

DISTRICT COURT
CLARK COUNTY, NEVADA

FILED

JAN 5 11 26 AM '07

In the Matter of a Bank Account for the Clerk) Administrative Order No. 07-02
of the Court)
CLERK

ORDER DIRECTING THE NEWLY NAMED CLERK OF THE COURT TO HANDLE ALL BANKING NEEDS FOR THE EIGHTH JUDICIAL DISTRICT COURT CLERK'S OFFICE

WHEREAS, pursuant to Supreme Court Order ADKT No. 401 filed December 5, 2006, the Eighth Judicial District Court was authorized to assume operational control of the office of the Clerk of the Court at a time to be chosen by the Eighth Judicial District Court; and,

WHEREAS, pursuant to Supreme Court Order ADKT No. 401, the Supreme Court Order immediately adopted amendments to the Eighth Judicial District Court Rules (EDCR), which names the District Court Administrator as the Administrator of the Clerk of the Court and his/her designee as Clerk of the Court; and,

WHEREAS, Charles J. Short is the current District Court Administrator and therefore is the Administrator of the Clerk of the Court according to newly amended EDCR 1.50; and,


WHEREAS, the Eighth Judicial District Court shall assume operational control of the office of the Clerk of the Court on January 16, 2007 at 12:01 a.m.; and,

WHEREAS, the new Clerk of the Court must be able to oversee control of a banking account with an established financial institution for purposes of handling all financial issues related to the office of the Clerk of the Court; and,

WHEREAS, NRS 355.210 authorizes the Clerk of the Court to invest money deposited in any court with a state or national bank or credit union in the State of Nevada by deposit at interest;

1 THEREFORE, IT IS HEREBY ORDERED that Charles J. Short and/or his designee(s)
2 establish a new account and/or supersede the existing account currently held at Nevada State
3 Bank by the now acting Clerk of the Court, Shirley B. Parraguirre and her designees. Control of
4 any and all funds in said account shall not transfer to Charles J. Short and/or his designees until
5 January 16, 2007 at 12:01 a.m.

6 DATED this 5 day of January, 2007

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8 
9 KATHY A. HARDCASTLE
10 Chief District Judge

11 Attachment (Supreme Court Order ADKT No. 401)

IN THE SUPREME COURT OF THE STATE OF NEVADA

IN THE MATTER OF THE
AMENDMENT OF EIGHTH JUDICIAL
DISTRICT COURT RULES TO
DESIGNATE THE COURT
ADMINISTRATOR AS THE CLERK
OF THE COURT.

ADKT No. 401

FILED

DEC 05 2006

JANETTE M. BLOOM
CLERK OF SUPREME COURT
BY *J. Bloom*
CHIEF DEPUTY CLERK

ORDER AMENDING RULE 1.50 OF THE LOCAL RULES OF
PRACTICE FOR THE EIGHTH JUDICIAL DISTRICT COURT

WHEREAS, on September 21, 2006, the chief and presiding judges of the Eighth Judicial District Court petitioned this court to approve an amendment to Rule 1.50 of the Local Rules of Practice for the Eighth Judicial District Court (EDCR) allowing the court to assume responsibility for performing all statutory duties of the district court clerk currently being performed by the Clark County Clerk;

WHEREAS, on November 30, 2006, the petition was supplemented by documentation establishing that a majority of the judges of the Eighth Judicial District Court have affirmed and ratified the actions and decision of the Chief and Presiding Judges to file the petition and to request the transfer of responsibility for the operation of the district court clerk's office;

WHEREAS, it appearing to this court that the Eighth Judicial District Court has the inherent authority to assume functions essential to the court presently being performed by the Clark County Clerk;

WHEREAS, the proposed amendments designate the district court administrator as the administrator of the clerk of the Eighth Judicial District Court and authorizes the district court administrator to appoint an assistant court administrator as clerk of the court; and

WHEREAS, it appears that amendment of the Local Rules of Practice for the Eighth Judicial District Court to effectuate the change in responsibility is warranted; accordingly,

IT IS HEREBY ORDERED that the EDCR shall be amended and shall read as set forth in Exhibit A and that the Eighth Judicial District Court shall proceed in accordance with our decision in *Harvey v. Dist. Ct.*, 117 Nev. 754, 32 P.3d 1263 (2001);

IT IS FURTHER ORDERED that the rule amendment shall be adopted immediately but shall be implemented at a time and in a manner as the Eighth Judicial District Court deems appropriate. The clerk of this court shall cause a notice of entry of this order to be published in the official publication of the State Bar of Nevada. Publication of this order shall be accomplished by the clerk disseminating copies of this order to all subscribers of the advance sheets of the Nevada Reports and all persons and agencies listed in NRS 2.345, and to the executive director of the State Bar of Nevada. The certificate of the clerk of this court as to the accomplishment of the above-described publication of notice of entry and dissemination of this order shall be conclusive evidence of the adoption and publication of the foregoing rule amendments.

Dated this 5th day of December, 2006.

Rose, C.J.
Rose

Becker, J.
Becker

Gibbons, J.
Gibbons

Hardesty, J.
Hardesty

Maupin, J.
Maupin

Douglas, J.
Douglas

Parraguirre, J.
Parraguirre

cc: All Judges of the Eighth Judicial District Court
Charles J. Short, Court Executive
Shirley Parraguirre, County Clerk
Administrative Office of the Courts

EXHIBIT A

AMENDMENTS TO THE LOCAL RULES OF PRACTICE FOR THE EIGHTH JUDICIAL DISTRICT COURT

Rule 1.50. Court administrator. The court administrator is responsible for the administration of the rules, policies and directives of the district court. *In addition to the duties prescribed below, the district court administrator shall be denominated the administrator of the clerk of the court and shall appoint an assistant court administrator to hold the additional title of clerk of the court who shall perform all the statutory and other duties assigned to that office.* Subject to the direction of the chief judge acting on behalf of the district judges, the court administrator must:

(a) Supervise the assistant court administrator, family division administrator, jury commissioner and other officers and employees of or serving the district court, except for the department staff of each judge.

(b) *Supervise the office of the court clerk and the processing of all pleadings and papers related to court business and the court clerks.*

[(b)] (c) Direct the supervisor of the Court Interpreter Program.

[(c)] (d) Direct bailiff management at security gate and schedule relief support for all bailiff positions.

[(d)] (e) Plan, organize and direct budgetary, fiscal, personnel management training, facilities and equipment of the district court and represent the judicial branch of government in the district.

[(e)] (f) Monitor a system of internal controls which includes payroll, purchasing, accounts payable, accounts receivable, information systems and inventory for the following divisions: adjudication, administration, family mediation services, jury services, family adjudication and grand jury.

[(f)] (g) Expedite movement of the court calendars and coordinate automated case management system in cooperation with the clerk's office, including, but not limited to the development of integrated data entry systems.

[(g)] (h) Supervise preparation and submission of reports on activities of the court to state, regional and local authorities as required.

[(h)] (i) Determine statistics to be gathered and manage the flow of information through and about the court.

[(i)] (j) Direct research, evaluation and monitoring and propose new and revised policies as necessary to improve work operations.

[(j)] (k) Coordinate the calendars and activities of judges visiting from other jurisdictions and of hearing officers assigned for specific purposes.

[(k)] (l) Represent the court on regional and statewide judicial and justice system coordinating councils, conferences, conventions, and committees as assigned.

[(l)] (m) Handle public information and liaison with other government executive, legislative and judicial agencies and the community.

[(m)] (n) Perform such other functions and duties as may be assigned by the district judges.