

SECOND AMENDED ADMINISTRATIVE PLAN

**IN THE DISTRICT COURT OF THE
FIFTH JUDICIAL DISTRICT OF ARKANSAS
CRAWFORD COUNTY
ALL DIVISIONS AND DEPARTMENTS**

On January 1, 2012, the Crawford County District Court, located in Van Buren, Arkansas was merged with the former city courts for the cities of Alma, Arkansas, Mountainburg, Arkansas, and Mulberry, Arkansas and these former city courts became departments of the Crawford County District Court. On January 1, 2013, the Crawford County District Court became a State District Court and was designated the Fifth Judicial District. The Crawford County District Court is the sole district court in Crawford County, has countywide jurisdiction with multiple venues, and is presided over by one judge, Hon. Charles D. Baker.

As a State District Court having multiple venues, the following Administrative Plan is submitted as required by Administrative Order Number 18, Section 9 as an explanation of the administration of the divisions and departments of the Crawford County District Court.

TRAFFIC AND CRIMINAL DIVISIONS

CITY OF VAN BUREN, ARKANSAS

The court for the Department of Van Buren, Arkansas is held in the District Courtroom in Van Buren, Arkansas. Regular "in court" arraignments for the Traffic Division and the Criminal Division are held on Mondays and Thursdays at 1:00 p.m. Pre-trials and Trials for the Traffic Division and the Criminal Division are held on Mondays and Thursday at 1:00 p.m.

MOUNTAINBURG, ARKANSAS

The court for the Department of Mountainburg, Arkansas is held in the District Courtroom in Van Buren, Arkansas. Regular arraignments and trials for the Traffic Division and the Criminal Division are held on the second Wednesday of each month at 1:00 p.m. The court for Mountainburg, Arkansas was originally designated as a Department in A.C.A. 16-17-1110(5) but pursuant to Mountainburg City Ordinance 2018-006 the Mountainburg Department was merged with the Crawford County District Court in Van Buren on August 13, 2018. A copy of Ordinance 2018-006 is enclosed and incorporated herein by reference.

ALMA, ARKANSAS

The court for the Department of Alma, Arkansas is held in the District Courtroom in Alma, Arkansas. Arraignments for the Traffic Division and the Criminal Division are held each Tuesday at 3:00 p.m. Trials for the Traffic Division and the Criminal Division are held on the fourth Wednesday of each month at 3:00 p.m.

MULBERRY, ARKANSAS

The court for the Department of Mulberry, Arkansas is held in the District Courtroom in Mulberry, Arkansas. Arraignments and trials for the Traffic Division and the Criminal Division are held on the first and third Wednesdays of each month at 3:00 p.m.

DYER, ARKANSAS

The court for the Department of Dyer, Arkansas is held in the District Courtroom in Van Buren, Arkansas. Regular "in court" arraignments and trials for the Traffic Division and the Criminal Division are held on the second Wednesday of each month at 1:00 p.m. The court for

Dyer, Arkansas was originally designated as a Department in A.C.A. 16-17-1110(5) but pursuant to Dyer City Ordinance 2011-7-19-2, the Department was abolished on August 9, 2011. A copy of this Ordinance was provided to the Administrative Office of the Courts on January 13, 2012 (enclosed and incorporated herein by reference).

DOCKETS OF THE DISTRICT COURT

VAN BUREN CITY

The court for the Docket of Van Buren, Arkansas is held in the District Courtroom in Van Buren, Arkansas. Regular "in court" arraignments of the Traffic Division and the Criminal Division are held on Mondays and Thursdays at 1:00 p.m. Pre-trials and trials for the Traffic Division and the Criminal Division are held on Mondays and Thursdays at 1:00 p.m.

CRAWFORD COUNTY, ARKANSAS

The court for the Dockets of Crawford County, Arkansas are held in the District Courtroom in Van Buren, Arkansas. Regular "in court" arraignments of the Traffic Division and the Criminal Division are held on Mondays and Thursdays at 9:30 a.m. Pre-trials and trials for the Traffic Division and the Criminal Division are held on Mondays and Thursdays at 9:30 a.m.

KIBLER, ARKANSAS

The court for the Dockets of Kibler, Arkansas are held in the District Courtroom in Van Buren, Arkansas. Regular "in court" arraignments and trials for the Traffic Division and the Criminal Division are held on the second Wednesday of each month at 1:00 p.m.

