

**2024 ADMINISTRATIVE PLAN OF THE SECOND JUDICIAL
CIRCUIT PURSUANT TO ADMINISTRATIVE ORDER NO. 14
(Effective January 1, 2024)**

I. INTRODUCTION

The Second Judicial Circuit of the State of Arkansas consists of six counties and nine courthouses. The six counties are Clay, Craighead, Crittenden, Greene, Mississippi, and Poinsett. Three counties have two county seats: Craighead County with county seats in Jonesboro and Lake City; Clay County with county seats in Corning and Piggott; and Mississippi County with county seats in Blytheville and Osceola. The twelve circuit judges who have been elected/appointed to serve this area are as follows:

Judge Pamela Honeycutt	Division 1
Judge Richard Lusby	Division 2
Judge Chris Thyer	Division 3
Judge Keith Chrestman	Division 4
Judge Charles M. Mooney, Jr.	Division 5
Judge Tonya Alexander	Division 6
Judge Mary Broadaway	Division 7
Judge Kimberly Bibb	Division 8
Judge Melissa Richardson	Division 9
Judge Dan Ritchey	Division 10
Judge Randy Philhours	Division 11
Judge Scott Ellington	Division 12

II. ADMINISTRATIVE POLICY

Pursuant to Administrative Order No. (AO) 14, Section 3, by a majority vote of the circuit judges of the Second Judicial Circuit, this Plan is adopted for circuit court administration. Its purpose is to facilitate the best use of the available judicial and support resources within the Circuit so that cases will be resolved in an efficient and prompt manner. This Plan, if approved by the Supreme Court, shall

take effect on January 1, 2024, and shall be effective until replaced by any subsequently approved plan.

One of the circuit judges shall serve as the Administrative Judge (AJ), who shall carry out the responsibilities outlined in Administrative Order No. 14, Section 2(c). The AJ shall take any and all actions necessary to implement this Plan and the administrative procedures established by the judges of this Circuit. Judge Pamela Honeycutt has been selected to serve as AJ and may continue in that capacity until her successor is elected pursuant to Section 2(b) of Administrative Order No. 14.

III. CASELOAD ESTIMATES

The judges of the Second Judicial Circuit, in developing this plan, relied on caseload statistics prepared by the AOC for the calendar years 2019-2022. The average number of cases filed over that four-year period is 18,828 per year. Dividing those cases among the twelve circuit judges results in an average number of 1,569 cases per judge. The judges who are assigned dependency-neglect cases will have a reduced number of total cases in recognition of the greater weight assigned to those cases as set forth in Section IV-C below.

In the event this assignment system results in a workload imbalance that adversely affects the judge or the judicial circuit, the AJ shall take steps to correct this imbalance by proposing an amended plan to correct any problem.

IV. CASE ASSIGNMENT AND ALLOCATION

A. DOMESTIC RELATIONS AND PROBATE DIVISIONS

All twelve circuit judges within the Circuit will share a roughly equivalent assignment of Domestic Relations/Probate Chambers Days within the Circuit. However, all new case filings in the Domestic Relations and Probate Divisions of the circuit court of the various counties within the Second Judicial Circuit shall be assigned to the judges in all divisions except for Division 11. Case assignment in the Domestic Relations and Probate Divisions shall be random and in the following percentages:

Judge Pamela Honeycutt	Division 1	2%
Judge Richard Lusby	Division 2	6%
Judge Chris Thyer	Division 3	7%
Judge Keith Chrestman	Division 4	15%
Judge Charles M. Mooney, Jr.	Division 5	11%
Judge Tonya Alexander	Division 6	10%
Judge Mary Broadaway	Division 7	16%
Judge Kimberly Bibb	Division 8	12%
Judge Melissa Richardson	Division 9	3%
Judge Dan Ritchey	Division 10	10%
Judge Randy Philhours	Division 11	0%
Judge Scott Ellington	Division 12	7%

Reopened Cases. Once a contested Domestic Relations or Probate case has been closed by the Clerk, if the case is re-opened it shall be randomly assigned among the eleven judges and not automatically reassigned to the judge to whom the case was originally assigned. The newly assigned judge and the previously assigned judge may mutually agree to transfer the case to the previously assigned judge to further judicial economy. This decision is made to account for periodic changes in the Plan and to assure equal division of cases across all twelve divisions as required by AO 14 (3)(a)(1)(ii).

Adult Protective Services Cases. All adult protective services (“APS”) cases within Clay, Craighead, Greene, and Poinsett Counties shall be assigned to the judge in Division 8. All APS cases within Mississippi and Crittenden Counties shall be assigned to the judge in Division 4. These assignments are made for judicial economy to permit prompt and regular judicial review and to avoid unnecessary delay due to the transfer of cases.

B. CIVIL AND CRIMINAL DIVISIONS

The circuit clerks of the respective counties are responsible for the random assignment of civil and criminal cases pursuant to this Plan and AO 14. The manner, process, and procedure for a true and accurate random selection of judges is left to the respective circuit clerks to implement except for the specific provisions to the contrary herein.

In the Eastern District of Clay County, all criminal and civil cases shall be equally assigned to the judges in Divisions 1 and 3. In the Western District of Clay County, all criminal and civil cases shall be equally assigned to the judges in Divisions 5 and 8.

In the Western District of Craighead County, all criminal cases shall be assigned to the judges in Divisions 3, 11, and 12. Specifically, all Drug Task Force cases shall be assigned to the judge in Division 3. All other criminal cases shall be equally assigned to the judges in Divisions 11 and 12. All cases referred to drug court for disposition shall then be reassigned to the judge in Division 9. All civil cases filed in this District shall be equally assigned to the judges in Divisions 1, 2, and 9.

