

LOCAL RULES OF PRACTICE FOR THE NOBLE CIRCUIT AND SUPERIOR COURTS

~~Noble County Circuit and Superior Courts Local Rules of
Practice and Procedure~~ **LOCAL RULES OF PRACTICE FOR
THE NOBLE CIRCUIT AND SUPERIOR COURTS**



(Effective January 1, 2027)
(Updated effective October 15, 2023)

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LR57-TR 1 Scope of Rules

(A) Pursuant to Indiana Trial Rules 1 and 81, except as otherwise provided, these rules govern the procedure and practice in all cases, including criminal, civil, and juvenile, filed or pending in the Noble Circuit and Superior Courts.

LR57-TR 3.1 ~~LR57-TR 3.1-2~~ Withdrawal of Appearance by Counsel

- (A) All withdrawals of appearance of counsel shall be in writing and upon Order of the Court.
- (B) Permission to withdraw shall be granted only upon the following circumstances:
- (1) The filing of an appearance by new counsel for said client;
 - (2) Upon written motion to withdraw, which motion shall be served on the client at least ten (10) days prior to the date of the filing of the motion; or
 - (3) Upon other good cause found by the Court.
- (C) A motion to withdraw shall include the following:
- (1) The name and address of the Court where the case is filed;
 - (2) The last known address of the client and the client's telephone numbers; and
 - (3) Any hearing or trial dates and any pleading, discovery or other pretrial deadline dates.
- (D) Parties acting pro se are subject to all federal, state, and local rules that may apply.

LR57-TR 5 Tender of Orders

~~(A) All motions seeking an Order of the Court or a Notice of Hearing shall be accompanied by an original proposed order. All motions or other requests for relief shall be accompanied by a proposed order. Proposed orders for matters that the court has not received evidence on should always contain the options for the court~~

to either grant, deny, or set the matter for hearing upon the motion or request for relief. Proposed orders for matters the court has heard evidence on should track the evidence and reflect any announced instructions of the presiding judge.

(B) Appropriate proposed orders upon matters the court has not heard may follow this format:

<u>Order/Notice of Hearing</u> <u>(Sample Format)</u> <u>(Party's) motion for (xxxxxx) filed on (date) is GRANTED.</u> <u>(Party's) motion for (xxxxxx) filed on (date) is DENIED.</u> <u>(Party's) motion for (xxxxxx) filed on (date) is set for hearing on (date) at (time) am/pm for a period of _____ minutes/hour(s) upon the court's record.</u>
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LR57-TR 7 Continuances

- (A) Written notices: A Motion for Continuance, unless made on record during the hearing of the cause or otherwise specifically authorized by the Court, shall be in writing and signed. Such motion shall comply in all respects with T.R. 7(D)-53.5 of the Indiana Rules of Trial Procedure.
- (B) Scheduling conflicts: A Motion for Continuance based on a scheduling conflict with another cause shall specify the Court, the case name, the cause number, the date the hearing or trial in both cases was set, and the type of conflicting hearing or trial.
- (C) Duty to confer: Before requesting a continuance, the moving party shall confer with counsel for all other parties and with any self-represented parties to determine any objections and to ascertain dates for rescheduling when all parties are available. Such objections and alternative dates shall be reported in the motion for continuance.

LR57-CR 2.5 Criminal Discovery

- (A) In all criminal felony and misdemeanor cases the parties shall comply with Rule of Criminal Procedure 2.5, even prior to the State-wide effective date on January 1, 2024.
- (B) Parties are not required to produce or exchange documents that have been filed with a Noble County court.
- (C) Any objections to the discovery order shall be filed on or before such discovery is due.
- (D) ~~Continuing Discovery Required~~ Discovery is a continuing order through trial, and any discoverable material or information that comes to light by a party after discovery is initially provided or due shall be produced to the other party forthwith.

LR57-CR 2.6-1 Pretrial Assessment

- (A) Pursuant to Indiana Criminal Rule 2.6 and the Indiana Pre-Trial Services Rules, the Noble County Pretrial Services Program (the "Program") shall operate under the authority of the Circuit and Superior courts of Noble County with day-to-day operations supervised by Community Corrections Director and Chief Probation Officer who shall report to the judges of those courts. The purpose of the Program shall be to assess the risk posed by the release of individuals booked into the Noble County jail on a criminal charge, and to supervise those who are released by the courts under the authority of the Program. The Noble County Courts grant the Program the authority to perform the following duties:
 - (1) Conduct assessments: Each individual booked into the Noble County Jail on a criminal charge who does not bond out prior to their initial hearing, unless ordered or exempted by the court, shall be assessed for risk for failure to appear, risk of re-offending, and risk of potential harm to the community or to self if released from custody pending a resolution of a pending charge or charges. The Program shall attempt to maximize release without financial bond where appropriate, but the safety of the community shall be the paramount consideration. The Program shall utilize at least one screening tool approved by the Indiana Supreme Court for this purpose and such other instruments as may be approved and required by the judges of the Circuit and Superior Courts of Noble County.