CEDARVILLE, ARKANSAS

The court for the Dockets of Cedarville, Arkansas are held in the District Courtroom in Van Buren, Arkansas. Regular arraignments and trials for the Traffic Division and the Criminal Division are held on the second Wednesday of each month at 1:00 p.m.

CHESTER, ARKANSAS

RUDY, ARKANSAS

Although there have been Dockets established for these cities, there have been no regular scheduled hearings for these Dockets. In the event cases are filed, arraignments and trials would be held in the District Courtroom in Van Buren, Arkansas.

ALL DIVISIONS AND DOCKETS OF CRIMINAL AND TRAFFIC COURT

Arraignments and pleas are heard every Monday, Wednesday, Thursday and Friday at 8:15 a.m. at the Crawford County Detention Center Courtroom in Van Buren, Arkansas. When a holiday occurs on a Monday, arraignments and pleas are heard on Tuesday of that week.

CIVIL DIVISION

The court for the Civil Division is held in the District Courtroom in Van Buren, Arkansas. Civil cases are tried on the second, third and fourth Wednesdays of each month at 9:00 a.m. Beginning on January 1, 2013, the civil division's jurisdictional limit was increased to \$25,000 as authorized by Administrative Order Number 18.

SMALL CLAIMS DIVISION

The court for the Small Claims Division is held in the District Courtroom in Van Buren, Arkansas. Small claims cases are tried on the first Wednesday of each month at 9:00 a.m.

JURISDICTION UNDER ADMINISTRATIVE ORDER NUMBER 18

Beginning on January 1, 2013, the District Court commenced hearing uncontested divorces and Petitions for Final Orders of Protections assigned to it by the judges of the Twenty-First Judicial District, being the Crawford County Circuit Court. However, with the addition of a third Circuit Court Judge beginning July 1, 2019, no such assignments are anticipated. The District Court Judge shall remain available to hear any cases assigned to it in the future, as set out in the Administrative Court Plan submitted by the 21st Judicial Circuit Court this year.

DWI INTERVENTION PROGRAM

In September, 2013, District Judge Steven G. Peer and an eight member team attended the DWI Court training program in Springfield, Missouri and since that time have been meeting and planning a DWI Intervention Program for the Crawford County District Court. Judge Baker and additional treatment providers have also completed training and have continued this program since Judge Peer's retirement.

The purpose of the program is to establish a comprehensive, abstinence based, alcohol and drug rehabilitation program for defendants who have been convicted of multiple DWI offenses and who volunteer to undergo an extensive, phased, clinical treatment program. The program includes close supervision and testing of the participants and a system of rewards for compliance and sanctions for non-compliance. The anticipated length of the program for each

participant is twelve months but could be extended further if required and circumstances allow. The program's goal is to promote public safety by reducing recidivism for alcohol related driving offenses. All legal sanctions required by statute will be enforced but applied in a manner designed to enable and encourage compliance.

The program is guided by a team of volunteers who meet regularly to design the program and to administer it regarding the separate participants. The Crawford County District Judge is the team leader. Both the Crawford County Prosecuting Attorney and the Crawford County Public Defender have approved this program and each has selected representatives from their respective departments to sit on the team. The District Court's Chief Clerk and Probation Officer also sit on the team.

In addition to meeting the participant's clinical treatment objectives, the program will strive to assist the participant in improving their circumstances and life skills. This is for the purpose of removing obstacles to their recovery and aiding long term success.

In the process of assisting the participants in their clinical treatment and long term goals, such assistance may take the form of monetary aid or in-kind contributions. The funds for monetary aid will be generated from grants and/or private and corporate donations. For bookkeeping and distribution purposes, such funds will be kept in a separate account by the Van Buren City Clerk and will be subject to audit.

The goal of the DWI Intervention Program is to serve approximately 12 participants annually. In the future, as the program scales up, there will be the need for an Administrator. It is anticipated this position will be either voluntary or a part-time paid position with the salary paid from the program's funds.

The Program will be conducted in the District Court's location in Van Buren, Arkansas. The sessions will be held each Tuesday, with the program team meeting at 11:00 a.m. for evaluation of the participants and with the participants appearing immediately after to appear before the judge for review.

I, Charles D. Baker, the sole judge for the Fifth Judicial District, Crawford County District Court, hereby affix my signature to this Amended Administrative Plan and respectfully submit the same for approval.

1-21-2020
Date



HON. CHARLES D. BAKER
DISTRICT JUDGE