

2023-2024 ADMINISTRATIVE PLAN
DISTRICT 21
COMPOSED OF CRITTENDEN COUNTY, ARKANSAS

1: JUDGES

The Crittenden County District Court is a state district court served by one Judge: Fred Thorne,
379 Military Road, Marion, Arkansas 72364

EXCHANGE AGREEMENTS

Are exchange agreements other district judges utilized?

YES: the Crittenden County District Court has exchange agreements with the District Courts in Cross County, and Mississippi County (Osceola and Blytheville).

SMALL CLAIM MAGISTRATE

Pursuant to Administrative Order No.18 at the request of the majority of the district judges of a district court , with the concurrence of a majority of the circuit judges of a judicial circuit, the administrative judge of judicial circuit may designate one or more licensed attorneys to serve as a small claims magistrate to preside over the small claims division of the district court.

A small claims magistrate shall possess the same qualifications as a district court judge. The appointment shall be filed in writing and filed with the District Court Clerk.

Has a small claims magistrate been designated by the administrative judge of the judicial circuit?

NO

2: DEPARTMENTS

The statutory authority for the organization and designation of this district court is found at A.C.A: 16-17-110(16)

The Judge serves in the statutory designation departments of the courts as follows:

- a. West Memphis, Arkansas, 317 West Tyler Ave., West Memphis, Arkansas,72301
- b. Marion, Arkansas, 14 Military Road, Marion, Arkansas 72364
- c. Earle, Arkansas, 1004 Second Street, Earle, Arkansas 72331
- d. Turrell, Arkansas, 160 Eureka Street, Turrell, Arkansas 72384
- e. Jericho, Arkansas, 74 Wallace, Jericho, Arkansas 772327
- f. Gilmore, Arkansas, 87 Front Street, Gilmore, Arkansas 72339

Consolidation of City Courts with District Courts

Pursuant to A.C.A 16-17-1202, all city courts were consolidated with the district courts on January 1, 2-12, and former city courts became known as departments of the district court. If a town or city is no longer operating as a department of the district court, a copy of the local ordinance abolishing the city as a department of the court must be provided to the Administrative Office of the Courts.

Are all towns or cities statutorily designated as departments still operating as a department of the district court?

YES

The original statute called for a department in Jennette, Arkansas. However this department was eliminated in the past legislative session.

3. 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 towns contribute to the operational expenses of the district court and the filed cases in the district court.

NONE

4. COURT SESSIONS AND TYPES OF CASE BY SUBJECT MATTER (CRIMINAL, TRAFFIC, CIVIL AND SMALL CLAIMS)

Pursuant to Administrative Order NO. 18, each department of a district court shall have cases in all of the subject matter divisions

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

<u>Judge</u>	<u>Type</u>	<u>Department</u>	<u>Day</u>	<u>Time</u>
Thorne	Criminal/felony	West Memphis	Mon	8:30/1:30
	Criminal	West Memphis	Tues(1st/3d/4th)	8:30/1:30
	Criminal/Civil/felony	West Memphis	On 4th Tues only 1:30 Wednesday: Criminal (jail) every Wednesday at 10:00 a.m and civil on 2 nd and 4 th Wednesday of each month at 8:30 a.m. Probation reviews on 3 rd Wednesday of each month at 8:30 a.m.	
	Criminal/felony	West Memphis	Friday	8:30 a.m.

Thorne	Criminal/Civil	Marion	Thursday 8:30 a.m./1:30 p.m.
Thorne	Criminal/Civil	Earle	2 nd and 4 th Tuesday of each month 9:00 a.m.
Thorne	Criminal/Civil	Jericho	2 nd Tuesday of each month 1:00 p.m.
Thorne	Criminal/Civil	Turrell	2 nd Tuesday of each month 2:00 p.m.
Thorne	Criminal/Civil	Gilmore	2 nd Tuesday of each month 3:00 p.m.

Mandatory Holding of Court in Departments of a District Court

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

Is court held in each town or city designated as a department of the district court at least one(1) time per month?

Yes

WARRANT DOCKET

Pursuant to Administrative Order No. 18, a warrant docket shall be established within the criminal division. The docket shall be divided into a “search warrant docket” designated by the prefix “SW” and an arrest docket designated by the prefix “AW”. The warrant docket is used for warrants that have been returned either executed or unexecuted when a case file has not yet been opened. If a criminal case is subsequently opened, the information in the warrant docket related to the criminal case is transferred to it.

Has the warrant docket been established within the criminal division?

YES:

**5. ADMINISTRATIVE ORDER NO. 18 REFERRALS
FROM THE CIRCUIT COURT**

Has the circuit court referred matters pursuant to Administrative Order No. 18 to be heard by a state district judge?

YES.

The following matters have been refereed by the circuit court 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:

Criminal felony probable cause bind overs to circuit court

Other matters of an Emergency or Uncontested Nature pending in Civil, Domestic Relations or Probate Division. **Please describe the types of other matters referred below and the location where these matters are heard.**

None

Other matters: If justification for the Reference and Procedures to be Employed are Sufficiently Demonstrated in the Circuit Court Administrative Plan Pursuant to Administrative Order No. 14. **Please describe the types of other matters referred below and the location where these matters are heard.**

Type of other matters

Hearing Location

Uncontested Divorce (Domestic Relations)
Uncontested Probate Matters

West Memphis Department

With the prior Administrative Order by the Arkansas Supreme Court requiring all non contested matters be recorded, I stopped hearing uncontested matters in Circuit Court on each Wednesdays from 8:30 a.m. til 9:30. The hearings were in Marion, Arkansas prior to circuit court chambers day. There is still no electronic recording equipment available. Pursuant to the Master Plan, I will hear the above from 8:30 a.m til 9:00 am on Wednesday morning in the West Memphis Department by deposition or by waiver of record to be filed in the Circuit Court.

c. Criminal: The following duties are referred with respect to an investigation of an offense lying within the exclusive jurisdiction of the circuit Court:

1. Issue search warrants pursuant to Rule 13.1
2. Issue arrest warrants pursuant to Rule 7.1 or A.C.A. 16-81-104
3. Reasonable Cause Determinations pursuant to Rule 4.1(e)
4. Conduct First Appearances pursuant to Rule 8.1
5. Appoint counsel pursuant to Rule 8.2
6. Inform defendant pursuant to 8.3
7. Conduct preliminary hearing if probable cause challenged

d. Digital/Audio Recording Equipment:

Is digital audio recording equipment utilized to make a verbatim record of matters referred from circuit court: **NO**

e. Has the State District Court Digital Audio Recording Equipment Compliance Form been provided to the Administrative Office of the Courts

No. I have 6 active Departments. Only the West Memphis Department has court

automated funds to possibly buy the equipment at this time. An automation fund has recently been set up in my Marion Department. However, it is that city's position that any funds expended to record circuit court matters should be born by the state or circuit courts.

6. SPECIALTY COURTS

No specialty courts in Crittenden County.

7. OTHER PROGRAMS OR DOCKETS

The Crittenden County District Court has no specialty dockets. However, I do have a large amount of individuals on probation that I monitor with the help of a probation agency and various mental and drug agencies.



Fred Thorne

Crittenden County District Judge

June 21, 2023