

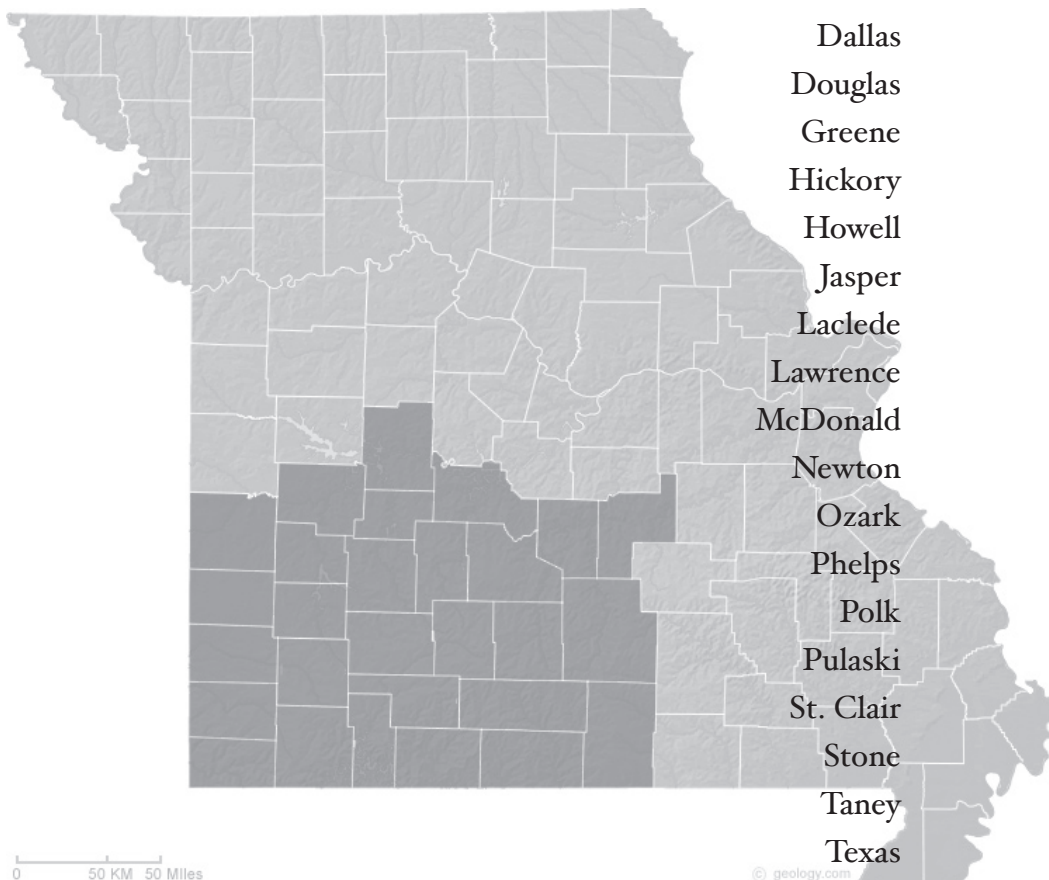
COUNTY COURTS OF SOUTHWEST MISSOURI

A GUIDE TO LOCAL RULES AND CUSTOMS
1ST EDITION · SEPTEMBER 2007



COUNTIES

Barry
Barton
Camden
Cedar
Christian
Dade
Dallas
Douglas
Greene
Hickory
Howell
Jasper
Laclede
Lawrence
McDonald
Newton
Ozark
Phelps
Polk
Pulaski
St. Clair
Stone
Taney
Texas
Vernon
Webster
Wright



ALSO INCLUDING

Springfield Municipal Court and
United States District Court for the Western District of Missouri



*By
Craig Preston
SMBA Mentorship Monday Chairman*

The Springfield Metropolitan Bar Association Mentorship Program was founded by Attorney Cliff Brown of Carnahan, Evans, Cantwell & Brown, P.C. During his tenure as the SMBA President, Mr. Brown fielded comments and concerns that new attorneys, particularly those who do not associate with a law firm, sometimes lacked the practical skills and knowledge necessary to practice law. Although law schools do an excellent job teaching the law, students are rarely taught practical lessons.

In an effort to help teach new attorneys practical skills, Mr. Brown teamed up young practicing attorneys with first year practicing attorneys. Under the program, each of the new attorneys were assigned a mentor, an attorney with three to five years of practice experience, to whom the new attorney could turn for information about the practice of law. The mentors and protégés met as a group once every month for six months. Generally the monthly meetings would begin with a guest speaker on topics such as: 1) Proper billing techniques; 2) How to make it rain; 3) Volunteer opportunities; and 4) Collections. The program also included a tour of the Springfield Municipal Court, and the Greene County Jail. The meetings would normally conclude with a round table discussion on various topics facing young attorneys.

The most beneficial aspect to the program were the relationships formed between the attorneys. Before the program, it was the norm for new attorneys to enter a courtroom and not know anyone in the room, now it's generally the exception. Attendance by young lawyers at SMBA functions has increased, and the overall camaraderie has improved.

