

**FILED**

JUL 13 2015

JACQUELINE BRYANT CLERK  
By: *Shannon Keller*  
DEPUTY CLERK

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IN THE SECOND JUDICIAL DISTRICT COURT OF THE STATE OF NEVADA  
IN THE FOR THE COUNTY OF WASHOE

IN THE ADMINISTRATIVE MATTER OF:  
COURT REPORTER COMPENSATION.

ADMINISTRATIVE ORDER 2015-04

WHEREAS, the General Jurisdiction Judges of the Second Judicial District prefer the continued use of court reporters; and

WHEREAS, Nevada Revised Statutes (NRS) 3.370(1)(a) provides that court reporters shall be paid a daily per diem for each day "when the court is sitting during traditional business hours;" and

WHEREAS, NRS 3.370(4) prescribes the per-page fee "for transcripts in criminal cases ordered by the court to be made . . . .;" and

WHEREAS, the use of public resources must be carefully managed;

IT IS HEREBY ORDERED:

1. A court reporter shall be paid the daily per diem, as set forth in NRS 3.370, only when the court "is sitting during traditional business hours." A court "is sitting" only when the presiding judge:
  - a. enters the courtroom and opens a session of court;
  - b. conducts an in-chambers conference that is reported; or

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c. is present within the courthouse to preside over a regularly-scheduled courtroom event that settles, vacates, or is otherwise continued the day it was scheduled to occur.

2. For as long as the Second Judicial District Court maintains its in-courtroom closures on Friday afternoons, a court reporter is entitled to half the daily per diem, as set forth in NRS 3.370, for each Friday morning the court is in session. In the limited event a judge decides to continue a matter into Friday afternoon, and the matter is reported, the court reporter shall be entitled to a full-day per diem.

3. Except as provided in this order, court reporters shall only prepare transcripts in criminal proceedings that are ordered by a judge to be transcribed.

4. Any judge may, within his or her discretion, order that a criminal proceeding be transcribed.

5. The following criminal proceedings are hereby ordered to be transcribed:

- a. All pre-trial proceedings for Class A felonies;
- b. All arraignments in which a plea is entered;
- c. All sentencings in which a defendant is sentenced to probation, diversion, or specialty court;
- d. All probation revocation hearings in which probation is reinstated;
- e. All grand jury proceedings;
- f. All bench warrant proceedings; and
- g. All suppression hearings.

6. If requested by a judge, the court clerks shall use minute orders to describe ministerial or continued proceedings when no transcript has been ordered.

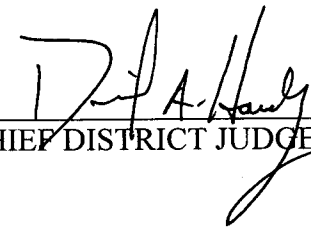
7. All court reporter invoices shall designate the type of hearing transcribed, and when a proceeding does not result in an automatic transcription as set forth above, be accompanied by the order request form completed by the court clerk present in court during the proceeding.

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8. Administrative Orders 2012-08 and 2013-02 are replaced by this Administrative Order.
9. This Administrative Order becomes effective immediately and will remain in effect until further Administrative Order.

**IT IS SO ORDERED.**

DATED this 3<sup>th</sup> day of July, 2015

  
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CHIEF DISTRICT JUDGE