(2) Supervise Program Participants: Each individual approved for release from custody and ordered by the court shall be under the supervision of the Program as a program participant. The Program shall utilize means of supervision approved by the judges of the Circuit and Superior courts that are consistent with the assessed risk level of the program participant, the level of offense, and the program shall have the authority to increase or decrease supervision requirements during the pendency of the program participant's case, as appropriate.

(B) Pretrial conditions of release under this pretrial release schedule may include that the individual released:

- (1) shall appear in Court at all times required by the Court;
- (2) shall execute a waiver of extradition if required by the Court;
- (3) shall not commit nor be arrested for another criminal offense;
- (4) for the purpose of receiving court notices and reminders of hearing dates, shall provide to the Pretrial Services Program, the Court and the person's attorney, a valid e-mail address, if available; a valid telephone number, if available; notice of a change in mailing address, email address or phone number within 24 hours of the change;
- (5) shall report for all appointments with the Pretrial Services Officer;
- (6) shall comply with any No Contact Order and/or Protective Order issued by the Court;
- (7) shall not use any controlled substance without a valid prescription; and
- (8) Pretrial conditions of release under this pretrial release schedule may include that the individual released shall:
 - (i) not use, possess or consume any alcohol; be placed on a Remote Breath Alcohol Testing device;
 - (ii) be placed on an Alcohol Monitoring bracelet;
 - (iii) be placed on an Alcohol Monitor with a curfew;
 - (iv) submit to a substance use or mental health assessment.;
 - (v) be placed on GPS monitoring;
 - (vi) be placed on the Random Drug Screen Line;

- (vii) not possess a firearm and/or any dangerous weapons while on supervision;
- (viii) be placed on a text reminder system for court and supervision appearances.
- (ix) obey all rules and regulations of the Pretrial Services Program; and
- (x) obey all other conditions imposed by the Court.

LR57-CR 2.6-2 Bail Rules

- (A) If the amount and terms of bail are specified in a warrant for a person's arrest, the sheriff shall take the recognizance and approve the bail as specified in the warrant.
- (B) Bail for a person arrested without a warrant shall be determined based upon the highest level or class of offense charged and shall be based upon this bail schedule.
- (C) The amount of the presumptive bail listed is both the amount of bail to be utilized by the Noble County Sheriff in determining whether a person should be released prior to a hearing before a judicial officer if the offense is not exempted by subsection (D) paragraph 4 below, and a guideline to be used by a judicial officer in setting bail.
- (D) Notwithstanding the Presumptive Bail schedule set forth in LR57-CR 2.6-3, ~~LR57-CR 00-7~~, the following offenses, or the attempt to commit, or the conspiracy to commit the following offenses, shall not be bailable until a pretrial release risk assessment has been filed with the Court and a hearing is held before a judicial officer at which time bail will be set:
 - (1) Murder (I.C. 35-42-1-1);
 - (2) Attempted Murder (I.C. 35-41-5-1);
 - (3) Any Level 1 felony;
 - (4) Any Level 2 felony;
 - (5) Any Level 3 felony;
 - (6) Any Level 4 felony;
 - (7) Any Level 5 felony;
 - (8) Rape (I.C. 35-42-4-1);
 - (9) Domestic Battery (I.C. 35-42-2-9);
 - (10) Strangulation (I.C. 35-42-2-9), ~~as a felony~~;
 - (11) Resisting law enforcement as a felony (I.C. 35-44.1-3-1);
 - (12) Invasion of Privacy ~~a class A misdemeanor~~ (I.C. 35-46-1-15.1); or
 - (13) Any offense that includes the presence or use of a firearm.

