IN THE IOWA DISTRICT COURT FOR THE FIFTH JUDICIAL DISTRICT

IN RE: PRIORITIZATION OF ASSIGNMENT OF CASES AND RULING TIME – POLK COUNTY	ADMINISTRATIVE ORDER 2011-43

On December 1, 2009 and February 4, 2010, the Iowa Supreme Court entered Supervisory Orders regarding prioritization of cases and duties following significant budget cuts over the past year. Budget shortfalls continue to persist for Fiscal Year 2012. As it relates to this particular administrative order, the Supreme Court ordered that cases involving child custody, physical care, visitation, and child support (hereinafter "Children's Justice Cases") shall be afforded priority for purposes of scheduling, hearing, and disposition. Among other case types, dissolutions of marriage cases not involving children and civil actions for recovery of money damages are not to be given priority.

Over the past few years, the judges of this Court have found it difficult to keep up with filings, trials and rulings given our substantially reduced support staff resulting from the budget cuts. The Court has previously determined that it is necessary to adjust the assignment to reflect the priorities established by the Supervisory Orders and to provide scheduled ruling time for the proper disposition of cases.

NOW THEREFORE IT IS HEREBY ORDERED:

1. For 2012, Court Administration shall maintain the increased number of jury weeks and the reduced number of non-jury weeks in accordance with the calendar attached as Exhibit "A" and pursuant to Administrative Orders 2010-56 and 2011-28.

2. Court Administration shall schedule civil matters for trial in accordance with the scheduling matrix attached as Exhibit "B".

3. In accordance with this matrix, Court Administrative shall schedule two Children's Justice Cases for three (3) days or longer trials on Mondays, or Tuesdays following a Monday holiday, in both jury and non-jury weeks. These trials shall be scheduled as soon as possible after completion of mediation. These trials shall be scheduled for one continuous session and shall be tried to conclusion. These trials shall have priority in the assignment ahead of all other civil matters.

4. During jury weeks, Court Administration shall schedule civil jury trials three (3) cases deep to commence on Mondays on each of the eleven (11) general trial

dockets in accordance with the matrix. In consultation with the Chief Judge, Court Administration shall monitor and adjust the trial assignments among the general trial dockets to maximize the available trial dates and to equalize the workload.

5. All scheduled trial dates shall be considered firm. There shall be no stand-by cases. Court Administration shall not bump a case for lack of an available judge, court reporter or courtroom. Bumping decisions shall only be made by the Chief Judge or the Assistant Chief Judge.

6. Judges assigned to the General Civil Trial docket shall have two scheduled ruling days per month per attached Exhibit "C." When a trial extends into a judge's regularly scheduled ruling day, Court Administration shall roll the judge's ruling day over to the next Thursday as possible. However, if a judge would be assigned a new case on his or her ruling day, the status of that case shall be referred to the Chief Judge or the Assistant Chief Judge for a determination on whether the case should be continued to a future date. The case scheduler shall consult the affected judge regarding his or her preferences on the situation, and his or her Rule 22.10 Report status, and shall report the same to the Chief Judge or Assistant Chief Judge. Only the Chief Judge or the Assistant Chief Judge shall decide whether to bump a case.

7. This Order shall be effective January 1, 2012.

SO ORDERED this 17 day of October, 2011.

ARTHUR E. GAMBLE, CHIEF JUDGE
FIFTH JUDICIAL DISTRICT OF IOWA

Cc: All Fifth Judicial District Court Judges
Elizabeth J. Baldwin, District Court Administrator
Anne Sheeley, Assistant District Court Administrator
Billie Ramey, Assistant District Court Administrator
All Fifth Judicial District Case Schedulers
Randy Osborn, Polk County Clerk of the District Court
Annette Lemker, Supervisory, Civil Division, Polk County Clerk's Office
All Polk County District Court Court Attendants and Judicial Assistants
Chief Justice Mark Cady
Liaison Justice David Wiggins
David Boyd, State Court Administrator
Polk County Bar Association, Carol Burdette, for distribution to membership
PCBA Family Law Committee Chairperson
PCBA Bench and Bar, Subcommittee on Civil Case Scheduling