Early in the year, the group decided to compile the pet peeves of local judges and counties and for distribution to attorneys when they join the SMBA. As the project grew, it got its own name, the County Common Law Project, and grew in size from the immediate Greene County area to all counties in Southwest Missouri. Each mentor and protégé were assigned a county and given the task to research the irregularities or unusual aspects of practice in their county along with general information. This information should only be used as a starting point, and should be verified, because local practice is constantly evolving and some of the information had to be compiled without input from the judges in the counties. Several judges did, however, volunteer useful information regarding procedures within their courtroom.

The Springfield Metropolitan Bar now has plans to continue the Mentorship Program each year, with the idea that the protégés will someday become the mentors. Plans are also underway to add a third layer of more seasoned attorneys and judges who are willing to provide input and answer questions on an as needed basis. We would all like to thank the various monthly program sponsors, those who purchase this booklet in support of the program, and Cliff Brown, who provided the inspiration for the program and this publication.

THANK YOU
TO THE FOLLOWING
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BARRY COUNTY, MISSOURI

102 West Street
Cassville, Mo 65625
Judicial Circuit 39

Circuit Clerk Phone: (417) 847-2361

Fax: (417) 847-6298

BARTON COUNTY, MISSOURI

1007 Broadway
Lamar, MO 64759
Circuit Clerk (417) 682-2444



GENERAL INFORMATION

The Barry County Courthouse is located on the corner of West and 1st street in Cassville, MO. Parking should not be a problem unless a jury trial is in session. Otherwise, there is plenty of parking around the courthouse, including a large parking lot in the rear of the courthouse. No photo of the new courthouse was available.

PROCEDURES

Law Day

The Barry County Law Days are on Monday and Tuesday of the third week of each month. If you want to have a civil case heard, then expect to do so on Monday morning. After the civil cases are finished, judges will hear criminal cases for the rest of Monday and all day Tuesday. The cases should move pretty quickly, and Barry County now has two judges presiding on law day.

Case Filing

Cases can be filed in advance at the Circuit Clerk's office, located in the courthouse. Contact the Circuit Clerk at the numbers listed above for specific local rules and procedures.

JUDGES

Robert S. Wiley, Circuit Judge

P.O. Box 50, Crane, MO 65633
(417) 723-0243, (417) 723-0241 (facsimile)

Victor Head, Associate Circuit Judge

102 West St., Suite 2, Cassville, MO 65625
(417) 847-2127, (417) 847-5760 (facsimile)

Carr L. Woods, Associate Circuit Judge

102 West St., Suite 3, Cassville, MO 65625
(417) 846-1842

GENERAL INFORMATION

The Barton County Courthouse is located in the center of the square in Lamar, Missouri. Various county offices are also located in the county courthouse. The Clerk's office is located on the second floor and is next to the courtroom. Barton County became a consolidated court May 1, 1996, and is served by an associate circuit judge, Judge Charles Curless. Judge James Bickel is the circuit judge for the 28th Judicial Circuit. In general, conduct is governed by the 28th Circuit Local Court Rules, which encompasses Barton, Vernon, Dade, and Cedar Counties.

SPECIFIC PROCEDURES

- The court has specific law days, and an attorney must speak to the judge directly about any other matter because of calendar constraints.
- The clerk accepts fax filings.
- The clerk will pull the files and give them to the judge.
- There is no check-in for attorneys in the courtroom.
- The order of events might not be in the order of the docket.
- When a trial date is set, the associate judge expects the trial to go ahead at that time, and is a date upon which you must be ready for trial.

JUDGE CURLESS

Judge Curless has been an associate circuit judge in Barton County since January 1, 1995. Things to remember when appearing before Judge Curless are (1) he expects appropriate attire, (2) speak loud enough to be heard, and (3) he dislikes background chatter that makes it difficult to hear.

CAMDEN COUNTY, MISSOURI

One Court Circle
Camdenton, MO 65020

Judicial Circuit 26
Circuit Clerk Phone: 573.346.4440
Circuit Clerk Fax: 573.346.5422

BUSINESS HOURS:

Monday-Friday
8:30 a.m.-4:30 p.m.

Terms of Circuit court—First Monday in February, May, August, and November.

Law Day—First Tuesday after second Monday of each month. Attorneys (or support staff) can call the clerk's office to ask specific questions regarding law days.

Petition – When filing a petition, make sure to provide extra copies (including a copy to be stamped for your file), the sheriff's information, the sheriff's fees, and any other required documentation.

To schedule a hearing on a motion, contact the clerk's office to obtain information regarding upcoming law days and notice your hearing up for the law day. The clerk's office stated that it receives numerous calls from out of area attorneys inquiring when action will be taken on the motion.

Dress code – the Circuit Court (and presumably the Associate Circuit Court) will not permit anyone to enter the courtroom who is wearing shorts, sandals, or t-shirts with inappropriate printed statements. On several occasions, the clerk's office has had to send people over to Wal-Mart to purchase appropriate clothing.