- (E) A person who is out on bail from any court for another charge other than a Level A offense on the Offense Levels above, and is arrested on a new charge while out on bail, shall be held without bond until a hearing can be held before a judicial officer, at which time the judicial officer shall, if appropriate set bail and the terms thereof.
- (F) A foreign national who law enforcement reasonably believes to be present in the United States unlawfully under federal immigration law shall not be let to bail until a pretrial release risk assessment has been filed with the Court and a hearing is held before a judicial officer at which time the judicial officer shall, if appropriate, set bail and the terms thereof. (See I.C. 35-33-8-4.5)
- (G) A person who law enforcement reasonably believes to have an active warrant, to be on probation, parole, pretrial release or other community supervision for an offense, other than a Level A offense on the Offense Levels and Presumptive Bail Schedule, shall not be let to bail until a pretrial release risk assessment has been filed with the Court and a hearing is held before a judicial officer at which time the judicial officer shall, if appropriate, set bail and the terms thereof.
- (H) Unless otherwise ordered by the Court, all bail shall be posted by means of (a) a 10% cash bond posted pursuant to I.C. 35-33-8-3.2(a)(2), or (b) the deposit of cash in an amount equal to the presumptive amount of bail.
- (I) Pursuant to I.C. 35-33-8-6.5, a person arrested for one (1) or more of the following offenses committed against a family or household member:
- (1) a crime of domestic violence (as described in I.C. 35-31-2-78);
 - (2) Battery (I.C. 35-42-2-1);
 - (3) Domestic battery ((I.C. 35-42-2-1.3);
 - (4) Aggravated battery (I.C. 35-42-2-1.5);
 - (5) Strangulation (I.C. 35-42-2-9);
 - (6) Rape (I.C. 35-42-4-1);
 - (7) Sexual battery (I.C. 35-42-4-8);
 - (8) Invasion of privacy (I.C. 35-46-1-15.1);
 - (9) Criminal stalking (I.C. 35-45-10-5);
 - (10) Criminal recklessness (I.C. 35-42-2-2);
 - (11) Criminal confinement (I.C. 35-42-3-3);

(12) Burglary (I.C. 35-43-2-1); or

(13) Residential entry (I.C. 35-43-2-1.5)

shall not be released on bail until at least twenty-four (24) hours from the time of the person's arrest has passed, ~~or their initial hearing, whichever occurs first.~~

Additionally, as a condition of the person's release on bail the person shall agree and be ordered to refrain from any direct or indirect contact with the alleged victims of the offense pending the arrested person's initial hearing. A person arrested for a crime of domestic violence (as described in I.C. 35-31.5-2-78) pursuant to a warrant shall be subject to the bail endorsed on the warrant that can be posted at any time, ~~pursuant to Bail Rule Number 1.~~

LR57-CR 2.6-3 Bail Policy and Schedule

- (A) When any individual is booked into the Noble County Jail on a warrantless arrest, unless otherwise ordered by the court, the Sheriff shall either release or detain the individual in accordance with the Noble County Presumptive Bail Schedule.
- (B) The Circuit and Superior Courts of Noble County will only accept appearance bonds written for a single cause number and will not accept lump sum appearance bonds that apply to more than one cause number.
- (C) All releases on bond or on personal recognizance are subject to the following conditions when ordered by the Court:
 - (1) a defendant shall appear in person at all times required by the Court;
 - (2) a defendant shall execute a waiver of extradition if required by the Court;
 - (3) a defendant shall not commit nor be arrested for another criminal offense;
 - (4) a defendant shall keep his or her attorney and the Court advised in writing of any change of address or phone within 24 hours of such change;
 - (5) a defendant shall comply with any other orders of the Court.
 - (6) Pursuant to I.C. 35-33-8-3.2(a)(4) a defendant's release may be conditioned upon refraining from any direct or indirect contact with the alleged victim of an offense or other individual as ordered by the Court;
 - (7) the defendant shall execute a waiver of extradition; and
 - (8) a defendant shall not leave the State of Indiana.

- (D) Violation of any condition of release may result in the court revoking the defendant's release and issuing an arrest warrant.
- (E) The Circuit and Superior Courts of Noble County will grant a defendant's release on a property bond only after notice is sent to the Prosecuting Attorney and a hearing is set to determine whether such a bond is proper.
- (F) Bail Procedure:
- (1) Pursuant to the authority of the Noble County Circuit and Superior Courts to establish a reasonable basis for release/detention in criminal cases, a pretrial release schedule is established with the following terms and conditions.
 - (2) All individuals detained in the Noble County Jail and otherwise eligible to post bail shall be subject to pretrial release screening and risk assessment. This pretrial release schedule shall control the release or detention of all individuals screened by the Pretrial Services Program unless a court, on its own motion or at the request of the State, issues an order setting a bond or detaining the individual until the initial hearing.
 - (3) An individual is eligible for screening upon being booked-in unless the individual is booked-in for an alcohol related offense, or lacks the capacity to provide a valid risk assessment due to the effects of drugs, chemical withdrawal, or a mental or emotional condition. An individual booked-in for an alcohol related offense becomes eligible for screening pursuant to the chart established for release eligibility in I.C. 35-33-1-6. An individual who lacks the capacity to provide a valid risk assessment becomes eligible for screening when they regain that capacity.
 - (4) If an individual is not screened but has been released in accordance with the current Noble County Bond Schedule the individual shall be screened prior to appearing in court and shall appear at the Noble County Probation office at 9 A.M. on the next business day after posting bond.
 - (5) All decisions regarding release and release conditions under this Pretrial Release Schedule are conditional and may be reviewed sua sponte by the Court at the initial hearing. Subsequent to the initial hearing (or waiver thereof), the Court, sua sponte, or the Prosecuting Attorney or Defendant by written motion, may request

