

In the  
**Indiana Supreme Court**

In the Matter of the Approval of Local  
Rules for Noble County

Supreme Court Case No.  
18S-MS-251



**Order Approving Amended Local Rule**

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

Upon examination of the proposed rule amendment requested by the Noble Circuit and Superior Courts, this Court finds that the proposed rule amendment, LR57-AR-15-6 complies with the requirements of Indiana Administrative Rule 15, and, accordingly, should be approved.

IT IS, THEREFORE, ORDERED by this Court that amended Local Rule for Noble Circuit and Superior Courts, set forth as an attachment to this Order, is approved effective the date of this Order.

Done at Indianapolis, Indiana, on 5/15/2018.

A handwritten signature in black ink that reads "Loretta H. Rush".

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Loretta H. Rush  
Chief Justice of Indiana

## LR57-AR-15-6 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 7.2.
5. Recording means the electronic, mechanical, and stenographic or other recording made as required by Indiana Trial Rule procedure 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.
- ~~4-~~ 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.

(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 \$5.00. If a court reporter is requested to prepared an expedited transcript, the maximum per page fee shall be no less than \$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 fee per page shall be in the amount charged for copies by the Clerk of that Court, or electronic copies of the transcript will provided on a media format supplied by the party requesting the document (DVD, portable thumb drive, etc...), if requested in person from the Court Reporter for a \$3.00 flat fee regardless of the size, or \$5.00 if a DVD is provided by the Court Reporter.
3. The per page fee a court reporter may charge for preparation of a STATE INDIGENT transcript shall be \$5.00. If a court reporter is requested to prepare an expedited transcript, the maximum fee per page shall be no less than \$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 will provided on a media format supplied by the party requesting the document (DVD, portable thumb drive, etc...), if requested in person from the Court Reporter for a \$3.00 flat fee regardless of the size, or \$5.00 if a DVD is provided by the Court Reporter.
4. The per page fee a court reporter may charge for the preparation of a PRIVATE transcript shall be no less than \$5.00. If a court reporter is requested to prepare an expedited transcript, the maximum fee per page shall be no less than \$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 provided on a media format supplied by the party requesting the document (DVD, portable thumb drive, etc...), if requested in person from the Court Reporter for a \$3.00 flat fee regardless of the size, or \$5.00 if a DVD is provided by the Court Reporter.
5. 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.
6. 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:
  - a. The reasonable market rate for the use of equipment, workspace and supplies.
  - b. The method by which records are to be kept for the use of equipment, workspace and supplies; and
  - c. 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.