Provide advance notice of the need for copies of files. The clerk's office does not like to make copies while attorneys wait.

The security at the front door can cause delays, so plan accordingly.

On Mondays and Thursdays, the courthouse is busy and parking is more difficult, so plan accordingly.

Duties of the Camden County Circuit Clerk include: filing of all civil lawsuits; filing of all criminal cases (from traffic violations to felonies); juvenile/adoption cases;

probate; passports; orders of protection; domestic cases including divorce, paternity, etc.; jury trials; and collection of fines, court costs, and restitution.

CONTACT INFORMATION:

Hon. Greg Kays, Presiding Judge (Div. 2)
Camden County Courthouse
One Court Circle
Camdenton, MO 65020
Phone: 573.346.5160
Fax: 573.346.0369

Hon. G. Stanley Moore (Div. 1)
Camden County Courthouse
One Court Circle
Camdenton, MO 65020
Phone: 573.346.5160
Fax: 573.346.0369

Hon. Jack A. Bennett
Associate Judge (Div. 3)
Camden County Courthouse
One Court Circle
Camdenton, MO 65020
Phone: 573.346.4440

Hon. Bruce E. Colyer
Associate Judge (Div. 4)
Camden County Courthouse
One Court Circle
Camdenton, MO 65020
Phone: 573.346.4440

Jo McElwee
Circuit Clerk
Camden County Courthouse
One Court Circle, Suite 8
Camdenton, MO 65020
Phone: 573.346.4440
Fax: 573.346.5422

CEDAR COUNTY, MISSOURI

Courthouse, 113 South Street

Stockton, MO 65785

Circuit Clerk: Melinda Gumm (417) 276-6700, Ext. 230

Circuit Clerk Fax (417) 276-5001

28th Judicial Circuit

GENERAL INFORMATION

This is a small county with an estimated population in 2005 of 14,160. The majority of Stockton Lake is located in this county. The county courthouse is located in the center of Stockton on South Street, which is also Highway 39. The courthouse is located a couple blocks south of the intersection of Highway 32 and 39 off the square. It is a cream colored, older, three story building. Parking is on the south of the building and there is a parking lot behind the courthouse.

The courthouse has two courtrooms. The circuit court is on the second floor. The circuit clerk is located on the first floor. The courthouse hours of operation are from 8:00 a.m. to 4:00 p.m.

PROCEDURES

Law Day

The law days are scheduled by the circuit judge. The court publishes a schedule of law days for motions and oral arguments. Matters that will take longer than 30 minutes should not be scheduled for a law day, unless it is set by the court. Usually, there are two law days a month; apparently always on Monday. Law days normally start at 9:00 a.m. A new schedule of law days is published about every six months. Check with the clerk to find out when the next law day will occur.

Trials

Local Rule 36.1 states that a trial setting is informal, but a formal trial setting may be requested under Supreme Court Rule 63.01. A trial setting will be granted if discovery is complete, nearly so, or a suffi-

cient amount of time has passed to complete discovery. If a trial setting is requested informally, the judge will assign a trial date.

In criminal cases, the prosecuting attorney will prepare proposed jury instructions. In civil cases, the plaintiff's attorney will prepare proposed jury instructions on cautionary, explanatory, facts not assumed, burden of proof, number of claims, packages explanation and all applicable verdict forms. All parties can present proposed jury instructions at the close of all evidence.

JUDGES

James R. Bickel (R), Presiding Judge

100 W. Cherry St., Suite A
Nevada, MO 64772

Joseph B. Phillips, Associate Circuit Judge

P.O. Box 665
Stockton, MO 65785-0665

OTHER INFORMATION

- Facsimile filings are allowed. See Local Rule 4.7.
- There are no local rules for discovery or pre-trial motions.
- There is a dismissal docket. See Local Rule 37.1.
- Local Rule 68 is extensive for this judicial circuit on the matters of family law.

CHRISTIAN COUNTY, MISSOURI

100 West Church Room 100

Ozark, Missouri 65721

Circuit Clerk (417) 581-6372

Circuit Clerk fax: 417-581-0391



GENERAL INFORMATION

The Christian County Judicial Courts Facility is a newer facility comprised of two floors located on the south side of the square in Ozark. The jail is connected to the Judicial Facility. Other offices, such as the Recorder and Assessor, are located in the old courthouse in the middle of the square. The only entrance to the Facility is located on the north side of the building. Attorneys and all other persons must pass through a metal detector.

The first floor includes the probate and criminal court, the Prosecutor's office, and the probate office. The Circuit Clerk and Associate Circuit Clerk, Associate Court, and Circuit Court are all located on the second floor.

PROCEDURES

Routine Motions

In Associate Circuit Court, all parties generally must check in outside the courtroom. Once they check in, they are given the file. If the hearing was not properly noticed, or was short noticed, the file might still be in the Associate Clerk's office on the second floor. After the judge enters the courtroom, attorneys form a line and the cases are heard in the order of attorneys in line. Therefore, if a party is in a hurry, it would behoove them to be first or second in line.

