



Wyoming Judicial Branch

Purpose and Structure of the Human Resources Committee (V3)

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Section 1. Purpose.

In furtherance of the Wyoming Judicial Branch 2025-2028:

- Strategic Pillar 1: Judicial Branch Excellence and Innovation, Goal 1 and Goal 3, and
- Strategic Pillar 3: Predictable and Secure Funding to Uphold Judicial Integrity and Efficiency, Goal 2.

The purpose of the Human Resources (HR) Committee is to review the HR needs of the Wyoming Judicial Branch and develop recommended strategies and policies for the Wyoming Judicial Council (WJC) to address those needs, including but not limited to employee compensation, job classification, recruitment and management, development, engagement, and retention.

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

Section 2. Committee Membership, Meetings, and Voting.


1. Membership. The HR Committee membership will include the Chief Justice of the Wyoming Supreme Court or a designee, two district judges as appointed by the District Court Conference, the chancery court judge, and two circuit judges as appointed by the Circuit Court Conference.
 - a. Membership terms will be three years. Initial terms will be staggered for the district and circuit court judges to ensure continuity.
 - b. Members may serve consecutive terms.
 - c. Election of a chairman will take place during the first meeting in odd-numbered years. If the chairman position is vacated, a new chairman will be elected at the next meeting and will complete the vacated term. Members may serve as chairman for two consecutive terms.
2. Staffing. The Deputy Administrator and Chief Human Resources and Education Officer will staff the Committee.
3. Meetings. The HR Committee will meet quarterly or as needed to discuss HR issues. No action of the Committee may be taken without a quorum of the Committee. Three members of the Committee shall constitute a quorum.
4. Voting. Voting shall take place in a meeting of the Committee or via email if necessary.

Section 3. Roles and Responsibilities.

1. The Committee staff will be responsible for the following:
 - a. Facilitating Committee meetings;
 - b. Compiling discussion topics, including topics recommended by Committee members;
 - c. Developing and distributing meeting agendas one week prior to scheduled Committee meetings, absent extenuating circumstances; and
 - d. Compiling and distributing meeting minutes.
2. The Committee members will be responsible for the following:
 - a. Decision making on HR issues that may not need to be forwarded to the WJC;
 - b. Approval of recommendations on issues to be forwarded to the WJC;
 - c. Communication of Committee decisions to their respective stakeholder groups;
 - d. Collecting information and concerns from stakeholder groups pertaining to HR issues communicating those to the Committee; and
 - e. Presenting Committee recommendations to the WJC.

Dated this 1st day of April, 2026.

BY THE WYOMING JUDICIAL COUNCIL:



Lynne Boomgaarden, Chief Justice
Chair, Wyoming Judicial Council