Because of the comparatively small caseload in the Eastern District of Craighead County, and in view of both speedy trial considerations and judicial efficiency, all civil and criminal cases shall be assigned to the judge in Division 10.

In Crittenden County, all criminal cases shall be equally assigned to the judges in Divisions 6, 10, and 11. All cases referred to drug court for disposition shall then be reassigned to the judge in Division 5. All civil cases filed in Crittenden County shall be equally assigned to the judges in Divisions 2, 3, and 4.

In Greene County, all criminal cases shall be equally assigned to the judges in Divisions 1, 9, and 11. All cases referred to drug court for disposition shall be reassigned to the judge in Division 7. All civil cases in Greene County shall be equally assigned to the judges in Divisions 2 and 9.

In the Chickasawba District of Mississippi County, all criminal cases shall be equally assigned to the judges in Divisions 5, 8, and 12. All cases referred to drug court for disposition shall then be reassigned to the judge in Division 10. All

civil cases in the Chickasawba District of Mississippi County shall be equally assigned to the judges in Divisions 2 and 5.

In the Osceola District of Mississippi County, all criminal cases shall be equally assigned to the judges in Divisions 6 and 10. All cases referred to drug court for disposition shall then be reassigned to the judge in Division 10. All civil cases filed in the Osceola District of Mississippi County shall be equally assigned to the judges in Divisions 2 and 4.

In Poinsett County, all criminal cases shall be equally assigned to the judges in Divisions 1, 9, and 12. If a Poinsett County drug court is legislatively approved, funded, and established, cases referred to drug court for disposition shall then be reassigned to the judge in Division 5. All civil cases filed in Poinsett County shall be equally assigned to the judges in Divisions 1 and 4.

Reopened Civil Cases. Once a civil case has been closed by the Clerk and subsequently reopened, the case shall be reassigned to the previously assigned judge if such judge still has a civil division assignment in that county or county's district. Otherwise, the case shall be randomly assigned to one of the judges who do have a civil division assignment in that county or county's district. Nothing in this section shall prevent the newly assigned judge and the previously assigned judge from mutually agreeing to transfer the case to the previously assigned judge to further judicial economy.

Specialty Court Transfers. If the State files a petition to impose sentence based on allegations that a defendant has failed to successfully complete a particular specialty court, any contested hearing on such petition shall be scheduled before a Circuit Judge other than the presiding specialty court judge.

Petitions to Revoke or to Impose Sentence. These petitions are considered a new filing and shall be randomly assigned to the judges currently hearing criminal cases in that county or county's district.

Post-conviction relief. Petitions for post-conviction relief shall be assigned to the judge who presided over the trial, hearing, or event that is the basis of the petition. If the judge who presided over the trial, hearing or event is no longer on the bench, then it shall be randomly assigned to a judge currently hearing criminal cases in that county or county's district.

C. JUVENILE DELINQUENCY, FINS, AND D-N DIVISIONS

Juvenile Delinquency and FINS cases. The judges in Divisions 5, 6, 7, and 8 shall be randomly assigned 25% of the Juvenile Delinquency and FINS cases across the Circuit. All cases referred to the Craighead County Juvenile Drug Court for disposition shall then be reassigned to the judge in Division 8.

Dependency-Neglect (D-N) Cases. The judge in Division 5 shall be assigned all D-N cases in Clay and Poinsett counties. The judge in Division 7 shall be assigned all D-N cases in Greene County. The judge in Division 8 shall be assigned all D-N cases in Craighead County. The judge in Division 4 shall be assigned all D-N cases in Crittenden and Mississippi counties.

In order to equitably distribute the workload among the judges in this Circuit as set forth in Section III herein, each D-N case is counted as a case and one-half for purposes of equal division of cases pursuant to AO 14 (3)(a)(1)(ii) due to the number, type, and length of hearings statutorily required to be held for each such case.

D. ROUTINE AND UNCONTESTED MATTERS

The assignment of circuit judges to a particular division as specified herein shall not preclude any circuit judge from hearing any routine and uncontested matters irrespective of the division assignment. However, motions for continuance and motions to be relieved as counsel shall be heard by the judge to whom the case is assigned.

V. OTHER PROVISIONS

A. Recusals, Exchanges, and Special Judge Assignments. The judges of the Second Judicial Circuit shall follow the procedures for recusals, exchanges and special assignments set forth in AO 16.

B. Other Circumstances. Nothing in this Plan shall prohibit another judge within this Circuit from presiding over cases in a division and/or venue to which he or she is not assigned under this Plan on the condition that there is the express consent of the judge to whom the cases are originally assigned, under circumstances including but not limited to the following: 1) to provide relief to an overcrowded docket where the volunteering judge not assigned to the particular division and venue has available time due to cancellation, settlement, or rescheduling of cases, or 2) any other extenuating circumstance requiring the just

and expeditious disposition of cases with the consent of the volunteering judge and the judge to whom the cases are assigned.

VI. SPECIALTY COURTS OR PROGRAMS

1. **Craighead County Drug Court, Judge Melissa Richardson presiding.**

A. Type of Program and Description of Operations: Craighead County Adult Drug Court is a voluntary, pre-adjudication, highly intensive supervision program designed to address the needs of criminal defendants struggling with addiction and substance abuse. Drug Court is available only to defendants meeting program eligibility requirements. Eligible defendants plead guilty to a non-violent felony, sentencing is deferred, and defendants are transferred to the Craighead County Adult Drug Court program for treatment and services. Such plea and transfer occur with the full consent on the record and in writing of the Defendant, Prosecuting Attorney, Defense counsel, and presiding Circuit Judge. All potential applicants to the program are assessed for eligibility utilizing a validated, evidence-based risk-needs assessment designed to identify moderate to high-risk participants. The Adult Drug Court program is designed to last a minimum of twelve (12) months and a maximum of (18) eighteen months, although can be extended if circumstances warrant. The Craighead County Adult Drug Court conducts court proceedings every Tuesday at 8:30 a.m. at the Craighead County Courthouse in Jonesboro, Arkansas. All court proceedings occur on the record, and all team members attend each session of court. All team members have continuing input in the structure and operations of the program, and scheduling of staffing and court hearings occurs with coordination by and between the team members.