a hearing on the Defendant's pretrial release/detention status and/or conditions of release.

(G) Bail Schedule: the Sheriff of Noble County is hereby ordered to follow this schedule for determining the pretrial release or detention of all individuals arrested for criminal offenses to be filed in the above courts. This bail schedule is superseded by bail endorsed upon a warrant or otherwise set by order of the Court.

(H) The schedule applies to all cases to be filed in the Circuit and Superior Courts of Noble County.

(1) Level A – Presumptive Bail: Released on Own Recognizance

(i) All misdemeanors except:

1. Battery as a Class A misdemeanor (I.C. 35-422- 1(d));
2. Domestic Battery (I.C. 35-42-2-1.3(a));
3. Operating While Intoxicated as a Class A misdemeanor (I.C. 9-30-5-1(b) and I.C. 9-30-5-2(b));
4. Leaving the Scene of an Accident as a Class A misdemeanor (I.C. 9-26-1-1.1(b)(1));
5. Resisting Law Enforcement, a Class A misdemeanor (I.C. 35-44.1-3-1(a));
6. Invasion of Privacy (I.C. 35-46-1-15.1)(defendant to be held until after a hearing before a judicial officer, as provided in LR57-CR 2.6-2);
7. Intimidation (I.C. 35-45-2-1);
8. Distribution of an Intimate Image (I.C. 35-45-4-8);
9. Any offense where a firearm is present;
10. False Informing (I.C. 35-44.1-2-3);
11. Criminal Mischief (I.C. 35-43-1-2); and
12. Operating While Intoxicated when a chemical test was refused. (I.C. 9-30-5-1 and 9-30-5-2).

(2) Level B – Presumptive Bail: \$2,500

(i) All misdemeanors not in Level A and all Level 6 felonies except:

1. Any Level 6 included in LR57-CR 2.6-2; and
2. Criminal Organization Recruitment (I.C. 35-45-9-5).

(3) Level C – Presumptive Hold for bail to be set in Court

- (i) All Level 6 Felonies not in Level B and all Level 5, Level 4, Level 3, Level 2, and Level 1 felonies, treason, murder, and any offense where a firearm is present.

~~This schedule applies to all cases to be filed in the Circuit and Superior Courts of this County.~~

~~LR57-CR 2.2-1 Initial Criminal Case Assignment~~

~~The Prosecuting Attorney of Noble County shall file cases according to the classification of the highest level of offense charged in the information or indictment. If the highest level of offense charged is murder, capital murder, Class A felony, Class D felony, Level 1 felony, Level 2 felony or Level 6 felony, the case shall be filed in the Noble Superior Court, Div. 1. If the highest level of offense charged is a Class B felony, Class C felony, Level 3 felony, Level 4 felony or Level 5 felony, the case shall be filed in the Noble Circuit Court. If the highest level of offense charged is a misdemeanor or infraction, the case shall be filed in the Noble Superior Court, Div. 2.~~

LR57-AR 00-1 Noble County Community Corrections Fee Schedule

- (A) Fees related to the Noble County Community Corrections program will be governed by the following schedule.
- (B) Home Detention:
- (1) Initial Fee: \$50.00
 - (2) Transfer In/Out Fee: \$75.00 per cause number up to a maximum of \$300.00
 - (3) Portable Alcohol Breath Monitoring: \$9.00/day
 - (4) Portable Alcohol Detection Anklet: \$11.00/day
 - (5) GPS Monitoring: \$14.00/day
 - (6) GPS and Portable Alcohol Breath Monitoring: \$16.00/day
 - (7) CTP Supervision on GPS Monitoring: \$9.00/ day
 - (8) Urine Screen: \$20.00 - \$187.50 depending on what substances requested
- (C) Noble County Court Services Alcohol and Drug Program:
- (1) Assessment: \$150.00
- (D) Noble County Drug/Veteran's Treatment/Mental Health Court:
- (1) Urine Drug Screens: \$12.00/screen
 - (2) Initial Fee: \$100.00
 - (3) Phase 1: \$10.00/month
 - (4) Phase 2: \$40.00/month
 - (5) Phase 3: \$40.00/month
 - (6) Phase 4: \$40.00/month
 - (7) Phase 5: \$40.00/month
- (E) Low Risk Veteran's Court:
- (1) Initial Fee: \$100.00
 - (2) Phase 1: \$5.00/month
 - (3) Phase 2: \$20.00/month
 - (4) Phase 3: \$20.00/month
 - (5) Phase 4: \$20.00/month
 - (6) Phase 5: \$20.00/month
- (F) Pretrial Program:
- (1) No fee can be charged if first time defendant has been charged with a crime.

