


FILED

2021 MAY 20 P 3:19

JUSTICE COURT  
LAS VEGAS NEVADA  
BY:  DEPUTY

JUSTICE COURT, LAS VEGAS TOWNSHIP  
CLARK COUNTY, NEVADA

IN THE ADMINISTRATIVE MATTER  
REGARDING TEMPORARY  
COURTROOM ASSIGNMENTS AND  
VIRTUAL HEARINGS

ADMINISTRATIVE ORDER # 21-04

**WHEREAS**, long term maintenance on Regional Justice Center elevators used to transport Clark County Detention Center inmates has been underway since November 2020 leaving elevator cars inoperable for extended periods; and

**WHEREAS**, during the period of inoperability, movement of inmates has required corrections officers to transport the inmates through the secure back hallway that accesses judicial chambers; and

**WHEREAS**, the movement of inmates through the back hallway places Las Vegas Justice Court judges and employees at risk when inmates become combative or resistant to corrections officers; and

**WHEREAS**, temporary changes to local procedures and courtroom assignments are necessary to minimize potential risk to the safety of Las Vegas Justice Court judges and staff; and

**WHEREAS**, Governor Sisolak's Emergency Directive 043 extended a moratorium on certain evictions until May 31, 2021;

**WHEREAS**, the backlog of eviction cases and expected surge of new eviction cases requires additional judicial resources and courtroom space to conduct eviction hearings where

1 the proceeding can be recorded using sound recording equipment (JAVS) in compliance with  
2 NRS 4.390; and

3       **WHEREAS**, on May 13, 2021, the Las Vegas Justice Court acquired authorization to  
4 occupy courtrooms 1C, 6C, and 6D in the Regional Justice Center; however these courtrooms are  
5 not currently equipped with sound recording equipment; and

6       **WHEREAS**, Las Vegas Justice Court criminal departments have appointed certified  
7 court reporters to take down the proceedings and are excepted from the statutory requirement of  
8 recording proceedings with sound recording equipment where a court reporter is present; and

9       **WHEREAS**, JCRLV 6.5 authorizes the Chief Judge to make “assignment or  
10 reassignment or courtrooms between departments to accommodate the needs of litigants, and  
11 efficient and effective case management” and to “make such orders as deemed advisable”  
12 relating to local court rules and procedure; therefore,

13       **IT IS HEREBY ORDERED** that the following temporary procedures shall be  
14 implemented, effective May 24, 2021:

15       1. The following criminal departments currently using courtrooms on the south end of the RJC  
16 (A/B courtrooms) are hereby temporarily reassigned for all calendars to courtrooms on the north  
17 end of the RJC (C/D courtrooms) with inmate transportation available through Car 9:

- 18           a. Department 1 will be temporarily be assigned to courtroom 6C.  
19           b. Department 7 will be temporarily be assigned to courtroom 8C.  
20           c. Department 10 will be temporarily be assigned to courtroom 7D.  
21           d. Department 13 will be temporarily be assigned to courtroom 1C.  
22           e. Department 15 will be temporarily be assigned to courtroom 6D.

23       2. All remaining criminal departments assigned to courtrooms on the south end of the RJC (A/B  
24 courtrooms) must conduct all arraignment calendars with in-custody defendants with virtual  
25 court sessions through BlueJeans during the inoperability of Car 10. Inmates with cases set on  
26 the arraignment calendar will not be transported to the RJC. In-custody defendants on the  
27 preliminary hearing calendar whose cases have been resolved should be identified early and  
28 heard virtually with the arraignment calendar to avoid transport to the RJC. Otherwise,  
defendants scheduled for preliminary hearing calendars will be transported to the courtroom.  
The meeting IDs for affected departments are listed below:

- 1 a. Department 2 – BlueJeans Meeting ID 7026713353  
2 b. Department 3 – BlueJeans Meeting ID 7026713361  
3 c. Department 11 – BlueJeans Meeting ID 7026710836  
4 d. Department 14 – BlueJeans Meeting ID 7026713625

5 3. All CCDC classrooms used for virtual appearances are situated with an adjacent private room  
6 equipped with an inmate telephone for attorney-client confidential communications. All  
7 courtrooms conducting virtual sessions for in-custody calendars are situated with an anteroom or  
8 co-located office space with a telephone for defense counsel to conduct attorney-client  
9 confidential communications. Phone numbers for the CCDC private rooms and RJC rooms are  
10 listed below:

Department	CCDC Phone	RJC Phone
2 (Courtroom 8B)	671-8325	671-3380
3 (Courtroom 1B)	671-8329	671-3105
11 (Courtroom 7B)	671-8331	671-3340
14 (Courtroom 1A)	671-8321	671-0895

12 4. Out of custody calendars may, at the discretion of the judge, continue to be offered through  
13 BlueJeans in a virtual format. However, no calendar session may have more out-of-custody  
14 defendants or spectators present than the limitations set by the Clark County Local Mitigation  
15 and Enforcement Plan and any amendment thereto.

16 **Traffic Division**

17 5. The Traffic customer-service lobby remains closed to the public until further notice. Pursuant  
18 to NRS 484A.615, Defendants may resolve their traffic citations online at  
19 [www.lasvegasjusticecourt.us](http://www.lasvegasjusticecourt.us) or by requesting a plea form from a customer-service representative  
20 via phone at (702) 671-3444, Monday through Thursday, from 7:30 AM through 5:30 PM,  
21 excluding holidays. Such plea forms may be returned to the court via email and will be  
22 processed upon receipt.

23 Dated this 20 day of May, 2020.

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25 Melissa A. Saragosa,  
26 Chief Justice of the Peace  
27 Las Vegas Justice Court  
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