In Circuit Court, law days are held on the Friday after the first second and third Thursday of each month. All routine motions should be noticed up on a law day. Your file will be pulled and should be waiting for you in the courtroom. The judge will call cases in the order they are listed on the docket sheet.

Other Hearings

A special setting is required if your issue will occupy a lengthy amount of the judge's time. Setting requests for trial should be addressed to the assigned judge in writing, with a copy to all interested attorneys and unrepresented parties. Contact the judge's assistant directly to schedule all special settings. Generally the assistant will want to know a summary of the issues, an estimate of the time needed, and the number of attorneys that will be present.

Trials

In Christian County, the court will not set a trial date until a party requests a trial setting.

Local Rule of Interest

Rule 3.3. Christian County accepts fax filings.

JUDGES

Judge Mark Orr. Judge Orr is a circuit court judge. He was formally the associate court judge, and prosecuting attorney.

Judge Larry Luna. Judge Luna is an associate court judge. He primarily handles civil and family matters. He was recently elected and is fairly new to the bench. Judge Luna was a practicing attorney in the area prior to being elected.

Judge John Waters. Judge Waters is an associate court Judge. He primarily handles criminal and probate matters. Judge Waters was a practicing attorney in the area prior to being elected.

DADE COUNTY, MISSOURI

Dade County Courthouse

Greenfield, MO 65661

Circuit Clerk Office: (417) 637-2271

Associate Circuit Clerk Office: (417) 637-2741

Probate Office: (417) 637-2741

28th Judicial Circuit



GENERAL INFORMATION: Dade County was created in 1841 from Barry and Polk Counties. Named for pioneer settler Francis L. Dade, Dade County is surrounded by Cedar, Polk, Greene, Lawrence, Jasper and Barton Counties. As of the 2000 census, Dade County had 7,923 residents.

PROCEDURES: Pursuant to Local Rule 2.3, routine matters should be addressed on “Law Days”. Law Days are published by the circuit judge, and one should confirm the published law days with the circuit clerk before noticing a routine hearing. Pursuant to Local Rule 4.7, Facsimile filing and service are permitted.

When you appear for a Law Day matter, the Court will already have your file. Pursuant to Local Rule 2.4, all matters likely to require more than 30 minutes should not be scheduled for law days. As a general rule of thumb, counsel should consider a special setting for any matter exceeding 15 minutes. Please take note of Local Rule 34 regarding motions for continuance.

Continuances are not self-executing, so do not simply file your motion for continuance and assume it was granted. You need to get consent of the opposing party, or you need to appear.

JUDGE BICKEL: The presiding judge of Dade County is James R. Bickel, of Nevada Missouri. Judge Bickel graduated from the University of Missouri-Columbia School of Law in 1973, engages in numerous leadership and civic activities, and has been named an “Outstanding Missourian by the Missouri state legislature.

On Law Day Motions, Judge Bickel will address civil cases prior to criminal cases. He will generally take up routines from out of town lawyers prior to taking up those matters brought by local counsel. Judge Bickel pro-

vides several tips to those lawyers appearing in Dade County. First and foremost, all lawyers should adhere to general standards of courtesy and respect toward the Court. This means waiting patiently until your motion is heard. Listen to the arguments being made, or prepare for yours. Do not read the newspaper or Lawyer’s Weekly. No standing and acting impatient. Stay seated until your motion is called. For routine motions, drinks are not appropriate. For lengthy hearings and for trials, covered drinks are fine. Also, always be prepared. On criminal matters, this means having all the appropriate forms filled out before your client’s case is called. Remember there are many lawyers and matters to take up with the Court on Law Day. Do not waste the Court’s or your colleagues’ time.

When addressing the Court, stand until told differently by the Judge. When performing a cross examination or redirect, wait for the judge to tell you to proceed. Request to approach a witness the first time, after which the judge will likely grant you freedom to approach.

On Motions to Compel, the lawyers should have sat down and talked about it to see if they could work out their differences. Do not bring the court form discovery objections, without having sifted through the legal bases for your differences.

For lengthy motions, a copy of the briefing should be sent to Judge Bickel’s office prior to the hearing. Realize the judge has many circuits to cover, only one of which is Dade County. Thus, if you want the judge to rule on a lengthy motion, you must give him your briefing ahead of time.

For out of town lawyers, Judge Bickel is happy to address routine issues by telephone conference.

DALLAS COUNTY, MISSOURI

108 S Maple St # 14

Buffalo, MO 65622

Judicial District 30

Circuit Clerk Phone: (417) 345-2243

Fax: (417) 345-5539



CIRCUIT JUDGE

John W.(Bill) Sims handles resolution of litigants issues.

(417) 345-1582

CIRCUIT COURT ASSOCIATE/PROBATE DIVISION

Judge Cody A. Hanna handles traffic,
civil, misdemeanors, decedents & guardianship estates.

(417) 345-7641

CIRCUIT CLERK

Janice Hicks maintains files for circuit court.

