

DRAFT - MINUTES	
Committee	UTAH INDIGENT DEFENSE COMMISSION
Date, Time	Thursday, Oct. 14, 2025, 2 PM – 4 PM
Location	370 E South Temple, Suite 500, Salt Lake City, UT 84111. Also, virtually via Zoom.
Commissioners Present	Chair John Kwarm, Lorene Kamalu, Aaron McKnight, Margaret Lindsay, Richard Mauro, Michael Zimmerman, Wally Bugden, Pam Vickrey, Rep. Stephanie Gricius (1 st part of the meeting), Kendall Thomas, Paul Dodd, Mary Corporon
Commissioners Excused	Tom Ross, Sen. Todd Weiler, Michael Drechsel
Staff	Matthew Barraza, executive director; Adam Trupp, assistant director; Debra Nelson, chief appellate attorney; Katriina Adair, grant manager; Zoraya Gappmaier, managing & training attorney; Leslie Howitt, data analyst; Ben Miller, deputy chief appellate attorney
Guests	None
Agenda Item	Welcome & Introductions
	Commissioner Kwarm welcomed attendees, and everyone introduced themselves.
Agenda Item	New IDC Website
	Katriina Adair informed the commission that IDC's new website was launched recently. It is designed to be user friendly with a clear structure that makes navigating the site easy. The site is also designed to meet the requirements of a new law that goes into effect next spring, requiring government websites to be accessible to the visually impaired. The site provides information and resources to managing defenders, indigent defense attorneys, IADD clients, policy makers, and the general public. She encouraged commissioners to check out the site at their convenience. The URL of the site is IDC.UTAH.GOV.
Agenda Item	New IDC Staff Member
	Matthew Barraza introduced Dr. Daniel Lancaster, LCSW, who joined the office staff recently. Dr. Lancaster will be working with attorneys who represent clients in aggravated murder/death penalty cases as a

	<p>mitigation specialist. Dr. Lancaster then described his background and many years of experience as a clinically licensed social worker, private therapist, educator, forensic social worker, and mitigation specialist. Before joining the IDC, he worked for the Salt Lake County Public Defender Association and most recently for the Weber County Public Defender Group as the head of its forensic social worker program. Dr. Lancaster said he is excited to work for the IDC and continue to develop and provide mitigation and forensic social work services.</p>
Agenda Item	Update on Developing Indigent Defense Checklist
	<p>Matthew Barraza and Zoraya Gappmaier talked about progress made in developing a master checklist for client representation and more specific sub-checklists for indigent defense service providers, such as Detention/Bail Hearing Checklist, Preliminary Hearing Checklist, Sentencing Hearing Checklist, and Child Welfare Checklist.</p> <p>Developing checklists is one of the goals of the IDC strategic plan adopted a couple of years ago. The project is a collaborative effort between the IDC and indigent defense service providers to ensure the checklists meet attorneys' needs and get their buy-in. The checklists serve as training tools and increase attorneys' efficiency, providing step-by-step outlines for procedures and quick caselaw links. Currently, some of the checklists are being tested by attorneys around the state to see how well they work and what changes and improvements are needed.</p> <p>Commissioners were pleased and commented on the usefulness of the checklists not only to new attorneys but to experienced counsel as well. According to Zoraya, right now, the checklists are intended to be used by IDC contract attorneys, public defenders, and indigent defense providers only, but it is possible that they might be made more widely available over time and used in IDC training programs.</p> <p>Mary Corporon commented that the checklists, such as the Preliminary Hearing Checklist, ought not to be set in stone but that they ought to be used as guidelines, and that attorneys ought to use them with discretion, taking into consideration the specific circumstances and demands of each case. Daniel Lancaster concurred with Mary's concerns.</p> <p>Zoraya and Matthew reiterated that the checklists serve multiple purposes, and that they will set forth guidelines, standards, and expectations for effective representation.</p>

Agenda Item	Grant Modification Proposition
	<p>Adam Trupp explained that despite efforts during the past several years to provide child welfare social worker services in Juab, Millard, and Wasatch counties, the program has not been successful in meeting its goals. Mainly this is due to attorneys in those counties not seeing the need or benefit of collaborating with a child welfare social worker. In addition, the child welfare caseloads have been low, making it difficult to justify the investment of grant funding to continue supporting the program. Therefore, staff recommend that the grant funding is terminated and reinvested more effectively elsewhere. The awards are \$11,708.24 per county for a total of \$35,124.72. Half of the grant awards (a total of \$17,562.36) will be paid to the three counties during the period of July 1 - December 31, 2025.</p> <p>Margaret Lindsey in her role as the managing juvenile attorney over the three counties in question said that the child welfare social worker program works very well in many other counties and in Utah County where the program has been growing. But the low caseloads in Juab, Millard, and Wasatch counties make the program impracticable at this time, and continued funding for the child welfare social worker position may not be justified. However, should the funding be terminated, she will ensure that the work on the few pending cases in those counties will be completed.</p> <p>Matthew Barraza clarified that the child welfare social worker grant awards to Juab, Millard, and Wasatch counties would expire at the end of the calendar year. The remaining funding would be returned to the general grant pool and made available to grant applicants during the next grant cycle or possibly used for other purposes, such as Innovation Grants in mid-year.</p> <p><i>Wally Bugden moved that the commission follow the staff recommendation to terminate the Juab, Millard, Wasatch child welfare social worker grant funding effective Jan. 1, 2026.</i> The motion was seconded by Michael Zimmerman. The motion was approved by Lorene Kamalu, Aaron McKnight, Richard Mauro, Michael Zimmerman, Wally Budgen, Kendall Thomas, Paul Dodd, and Mary Corporon. The motion was opposed by Pam Vickrey and John Kwarm. Margaret Lindsay abstained from the vote. Rep. Stephanie Gricius was absent from the vote. The motion carried.</p>
Agenda Item	Grant Monitoring Site Visits

	Matthew Barraza asked that this item be postponed until the next commission meeting. The commissioners granted his request.
Agenda Item	Public Comment
	None
Agenda Item	Other Business
	None
Next Meeting	November 20, 2025, 2:00 pm.
Adjourn	Michael Zimmerman moved to adjourn; the motion was approved unanimously. The meeting adjourned at about 3:33 pm.