- (2) Text Reminders: No fee Supervision fee:
- (3) Misdemeanor Monthly Fee: \$20.00
- (4) Felonies: Monthly Fee: \$30.00
- (5) Drug Screens:
 - (i) Instant Screen \$20.00
 - (ii) Oral Screen: \$25.00
 - (iii) Urine Screen: \$20.00 - \$187.50 depending on what substances requested
- (G) Refund Policy: Fees may be paid in advance by participants. Per I.C. 35-38-2-1.7, no refund will be paid for those who violate their supervision, granted an early release from supervision, or have their supervision modified. Any refund given may take up to 90 days to receive.

~~Work Release:~~

~~Initial Fee: \$50.00~~

~~Transfer In/Out Fee: \$75.00 per cause number up to a maximum of \$300.00~~

~~Weekly Minimum Fee: \$125.00 or 28% of gross income~~

~~Initial Instant Drug Screen: \$30.00~~

~~Drug Screen Fee: \$20.00~~

~~Home Detention:~~

~~Initial Fee: \$50.00~~

~~Transfer In/Out Fee: \$75.00 per cause number up to a maximum of \$300.00~~

~~Portable Alcohol Breath Monitoring: \$9.00/day~~

~~Portable Alcohol Detection Anklet: \$11.00/day~~

~~GPS Monitoring: \$14.00/day~~

~~GPS and Portable Alcohol Breath Monitoring: \$16.00/day~~

~~Noble County Court Services Alcohol and Drug Program:~~

~~Assessment: \$150.00~~

~~Noble County Drug/Veteran's Treatment/Mental Health Court:~~

~~Urine Drug Screens: \$12.00/screen~~

~~Initial Fee: \$100.00~~

~~Phase 1: \$10.00/month~~

~~Phase 2: \$40.00/month~~

~~Phase 3: \$40.00/month~~

~~Phase 4: \$40.00/month~~

~~Phase 5: \$40.00/month~~

~~Low Risk Veteran's Court:~~

~~Initial Fee: \$100.00~~

~~Phase 1: \$5.00/month~~

~~Phase 2: \$20.00/month~~

~~Phase 3: \$20.00/month~~

~~Phase 4: \$20.00/month~~

~~Pretrial Program:~~

~~(No fee can be charged if first time defendant has been charged with a crime)~~

~~Text Reminders: No fee~~

~~Supervision fee:~~

~~Misdemeanor Monthly Fee: \$20.00~~

~~Felonies: Monthly Fee:~~

~~\$30.00 CTP Supervision on~~

~~GPS: \$9.00/ day~~

Drug Screens:

~~Instant Screen \$20.00~~

~~Oral Screen: \$25.00~~

~~Urine Screen: \$12.00-187.50 depending on what substances requested~~

Refund Policy:

~~Fees may be paid in advance by participants. Per I.C. 35-38-2-1.7, no refund will be paid for those who violate their supervision, granted an early release from supervision, or have their supervision modified. Any refund given may take up to 90 days to receive.~~

LR57-PS 1 Problem-Solving Court Fees ~~Drug Court, Veteran's Treatment, and Mental Health Courts~~

(A) Pursuant to the Indiana Problem-Solving Court Rules, upon admission to Drug Court, Veteran's Treatment, or Mental Health Court, the participant shall pay an initial user's fee of One Hundred Dollars (\$100.00) and a monthly user's fee of ten dollars (\$10.00) to forty dollars (\$40.00) for each month of participation, commencing with the second month of participation. Upon admission to the Low-Risk Veteran's Treatment Court, the participant shall pay an initial user's fee of One Hundred Dollars (\$100.00) and a monthly user's fee of five dollars (\$5.00) to twenty dollars (\$20.00) for each month of participation, commencing with the second month of participation.