(417) 345-2243

LAW DAY: The Dallas County law day is held on the second Thursday of the month for all cases (Criminal, Juvenile, Civil). Hearings should only last 10 to 15 minutes; the judge never schedules trials on law day.

CASE FILING

Cases should be filed through the Circuit Clerk's office in advance. Most of their local rules can be found in Missouri Court Rules volume 2. The Circuit Clerk stated that the petitions for a guilty plea are a bit different than most courts, so call the Clerk ahead of time to obtain said forms.

GENERAL INFORMATION

The Dallas County Courthouse is located on the corner of Maple St. and Main St. in Buffalo, Missouri.

DOUGLAS COUNTY, MISSOURI

203 Southeast Second Avenue

Ava, Missouri 65608

Circuit Clerk (417) 859-2006

Associate Circuit Clerk (417) 859-2041

GENERAL INFORMATION

The Douglas County Courthouse is located just off the southeast corner of the square in Ava. It is an older building, reflecting the architecture of the late 1890's and early 1900's in the Ozarks. The courts and all county offices (including the University of Missouri Extension Center) are located in the court house.

There is some off-street parking, primarily for handicapped drivers. Spots are fairly hard to come by, even next to the courthouse. The only entrance is on the western side of the building that opens to stairs going up to the first floor. There is no metal detector to pass through. For fun, carry some spare change: There is an antique novelty machine off to the side of the stairs of the first floor that will show your weight for a penny and, for a nickel, give your weight and predict your future. Cell phones must be turned off but the location is tough for most providers' service.

The circuit and associate circuit clerks' offices are on the second floor. All courtrooms, most county offices, and administrative staff are on the second floor as well. All clerks, judicial offices, and courtrooms are on the northern side of the courthouse.

PROCEDURES

Law Day

Law Day is held on the first Tuesday of the first full week of the month. Civil issues are brought up at 9am and criminal matters are brought up at 11am. You should tell all opposing counsel, pro se parties, and the Clerk at least five days prior that you plan to bring something up for Law Day. Failure to do so will result in being passed onto the next Law Day. Parties are called as they appear on the docket sheet and that is determined in the order in which the clerk was notified. The files are in the courtroom. Only attorneys and witnesses are allowed within the railing. Juvenile Law Day is when all routine matters, other than adoptions, are held. These commence at the Office of the Juvenile Officer in Mountain Grove, Wright County, Missouri; also in the 44th circuit.

Contested matters shall not be heard on Law Day without prior approval of the Court. The Clerk keeps a calendar of all cases and no case should be off or inactive for more than 90 days. Any case off the court's calendar for more than 90 days will be placed on the following Law Day docket for review by the Court.

Other Hearings

The 44th circuit also divides its year up in "terms" for the purpose of dismissing cases or allowing the court a measurable amount of time in order to review the status of every case. Term Day is when the court places all cases pending on the docket. Any case that has shown no activity for two successive terms will be placed on the dismissal docket. This happens on the Tuesday of the first full week in the months of January, May, and September. It is up to the parties to discuss the status of their case with the court if deemed necessary.

Trials

Trial settings may be requested at Law Day but also may be reached by agreement between parties or at the discretion of the court. A request for a trial setting should be put in writing and sent to the clerk as well as all interested parties, opposing counsel and pro se parties at least five days before Law Day.

JUDGES

Judge John Moody. Judge Moody has been the circuit judge since 1995 when he was elected in the November 1994 general election. Prior to being the circuit judge, he was an associate circuit judge in Wright County from 1983-1994. Before that, he was the elected Prosecuting Attorney for Wright County from 1977 to 1982. He is a graduate of the University of Missouri – Columbia School of Law. Three things to remember when appearing before Judge Moody is: (1) be on time (2) speak promptly and clearly and (3) have everything put together in advance. His bailiff is Charles Slieger or Ray Brame, his court reporter is Marcia Meyers, and his assistant is Sandra Davis or Sharon Jones.

Judge R. Craig Carter Judge Carter has been the associate circuit judge since he was appointed by Governor Matt Blunt in 2005. He was elected in 2006. He practiced law in Springfield with Keck & Austin, LLC where he specialized in worker's comp and insurance law. He is a graduate of the University of Arkansas School of Law. Three things to remember when appearing before Judge Carter is: (1) be organized (2) be cordial and (3) represent your client in the best way possible. His bailiff is Charles Slieger or Ray Brame, his court reporter is Marcia Meyers, and his assistant is Sandra Davis or Sharon Jones.

GREENE COUNTY, MISSOURI

1010 Boonville Avenue
Springfield, Missouri 65802
Circuit Clerk (417) 868-4074
Associate Circuit Clerk (417) 868-4110

GENERAL INFORMATION

The Greene County Judicial Courts Facility is a newer facility comprised of three floors. The jail is located directly to the south of the Facility, and other offices, such as the Recorder and Assessor, are located to the south of the jail. There is very little parking directly in front of the Facility, but there is ample parking across the street. The only entrance to the Facility is located on the west side of the building. Attorneys and all other persons must pass through a metal detector. Cell phone are allowed, but lighters, knives, and other sharp items are not.

