

SEVENTH JUDICIAL DISTRICT
DISTRICT ADMINISTRATION ORDER
AO 2015-03

Court Reporter Assignment and Management Plan

RECITALS


Presently, the District has five district judges and 1.7 FTE court reporters. The reporters reside in two of the six counties in the District. The District has managed the shortage through delegation to a court reporter manager to make assignments based on certain priorities and the geographical challenges of our 10,000 square mile district. Assignments have been based on the priority of matters involving constitutional and fundamental rights (primarily criminal matters and dependency and neglect cases). This is consistent with Chief Justice Directive 05-03. The undersigned appointed a Court Reporter Committee to reevaluate the priority of assignments, which prepared its report dated May 5, 2015. The proposed changes to priorities were reviewed at the Judges' Meeting on June 19, 2015. Effective August 4, 2015, the priorities are as follows:

ORDER

1. Dependency and Neglect cases, including both adjudication and termination trials, with termination taking precedence over adjudication.
2. Criminal and Juvenile Delinquency proceedings, with trials taking precedence over motions hearings. Where there is a conflict, the felony class would determine assignment (the more serious matter having a reporter assigned).
3. Civil jury trials and complex water trials having precedence over other civil bench trials and motions hearing.
4. Domestic Relations cases.
5. Probate cases.
6. Mental Health and all other case types.
7. Criminal and Juvenile dockets would be the last priority.

Along with the adjustment to priorities, district judges are to be more proactive in reviewing court reporter assignments that are shown in the Outlook calendar. When, if a judge feels that a matter without coverage is in need of coverage, contact should be made by that judge with a judge who has a court reporter assigned to determine if a change may be made. If so, the court reporter manager should be notified. Any such communication and consideration of a change should be done as soon as practicable and should consider travel implications of last-minute changes, especially ones involving assignment to a different county, for the reporters.

Dated this 4th day of August, 2015.



Zl. Steven Patrick
Chief Judge, 7th Judicial District