LR57-AR 1-1 Transfer of Cases

(A) Pursuant to Indiana Administrative Rule 1(E):

- (1) A case may be transferred to another court within Noble County with the consent of the receiving court;
- (2) A judge of a court in Noble County may sit as judge of the Noble Circuit Court Noble Superior Courts in any matter as if the elected Judge of that court with the consent of the judge of that court; and
- (3) Each judge may sit in the stead of the other judges of the courts in Noble County

(B) Civil Cases

(1) In the event of a change of judge resulting from (1) the judge disqualifying or recusing under Trial Rule 79(C), or (2) the judge does not accept the special judge appointment under Trial Rule 79(D), or (3) a motion for change of judge is granted as provided for in Trial Rule 76, then unless the parties agree to the appointment of a special judge pursuant to Trial Rule 79(D) the case will be randomly assigned by the clerk to one of the two other courts in Noble County in which the regular sitting judge of that court is not otherwise disqualified. If neither of the other two judges in Noble County are eligible to hear the case, then the clerk shall appoint an eligible judge (including senior judges) from a contiguous county within the court's administrative district as special judge for the case in which the change of judge is required. If the case is not transferred as provided for herein, or if a special judge is not appointed by the foregoing method, or if the particular circumstances of a case warrants selection of a special judge by the Indiana Supreme Court, the court shall certify the case to the Supreme Court of Indiana for the appointment of a special judge per Indiana Trial Rule 79(K).

(C) Criminal Cases

(1) In the event a change of judge is granted pursuant to Criminal Rule 2.4, or an order of disqualification or recusal is entered, the case will be randomly assigned by the clerk to one of the two other courts in Noble County in which the regular sitting judge of that court is not otherwise disqualified. If neither of the other two judges in Noble County are eligible to hear the case, then the clerk shall appoint an eligible judge (including senior judges) from a contiguous county as special judge for the case in which the change of judge is required. If the case is not transferred as provided for herein, or if a special judge is not appointed by the foregoing method, or if the particular circumstances of a case warrants selection of a special judge by the Indiana Supreme Court, the court shall certify the case to the Supreme Court of Indiana for the appointment of a special judge.

LR57-AR 1-2 Caseload Allocation Plan

~~(A) Pursuant to Administrative Rule 1(E): 1) a case may be transferred to another court within Noble County with the consent of the receiving court, 2) a judge of a court in Noble County may sit as judge of the Noble Circuit Court or Noble Superior Courts in any matter as if the elected Judge of that court with the consent of the judge of that court, and 3) each judge may sit in the stead of the other judges of the courts in Noble County. (B) Criminal Cases: 1. Criminal cases shall be filed as assigned under LR57 CR 2.2-1. 2. RF cases shall be filed in the court in which the respondent has a pending criminal case. If there is no pending criminal case, it shall be filed in Circuit Court.~~

(A) Pursuant to Indiana Administrative Rule 1, cases filed in the Noble Circuit and Superior Courts will adhere to the following caseload allocation plan.

(B) Criminal Cases: The Prosecuting Attorney of Noble County shall file cases according to the classification of the highest level of offense charged in the information or indictment.

(1) F5, F4, and F3 cases shall be filed in Circuit Court.

(2) F6, F2, F1, and MR cases shall be filed in Superior Court 1.

(3) CM cases shall be filed in Superior Court II.

(4) RF cases shall be filed in the court in which the respondent has a pending criminal case. If there is no pending criminal case, it shall be filed in Circuit Court.

(C) Civil Cases

(1) All AD, ES, EU, EM, GU, TR, TS, TP, JP, and pro se DR, DC, and DN case types shall be filed in Circuit Court.

(2) All JD, JS, JM, MH, and PQ case types shall be filed in Superior Court I.

(3) All SC, JC, JT, OV, EV, OE, and IF case types shall be filed in Superior Court II.

The following case types shall not be filed in Superior Court II: CT, MF, RS, DR, DC, and DN. and PQ.

(4) All CC case types shall be filed equally between Superior Court I and Superior Court II. Cause numbers ending with an even number shall be filed in Superior Court I. Cause numbers ending with an odd number shall be filed in Superior Court II.

- (5) All CT case types shall be filed equally between Superior Court I and Superior Court II. Cause numbers ending with an even number shall be filed in Superior Court I. Cause numbers ending with an odd number shall be filed in Superior Court II.
- (6) All PL case types shall be filed equally between Superior Court I and Superior Court II. Cause numbers ending with an even number shall be filed in Superior Court I. Cause numbers ending with an odd number shall be filed in Superior Court II.
- (7) The following case types shall not be filed in Circuit Court: CC, CT, and PL.
- (D) Any case types not otherwise specifically provided for herein may be filed in either the Circuit Court, Superior Court I, or Superior Court II at the initiating party's discretion.

