

IOWA DISTRICT COURT, FIFTH JUDICIAL DISTRICT

IN RE: ACTING CLERK OF THE
DISTRICT COURT FOR UNION COUNTY

ADMINISTRATIVE ORDER 2011-54

WHEREAS on Tuesday, November 29, 2011, the District Court Judges of Election District 5B by majority vote pursuant to Iowa Code Sections 602.1209 and 602.1512 did appoint Allison K. Danilovich of Creston, Iowa, to be the new Clerk of the District Court for Union County pending the successful completion of a course of education and training as specified by the District Court and State Court Administrators; it is therefore appropriate during the interim for the Chief Judge of the Fifth Judicial District to name Mrs. Danilovich as the acting Union County Clerk of the District Court until such time as she qualifies for official appointment. Mrs. Danilovich shall become the acting Clerk of the District Court for Union County on Monday, December 5, 2011.

It is estimated Mrs. Danilovich will need approximately 16 months to complete the requirements for the Applied Management Series certificate program, to include the additional course *Fundamentals of Supervision*, through the Iowa Department of Administrative Services. This certificate and course completion has been designated by the court administrators as the necessary conditions precedent to official appointment as it relates to Mrs. Danilovich's achievement of the minimum qualifications for the position. Such course costs will be paid by the Iowa Judicial Branch and are to be completed in the course of Mrs. Danilovich's official work duties as an employee of the Judicial Branch. Mrs. Danilovich is further directed to participate in all district-wide Clerk of Court meetings as scheduled through the District Court Administrator's office during her acting appointment period, with any special circumstances regarding attendance approved in advance through the DCA.

Upon presentation of the documentation demonstrating successful completion of the Applied Management certification program and the *Fundamentals of Supervision* course to the Chief Judge an Administrative Order shall be issued

confirming the appointment action of the Election District 5B District Court Judges naming Mrs. Danilovich Clerk of the District Court for Union County.

THEREFORE, IT IS HEREBY ORDERED that Allison K. Danilovich is appointed acting Clerk of the District Court for Union County effective December 5, 2011.

IT IS FURTHER ORDERED that Allison K. Danilovich is empowered to perform all the duties and responsibilities of the position of Clerk of Court for Union County, Fifth Judicial District in her interim capacity.

Done this 1st day of December, 2011.


ARTHUR . GAMBLE, Chief Judge
Fifth Judicial District of Iowa

Copies to:
Allison K. Danilovich
All Fifth Judicial District District Court/District Associate Court Judges
All Fifth Judicial District Clerks of District Court
Marion James, Union County Magistrate
All Union County Clerk of Court Staff
Marilyn Lantz, Fifth Judicial District Chief Juvenile Court Officer
Elizabeth J. Baldwin, Fifth Judicial District District Court Administrator
Mare Steil, Fifth Judicial District Personnel and Finance Manager
Pam Schlueter, Personnel Assistant
Janis Haines, Fifth Judicial District Rural Case Coordinator
Honorable David Wiggins, 5th District Liaison Justice
David K. Boyd, State Court Administrator
Peggy Sullivan, Director of Finance/Personnel
Ken Bosier, Director of Technology Information
Union County Board of Supervisors
Union County Attorney
Union County Sheriff
Union County Recorder
Union County Treasurer
Union County Assessor
Union County Auditor
Lisa A. Swanson, Union County MH Advocate
David Jungmann, 5B Bar President

FILED
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CLERK DISTRICT COURT