

## ADMINISTRATIVE PLAN

### 23rd District Composed of the Following Counties: White and Prairie Counties

#### 1. JUDGES.

The 23rd Judicial District Court is a state district court served by two judges for White and Prairie Counties hearing cases involving criminal, traffic, environmental, small claims and civil matters. Division 1 and Division 2 also hold time pay reviews as well, while handling referrals from Circuit Court per Administrative Order No.18 and detailed in Section 5 of the Administrative Plan of the 23rd Judicial District.

<u>Judge</u>	<u>Division</u>
Eric R. Kennedy	1
Mark Derrick	2

Are exchange agreements with other district judges utilized?

Yes

No

#### 2. DEPARTMENTS.

The statutory authority for the organization and designation of this district court is found is found at A.C.A. §16-17-1110(18)(A).

The judge(s) serve(s) in the statutorily designated departments of the court as follows:

<u>Judge</u>	<u>Division/County</u>	<u>City Designated as Department</u>
Eric R. Kennedy	1/White	Searcy Department
	1/Prairie	Hazen Department
	1/White	Kensett Department
	1/Prairie	DeValls Bluff Department
	1/Prairie	Biscoe Department
Mark Derrick	2/White	Beebe Department
	2/White	Bald Knob Department
	2/White	Judsonia Department
	2/Prairie	Des Arc Department
	2/White	Pangburn Department
	2/White	Rose Bud Department
	2/White	Mcrae Department
2/White	Bradford Department	

**Consolidation of City Courts with District Courts**

Pursuant to A.C.A. §16-17-1202, all city courts were consolidated with district courts on January 1, 2012, 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 departments of the district court?

Yes

No

**Town / City Abolished as Department**

**Effective Date**

Not Applicable

**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 file cases in the district court.

**City / Town**

**Department Where Cases are Filed / Heard**

Higginson

Kensett

**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 hear 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:

<b><u>Division</u></b>	<b><u>Department</u></b>	<b><u>Day</u></b>	<b><u>Time</u></b>	<b><u>Type of Case</u></b>
1	Searcy	1 <sup>st</sup> Tuesday	11:00 am	Criminal/Traffic Environmental Trials
1	Searcy	1 <sup>st</sup> Wednesday	10:00 am	Civil
1	Searcy	2 <sup>nd</sup> Tuesday	9:00 am	Time Pay Review
1	Searcy	2 <sup>nd</sup> Tuesday	1:30 pm	Non-Traffic Pleas

1	Searcy	3 <sup>rd</sup> Wednesday	10:00 am	Small Claims
1	Searcy	3 <sup>rd</sup> Tuesday	11:00 am	Criminal/Traffic Trials
1	Searcy	4 <sup>th</sup> Tuesday	1:30 pm	Criminal/Traffic Trials
1	Searcy	4 <sup>th</sup> Thursday	1:30 pm	Criminal/Traffic Trials
1	Searcy	5 <sup>th</sup> Tuesday	1:30 pm	Criminal/Traffic Trials
1	Searcy	1 <sup>st</sup> , 2 <sup>nd</sup> & 3 <sup>rd</sup> Thursday	10:00 am	Criminal/Traffic/ Environmental Pleas
1	Searcy	1 <sup>st</sup> , 2 <sup>nd</sup> & 3 <sup>rd</sup> Thursday	1:30 pm	Criminal/Traffic Pleas
1	Hazen	2 <sup>nd</sup> & 4 <sup>th</sup> Monday	10:00 am	Criminal/Traffic/ Environmental Pleas Civil/Small Claims Time Pay Review
1	Hazen	2 <sup>nd</sup> & 4 <sup>th</sup> Monday	1:30 pm	Criminal/Traffic/ Environmental Trials Civil/Small Claims
1	Kensett	4 <sup>th</sup> Tuesday	9:00 am	Criminal/Traffic/ Environmental Trials/ Pleas & Time Pay Review
1	DeValls Bluff	4 <sup>th</sup> Wednesday	10:00 am	Criminal/Traffic/ Environmental Trials/ Pleas & Time Pay Review
1	Biscoe	4 <sup>th</sup> Wednesday	9:30 am	Criminal/Traffic/ Environmental Pleas/ Trials
2	Des Arc	1 <sup>st</sup> Tuesday	9:00 am	Criminal/Traffic/ Environmental Pleas/ Trials Small Claims/ Civil & Time Pay Review
2	Mcrae	2 <sup>nd</sup> Monday	2:00 pm	Criminal/Traffic/ Environmental Pleas/ Trials & Time Pay Review
2	Pangburn	2 <sup>nd</sup> Tuesday	9:00 am	Criminal/Traffic/ Environmental Pleas/ Trials & Time Pay Review
2	Bald Knob	2 <sup>nd</sup> Tuesday	2:00 pm	Criminal/Traffic/ Environmental Pleas/ Trials & Time Pay Review
2	Bald Knob	4 <sup>th</sup> Monday	2:00 pm	Criminal/Traffic/ Environmental Pleas/ Trials & Time Pay Review
2	Bradford	3 <sup>rd</sup> Tuesday	9:00 am	Criminal/Traffic/ Environmental Pleas/ Trials & Time Pay Review
2	Rose Bud	3 <sup>rd</sup> Friday	10:00 am	Criminal/Traffic/ Environmental Pleas/ Trials & Time Pay Review

2	Judsonia	1 <sup>st</sup> & 3 <sup>rd</sup> Wednesday	1:00 pm	Criminal/Traffic/ Environmental Pleas/ Trials
2	Beebe	1 <sup>st</sup> , 2 <sup>nd</sup> & 3 <sup>rd</sup> Wednesday	9:00 am	Criminal/Traffic/ Environmental Pleas Trials Small Claims/ Civil & Time Pay Review
2	Beebe	1 <sup>st</sup> , 2 <sup>nd</sup> & 3 <sup>rd</sup> Thursday	9:00 am	Criminal/Traffic/ Environmental Pleas Trials Small Claims/ Civil & Time Pay Review

Division 1 hears first appearances for White County every Monday, Wednesday and Friday at the White County Detention Center or by video as time allows. Division 1 hears first appearances for Prairie County as needed at the Prairie County Detention Center or by video.

Division 2 hears first appearances for White County every Monday, Wednesday and Friday at the White County Detention Center as time allows. Division 2 hears first appearances for Prairie County as needed by video.

**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
- No

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 warrant 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
- No

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

The circuit court referred matters pursuant to Administrative Order No. 18 to be heard by a state district judge have been included in the circuit court administrative plan. The following duties are referred with respect to an investigation or prosecution of an offense lying within the exclusive jurisdiction of the circuit court:

- Issue Search Warrant Pursuant to Rule 13.1
- Issue Arrest Warrant Pursuant to Rule 7.1 or A.C.A. §16-81-104
- Reasonable Cause Determinations Pursuant to Rule 4.1 (e)
- Conduct First Appearance Pursuant to Rule 8.1

Division 1 and Division 2 share these duties on a fifty percent (50%) basis for both White and Prairie Counties as needed.

**6. SPECIALTY COURTS.**

Does a district court judge preside over a specialty court program?

- Yes
- No

**7. OTHER PROGRAMS OR DOCKETS.**

Does a district court judge preside over other programs or dockets?

- Yes
- No

**7. EFFECTIVE DATE.**

This Administrative Plan is effective January 1, 2024.

  
Eric R. Kennedy  
District Judge

  
Mark Derrick  
District Judge

Dated: 5/31/23

Dated: May 31, 2023