



Board for Judicial Administration (BJA)

LEGISLATIVE STANDING COMMITTEE CHARTER

I. Committee Title

Legislative Committee

II. Authority

Board for Judicial Administration Rules (BJAR 3)

III. Charge

The Legislative Committee facilitates court level/entity discussion of legislation and decides on the BJA's plan of engagement with legislators, the Governor's office, and other entities regarding proposals under consideration, including plans for legislation to be introduced at the request of the BJA.

IV. Policy Area

Staff to the Legislative Committee shall gather bill referrals from staff or liaisons for court levels/entities regarding which bills are of significant interest or impact to the court level or entity, and shall refer other bills to the committee whenever:

- The topic is highly visual, controversial, or of great interest to the judiciary;
- The bill applies to multiple court levels or the entire branch; or
- There is or could be disagreement among court levels, associations or, entities, or judicial branch partners.

Legislation or legislative drafts may be referred to the Legislative Committee by other entities at any time. The Legislative Committee may choose not to act on the referred issue or bill after discussion.

V. Expected Deliverables

The BJA Legislative Committee shall:

- Review and adopt positions on legislation as described in Sections IV and VI;
- Recommend action by associations or individual persons based on positions taken;
- Direct and authorize the engagement strategy taken on behalf of the BJA with regard to proposals under debate;
- React quickly as issues arise during the legislative session;

- Ensure regular communication and that no other committee's authority is being inappropriately or inadvertently usurped;
- During legislative sessions, conduct remote videoconferences or telephone conferences for the purpose of reviewing legislation and evaluating and adopting positions as described in Section IV. The Legislative Committee may choose not to act on a referred issue or bill after discussion.
- These meetings should be held as soon as practicable in an effort to accommodate the weekly legislative schedule;
- During the interim, meet monthly or as needed, to develop legislative issues and potential “BJA-request” legislation. These meetings should be held remotely or in conjunction with the standing BJA meetings whenever possible in order to minimize travel-related expenses and time away from court;
- In an emergency necessitated as a result of legislative proposals, the Legislative Committee shall convene by email and vote on a course of action or response; and
- Legislative Committee members shall be well versed in all bills they act upon and shall be expected to communicate all relevant positions or information to the organizations they represent, as well as other parties, including legislators, as needed.

VI. BJA-Request Legislation

BJA-request legislation should be in alignment with BJA priorities and goals.

Proposals from associations/groups with no other legislative liaison will be prioritized.

VII. Membership

A. Voting Members

Each of the following members of the committee shall have one vote for purposes of (1) determining which proposals will be presented to the overall BJA for consideration to be “BJA Request” legislation and (2) deciding whether BJA will support or oppose legislation proposed by others or other policies:

- Committee Chair
- BJA Co-Chairs (one vote each)
- COA Representative
- SCJA Representative
- DMCJA Representative

The Committee Chair votes only once even if they also serve as a court level or court association representative.

The Chair of the Legislative Committee shall serve for a two-year, renewable term, and shall be chosen from among the Legislative Committee members.

B. Non-Voting Members

Nonvoting members shall include:

SCJA President or their designee
DMCJA President or their designee
SCJA legislative committee chairs
DMCJA legislative committee chairs
Representatives of the Supreme Court Commissions
Representatives of the Court Administration/Management Associations

In addition, the Committee Chair, in consultation with BJA Co-Chairs can invite other groups to attend as necessary, as non-voting members.

VIII. Voting

Voting on BJA request legislation and on whether or not the BJA will support/oppose legislation proposed by others or any other policy can take place in-person, via videoconference, or over email.

IX. Term Limits

The term of standing committee members shall be two years. Each committee member may be reappointed by the BJA to additional two-year term(s), including whenever the member occupies a position contemplated for Legislative Committee membership under Section VII.

Terms should be consistent with a member's term on BJA or commensurate with the term in the office that compels participation on the Legislative Committee.

X. Other Branch Committees to Partner with on Related Issues

When possible, the BJA Legislative Committee will partner with the following entities when interests align:

- SCJA Legislative Committee;
- DMCJA Legislative Committee; and
- Other Judicial Branch Boards, Commissions, and Associations.

XI. Reporting Requirements

The BJA Legislative Committee shall report monthly, or upon request, to the BJA.

During session, staff to the Legislative Committee will provide an update to the full BJA after the chair of the committee has made opening remarks.

The Legislative Committee shall report in writing to the BJA as requested.

The chair of the Legislative Committee shall attend one BJA meeting per year, at a minimum, to report on the committee's work, if so requested.

XII. Recommended Review Date

The committee will have a review date of every two years.

Adopted: July 18, 2014

Amended: September 19, 2014

September 18, 2015

March 20, 2020

September 20, 2024

November 15, 2024