IN THE IOWA DISTRICT COURT FOR THE FIFTH JUDICIAL DISTRICT

IN RE: PRIORITIZATION OF ASSIGNMENT OF CASES AND RULING TIME – POLK COUNTY FOR 2021	ADMINISTRATIVE ORDER 2020-54 AMENDED EXHIBIT A

Cases involving child custody, physical care, visitation, and child support (hereinafter "Children's Justice Cases") shall be afforded priority for purposes of scheduling, hearing, and disposition. Among other case types, dissolution of marriage cases not involving children and civil actions for recovery of money damages are not as high priority as Children's Justice Cases. The Court has previously determined that it is necessary to adjust the assignment to reflect the priorities and to provide scheduled ruling time for the proper disposition of cases. The Court has previously increased the number of non-jury weeks to accommodate trials of non-jury cases including priority matters such as Children's Justice Cases, post conviction relief matters and non-jury criminal cases. While the non-jury schedule was reduced for 2020 to accommodate the need for more jury trials after those trials resumed in September of that year, there is no need to maintain the reduced number of non-jury weeks for 2021. As a result, the number of non-jury weeks shall remain as previously scheduled at the start of 2020.

NOW THEREFORE IT IS HEREBY ORDERED:

1. For 2021, Court Administration shall maintain the number of jury weeks and non-jury weeks in accordance with the calendar attached as Exhibit "A" and pursuant to Administrative Orders 2010-56 and 2011-28. In addition, due to the increase in Family Law cases, three district judges shall continue to be assigned to Family Law leaving only 10 district judges on General Trial.

2. Court Administration shall schedule civil matters for trial in accordance with the scheduling matrix attached as Exhibit "B".

3. In accordance with this matrix, Court Administration shall schedule two Children's Justice Cases for three (3) days or longer trials on Mondays, or Tuesdays following a Monday holiday, in both jury and non-jury weeks. These trials shall be scheduled as soon as possible after completion of mediation. These trials shall be scheduled for one continuous session and shall be tried to conclusion. These trials shall have priority in the assignment ahead of all other civil matters.

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CLERK DISTRICT COURT
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4. During jury weeks, Court Administration shall schedule civil jury trials at least three (3) cases deep to commence on Mondays on each of the ten (10) general trial dockets in accordance with the matrix. In consultation with the Chief Judge, Court Administration shall monitor and adjust the trial assignments among the general trial dockets to maximize the available trial dates and to equalize the workload. However, due to the reduction in the number of available General Trial Judges, Court Administration may schedule trial dates beyond the applicable time standards as necessary in consultation with the Chief Judge on a case by case basis.

5. The scheduling of family law and civil jury trials as set forth herein may be affected by the need to schedule criminal jury trials as set forth in Administrative Order 2020-36 and the resulting lack of judicial resources for other trials.

6. All scheduled trial dates shall be considered firm. There shall be no stand-by cases. Court Administration shall not bump a case for lack of an available judge, court reporter or courtroom. Bumping decisions shall only be made by the Chief Judge or the Assistant Chief Judge.

7. Judges assigned to the General Civil Trial docket shall have two scheduled ruling days per month per attached Exhibit "C." When a trial extends into a judge's regularly scheduled ruling day, Court Administration shall roll the judge's ruling day over to the next Thursday as possible. However, if a judge would be assigned a new case on his or her ruling day, the status of that case shall be referred to the Chief Judge or the Assistant Chief Judge for a determination on whether the case should be continued to a future date. The case scheduler shall consult the affected judge regarding his or her preferences on the situation, and his or her Rule 22.10 Report status, and shall report the same to the Chief Judge or Assistant Chief Judge. Only the Chief Judge or the Assistant Chief Judge shall decide whether to bump a case.

8. This Order shall be effective January 4, 2021.

SO ORDERED this 1st day of February, 2021.

MICHAEL D. HUPPERT, CHIEF JUDGE
FIFTH JUDICIAL DISTRICT OF IOWA

Copies to:
Chief Justice Susan Christensen, Iowa Supreme Court
Liaison Justice Edward Mansfield, Iowa Supreme Court
State Court Administrator, Todd Nuccio
Fifth Judicial District Judges, Staff and
Stakeholders by e-mail and

AMENDED ADMINISTRATIVE ORDER 2020-54
Exhibit A

Dates in Yellow – Holidays
Gray Shaded Wks Nonjury/Green Shaded Wks Nothing Set

2021

January

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

March

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

April

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

May

Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

June

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

July

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

August

Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

September

Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

October

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

November

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

December

Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

**The Iowa Judges' Conference is scheduled for June 7-9

Amended Administrative Order 2020-54

Exhibit B

POLK COUNTY CIVIL SCHEDULING MATRIX

		NON-JURY WEEK (with Monday Holidays)	NON-JURY WEEK (with Thurs. or Fri. Holidays)	NON-JURY WEEK (without holidays)
Monday	**2 CJ cases 3 days or longer, and 3 JT 3 cases per general trial docket**	**HOLIDAY**	2 CJ cases 3 days or longer, and 3 NJT 3 days or longer per general trial docket	**2 CJ cases 3 days or longer, and 3 NJT 3 days or longer per general trial docket**
Tuesday	**3 Fam up to 3 days long at 9, 1 Fam at 10, and 2 Fam at 1:30**	**2 CJ cases 3 days or longer, and 3 NJT 3 days or longer per general trial docket**	**3 NJT up to 2 days long per general trial docket**	**3 NJT up to 2 days long per general trial docket**
Wednesday	**3 Fam 1 -2 days at 9, 1 Fam at 10, and 2 Fam at 1:30**	**3 NJT up to 2 days long per docket**	**3 day NJT 1 day long per general trial docket**	**3 day NJT 1 day long per general trial docket**
Thursday	**3 Fam 1 day at 9, 1 Fam at 10, and 1 Fam at 1:30**	**3 NJT 3 1 day long per docket**	**3 NJT 1 day long per general trial docket (except Thanksgiving Holiday).**	**3 NJT 1 day long per general trial docket**
Friday	**Judges Schedule****	**Judges Schedule****	**HOLIDAY**	**Judges Schedule****

CJ = Children's Justice Cases: District Court Family Law Cases involving child custody, physical care, visitation and/or support

Fam = District Court Family law trials or hearings longer than 2 hours, any subject matter including Children's Justice issues

NJ = Any district court civil non-jury trial or hearing

JT = Any district court civil jury trial

Judicial Ruling Time - each judge will receive 2 scheduled ruling days per month on the general trial docket.

* All PCR hearings scheduled through the Case Coor.

**Ct Attd/Jud Asst. schedule ONLY 8-9 a.m. Mon. through Thurs.; and all day Friday. All other times scheduling ONLY through the Case Coordinators.

*** If a judge schedules a case into a week already booked, causing a case to be bumped, the bumped case will be rescheduled on that judge's docket.

****If any case is continued by a judge, that case is permanently moved to that judge's docket and tried by the judge who continued it.

++ Weddings shall not be scheduled Mon.-Thur. between 9 a.m. - noon; and 1:30-4:30 p.m. including walk-in ceremonies.

Amended Administrative Order 2020-54 Exhibit C

Judges' Ruling Day Schedule for 2021

Group A (1st & 3rd Thursday)

Michael D. Huppert
William P. Kelly
Samantha J. Gronewald
Scott D. Rosenberg
Jeanie K. Vaudt

Group B (2nd & 4th Thursday)

Jeffrey D. Farrell
Celene Gogerty
Sarah Crane
Lawrence P. McLellan
Paul D. Scott