B. Statutory Authority: The Craighead County Adult Drug Court is authorized pursuant to A.C.A. §16-98-303 and approved by the Arkansas Supreme Court pursuant to A.C.A. §16-10-139.

C. Certification of Compliance: The Craighead County Adult Drug Court operates in compliance with all applicable sentencing laws, including fines, fees, court costs, and probation assessments. Team members have attended training programs offered by the Administrative Office of the Courts. The Drug Court was implemented and operates in accordance with best-practice standards.

D. Use of Court Resources: The Craighead County Adult Drug Court team includes: The circuit judge, deputy prosecuting attorney, managing public

defender, one probation officer, two ACC advisors, one ACC administrator, and one law enforcement officer. The team meets each week at the Craighead County Courthouse to staff and review all participants, and team members attend the court sessions each week as well.

E. Sources of Funding: Craighead County Adult Drug Court receives funding and/or support from Craighead County (use of courtroom facilities), the Public Defender Commission (public defender serves on the team), the Craighead County Prosecuting Attorney's office (deputy prosecutor serves on the team), Arkansas Community Corrections, the Administrative Office of the Courts, and federal and state grant opportunities as same may arise and become available. There are sufficient resources for operation of the program, as required by A.C.A. §16-98-305.

2. Craighead County Pre-Adjudication Probation Program, Judge Melissa Richardson presiding.

A. Type of Program and Description of Operations: Craighead County Pre-Adjudication Probation Program is a voluntary, pre-adjudication, supervision program designed to target a defendant population at lower risk of re-offending and with a lower need for services as compared with participants eligible for the Adult Drug Court. The program provides an alternative to disposition that promotes enforcement of the criminal code while easing the burden on both the county jails and the Division of Corrections. Eligible defendants, facing a criminal information or indictment filed in circuit court, are arraigned and enter the program for treatment and/or services without entering a guilty plea, as set forth in A.C.A. §5-4-902. Such transfer occurs with the full consent on the record and in writing of the Defendant, Prosecuting Attorney, Defense Counsel, and presiding Circuit Judge, as set forth in A.C.A. §5-4-904. All potential applicants to the program are assessed for eligibility utilizing a validated, evidence-based risk-needs assessment designed to identify low to moderate risk defendants and will exclude those ineligible due to charges identified in A.C.A. §5-4-904(b)(2). The Craighead County Pre-Adjudication Probation Program is designed to last six (6) months but can be extended if circumstances warrant. Upon successful completion of the Pre-Adjudication Probation Program, the defendant's charges are dismissed and sealed as authorized by A.C.A. §5-4-906. If unsuccessful, the State continues prosecution on the existing charge. The Craighead County Pre-Adjudication Probation Program conducts court proceedings one Tuesday per month at 8:30am. All court proceedings occur on the record, and all team members attend each session of court. All team members have continuing input in the structure and

operations of the program, and scheduling of staffing and court hearings occurs with coordination by and between the team members.

B. Statutory Authority: The Craighead County Pre-Adjudication Probation Program is authorized pursuant to A.C.A. 5-4-903(a)(1).

C. Certification of Compliance: The Craighead County Pre-Adjudication Program operates in compliance with all applicable sentencing laws, including fines, fees, court costs, and probation assessments. Team members have attended training programs offered by the Administrative Office of the Courts. The Pre-Adjudication Probation Program is implemented and operates in accordance with best-practice standards.

D. Use of Court Resources: The Craighead County Pre-Adjudication Probation team includes: The circuit judge, deputy prosecuting attorney, managing public defender, one probation officer, two ACC advisors, one ACC administrator, and one law enforcement officer.

E. Sources of Funding: The Craighead County Pre-Adjudication Probation Program receives funding and/or support from Craighead County (use of courtroom facilities), the Public Defender Commission (public defender serves on the team), the Craighead County Prosecuting Attorney's office (deputy prosecutor serves on the team), Arkansas Community Corrections, the Administrative Office of the Courts, and federal and state grant opportunities as same may arise and become available. There are sufficient resources for operation of the program, as required by A.C.A. § 5-4-911.

3. Crittenden County Drug Court, Judge Charles M. Mooney, Jr. presiding.

A. Type of Program and Description of Operations: The Crittenden County Drug Court is a voluntary pre-adjudication probation/treatment program that includes a TRACK 1 program for pre-adjudication participants that enter the program without a guilty plea and a TRACK 2 program for pre-adjudication participants that enter the program after entering a plea of guilty but before a Circuit Judge enters a judgment and pronounces a sentence. The Drug Court is a highly intensive supervision/treatment program designed to address the needs of targeted offenders that have chemical addiction and/or substance abuse issues coupled with a pending felony case in Crittenden County, Arkansas. The program provides alternatives to the disposition of criminal offenders that will promote the

