

ADMINISTRATIVE PLAN FOR THE
SEVENTEENTH JUDICIAL CIRCUIT
PURSUANT TO ADMINISTRATIVE ORDER NO. 14
OF THE ARKANSAS SUPREME COURT

Judge Thomas Hughes (Division 1), Judge Robert Edwards (Division 2) and Judge Craig Hannah (Division 3) hereby submit to the Arkansas Supreme Court the following administrative plan for the Seventeenth Judicial Circuit to be effective January 1, 2018.

Administrative Policy: Judges of the Seventeenth Judicial Circuit shall meet during the first month of each calendar quarter to formulate, implement and act on matters of administrative policy and procedure within the jurisdiction of the Circuit Court. Majority approval of all circuit judges with the Seventeenth Judicial Circuit shall be required to adopt, enact or amend such administrative procedures or policies.

In White County, Arkansas cases shall be assigned by the clerk at the time of filing as follows:

(A) Civil Cases - Judge Thomas Hughes 75%

Civil Cases - Judge Craig Hannah 25%

provided that Judge Thomas Hughes shall conduct all civil jury orientation

Involving White County Cases

(B) Domestic Cases - Judge Craig Hannah, except for:

(a) 50% of Domestic Abuse cases **

(b) actions filed by the State of Arkansas, Office of Child Support

Enforcement, except for domestic cases involving support of children previously assigned to Judge Craig Hannah

Which shall be assigned to Judge Thomas Hughes

- C Probate Cases - Judge Craig Hannah 25%
- Probate Cases - Judge Thomas Hughes 75%
- (D) Juvenile Cases - Judge Craig Hannah, except for:
 - (a) Dependency/Neglect actions filed by the Department of Human Services, which shall be assigned to Judge Robert Edwards
- (E) Criminal Cases - Judge Robert Edwards, except for:
 - (a) Post conviction supervision of Drug Court cases, which will be assigned to Judge Craig Hannah.

Provided that Judge Robert Edwards shall conduct all criminal jury orientation involving White County Cases

****Cases shall be assigned to a Judge by random selection.**

In Prairie County, Arkansas, cases will be assigned by the clerk at the time of filing as follows:

- (A) Civil Cases - Judge Thomas Hughes
- (B) Domestic Cases - Judge Craig Hannah
- (C) Probate Cases - Judge Craig Hannah
- (D) Juvenile Cases - Judge Robert Edwards
- (E) Criminal Cases - Judge Thomas Hughes, except for:

(a) Post conviction supervision of Drug Court cases, which will be assigned to Judge Craig Hannah.

(F) Jury Orientation - Judge Thomas Hughes

Judge Hughes, Judge Edwards and Judge Hannah specifically agree that the above method of assignment of cases shall apply as to the initial case assignment and that cases may be transferred or exchanged among judges by agreement of those judges. Additionally all three judges recognize and accept that it is the affirmative duty of each judge to hear and dispose of any type cases when a judge is called upon to do so under appropriate circumstances such as absence of the assigned judge, recusal or case loan requirements.

Th assignment of cases, as set forth above, is a fair and equitable distribution of cases within the Seventeenth Judicial Circuit and will provide for effective administration of justice.

Drug Court: The 17th Circuit drug court program has been in operation since 2003. Court sessions are conducted in White county. However, Prairie County defendants are eligible for admission to the drug court program. The program primarily utilizes a post adjudication process and is open to defendants who have committed eligible offenses and are accepted after a screening process. The program is conducted in conformance with state drug court statutes and complies with applicable laws involving the assessment of fines, fees court costs, and probation fees. The program receives staff and funding from the Department of Community Corrections and collection of court fees.

The members of the drug court program team include prosecuting attorney, public defender, defense counsel, DDC staff and local court staff. They have been consulted for purposes of scheduling, to sure that the necessary resources are available and to avoid conflicts with other court programs and responsibilities in which team members may require to participate.

Juvenile Drug Court Program: The 17th Judicial District Juvenile Drug Court (JDC) is a post-adjudication program that serves medium to high risk youths between the ages of 13 and 17, excluding violent offenders and sex offenders. The 17th JDC is a four-phase program followed with aftercare upon completion of the fourth phase. The program lasts for one year total. Participants' treatment needs are assessed by the program coordinator and treatment staff at the time of admission into the program and continually assessed throughout the phases of treatment. Sanctions are issued by the Circuit Judge based upon the participant's compliance during the treatment phases. Intensive supervision is provided by the probation/juvenile drug court coordinator. Participants receive court reviews at a minimum of once per month.

The 17th JDC program, policies, and practices are in compliance with A.C.A. Section 16-98-303(a) and A.C.A. Section 16-10-139(a) and all applicable laws involving the assessment of juvenile court costs and probation services fees, including A.C.A Section 9-27-367, Court costs, fees and fines and A.C.A. Section 16-13-326 Circuit Court Juvenile Funds.

JDC Team members include: Juvenile Drug Coordinator/probation officer, the Circuit Judge, substance abuse treatment providers, public defenders, prosecutors and other juvenile officers. Team members participate in staffings and in hearings to ensue that

all available resources are used in a timely fashion to meet the needs of the participants and their families. Treatment is provided by Preferred Family Health which is licensed by the Division of Behavioral Health Services (DBHS) and accredited by the Commission on Accreditation of Rehabilitation Facilities (CARF).

The state funds a Juvenile Drug Court Coordinator hired by the Court. Drug tests are paid for by juvenile court fees. The Juvenile Drug Court Coordinator or his/her designee enters data on performance measures on each juvenile drug court participant into Contexte.

Juvenile Transfer Hearings: When a petition to transfer a criminal charge is filed under Arkansas Code Annotated Section 9-27-318, this judicial district agrees to have the transfer hearing conducted in the juvenile division of the circuit court. If the juvenile division of the circuit court denies the petition, the case shall remain in the original criminal division of the circuit court. If the juvenile's criminal charges are transferred and converted into delinquency charges under Arkansas Code Annotation section 9-27-318, the case will then remain in the juvenile division.

Recusals: In the event a judge elects to recuse from a case, such judge shall in writing notify the administrative judge of such recusal. The administrative judge shall assign the case, with preference for such assignment being, to a judge who hears cases in the same subject matter division as the case being assigned. In the event all judges elect to recuse from a case, the administrative judge shall in writing notify the Chief Justice of the Arkansas Supreme Court that assignment of a special judge is required.

Approved and respectfully submitted,

JUDGE THOMAS HUGHES

Robert Edwards

JUDGE ROBERT EDWARDS

Craig Hannah

JUDGE CRAIG HANNAH

DATE

3-22-2018

DATE

3/16/18

DATE