LR57-AR 6 Removal of Exhibits

- (A) After a case is decided and no appeals are taken, or after all appeals are completed, the Court Reporter for a Court may give notice in writing to the party introducing the exhibit providing a time within which the exhibit shall be removed from the custody of the Court Reporter. If the party notified does not recover the exhibit within the time stated, the Court Reporter may dispose of the same in any reasonable manner deemed appropriate by the Court Reporter.

LR57-AR 15 Court Reporter Services

- (A) Section One – Definitions. The following definitions shall apply under this local rule:
 - (1) A Court Reporter is a person who is specifically designated by a court to perform the official court reporting services for the court including preparing a transcript of the record.
 - (2) Equipment means all physical items owned by the court or other governmental entity and used by a court reporter in performing court reporting services. Equipment shall include, but not be limited to, telephones, computer hardware, software programs, disks, tapes, and any other device used for recording and storing, and transcribing electronic data.

- (3) Workspace means that portion of the court's facilities dedicated to each court reporter, including but not limited to actual space in the courtroom and any designated office space.
- (4) Page means the page unit of transcript, which when a recording is transcribed in the form required by Indiana Rule of Appellate Procedures 28.
- (5) Recording means the electronic, mechanical, and stenographic or other recording made as required by Indiana Trial Rule 74.
- (6) Regular hours worked means those hours, which the reporter is regularly scheduled to work during any given workweek. Depending on the particular court, these hours may vary from court to court within the county but remain the same for each workweek.
- (7) Gap hours worked means those hours worked that are in excess of the regular hours worked but hours not in excess of forty (40) hours per workweek.
- (8) Overtime hours worked means those hours worked in excess of forty (40) hours per workweek.
- (9) Workweek means a seven (7) consecutive day week that consistently begins and ends on the same days through the year, i.e. Sunday through Saturday, Wednesday through Tuesday, Friday through Thursday.
- (10) Court means the particular court for which the Court Reporter performs services.
- (11) County indigent transcript means a transcript that is paid for from county funds and is for the use by a litigant who has been declared indigent by a court.
- (12) State indigent transcript means a transcript that is paid for from state funds and is for the use by a litigant who has been declared indigent by a court.
- (13) Private transcript means a transcript, including but not limited to a deposition transcript that is paid for by a private party.
- (14) Expedited transcript means a transcript, which is required to be completed within five (5) days.
- (15) File means a physical or digital compilation prepared by a Court Reporter, including a flash drive/USB or digital video disc (DVD).

(B) Section Two – Salaries and Per Page Fees

- (1) Court Reporters shall be paid an annual salary for time spent working under the control, direction and direct supervision of their supervising court during regular work hours, gap hours or overtime hours. The supervising court shall enter into a written agreement with the court reporters which outlines the manner in which the court reporter is to be compensated for gap and overtime hours, i.e., monetary compensation or compensatory time off regular work hours. All per page fees for the preparation of transcripts shall be paid directly to the Court Reporter who prepared the transcript and shall be retained by that reporter.
- (2) The per page fee for a court reporter may charge for preparation of a COUNTY INDIGENT transcript shall be \$5.50 ~~\$5.00~~. If a court reporter is requested to prepared an expedited transcript, the maximum per page fee shall be no less than \$8.00 ~~\$7.50~~ where the transcript must be prepared within five (5) working days. However, this would be subject to the approval of the presiding Judge. If a party requests a copy of a transcript, the fee per page shall be in the amount charged for copies by the Clerk of that Court, or electronic copies of the transcript will be provided on a file format supplied by the party requesting the document, if requested in person from the Court Reporter for a \$5.50 ~~\$5.00~~ flat fee regardless of the size. Any pro se media device shall be presented in its original commercial packaging.
- (3) The per page fee a court reporter may charge for preparation of a STATE INDIGENT transcript shall be \$5.50 ~~\$5.00~~. If a court reporter is requested to prepare an expedited transcript, the maximum fee per page shall be no less than \$8.00 ~~\$7.50~~ where the transcript must be prepared within five (5) working days. However, this would be by approval of the presiding Judge. If a party requests a copy of a transcript, the per page fee shall be in the amount charged for copies by the Clerk of that Court, or electronic copies of the transcript provided on a file format supplied by the party requesting the document, if requested in person from the Court Reporter for a \$3.00 flat fee regardless of the size. Any pro se media device shall be presented in its original commercial packaging.

