

NOTICE: Jefferson District Court - Prompt Attention Docket, Plea Docket and Arrest Warrants

Prompt Attention Docket for Out of Custody cases

In accordance with Kentucky Supreme Court Amended Order 2020-28, the Jefferson District Court is reviewing criminal matters that the parties believe are an emergency and requires prompt attention.

If you have an out of custody criminal matter that you believe is an emergency and requires prompt attention, please submit your motion using the following protocol and required checklist:

- Email your motion to JeffCoPromptAttention@kycourts.net
 - This email address may **ONLY** be used for Prompt Attention motions
 - Motions for Prompt Attention **CANNOT** be E-filed. This email address is **only** being used during the COVID-19 to serve as an exception to E-filing for **only** prompt attention matters.
 - All motions emailed to JeffCoPromptAttention@kycourts.net must also be sent to the county attorney's office at CountyAttorneyMotions@louisvilleky.gov .
 - ***The motion must be in PDF format with the attached order. The order must include the defendant's name and case number.*** An electronic copy of the order can be found at:

https://kycourts.gov/Documents/jeffersoncourts/covid_districtpromptattentionorder_05052020.pdf

- The motion must contain an explanation of why this matter constitutes one that requires the prompt attention of the court.
 - The motion cannot exceed two pages.
 - ***Please disregard any prior email addresses associated with the prompt attention docket.***
 - ***Effective immediately*** Jeffcopromptattention@kycourts.net replaces jeffcopleadings@kycourts.com effective immediately and jeffcopleadings@kycourts.net will be disabled.
- This docket is reserved exclusively for ***post Arraignment cases***.
 - All hearings will be conducted telephonically.
 - ***All filings must be emailed between 9:00 am - 12:00 pm Monday through Friday.*** Filings submitted outside of these designated hours, on the weekends or holidays will be remanded.
 - All filings must contain the email address and phone number for the defense attorney and use CountyAttorneyMotions@louisvilleky.gov as the email address for the county attorney. A contact name and number for the prosecutor assigned to the matter will be

provided by the County Attorney's office within 24 hours of the filing. ***Filings without the contact information for both parties will not be considered and will be remanded.***

- If the motion asks the court to set aside a bench warrant, the movant must certify that they have contacted the County Attorney and there is no agreement.
- Motions may be filed beginning Thursday, May 7, 2020.
- IN CUSTODY motions will not be heard on this docket. If you have a motion regarding an in custody defendant, please email StephenYoung@kycourts.net and NicolePeters@kycourts.net.

A member of the District Term will review and rule upon motions properly submitted. The Court will e-mail a copy of the Order to either grant or deny prompt attention to all parties. The Court will only use e-mail addresses submitted with the filing. If the Court grants the motion for prompt attention, a hearing will be scheduled for the following two business days beginning at 1:00 p.m. The Court's determination that a matter requires a prompt hearing will not act nor stand as a decision on the substantive portions of the motion.

Denial for prompt attention does not stand as a denial of the underlying merits of the motion and the motion may be refiled once the courts are fully open.

All reviews regarding whether a motion is one that requires prompt attention shall occur within the confines of Judicial Cannon SCR 4.300(2.9A) and the matters are only submitted and reviewed for emergency scheduling purposes.

Plea Docket for out of custody cases

If the parties have reached a plea agreement, on any criminal case, including traffic cases, please notify StephenYoung@kycourts.net and NicolePeters@kycourts.net with the case number and defendant's name. The case will be placed on the docket starting Wednesday, May 13th at 1:00 PM. **If the defendant is in custody and a plea agreement has been reached, please follow this same procedure.** You will be notified by email as to courtroom location and time.

Arrest Warrants

If there is an outstanding arrest warrant, contact StephenYoung@kycourts.net and NicolePeters@kycourts.net, with the defendant's name and e-warrant number, if available. Effective May 6, 2020, **all arrest warrants will be heard in courtroom 102 between 9:00 am – 10:00 am, Monday – Friday.** They will not be heard after 10:00 am.

COMMONWEALTH OF KENTUCKY

PLAINTIFF

v.

DEFENDANT

ORDER FOR PROMPT ATTENTION

The motion having come before the Court as one that requires prompt attention during the COVID-19 Emergency Period, the Court finds:

The matter requires prompt attention. The substantive merits of the motion shall be scheduled for a **telephonic hearing** between 1:00 PM - 4:00 PM on _____, 2020. Please be available from 1:00 PM – 4:00 PM for the case to be called; failure to answer at the provided contact number will result in the motion being remanded and not heard until the Courts fully reopen.

The matter does not require prompt attention. The substantive motion can be re-filed after the Courts fully reopen.

Pleading rejected. Does not conform with the prompt attention docket protocol.

So Ordered this _____ day of _____, 2020.

JUDGE, JEFFERSON DISTRICT COURT