

CHIEF JUDGE ORDER 07-06

Date: November 7, 2007

FOURTH JUDICIAL DISTRICT
OFFICE OF THE CHIEF JUDGE

ORDER CONCERNING REASSIGNMENT OF CASES

As a general rule, cases may not be reassigned by judges other than the Presiding Judge of the El Paso County Court, the Presiding Juvenile Judge, the Chief Judge of the Fourth Judicial District or his designee, except in those cases where motions to merge or consolidate actions have been filed.

The regular procedures established for reassignment of cases are:

1. THE GREENSHEET PROCEDURE. Pursuant to Chief Judge Memorandum 07-02
2. DISQUALIFICATION OR RECUSAL OF JUDGE. A judicial officer granting a Motion to Disqualify or Recuse, or recusing sua sponte, shall issue a written order or make an entry by minute order in the registry of actions stating the reasons for the disqualification or recusal. (e.g. appearance of impropriety; conflict of interest; social relationship; etc.)

The judicial officer entering the order of disqualification or recusal shall inform the Chief Judge or the Presiding Judge of the County Court of the decision and the case will be reassigned consistent with the provisions of C.R.C.P. 97, case management standards and caseload distribution.

Reassignment in the County Court is the responsibility of the Presiding Judge of the County Court.

For purposes of reassignment in the District Court, the Chief Judge authorizes the Clerk of Court to reassign cases using a list of all available judges of appropriate jurisdiction and docket assignment. The Clerk of Court will reassign

cases consistent with the provisions of C.R.C.P. 97, case management standards and caseload distribution. The Clerk of Court is authorized to substitute a newly filed case from the docket of the judge receiving the reassigned case to the docket of the judge who entered the order of disqualification or recusal.

3. ASSISTANCE CASES. Cases handled by one division providing assistance to another division shall generally not be reassigned to the assisting division. The exception is where a final order is entered in a dissolution case or a trial to the Court or a jury. In those cases, the assisting division shall be reassigned the case. The clerk of the assisting division is responsible for preparing the minute order implementing the reassignment.
4. HABEAS CORPUS. Petitions for writs of habeas corpus in criminal, mental health, and juvenile cases shall be assigned in the normal civil rotation.
5. ADOPTION AND RELINQUISHMENT. Where an adoption is filed to run concurrently to a petition for relinquishment, both actions shall be assigned to the same division.
6. CONTEMPT. The Presiding Judge of the County Court or the Chief Judge of the District Court should be contacted to assign judges to hear contempt cases which cannot be heard by the judge issuing the citation.
7. This order supercedes Chief Judge Directive 91-17.



Kirk S. Samelson

Chief Judge