The first floor includes the sheriff's office, probate and family court, the probate office, and the attorneys' lounge. To get between the first and second floor, there are elevators or stairs. The Greene County Prosecutor's office and the Circuit Clerk and Associate Circuit Clerk are all located on the second floor. The only way to access the third floor is via elevator. For security purposes, there are no stairs to the third floor and the elevators are noticeably slow. The third floor consists of the Associate Circuit and Circuit Courts.

PROCEDURES

Routine Motions

In Associate Circuit Court, the file will be pulled and waiting for you in the courtroom. If the hearing was not properly noticed, or was short noticed, the file might still be in the Associate Clerk's office on the second floor. Upon entering the courtroom, check in with the bailiff to see if the file was pulled. Once all parties are present and have checked in with the bailiff, he will place the file on the bottom of the judge's stack of cases. The judge will call the name of the case when he is ready for you.

In Circuit Court, you need to obtain the file from the Circuit Clerk's office on the second floor before

going into the courtroom. After you have the file go to the appropriate courtroom and give the file to bailiff. Once all parties are present and have checked in with the bailiff, he will place the file on the bottom of the judge's stack of cases. The judge will call the name of the case when he is ready for you.

If the attorney has multiple hearings in different courtrooms, she should first check in with all of the bailiffs and let them know her situation. The bailiff should then hold the file until the attorney returns.

Other Hearings

A special setting is required if your issue will occupy more than five minutes of the judge's time. Setting requests for trial should be addressed to the assigned judge in writing, with a copy to all interested attorneys and unrepresented parties. Contact the judge's assistant directly to schedule all special settings. Generally the assistant will want to know a summary of the issues, an estimate of the time needed, and the number of attorneys that will be present.

Trials

In Associate Circuit Court, the judge will generally set the case for a docket call. At the docket call, all cases set for trial will appear and inform the court of the status and whether they are ready to proceed to trial. If the case is ready for trial, the court will then issue a trial date. If the case is not ready for trial, the court will then reset the case to the next docket call.

In Circuit Court, the court will not set a trial date until a party requests a trial setting. According to local rule 3.4, all requests for trial should be addressed to the assigned judge in writing, with a copy to all interested attorneys and unrepresented parties.

JUDGE	COURT	DAY AND TIME AVAILABLE TO HEAR ROUTINE MOTIONS
Judge Conklin 868-4080	Circuit	Tuesday, Wednesday or Thursday at 9:00 am
Judge Powell 829-6546	Associate Circuit	Monday – Friday at 9:00 (Try to avoid Tuesdays)
Judge Fitzsimmons 868-4095	Associate Circuit	Monday – Friday at 9:00 am (Try to avoid Mondays)
Judge Brown 868-4107	Associate Circuit	Any Tuesday or Thursday after 8:45 (No civil on Wednesday)
Judge Imhof 868-4099	Associate Circuit	Monday- Friday at 9:00 am (Try to avoid Thursdays)
Judge Sweeney 868-4086	Circuit	Tuesday, Wednesday or Thursday at 9:00 am
Judge Holden 868-4837	Circuit	Monday, Tuesday, or Wednesday at 9:00 am
Judge Burrell 868-4078	Circuit	Tuesday, Wednesday or Thursday at 9:00 am

Local Rule of Interest

Rule 3.2 states that no person shall notice a discovery dispute for a hearing until a good faith informal attempt has been made to resolve the dispute.

JUDGES

Judge J. Miles Sweeney. Judge Sweeney is a circuit court judge. His courtroom is generally very quiet, and can be intimidating for new or first time attorneys. Judge Sweeney prefers that all parties, including attorneys, remain behind the counsel tables and not approach the bench for argument so that all interested parties who may be present at the back of the courtroom can hear. His bailiff is James Price, his court reporter is Marilyn Dulaban, and his assistant is Sandy Stanfield. Sandy can be very helpful in scheduling hearings, trial dates, and otherwise providing general insider information.

Judge Dan Conklin. Judge Conklin is a circuit court judge. Judge Conklin does not allow any parties to have their hands placed in their pockets or to chew gum while in the courtroom. Remember these two rules!! Courtroom décor is necessary unless there is an emer-

gency. Men are required to wear a shirt, tie and jacket while women are required to wear appropriate business attire. All lawyers must have read and be familiar with the local rules. These rules provide Judge Conklin's schedule regarding routine motions and the process for requesting a special setting, among many other aspects of court procedures. Judge Conklin does not appreciate his secretary being phoned multiple times and asked what are the different rules. Local rules for Greene County may be found at:

<http://www.greenecountymtmo.org/ccourt31/localrules.pdf>.

