

ARIZONA CODE OF JUDICIAL ADMINISTRATION
Part 1: Judicial Branch Administration
Chapter 1: Leadership
Section 1-112: Committee on Family Court
(New language shown as underlined)

A. General Purpose. The Committee on Family Court (COFC) is established as a standing committee of the Arizona Judicial Council (AJC). The COFC shall:

1. Assist the AJC and the supreme court in the development and implementation of policies, rule changes, and statutory proposals designed to improve the quality of justice, access to the courts, and efficiency in family court operations.
2. Study the internal operation and identify the needs of the family court and court users.
3. Analyze and plan for future developments and recommend uniform administrative policies and procedures to improve judicial administration in family court operations.
4. Conduct the required quadrennial Child Support Guidelines and Spousal Maintenance Guidelines reviews.

B. Membership. COFC is composed of the following members:

1. A judge from the Court of Appeals;
2. The presiding family court judges of Coconino, Maricopa, Pima, and Pinal counties;
3. Two superior court judges who hear family court cases representing rural courts;
4. Two Clerks of the Superior Court: one representing urban courts, the other representing rural courts;
5. Two superior court administrators, one representing urban courts, the other representing rural courts;
6. Two conciliation court directors, one representing urban courts, the other representing rural courts;
7. A representative of the State Bar of Arizona Family Law Practice and Procedure Committee;
8. A representative of the Office of the Attorney General, Child Support Services Section;
9. A representative of the Department of Economic Security, Division of Child Support Services;
10. A member of the legal services community;

11. A member of the document preparers community;
12. A member of the Legal Paraprofessional community;
13. A representative of the Association of Family and Conciliation Courts – Arizona Chapter;
14. A representative of American Association of Matrimonial Lawyers – Arizona Chapter;
15. A public member; and
16. Such other members as may be appointed at the discretion of the chief justice.

C. Terms of Members. COFC members holding membership by virtue of their positions are members of the COFC so long as they hold their respective positions. The chief justice shall appoint the other members of the COFC for terms of varying lengths to encourage continuity. Committee members may be reappointed for successive terms.

D. Responsibilities of Members. COFC members shall attend and actively participate in COFC meetings, assist with the administration of COFC affairs, and shall serve on subcommittees and advisory workgroups as deemed necessary. A COFC member may designate a proxy subject to the requirements of ACJA § 1-104(D) and the following:

1. COFC members may not use the proxy provision more than three times during the member's term;
2. The use of proxies by members of the COFC is limited to extraordinary circumstances, as determined by the chair; and
3. If a COFC member cannot attend a meeting and would like to send a proxy, the member must obtain prior approval of the chair by written request. If the use of a proxy is approved by the chair, that proxy must comply with other guidelines regarding proxy rights.

E. Organization. The chief justice shall appoint the chair of the COFC and other leadership as needed to organize committee affairs. The chief justice shall appoint the chair and subcommittees to conduct the Child Support Guidelines and Spousal Maintenance Guidelines reviews. The chair may appoint advisory workgroups to help the COFC carry out its responsibilities.

F. Meetings. The COFC shall meet no less than twice a year. Additional meetings may be called at the discretion of the chair. All COFC meetings shall be noticed and conducted in compliance with the judicial department's open meeting policy, as prescribed in ACJA § 1-202.

1. Quorum. A simple majority (50% + 1) of the current COFC membership shall constitute a quorum.

2. Virtual Attendance (conference call, video conference, etc.). The COFC chair may designate a meeting as a virtual attendance meeting. Otherwise, COFC members are only permitted to virtually attend a meeting upon prior approval of the chair. In the instance where the COFC chair designates a meeting as a virtual attendance meeting, a meeting room and a connection must be available for members of the public who wish to attend.
3. Locations. The COFC may meet at a convenient location outside of Maricopa County, but no more than once in a 12-month period.

G. Actions. Approval of a majority of those voting shall constitute an action of the COFC.

H. Staff. Under the direction of the chief justice, the Administrative Office of the Courts shall provide staff to assist and support the COFC and may conduct or coordinate management projects and research studies related to judicial administration in family court operations, as recommended by the COFC.