enforcement of the criminal laws while easing the burden on the county jail, the criminal dockets and the Division of Corrections. Additionally, the program addresses the collateral damage caused by chemical addiction in the communities. Drug Court is available only to Adult offenders meeting the program eligibility requirements as required by statutory law and the rules established by the Drug Court Team. The TRACK 1 and TRACK 2 program designations are based upon a validated risks-needs assessment and the recommendations of the Drug Court Team. With the voluntary consent of the offender, the prosecuting attorney, and the Circuit Judge with jurisdiction over the pending criminal case, the offender is assessed to determine program eligibility. However, the Drug Court Judge is not required to consider or accept into the drug court program every offender with a treatable condition or addiction, regardless of the fact that the controlling criminal offense is eligible for consideration. The offender must be accepted by the Drug Court Team. Upon successful completion of the Drug Court program the participant's pending criminal case shall be dismissed with prejudice and ordered sealed pursuant to A.C.A. §5-4-906 and A.C.A. §16-98-303. Further, pursuant to A.C.A. §16-98-303(2)(A), if the participant has pled guilty or nolo contendere to or has been found guilty of an offense falling within a target group under A.C.A. §16-93-1202(10)(A)(i) in another Arkansas court, the Drug Court Judge may order the sealing and dismissal of an offense falling within a target group with the written concurrence of the other Arkansas court. Participants that are unsuccessful in completing the program are transferred back to the docket of the Circuit Judge with jurisdiction over the pending criminal case with prosecution to proceed in accordance with Arkansas law. All court proceedings are closed and occur on the record subject to the protection of the participant's due process rights. All Team members have continuing input in the structure and operations of the drug court program. The Drug Court Team reviews all participants with the utilization of the SCALES program and Drug Court proceedings are held at least three (3) times permonth on Monday mornings commencing at 9:15 a.m. in the Crittenden County Courthouse in Marion, Arkansas.

TRACK 1: The program is designed to target offenders with lower risks of re-offending and a lower need for services using evidence-based practices to reduce recidivism. The length of the program is six (6) months, but it can be extended based on the changing risks and needs of the participant.

TRACK 2: The program is designed to target offenders with a moderate to high risks of re-offending and a higher need for services using evidence-based practices to reduce recidivism. The length of the program is a minimum of

twelve (12) months and a maximum of sixteen (16) months, but it can be extended based on the changing risks and needs of the participant.

B. Statutory Authority: The Crittenden County Drug Court is authorized pursuant to A.C.A. §5-4-903(a) and A.C.A. §16-98-303 as approved by the Arkansas Supreme Court pursuant to A.C.A. §16-10-139.

C. Certificate of Compliance: The Crittenden County Drug Court operates in compliance with all applicable sentencing laws, including fines, fees, court costs, and probation assessments. Team members have attended training programs offered by the Administrative Office of the Courts. The Drug Court was implemented and operates in accordance with the Benchmarks and Certification Criteria guidelines published by the Specialty Court Program Advisory Committee.

D. Use of Court Resources: The Crittenden County Drug Court Team includes: The presiding Circuit Drug Court Judge, deputy prosecuting attorney, managing public defender, substance abuse counselor, ACC probation officer, ACC advisor, ACC administrator, a law enforcement officer and any other stakeholder and/or providers as determined to be necessary by the Drug Court Judge. The Team regularly meets for staffing and to review all participants in the program as well as attend all scheduled court appearances.

E. Sources of Funding: The Crittenden County Drug Court receives funding and/or support from Crittenden County (use of courtroom facilities), Crittenden County Sheriffs Dept, (Court Security), City of West Memphis (law enforcement officer) the Public Defender Commission (public defender), the Crittenden County Prosecuting Attorney's office (chief deputy prosecutor), Arkansas Community Corrections, the Administrative Office of the Courts, and federal and state grant opportunities as same may arise and become available. There are sufficient resources for operation of the program, as required by A.C.A. §5-4-911 and A.C.A. §16-98-305.

4. Greene County Drug Court, Judge Mary Broadway presiding.

A. Type of Program and Description of Operations: Greene County Adult Drug Court is a voluntary, fourteen-month, pre- and post-adjudicated, multi-phase intervention program for adults who have pled guilty to a criminal charge(s) due to an underlying, untreated substance use disorder. It is a collaborative effort by several agencies that work together to provide substance use disorder treatment and intensive community supervision to help participants maintain a

healthy lifestyle. Drug Court is available only to defendants meeting program eligibility requirements. Eligible defendants please guilty to a non-violent felony, sentencing is deferred, and defendants are transferred to Greene County Adult Drug court program for treatment and services. Such plea and transfer occur with the full consent of the record and in writing of the Defendant, Prosecuting Attorney, Defense counsel, and presiding Circuit Judge. All potential applicants to the program are accessed for eligibility utilizing a validated, evidence-based risk-needs assessment designed to identify moderate to high-risk participants. The Greene County Adult Drug Court conducts court proceedings every Tuesday at 4:00 p.m. at the Greene County Courthouse in Paragould, Arkansas. All court proceedings occur on the record, and all team members attend each session of court. All team members have continuing input in the structure and operations of the program, and scheduling of staffing and court hearings occurs with coordination by and between the team members.

B. Statutory Authority: The Greene County Drug Court is authorized pursuant to A.C.A. §16-98-303 and approved by the Arkansas Supreme court pursuant to A.C.A. §16-10-139.

C. Certification of Compliance: The Greene County Adult Drug Court operates in compliance with all applicable sentencing laws, including fines, court costs, and probation assessments. Team members have attended training programs offered by the Administrative Office of the Courts. The Drug Court was implemented and operates in accordance with best-practice standards.

D. Use of Court Resources: The Greene County Adult Drug Court team includes: The circuit judge, deputy prosecuting attorney, managing public defender, one probation officer, one ACC advisor and one ACC administrator. The team meets each week at the Greene County Courthouse to staff and review all participants, and team members attend the court sessions each week as well.