Judge Conklin prefers that all attorneys advise the bailiff upon arrival of the attorney's name and business. Attorney's should make sure their file is in the courtroom and should have the bailiff take the file to the judge when the attorney is ready to proceed. All attorneys should stand to initiate proceedings and before they begin to speak. Judge Conklin stresses whenever an attorney is reading into the record he/she makes a conscious effort to slow down the reading for the benefit of the court reporter. His bailiff is John Wiechert, his court reporter is Rachelle Sobaski, and his assistant is Ivanna Auston.

Judge Calvin Holden. Judge Holden is a Circuit Court Judge. His courtroom is located at the far north end of the third floor. All attorneys should obey the local rules and be familiar with the general information previously provided for Greene County.

Judge Don Burrell. Judge Burrell is a circuit court judge. Attorneys should stand while addressing the Court. If the attorney is filing a motion to withdraw, make sure the motion contains the grounds and indicates whether the client has been notified of the hearing at their last known address. Attorneys should always bring their calendars with them to court. If you are asking for certain relief from the Court, make sure you prepare and bring a proposed order that would grant the relief you are requesting. Fill in blanks on the proposed order, including the case number, before you hand them to the Court. If the attorney is pressed for time, they should inform the court, and they will be moved either to the front, or the back of the line. If your client needs to be brought over from the Greene County jail, let the Judge's bailiff know a couple of days before the scheduled hearing and then remind them about an hour before the hearing is scheduled to start.

Judge Mark Powell. Judge Powell is an associate circuit judge. His three rules are: 1) Be prepared; 2) Be on time; 3) Be nice to his clerk and bailiff. Attorneys should avoid motions to shorten time unless there is a reason, and should always attempt to work out the issue with the opposing side before taking the matter up before the Court. Credibility is key in his courtroom, and proceeding with a frivolous argument and/or trial is a good way to lose credibility. Judge Powell is available to hear certain items at 8:30 a.m., such as minor settlements, however please call his assistant to check his availability. Attorneys should attempt to limit argument to five (5) minutes, unless they have a special setting. Judge Powell has no preference whether attorneys stand or sit while questioning witnesses at trial, but all attorneys should follow the normal procedures of standing when the time is appropriate. His bailiff is Charles Hammer and his clerk is Leana Shearer, who also handles the court reporting duties.

Judge Jason Brown. Judge Brown is an associate circuit judge. Attorneys should follow the local rules and attempt to settle all discovery disputes prior to appearing for argument. Attorneys should discuss their positions with the opposing side prior to arguing the motion, which would include the possibility or impossibility of settlement before trial. All individuals should be nice to Judge Brown's bailiff and clerk because as in all divisions, it will pay off in the future. On criminal matters, arrive early to court if you are interested in an offer from the prosecutor and tell your client that he/she needs to make up their mind rather quickly. Before arguing a matter, don't assume the court knows/remembers what the case is about and who you represent. One or two sentences of intro always helps: "Judge I am John Doe, I represent the Defendant in this car wreck case, where Plaintiff claims a neck injury. We're here on my Motion to Compel Plaintiff to provide a medical authorization, which I first requested over three months ago and have never received a response or objection." His bailiff is Larry Hartman, and Crystal Bestal acts as his assistant and as court reporter.

Judge Dan Imhof. Judge Imhof is an associate circuit judge. Attorneys should limit all arguments in Judge Imhof's courtroom to five (5) minutes. If any argument extends past 5 minutes, the attorneys should either stop, or request a special setting to continue the argument. Attorneys should talk to the opposing party prior to arguing all motions. Judge Imhof has no preference whether attorneys should stand or sit during trial. Judge Imhof is available at 8:30 a.m. for special settings, but attorneys should always check with his clerk and should not schedule hearings at 8:30 a.m. without first receiving approval. His bailiff is Wayne Strain, and his assistant is Twila Treece.

Judge Mark Fitzsimmons. Judge Fitzsimmons is an associate circuit judge. His courtroom is located on the far South end of the third floor. All attorneys should obey the local rules and be familiar with the general information previously provided for Greene County.

HICKORY COUNTY, MISSOURI

Courthouse Square

Hermitage, Missouri 65668

Circuit Clerk (417) 745-6421

Associate Circuit Clerk (417) 745-6822

GENERAL INFORMATION

The Hickory County Courthouse is located in the center of the square in Hermitage. The jail is adjacent to the courthouse. The circuit clerk, assessor, collector, and recorder's office are located on the ground floor. The associate clerk, judge's offices and courtrooms are located on the second floor. The county clerk and commissioners are located in the basement. There is no elevator.

Parking is on the street and there are no meters. The guards use hand-held metal detectors and cell phones are not allowed on the second floor.

JUDGES

Presiding Judge John W. (Bill) Sims. Judge Sims was first elected presiding judge of the 30th Circuit in November 2000, and his current term expires on December 31, 2012. He practiced law in Marshfield for 30 years, was elected Prosecuting Attorney of Webster County, and served as City Attorney for Marshfield for 29 years. He graduated from the University of Kansas Law School. His secretary is Jeremy Hinkle and his court reporter is Brett Harrison, who travels with him.

