiii)(k) one commercial surety agent;
- 202 (1)(B)(xiii)(l) one state senator;
- 203 (1)(B)(xiii)(m) one state representative;
- 204 (1)(B)(xiii)(n) the Director of the Indigent Defense Commission
- 205 or designee; and
- 206 (1)(B)(xiii)(o) the court's general counsel or designee.
- 207 (1)(B)(xiv) The Committee on Court Forms shall consist of:
- 208 (1)(B)(xiv)(a) one district court judge;
- 209 (1)(B)(xiv)(b) one court commissioner;
- 210 (1)(B)(xiv)(c) one juvenile court judge;
- 211 (1)(B)(xiv)(d) one justice court judge;
- 212 (1)(B)(xiv)(e) one court clerk;
- 213 (1)(B)(xiv)(f) one appellate court staff attorney;
- 214 (1)(B)(xiv)(g) one representative from the Self-Help Center;

- 215 (1)(B)(xiv)(h) the State Law Librarian;
- 216 (1)(B)(xiv)(i) the Court Services Director;
- 217 (1)(B)(xiv)(j) one representative from a legal service
- 218 organization that serves low-income clients;
- 219 (1)(B)(xiv)(k) one paralegal;
- 220 (1)(B)(xiv)(l) one educator from a paralegal program or law
- 221 school;
- 222 (1)(B)(xiv)(m) one person skilled in linguistics or
- 223 communication; and
- 224 (1)(B)(xiv)(n) one representative from the Utah State Bar.

225 (1)(C) **Standing committee chairs.** The Judicial Council shall designate the

226 chair of each standing committee. Standing committees shall meet as

227 necessary to accomplish their work. Standing committees shall report to

228 the Council as necessary but a minimum of once every year. Council

229 members may not serve, participate or vote on standing committees.

230 Standing committees may invite participation by others as they deem

231 advisable, but only members designated by this rule may make motions

232 and vote. All members designated by this rule may make motions and

233 vote unless otherwise specified. Standing committees may form

234 subcommittees as they deem advisable.

235 (1)(D) **Committee performance review.** At least once every six years, the

236 Management Committee shall review the performance of each committee.

237 If the Management Committee determines that committee continues to

238 serve its purpose, the Management Committee shall recommend to the

239 Judicial Council that the committee continue. If the Management

240 Committee determines that modification of a committee is warranted, it

241 may so recommend to the Judicial Council.

242 (1)(D)(i) Notwithstanding subsection (1)(D), the Guardian ad Litem

243 Oversight Committee, recognized by Section 78A-6-901, shall

244 not terminate.



245 (2) **Ad hoc committees.** The Council may form ad hoc committees or task forces to  
246 consider topical issues outside the scope of the standing committees and to  
247 recommend rules or resolutions concerning such issues. The Council may set and  
248 extend a date for the termination of any ad hoc committee. The Council may invite  
249 non-Council members to participate and vote on ad hoc committees. Ad hoc  
250 committees shall keep the Council informed of their activities. Ad hoc committees  
251 may form sub-committees as they deem advisable. Ad hoc committees shall  
252 disband upon issuing a final report or recommendations to the Council, upon  
253 expiration of the time set for termination, or upon the order of the Council.

254 (3) **General provisions.**

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

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

260 (3)(A)(i)(a) announce expected vacancies on standing  
261 committees two months in advance and announce  
262 vacancies on ad hoc committees in a timely  
263 manner;

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

269 (3)(A)(i)(c) for reappointments, obtain an indication of  
270 willingness to serve from the  
271 prospective reappointee, the length of the  
272 prospective reappointee's service on the  
273 committee, the attendance record of the  
274 prospective reappointee, the  
275 prospective reappointee's contributions to the

276 committee, and the prospective reappointee's other  
277 present and past committee assignments; and  
278 (3)(A)(i)(d) present a list of prospective appointees  
279 and reappointees to the Council and report on  
280 recommendations received regarding the  
281 appointment of members and chairs.

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

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

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

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