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POLK COUNTY, IA
2011 OCT 17 PM 2:32
CLERK DISTRICT COURT

2012

Administrative Order 2011-43
Exhibit A

Dates in Bold Font Holidays

Shaded Weeks Nonjury

January

S	M	T	W	T	F	S
1	**2**	3	4	5	6	7
8	9	10	11	12	13	14
15	**16**	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February

S	M	T	W	T	F	S
			1	2	3	4
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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29			

March

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				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

April

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8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

May

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13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	**28**	29	30	31		

June

S	M	T	W	T	F	S
					1	2
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10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

July

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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

August

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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

September

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						1
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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

October

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	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

November

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	**12**	13	14	15	16	17
18	19	20	21	**22**	**23**	24
25	26	27	28	29	30	

December

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	**25**	26	27	28	29
30	31					

Administrative Order 2011-43 Exhibit B

POLK COUNTY CIVIL SCHEDULING MATRIX

	JURY WEEK	NON-JURY WEEK (with Monday Holidays)	NON-JURY WEEK (with Thurs. or Fri. Holidays)	NON-JURY WEEK (without holidays)
Monday	2 CJ cases 3 days or longer, and 3 JT 3 cases per general trial docket	HOLIDAY	2 CJ cases 3 days or longer, and 3 NJT 3 days or longer per general trial docket	2 CJ cases 3 days or longer, and 3 NJT 3 days or longer per general trial docket
Tuesday	3 Fam up to 3 days long at 9, 1 Fam at 10, and 2 Fam at 1:30	2 CJ cases 3 days or longer, and 3 NJT 3 days or longer per general trial docket	3 NJT up to 2 days long per general trial docket	3 NJT up to 2 days long per general trial docket
Wednesday	3 Fam 1 -2 days at 9, 1 Fam at 10, and 2 Fam at 1:30	3 NJT up to 2 days long per docket	3 day NJT 1 day long per general trial docket	3 day NJT 1 day long per general trial docket
Thursday	3 Fam 1 day at 9, 1 Fam at 10, and 1 Fam at 1:30	3 NJT 3 1 day long per docket	3 NJT 1 day long per general trial docket (except Thanksgiving Holiday).	3 NJT 1 day long per general trial docket
Friday	Judges Schedule**	Judges Schedule**	HOLIDAY	Judges Schedule**

Judicial Ruling Time - each judge will receive 2 scheduled ruling days per month on the general trial docket.

CJ = Children's Justice Cases: District Court Family Law Cases involving child custody, physical care, visitation and/or support

Fam = District Court Family law trials or hearings longer than 2 hours, any subject matter including Children's Justice issues

NJ = Any district court civil non-jury trial or hearing

JT = Any district court civil jury trial

* All PCR hearings scheduled through the Case Coor.

**Ct Attd/Jud Asst. schedule ONLY 8-9 a.m. Mon. through Thurs.; and all day Friday. All other times scheduling ONLY through the Case Coordinators.

*** If a judge schedules a case into a week already booked, causing a case to be bumped, the bumped case will be rescheduled on that judge's docket.

****If any case is continued by a judge, that case is permanently moved to that judge's docket and tried by the judge who continued it.

++ Weddings shall not be scheduled Mon.-Thur. between 9 a.m. - noon; and 1:30-4:30 p.m. including walk-in ceremonies.

Administrative Order 2011-43 Exhibit C

Judges' Ruling Day Schedule

Group A (1st & 3rd Thursday)

Glenn E. Pille
Robert A. Hutchison
Douglas F. Staskal
Carla T. Schemmel
(New Judge)

Group B (2nd & 4th Thursday)

Robert B. Hanson
Eliza J. Ovrom
Donna L. Paulsen
Mary Pat Gunderson
DJ Stovall
Arthur E. Gamble