

In the
Indiana Supreme Court



IN THE MATTER OF THE)
)
APPROVAL OF LOCAL RULES)
)
FOR LAWRENCE COUNTY)

Case No. 47S00-1407-MS- 480

ORDER APPROVING AMENDED LOCAL RULE

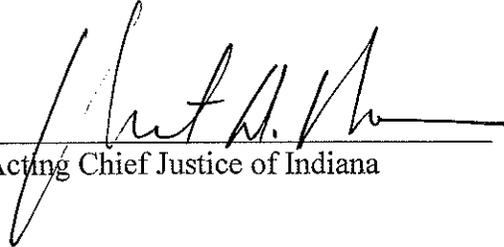
The Judges of the Lawrence Circuit and Superior Courts request the approval of an amended local rule for court reporter services in accordance with Ind. Administrative Rule 15. Attached to this Order is the proposed amended local rule.

Upon examination of the proposed rule amendment requested by the Lawrence Circuit and Superior Courts, this Court finds that the proposed rule amendment, LR47-AR15-0006 complies with the requirements of Ind. Administrative Rule 15, and, accordingly, should be approved and posted in the county clerk's office(s) and on the county clerk's website, if any, and on the Indiana Judicial Website.

IT IS, THEREFORE, ORDERED by this Court that amended Local Rule LR47-AR15-0006 for Lawrence Circuit and Superior Courts, set forth as an attachment to this Order, is approved effective retroactive to July 1, 2014. The Clerk of this Court is further directed to forward a copy of this Order to the Hon. Andrea K. McCord, Lawrence Circuit Court, Courthouse, Bedford, IN 47421-3852; to the Hon. Michael A. Robbins, Lawrence Superior Court, Courthouse Plaza, Lower Level, 918 Sixteenth Street, Suite 300, Bedford, IN 47421; to the Hon. William G. Sleva, Lawrence Superior Court, Courthouse Plaza, Lower Level, 918 Sixteenth Street, Suite 400, Bedford, IN 47421-3334; to the Clerk of the Lawrence Circuit and Superior Courts; and to the Division of State Court Administration. The Clerk is also directed to post this Order on the Court's website.

The Clerk of the Lawrence Circuit and Superior Courts is directed to enter this Order and attachment in the Record of Judgments and Orders for the Courts, to post this Order and attachment for examination by the Bar and the general public, and if available, to publish this Order and attachment on the county clerk's website.

DONE at Indianapolis, Indiana, on July 21, 2014.



Acting Chief Justice of Indiana

LR47-AR15-0006 PROVISION OF COURT REPORTER SERVICES

- A. **Definitions.** The Definitions contained in Administrative Rule 5(B) are adopted herein and control any question of interpretation. For the purposes of this rule, the regular hours worked by the Court reporting staff shall be Monday through Friday from 8:30 a.m. until 12:00 noon and 1:00 p.m. until 4:30 p.m. The work week shall be a seven-day period commencing with Sunday and ending with the Saturday of each week and contain thirty-seven and one-half (37 ½) hours for which salaried compensation is paid. Such work period may, from time to time, be modified by the judge in each Court of this county.
- B. **Compensation.** A Court reporter shall work directly under the control, direction and direct supervision of the judge by whom they are employed during all hours of employment. Each Court reporter shall be paid an annual salary, as set by the Court and approved by the county council, for regular hours worked during the work week. Gap hours shall be separately compensated at a rate equivalent to the hourly rate of the early salary and overtime hours shall be separately compensated at a rate equivalent to one and one-half times the hourly rate of the yearly salary, or compensatory time off shall be given, weighted in the same manner.
- C. **Duties and Responsibilities.** The duties of a Court Reporter shall include:
1. reporting the evidence presented in proceedings before the Court;
 2. preservation and storage of any physical evidence presented in Court proceedings;
 3. preparation of chronological case summary entries at the direction of the Court and providing notice thereof as required by the Rules of Trial Procedure;
 4. preparation of written documents to effectuate the rulings, order and judgments of the Court or comply with the rules of the Indiana Supreme Court;
 5. preparation of transcripts of evidence presented in Court proceedings requested pursuant to the rules of trial procedure; and
 6. such other functions and responsibilities as required by law or the Court for its effective administration.
- D. **Transcript Preparation.** A reporter shall prepare transcripts of evidence, only during regular employment hours, unless otherwise requested or ordered to do so by the Court, the Indiana Court of Appeals or the Indian Supreme Court. If a transcript cannot be completed during regular hours due to applicable appellate deadlines, the reporter shall receive additional salary as follows: gap hours shall be paid in the amount equal to the hourly rate of the annual salary; overtime hours shall be paid in the amount of one and one-half times the hourly rate of the annual salary; or compensatory time off shall be given, weighted in the same manner. The manner of the provision of such additional salary of time off shall be determined by a written agreement to be freely negotiated and executed between the Court and the reporter.
- E. **Private Practice.** A reporter may elect to engage in the private practice of "reporting," i.e., the recording of and preparation of deposition transcripts; but such activity, regardless of whether the deposition concerns a cause pending before the Court, shall be conducted outside of regular hours. A reporter electing to engage in such private conduct shall not use the Court's facilities or equipment in such activities.

F. **Maximum Per Page Fees.** The reporter shall not charge more than the following rates per page:

Transcripts and Depositions: \$4.00 per page for originals, and \$2.00 per page for copies.

Additional Fees;

A minimum fee of \$50.00 per transcript will be charged for transcripts of eight (8) pages or less.

A \$7.00 fee will be assessed for each binder needed and an additional \$3.00 fee will be charged for each diskette.

A fee of \$17.75 per hour will be charged for binding costs on appealable transcripts.

The Table of Contents and Index will be charged at the rate of \$4.00 per page in addition to binder costs and the hourly rate of \$17.75 per hour to bind same.

G. **Annual Report.** A Court reporter shall annually report all transcript and deposition fees received to the Office of State Court Administration on such forms as may be prescribed.