E. Sources of Funding: Greene County Adult court receives funding and/or support from Greene County (use of courtroom facilities and a grant of \$500.00), the Public Defender Commission (public defender serves on the team), the Greene County Prosecuting Attorney's office (deputy prosecutor serves on the team), Arkansas Community Corrections, the Administrative Office of the courts, and federal and state grant opportunities as same may arise and become available. The court also utilizes local program user fees as

authorized by A.C.A. §16-98-304. There are sufficient resources for operation of the program, as required by A.C.A. §16-98-305.

5. Mississippi County Drug Court, Judge Dan Ritchey presiding.

A. Description of Program and How it Operates: Defendants, by plea bargain, who qualify, plead guilty to charges and are transferred into drug court for "last chance" of rehabilitation and avoidance of long-term incarceration. The program lasts 16-24 months and participants pay for treatment, fees, etc., as they go. (Five phases must be completed in order to graduate and be entitled to dismissal of charges.) Those who are unsuccessful are sentenced out to CCC or ADC. In order to graduate, they must have maintained, immediately prior to graduation, at least 6 months sobriety/clean time and completed GED, been regularly employed, and completed a community service project.

B. Statutory Authority. The program was established pursuant to the Drug Court Act codified at A.C.A. § 16-98-301, et seq.

C. Certification. The program conforms to all applicable sentencing laws, including fines, fees, court costs and probation assessments.

D. Description of Program's Use of Court Resources: Court is conducted after hours (6:00-7:00pm). Court resources are fully utilized: Mississippi County Detention Center Courtroom used; prosecutors/defense attorneys/public defenders attend sessions where dispositive action occurs sentencing out, primarily, but other occasions as well.

E. Sources of Funding: Mississippi County Drug Court receives funding and/or support from Mississippi County (use of courtroom facilities), the Public Defender Commission (public defender serves on the team), the Mississippi County Prosecuting Attorney's office (deputy prosecutor serves on the team), Arkansas Community Corrections, the Administrator Office of the Courts, and federal and state grant opportunities as same may arise and become available. There are sufficient resources for operation of the program, as required by A.C.A. § 16-98-305.

6. Poinsett County Drug Court, Judge Charles M. Mooney, Jr. presiding.

A. Type of Program and Description of Operations: The Poinsett County Adult Drug Court is a voluntary pre-adjudication probation/treatment program that includes a TRACK 1 program for pre-adjudication participants that enter the program without a guilty plea and a TRACK 2 program for pre-adjudication participants that enter the program after entering a plea of guilty but before a Circuit Judge enters a judgement and pronounces a sentence. The Drug Court is a highly intensive supervision/treatment program designed to address the needs of targeted offenders that have chemical addiction and/or substance abuse issues coupled with a pending felony case in Poinsett County, Arkansas. The program provides alternatives to the disposition of criminal offenders that will promote the enforcement of the criminal laws while easing the burden on the county jail, the criminal dockets, and the Division of Corrections. Additionally, the program addresses the collateral damage caused by chemical addiction in the communities. Drug Court is available only to Adult offenders meeting the program eligibility requirements as required by statutory law and the rules established by the Drug Court Team. The TRACK 1 and TRACK 2 program designations are based upon a validated risks-needs assessment and the recommendations of the Drug Court Team. With the voluntary consent of the alleged offender, the prosecuting attorney, and the Circuit Judge with jurisdiction over the pending Criminal Division case, the alleged offender is assessed to determine program eligibility. With the voluntary consent of the alleged offender and a referral by any Circuit Judge, Deputy Prosecuting Attorney, Law Enforcement Agency, or Attorney, the alleged offender is assessed to determine program eligibility for the TRACK 2 program. However, the Drug Court Judge is not required to consider or accept into the drug court program every offender with a treatable condition or addition, regardless of the fact that the controlling criminal offence is eligible for consideration. The offender must be accepted by the Drug Court Team. Upon successful completion of the Drug Court program the participant's pending criminal case shall be dismissed with prejudice and ordered sealed pursuant to A.C.A. §5-4-906 and A.C.A. §16-98-303. Further, pursuant to A.C.A. §16-98-303(2)(A), if the participant has pled guilty or nolo contendere to or has been found guilty of an offense falling within a target group under A.C.A. §16-93-1202(10)(A)(i) in another Arkansas court, the Drug Court Judge may order the sealing and dismissal of an offense falling within a target group with the written concurrence of the other Arkansas court. Participants that are unsuccessful in completing the program are transferred back to the Criminal Division docket of the Circuit Judge with jurisdiction over the pending criminal case with the

prosecution to proceed in accordance with Arkansas law. All court proceedings are closed and occur on the record subject to the protection of the participant's due process rights. All Team members have continuing input in the structure and operations of the drug court program. The Drug Court Team reviews all participants with the utilization of the SCALES program and Drug Court proceedings are held at least three (3) times per month on as scheduled by the Drug Court Judge in Poinsett County Courthouse or the courtroom of the Poinsett County Detention Center in Harrisburg, Arkansas.

The TRACK 1 program and the TRACK 2 program are separate programs within the Poinsett County Adult Drug Court:

TRACK 1: The program is designed to target offenders with lower risks of re-offending and a lower need for services using evidence-based practices to reduce recidivism. The length of the program is six (6) months, but it can be extended based on the changing risks and needs of the participant.

TRACK 2: The program is designed to target offenders with a moderate to high risks of re-offending and a higher need for services using evidence-based practices to reduce recidivism. The length of the program is a minimum of twelve (12) months and a maximum of sixteen (16) months, but it can be extended based on the changing risks and needs of the participant.