(4) The per page fee a court reporter may charge for the preparation of a PRIVATE transcript shall be no less than \$5.50 ~~\$5.00~~. If a court reporter is requested to prepare an expedited transcript, the maximum fee per page shall be no less than \$8.00 ~~\$7.50~~ where the transcript must be prepared within five (5) working days. If a party requests a copy of a transcript, the fee per page shall be in the amount charged by the Clerk of that Court, or electronic copies of the transcript will be provided on a file format supplied by the party requesting the document, if requested in person from the Court Reporter for a \$3.00 flat fee regardless of the size. Any pro se media device shall be presented in its original commercial packaging.

(5) The minimum fee that a court reporter may charge for transcripts is \$50.00.

(6) Each court reporter shall report, at least on an annual basis, all transcript fees received for preparation of either county indigent, state indigent, or private transcripts to the Indiana Supreme Court Division of State Court Administration. The reporting shall be made on forms prescribed by the Division of State Court Administration.

(7) No transcripts shall be prepared during the Court Reporters' regular hours or gap hours.

(C) Section Three – Private Practice

(1) If a court reporter elects to engage in private practice through the recording of a deposition and/or preparing of deposition transcript, and the court reporter desires to utilize the court's equipment, work space and supplies, and the court agrees to the use of the court equipment for such purpose, the court and the court reporter shall enter into a written agreement which must, at a minimum designate the following:

(i) The reasonable market rate for the use of equipment, workspace and supplies.

(ii) The method by which records are to be kept for the use of equipment, workspace and supplies; and

(iii) The method by which the court reporter is to reimburse the court for the use of the equipment, workspace and supplies.

- (2) If a court reporter elects to engage in private practice through the recording of a deposition and/or preparing of a deposition transcript, all such private practice work shall be conducted outside of regular working hours.

LR57-FL 1 Children in Family Law Cases

(A) Pursuant to the Indiana Parenting Time Guidelines, the best interest of minor children of parents involved in dissolution and paternity proceedings will be served by requiring parental participation in parent education classes that have some scientific evidence of program benefit to the family beyond party reports of satisfaction with the class. As the research in this area is evolving, this rule shall be updated periodically as the Court receives additional or updated scientific evidence about programs that fulfill this requirement.

(B) The currently-approved parent education classes are (in no particular order):

- (1) New Beginnings <https://divorceandparenting.com/>
- (2) Children in Between <https://online.divorce-education.com/>
- (3) Two Families Now <https://www.twofamiliesnow.com/>

(C) Required Participation: Both parents in initial dissolution cases and juvenile paternity cases after paternity has been established, involving children under the age of 18 years shall participate in one of the above parent education classes prior to the court approving any agreement or issuing an order. The parents shall take the same class. They shall confer and agree on which class they will take. If they cannot agree, the parents may submit the issue to the court for a decision. This requirement may be waived at the Court's discretion upon good cause shown.

(D) Fees. Each parent is responsible for any fee for that parent's education class, though an allowance for an indigent fee waiver may be available from each provider.

(E) Resources in Cases Involving Risk to Child Safety. If either party alleges that parenting time presents a risk to the physical safety or emotional endangerment of the child, the parties may request the appointment of, or the court may on its own motion appoint, a Guardian ad Litem or Custody Evaluator. The request shall contain the availability, name, address, and phone number of the recommended professional and the cost of services, and how the party proposes that costs will be divided.

LR57-JR 4 Procedure for Summoning Jurors

- (A) ~~In accordance with Rule 4(b) of the Indiana Jury Rules,~~ Pursuant to Indiana Jury Rule 4, the Courts of Noble County hereby select the two-tier notice and summons options, which permits the Jury Administrator to send the jury qualification form and notice first, and the summons to prospective jurors at least one week before service.
- (B) The Judges of the Courts of Noble County hereby appoint and designate the Clerk of the Noble Circuit Court to act as the Jury Administrator.
- (C) The Jury Administrator shall perform the duties prescribed under the Indiana Jury Rules.
- (D) The pool of jurors serves as a Jury pool for the Circuit and Superior Courts in Noble County.
- (E) As set forth in Indiana Jury Rule 4, not later than seven (7) days after the date of drawing the names from the master list, the Jury Administrator shall mail to each person whose name is drawn a jury qualification form and a questionnaire to be completed by each prospective juror.
- (F) Further, as set forth in Indiana Jury Rule 4, upon order of any Court, the Jury Administrator shall summon prospective jurors for service, and upon notice from that Court that the jury trial has been cancelled or rescheduled, shall notify the Noble County Sheriff and each juror that was notified, of the cancellation within one business day.