

ADMINISTRATIVE PLAN

15th District District Court of Jackson and Woodruff County, Arkansas

1. JUDGES.

The Fifteenth District Court is a state district court served by one judge. The judge serves in the statutorily designated eight departments of the court as follows:

<u>Judge</u>	<u>District / Division</u>	<u>Department</u>
Henry Boyce	Jackson County/Division 1	Newport Department 615 3rd St. Newport, AR 72112
Henry Boyce	Woodruff County/Division 1	Augusta Department 210 Main St. Augusta, Ar. 72006
Henry Boyce	Woodruff County/Division 1	McCrary Department 107 N. Jackson McCrary, Ar. 72006

The statutory authority for the organization and designation of this district court is found is found at A.C.A. §16-17-1113(g).

Consolidation of City Courts with District Courts

Pursuant to A.C.A. §16-17-1202, the following towns or cities are no longer operating as departments of the District Court and a copy of the local ordinance waiving the requirement of holding court by the city as a department of the court has been provided to AOC with this plan. This plan is final with the exception of the Cotton Plant department which is inactive but still considering a potential operating agreement with Augusta. The Augusta Department is currently hearing all of Cotton Plant's dockets.

<u>Town / City Listed in Statute but now inactive</u>	<u>Effective Date</u>
City of Diaz	6/7/21
City of Tuckerman	6/14/21
City of Swifton	6/8/21
City of Cotton Plant	3/8/22
City of Patterson	6/15/21

Copies of the local ordinances waiving the holding of Court in the department of the district court have been attached hereto except for Cotton Plant.

2. OTHER JURISDICTIONAL AREAS.

The following cities and towns have police departments but have not been designated as statutory departments of the district court. Pursuant to A.C.A. §16-17-1203, these cities and town contribute to the operational expenses of the district court and file cases in the district court.

City / Town Department Where Cases are Filed / Heard

None

3. COURT SESSIONS AND TYPES OF CASE BY SUBJECT MATTER (Criminal, Traffic, Civil and Small Claims).

Sessions of the court are generally scheduled on the following days of the week at the following times:

District / Division	Department	Day	Time	Type of Case
Jackson County/Div. 1	Newport	Wednesdays	10:00 a.m.	All Dockets
Woodruff County/Div. 1	Augusta	3 rd Tuesday And Thursday	11:00 a.m.	All Dockets
Woodruff County/Div. 1	McCrary	1 st Tuesday And Thursday	1:00 p.m.	All Dockets

Rule 8.1 hearings conducted via zoom in all departments Mondays, Wednesdays and Fridays every week.

Mandatory Holding of Court for Departments of a District Court

Pursuant to A.C.A. §16-17-138, sessions of court are held at least one (1) time per month unless mutually waived by the district court judge and the governing body of the city or town where the department is located.

or

A written agreement waiving the mandatory holding of court for departments of a district court has been entered into and has been adopted by ordinance of the governing body of the city or town in which the department is located.

Based upon said written agreements, sessions of court for the Diaz, Swifton and Tuckerman Departments are held in the Newport Department.

Based upon said written agreement, sessions of court for the Patterson department are held in the Augusta Department. Cotton Plant is still negotiating with Augusta with regard to a potential agreement on cost sharing but all Cotton Plant dockets are currently being heard monthly in Augusta.

4. Administrative Order 18 Circuit Court Referrals

3rd Circuit

The following matters are referred from circuit court in Jackson County and have been included in the circuit court administrative plan:

Consent Jurisdiction. Upon the consent of all parties, the following types of cases are referred from circuit court:

- Civil
- Domestic Relations
- Probate

Protective Orders

Forcible Entry and Detainers / Unlawful Detainer.

Other Matters of an Emergency or Uncontested Nature Pending in Civil, Domestic Relations or Probate Division.

<u>Type of Other Matters</u>	<u>Location</u>
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Petition for Involuntary Commitment (72 Hour Hold)	
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Other Matters, if Justification for the Reference and Procedures to be Employed are Sufficiently Demonstrated in the Circuit Court Administration Plan Pursuant to Administrative Order No. 14.

<u>Type of Other Matters</u>	<u>Location</u>
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Criminal. The following duties are referred with respect to an investigation or prosecution of an offense lying within the exclusive jurisdiction of the circuit court:

- Issue Search Warrant Pursuant to Rule 13.1
- Issue Arrest Warrant Pursuant to Rule 7.1 or A.C.A. §16-81-104

- Issue Summons Pursuant to Rule 6.1
- Reasonable Cause Determinations Pursuant to Rule 4.1 (e)
- Conduct First Appearance Pursuant to Rule 8.1
- Appoint Counsel Pursuant to Rule 8.2
- Inform Defendant Pursuant to Rule 8.3
- Accept Plea of "Not Guilty" or "Not Guilty by Reason of Insanity"
- Conduct Pretrial Release Inquiry Rules 9.1, 9.2 and 9.3
- Conduct Preliminary Hearing Pursuant to A.C.A. §16-93-307

1st Circuit

The following matters are referred from circuit court in Woodruff County and have been included in the circuit court administrative plan:

Consent Jurisdiction. Upon the consent of all parties, the following types of cases are referred from circuit court:

- Civil
- Domestic Relations
- Probate

Protective Orders (Ex-Parte Only)

Forcible Entry and Detainers / Unlawful Detainer.

Other Matters of an Emergency or Uncontested Nature Pending in Civil, Domestic Relations or Probate Division.

<u>Type of Other Matters</u>	<u>Location</u>
Civil Commitment Emergency Holds	

Other Matters, if Justification for the Reference and Procedures to be Employed are Sufficiently Demonstrated in the Circuit Court Administration Plan Pursuant to Administrative Order No. 14.

<u>Type of Other Matters</u>	<u>Location</u>
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Criminal. The following duties are referred with respect to an investigation or prosecution of an offense lying within the exclusive jurisdiction of the circuit court:

- Issue Search Warrant Pursuant to Rule 13.1
- Issue Arrest Warrant Pursuant to Rule 7.1 or A.C.A. §16-81-104
- Issue Summons Pursuant to Rule 6.1
- Reasonable Cause Determinations Pursuant to Rule 4.1 (e)

- Conduct First Appearance Pursuant to Rule 8.1
- Appoint Counsel Pursuant to Rule 8.2
- Inform Defendant Pursuant to Rule 8.3
- Accept Plea of "Not Guilty" or "Not Guilty by Reason of Insanity"
- Conduct Pretrial Release Inquiry Rules 9.1, 9.2 and 9.3
- Conduct Preliminary Hearing Pursuant to A.C.A. §16-93-307

Digital Audio Recording Equipment

Pursuant to Administrative Order No. 4, digital audio recording equipment is utilized to record a verbatim record of all proceedings pertaining to any contested matter before the court or jury.

Digital audio recording equipment is not utilized.

The Fifteenth District State District Court is composed of one county in the Third Judicial Circuit (Jackson) and one county in the First Judicial Circuit (Woodruff). The Administrative Judges of both districts understand that none of the departments in the 15th District have necessary recording equipment for the establishment of a record in a contested case.

5. SPECIALTY COURTS.

No specialty courts are conducted.

6. OTHER PROGRAMS OR DOCKETS.

No other programs or dockets are administered.

7. EFFECTIVE DATE.

This Administrative Plan is effective January 1, 2024.

Henry D. Boyle
 Judge

Dated: 10/6/23