B. Statutory Authority: The Poinsett County Drug Court is authorized pursuant to A.C.A. §5-4-903(a) and A.C.A. §16-98-303 as approved by the Arkansas Supreme Court pursuant to A.C.A. §16-10-139.

C. Certificate of Compliance: The Poinsett County Drug Court operates in compliance with all applicable sentencing laws, including fines, fees, court costs, and probation assessments. Team members have attended training programs offered by the Administrative Office of the Courts. The Drug Court was implemented and operates in accordance with the Benchmarks and Certification Criteria guidelines published by the Specialty Court Program Advisory Committee.

D. Use of Court Resources: The Poinsett County Drug Court Team includes: The presiding Circuit Drug Court Judge, deputy prosecuting attorney, managing public defender, substance abuse counselor, ACC probation officer, ACC advisor, ACC administrator, a law enforcement officer and any other stakeholder and/or providers as determined to be necessary by the Drug Court

Judge. The Team regularly meets for staffing and to review all participants in the program as well as attend all scheduled court appearances.

E. Sources of Funding: The Poinsett County Drug Court receives funding and/or support from Governor's "rainy day funds," Poinsett County (use of courtroom facilities), Poinsett County Sheriffs Dept, (Court Security), the Public Defender Commission (public defender), the Poinsett County Prosecuting Attorney's office (deputy prosecutor), Arkansas Community Corrections, the Administrative Office of the Courts, and federal and state grant opportunities as same may arise and become available by community stakeholders. There are sufficient resources for operation of the program, as required by A.C.A. §5-4-911 and A.C.A. §16-98-305.

7. Craighead County Mental Health Court, Judge Scott Ellington presiding.

A. Type of Program and Description of Operations: Craighead County Mental Health Court co- occurring disorders. Mental Health Court is available only to defendants meeting program eligibility requirements. The defendant must be an adult resident of Craighead, Mississippi or Crittenden County; must not have a previous conviction for a serious felony involving violence as defined in §5-4-501(c)(2); must not have a previous conviction that would require registration as a sex offender; must be identified as high-risk/high-need, as determined by a validated risk-need assessment; must have a mental health disorder, and must be identified as clinically appropriate for the program, as determined by a licensed therapist. Mental Health Court is a minimum of fourteen (14) months. Craighead County Mental Health Court is held every Tuesday of the month at 4:00pm at the Craighead County courthouse, 511 Union, Jonesboro, AR.

B. Statutory Authority: Craighead County Mental Health Court was established pursuant to Arkansas Code Annotated Sections §16-100-201 thru -209.

C. Certification: The program conforms to all applicable sentencing laws, including fines, fees, court costs, and probation assessments. Team members have attended training programs offered by the Administrative Office of the Courts. Craighead County Mental Health Court was implemented and operates in accordance with best-practice standards.

D. Use of Court Resources: The Craighead County Mental Health Court team includes (1) full-time Circuit Court Judge, (1) back-up Circuit Court Judge, (1) fulltime Deputy Prosecuting Attorney, (1) full-time Deputy Public Defender, (1) Court Coordinator, (1) Probation Officer, (1) Law Enforcement Representative, and (3) Representatives from the community treatment provider, Mid-South Health Systems.

E. Sources of Funding: Craighead County Mental Health Court receives funding and support from Craighead County, the Public Defender Commission, the Craighead County Prosecuting Attorney's Office, the Department of Corrections, the Administrative Office of the Courts, and Federal Providers.

8. Crittenden County Mental Health Court, Judge Tonya Alexander presiding.

A. Type of Program and Description of Operations: Crittenden County Mental Health Court is a voluntary, pre-adjudication, highly intensive supervision program designed to address the needs of criminal defendants with mental illness or co-occurring disorders. Mental Health Court is available only to defendants meeting program eligibility requirements. The defendant must be an adult resident of Craighead, Mississippi or Crittenden County; must not have a previous conviction for a serious felony involving violence as defined in §5-4-501(c)(2); must not have a previous conviction that would require registration as a sex offender; must be identified as high-risk/high-need, as determined by a validated risk-need assessment; must have a mental health disorder, and must be identified as clinically appropriate for the program, as determined by a licensed therapist. Mental Health Court is a minimum of fourteen (14) months. Crittenden County Mental Health Court is held every Wednesday of the month at 8:30am at the Crittenden County Courthouse, 100 Court St., Marion, Arkansas.

B. Statutory Authority: Crittenden County Mental Health Court was established pursuant to the Arkansas Code Annotated Sections §16-100-201 to -209.

C. Certification of Compliance: Crittenden County Mental Health Court operates in compliance with all applicable sentencing laws, including fines, fees, court costs, and probation assessments. Team members have attended training programs offered by the Administrative Office of the Courts. Crittenden County

Mental Health Court was implemented and operates in accordance with best-practice standards.

D. Use of Court Resources: The Crittenden County Mental Health Court team includes (1) full-time Circuit Court Judge, (1) back-up Circuit Court Judge, (1) fulltime Deputy Prosecuting Attorney, (1) full-time Deputy Public Defender, (1) CourtCoordinator, (1) Probation Officer, (1) Law Enforcement Representative, and (3) Representatives from the community treatment provider, Mid-South Health Systems.

E. Sources of Funding: Crittenden County Mental Health Court receives funding and support from Crittenden County, the Public Defender Commission, the Crittenden County Prosecuting Attorney's Office, the Department of Corrections, the Administrative Office of the Courts, and Federal Providers.

