



# Wyoming Judicial Branch

## Purpose and Structure of the Access to Justice Commission (V2)

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### Section 1. Purpose.

In furtherance of the Wyoming Judicial Branch 2025–2028, Strategic Pillar 4: Accessible Justice, Goals 1 and 2, the purpose of the Access to Justice (ATJ) Commission is to promote fair and equal justice to civil justice in Wyoming, and to assist the Wyoming Judicial Council (WJC) in furthering access to justice initiatives. The ATJ Commission was established by Court order on December 16, 2008, with a mission to promote fair and equal access to civil justice in Wyoming. The Commission became a standing committee of the WJC in 2023.

The Commission members will act as representatives of their individual stakeholder groups. Members will be responsible for communicating Commission decisions and discussions to their respective stakeholder groups and will also be responsible for communicating input and feedback from stakeholder groups back to the Commission.

### Section 2. Commission Membership, Meetings, and Voting.

1. Membership. The ATJ Commission membership shall be members of the Wyoming State Bar or Wyoming Residents with a demonstrated interest in access to justice. Membership will include the Chief Justice or designee, one district court judge as appointed by the District Court Conference, one circuit court judge as appointed by the Circuit Court Conference, two members of

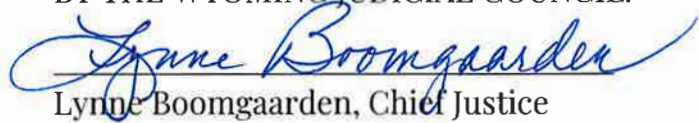
- the Wyoming State Bar as appointed by the President of the Wyoming State Bar, one representative of the University of Wyoming, College of Law, as appointed by the Dean of the College of Law, one clerk of district court as appointed by the President of the Clerk of District Courts' Association, and one circuit court chief clerk as appointed by the President of the Circuit Court Conference, one state senator and one state representative from the Wyoming Legislature as appointed, respectively, by the President of the Senate and Speaker of the House, the Wyoming Attorney General or designee, and one Member at Large, as appointed by the Commission Chair as needed based on expertise necessary to accomplish the ATJ Commission's mission.
- a. Membership terms will be three years;
  - b. Members may serve successive terms, with the approval of any party authorized to designate or recommend such member; and
  - c. Officers will be elected at the Annual Meeting:
    - i. The Commission Chair shall be the Chief Justice of the Wyoming Supreme Court or designee. The Chair will be the principal officer and spokesperson of the Commission, will preside at all Commission meetings, and will carry out all other duties as the Commission may authorize or assign; and
    - ii. The Vice Chair will perform the duties and exercise the powers of the Chair when the Chair is absent or unable to act and will fulfill other duties as the Commission may authorize or assign.
2. Staffing. The Chair's Judicial Assistant or the State Court Administrator, or designee, will staff the Commission.
  3. Meetings. The ATJ Commission will meet twice a year, and more often as the Chair may determine, or upon the request of a member. The first regular meeting of each calendar year will be the Annual Meeting. No action of the Commission may be taken without a quorum of the Commission. A majority of members of the Commission shall constitute a quorum.
    - a. The Commission may complete its work through ad hoc committees staffed by Commission members and non-member stakeholders with particularized expertise.
  4. Voting. Voting shall take place in a meeting of the Commission or via email if necessary.

**Section 3. Roles and Responsibilities.**

1. The Commission staff will be responsible for the following:
  - a. Facilitating Commission meetings;
  - b. Developing and distributing meeting agendas no later than one week prior to scheduled Commission meetings, absent extenuating circumstances;
  - c. Compiling and distributing meeting minutes; and
  - d. Assistance with implementation of decisions of the Commission and the WJC.
2. The Commission members will be responsible for the following:
  - a. Reviewing information provided in preparation for Commission meetings;
  - b. Communication of Commission decisions to their respective stakeholder groups;
  - c. Collecting information and concerns from stakeholder groups regarding access to justice and communicating those to the Commission; and
  - d. Presenting Commission recommendations to the WJC.

Dated this 1st day of April, 2026.

BY THE WYOMING JUDICIAL COUNCIL:



Lynne Boomgaarden, Chief Justice  
Chair, Wyoming Judicial Council