9. The Second Judicial Circuit Veterans Diversion Program, Judge Scott Ellington presiding

A. Type of Program and Description of Operations: The Second Judicial Circuit Veteran's Treatment Court is a voluntary, pre-adjudication; highly intensive supervision program designed to address the needs of criminal defendants who have a substance use disorder or mental health disorder; are eighteen years of age or older, and who are a veteran or a service member of the United States Armed Forces or National Guard. The defendant must be a resident of one of the six counties that comprise the Second Judicial Circuit; must not have a previous conviction for a serious felony involving violence as defined in §5-4- 501(c)(2); must not have a previous conviction that would require registration as a sex offender; must be identified as high-risk/high need, as determined by a validated risk-need assessment; must have a mental health disorder, and must be identified as clinically appropriate for the program, as determined by a licensed therapist. Veteran's Treatment Court is a minimum of fourteen (14) months. Craighead County Veteran's Treatment Court is held every Tuesday of the month at 3:00 p.m. at the Craighead County Courthouse, 511 Union, Jonesboro, AR

B. Statutory Authority: Craighead County Veteran's Treatment Court was established pursuant to the Ark. Code Ann. Sections §16-101-101 to -106.

C. Certification of Compliance: Craighead County Veteran's Treatment Court operates in compliance with all applicable sentencing laws, including fines, fees, court costs, and probation assessments. Team members have attended

training programs offered by the Administrative Office of the Courts. Craighead County Veteran's Treatment Court was implemented and operates in accordance with best-practice standards.

D. Use of Court Resources: The Craighead County Veteran's Treatment Court team includes (1) full-time Circuit Court Judge, (1) back-up Circuit Court Judge, (1) full time Deputy Prosecuting Attorney, (1) full-time Deputy Public Defender, (1) Court Coordinator, (1) Probation Officer, (1) Law Enforcement Representative, and (3) Representatives from the community treatment provider, Mid-South Health Systems.

E. Sources of Funding: Craighead County Veteran's Treatment Court receives funding and support from Craighead County, the Public Defender Commission, the Craighead County Prosecuting Attorney's Office, the Department of Corrections, the Administrative Office of the Courts, Veteran's Affairs.

10. Mississippi County Mental Health Court (Project Fresh Start), Judge Tonya Alexander presiding.

A. Type of Program and Description of Operations. Mississippi County Mental Health Court is a voluntary, pre-adjudication, highly intensive supervision program designed to address the needs of criminal defendants with mental illness or co-occurring disorders. Mental Health Court is available only to defendants meeting program eligibility requirements. The defendant must be an adult resident of Craighead, Mississippi or Crittenden County; must not have a previous conviction for a serious felony involving violence as defined in {5-4-501(c)(2)}; must not have a previous conviction that would require registration as a sex offender; must be identified as high-risk/high-need, as determined by a validated risk-need assessment; must have a mental health disorder, and must be identified as clinically appropriate for the program, as determined by a licensed therapist. Mental Health Court is a minimum of fourteen (14) months. Mississippi County Mental Health Court is held every Thursday of the month at 3:00 p.m. at the Mississippi County Detention Center courtroom, 685 N. Co. Rd. 599, Luxora, AR.

B. Statutory Authority: Mississippi County Mental Health Court was established pursuant to the Arkansas Code Annotated Sections 16-100-201 thru - 209.

C. Certification of Compliance: Mississippi County Mental Health Court operates in compliance with all applicable sentencing laws, including fines, fees, court costs, and probation assessments. Team members have attended training programs offered by the Administrative Office of the Courts. Mississippi County Mental Health Court was implemented and operates in accordance with best-practice standards.

D. Use of Court Resources: The Mississippi County Mental Health Court team includes (1) full-time Circuit Court Judge, (1) back-up Circuit Court Judge, (1) full-time Deputy Prosecuting Attorney, (1) full-time Deputy Public Defender, (1) Court Coordinator, (1) Probation Officer, (1) Law Enforcement Representative, and (3) Representatives from the community treatment provider, Mid-South Health Systems.

E. Sources of Funding: Mississippi County Mental Health Court receives funding and support from Mississippi County, the Public Defender Commission, the Mississippi County Prosecuting Attorney's Office, the Department of Corrections, the Administrative Office of the Courts, and Federal Providers.

11. Craighead County Juvenile Division Drug Court, Judge Kimberly Bibb presiding.

A. Type of Program and Description of Operations: The Craighead County Juvenile Drug Court is a voluntary, pre-adjudication and adjudication, highly intensive supervision program. It was established to provide an effective structure treatment program for individuals in the juvenile justice system with a history of substance use and abuse. The services provided will be family focused and strength-based, thus identifying and building upon the strengths of the participants and their families. The program is focused on reducing or eliminating the need for out-of-home placement by intervention, assistance, education, and restorative consequences as well as the opportunity to dismiss criminal charges. Throughout the program, the court system acts as a therapeutic agent with positive therapeutic outcomes as the goals. The design of the drug court program influences therapeutic outcomes by implementing incentives or sanctions by a collegial or team-based approach. To qualify for the juvenile drug court program the juvenile must be between the ages of 12-18; must be a resident of Craighead County unless granted approval from the juvenile drug court judge; must have committed the offense in Craighead County; must have a parent/guardian reliable to participate with the conditions of the program and treatment requirements; must be under the Court's

supervision; may not have a history of violence including former or pending delinquent cases; may not be a sex offender; must exhibit habitual use and/or abuse of illegal and/or habit-forming substances; must complete a thorough substance abuse and behavioral health assessment with Mid-South Health Systems or preferred provider. This assessment will include the Simple Screening Instrument for Alcohol and Other Drugs (SSI-AOD), self-report assessments, and a face-to-face interview with a licensed mental health professional that has experience in substance abuse treatment. The results of these assessment tools will determine the needs, strengths, and course of treatment required of the juvenile. The juvenile drug court is a minimum of 12 months. Juvenile drug court hearings are held once a month at 3:30 pm at the Courthouse Annex Building, 511 Union St, 3rd floor, Jonesboro AR 72401.

B. Statutory Authority: Craighead County Juvenile Drug Court was established pursuant to A.C.A. §16-98-303 and approved by the Arkansas Supreme Court pursuant to A.C.A. §16-10-139.

C. Certification of Compliance: Craighead County Juvenile Drug Court operates in compliance with all applicable juvenile sentencing laws, including fines, fees, court costs and probation assessments. Team members have attended training programs offered by the Administrative Office of the Courts. Craighead County Juvenile Drug Court was implemented and operates in accordance with the statutes and best-practice standards.

D. Use of Court Resources: The Juvenile Drug Court Team includes (1) full time Circuit Court Judge, (1) full time Deputy Prosecutor Attorney, (1) full time Deputy Defense Attorney, (1) Drug Court Coordinator/Probation Officer/Law Enforcement Officer and (4) treatment provider representatives (Mid-South Health Systems, Life Strategies, Methodist Family Health and Families Inc. Counseling Services).

E. Sources of Funding: The Craighead County Juvenile Drug Court receives the funding for operation from the Craighead County Juvenile Drug Court fund based on ordered monthly supervision fees of \$30 per participant.

VII. STATE DISTRICT JUDGES

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

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

Yes

No

Participating State District Judges – Assignment and Allocation of Cases

The state district judges participating in referrals from the circuit court include:

<u>Name</u>	<u>District Court Judicial District</u>	<u>Assignment and Allocation of Cases</u>
Judge Dan Stidham	17th District	100% of Criminal Referrals Clay County & Greene County
Judge Shannon Langston	18th District	100% of Criminal Referrals Mississippi County Chickasawba District
Judge Catherine Dean	18th District	100% of Criminal Referrals Mississippi County Osceola District
Judge David Boling	19th District	50% of Criminal Referrals Craighead County
Judge Tommy Fowler	19th District	50% of Criminal Referrals Craighead County
Judge Ron Hunter	20th District	100% of Criminal Referrals

Poinsett County

Judge Fred Thorne

21st District

100% of Criminal Referrals
Crittenden County

Circuit judges will also hear criminal matters when the state district judge is available or as needed.

Matters Subject to Reference

The following matters are referred from circuit court to state district court and have been included in the administrative plan for the circuit court and the administrative plan for the district court:

- Consent Jurisdiction.** Upon the consent of all parties and approval by the circuit judge originally assigned, the following types of cases are referred from circuit court:
 - Civil
 - Domestic Relations
 - Probate
- Protective Orders.**
- Forcible Entry and Detainers / Unlawful Detainer.**
- Other Matters of an Emergency or Uncontested Nature Pending in Civil, Domestic Relations, or Probate Division.** *Please provide detailed information regarding the types of matters that will be referred and where these matters will be heard below.*

Type of Other Matters

Uncontested Divorces
Uncontested Probate matters (orders).

Location

Heard in all District Courts (see below).

Some of the state district judges have agreed to accept referrals from the circuit court, but do not currently have the digital audio recording equipment that complies with the guidelines. Once the equipment has been obtained, the plan will be supplemented to include the assignment and allocation of those cases to the state district judges.

- Other Matters, if Justification for the Reference and Procedures to be Employed are Sufficiently Demonstrated in the Circuit Court Administration Plan Pursuant to Administrative Order No. 14.** *Please provide detailed information regarding the types of matters that will be referred and where these matters will be heard below.*

Type of Other Matters

Location

Criminal. 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
- Issue Summons Pursuant to Rule 6.1
- Reasonable Cause Determinations Pursuant to Rule 4.1 (e)
- Conduct First Appearance Pursuant to Rule 8.1
- Appoint Counsel Pursuant to Rule 8.2
- Inform Defendant Pursuant to Rule 8.3
- Accept Plea of "Not Guilty" or "Not Guilty by Reason of Insanity"
- Conduct Pretrial Release Inquiry Rules 9.1, 9.2 and 9.3
- Conduct Preliminary Hearing Pursuant to A.C.A. §16-93-307

Digital Audio Recording Equipment
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Is digital audio recording equipment utilized to make a verbatim record of matters referred from the circuit court?

- Yes
- No

Specialty Court Dockets or Programs
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Does a district court judge preside over a circuit court specialty court program?

Yes

No

The following circuit court specialty courts are conducted:

Type of Specialty Court	Location
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Not Applicable.

District Court Administrative Plans
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The following district court administrative plans are unchanged from the last Administrative plan and, therefore, they are not appended for submission to the supreme court at this time:

17th District - Clay County and Greene County

18th District - Mississippi County

19th District - Craighead County

20th District - Poinsett County

21st District - Crittenden County

VIII. CONCLUSION

The judges of the Second Judicial Circuit submit that this Plan provides an efficient method for the administration of justice in this Circuit, taking into consideration the size of the Circuit, the number of courthouses, speedy trial considerations in criminal cases, the need to provide numerous opportunities in each county for judges assigned to hear civil cases in that courthouse, and Administrative Order No. 14 as amended.

Dated this 20 day of June, 2023.

HON. PAM HONEYCUTT



HON. MARY BROADAWAY



HON. RICHARD LUSBY



HON. KIMBERLY BIBB



HON. CHRIS THYER



HON. MELISSA RICHARDSON



HON. KEITH CHRESTMAN



HON. DAN RITCHEY



HON. SKIP MOONEY, JR.



HON. RANDY PHILHOURS



HON. TONYA ALEXANDER



HON. SCOTT ELLINGTON