Judge Michael Hendrickson. Judge Hendrickson was elected associate circuit judge in 2006. He was previously a Special Assistant U.S. Attorney in Springfield, and an Assistant Missouri Attorney General in Jefferson City and Springfield. He was also the Chief Assistant Taney County Prosecutor, Assistant Jefferson County Prosecutor, and was a private practitioner in Joplin. He graduated from the University of Nebraska Law School. His secretary/clerk is Julie Kingston.

PROCEDURES

Law Day

Judge Sims' Hickory County Law Day is typically the second Friday of the month. Attorneys should always call and confirm that he will be there. Civil cases begin at 9:00 am, criminal cases at 10:00 am, and juvenile cases at 11:00 am.

Judge Hendrickson's Law Days are every Wednesday and Thursday, as follow:

- Wednesdays: 8:30 am—ex-parte; 9:00 am—circuit civil; 10:00 am—associate civil; 11:00 am—probate
- Thursdays: 9:00 am—criminal.

All files are pulled by the clerk's office prior to the hearing. Attorneys are not allowed to handle court files.

Other Hearings and Trial Requests

For any hearing requiring more than 5-10 minutes, you must first notice up an appearance on a Law Day and then also let the court know how much time will be required at that time. Judge Sims will not set a case for trial until all discovery has been completed and you have filed a certificate stating same.

HOWELL COUNTY, MISSOURI

Courthouse Square

PO Box 1011

West Plains, MO 65775-3400

Judicial Circuit 37

Circuit Clerk Phone: (417)256-3741

Fax: (417)256-4650



JASPER COUNTY, MISSOURI

302 S. Main

Carthage, MO 64836

Circuit Clerk: (417)358-0441

Probate Clerk: (417)358-0403

Associate Division: (417)358-0450

601 S. Pearl

Joplin, Mo 64801

Circuit Clerk: (417)625-4310

Associate Division: (417)625-4316

GENERAL INFORMATION

The Howell County Courthouse is located in the middle of the square in downtown West Plains, Missouri, the County Seat of Howell County. The above picture was taken of the old courthouse in West Plains. No current photo of the courthouse is available.

PROCEDURES

Law Day

A Circuit Judge will hear cases on the first and third Mondays of every month. They do not refer to this period as “law day,” so do not be discouraged if the Clerk’s office seems bewildered.

Case Filing

Contact the Circuit Clerk for more information on filing and for access to special forms. Cases are filed at the Howell County Courthouse in the Clerk’s Office.

JUDGES

The Howell County Circuit Judges’ office is located at 222 Courthouse Square (in the courthouse). The phone number is (417) 256-4050 and the fax is (417) 256-5826.

The Circuit Judge, Division 1, is the Honorable David Evans. The Honorable Don M. Henry and the Honorable Truman Wiles are Associate Circuit Judges for Division 2 and 3, respectively.

GENERAL INFORMATION

Jasper County has two court buildings, one each in Carthage and Joplin. The courthouse in Carthage is located in the center of the town square in Carthage. Various county offices are located inside the courthouse. Parking is available around the square, or on the adjacent side streets.

The courthouse in Joplin is located three blocks from Main Street in Joplin. Parking is available in the adjacent parking lot as well as on the adjacent street.

Please note that there are no jurisdictional lines and cases may be filed at either courthouse.

PROCEDURES

Docket Call

All cases are specially set by each division.

JUDGES

Judge Gayle Crane, Circuit Judge, Division 1

Judge David C. Dally, Circuit Judge, Division 2

Judge David B. Mouton, Circuit Judge,
Division 3/Probate

Judge Joseph Schoeberl, Associate Circuit Judge

Judge Richard D. Copeland, Associate Circuit Judge

Judge Stephen P. Carlton, Associate Circuit Judge

LACLEDE COUNTY, MISSOURI

200 North Adams

Lebanon, Missouri 65636

(417) 532-2471

The Laclede County Court is located in the 26th Missouri Judicial District. The county courthouse is situated within the Laclede County Government Center. When arriving at the courthouse, it is advised to enter through the main front entrance. Street parking is available in the front of the courthouse and a parking lot is located behind the Government Center. All attorneys are required to pass through metal detectors at the entrance of the facility. Attorneys are permitted to carry cellular phones and PDA's as long as they are silenced. The Laclede County Jail is attached to the courthouse and is a part of the Government Center.

The Laclede County Circuit Court holds Law Day once a month at 9:00 a.m. Law Day is usually held on the second or third Wednesday of the month. It is advisable to call the clerk for the specific date of the month. Attorneys are required to properly notice up their cases for these specific days. If an attorney's case is scheduled for the docket for that day, the case file will have been pulled and will be waiting in the courtroom. If a case is not scheduled, it is advisable to call the clerk's office and request that it be pulled. Once in the courtroom, attorneys need to check in with the bailiff and then go into the conference room by the Judge's Chambers if they need to discuss their case. It is important to note that there are several visiting Judges that often hear the cases on Law Day. If an attorney needs to schedule a special setting, they need to contact the clerk's office. Finally, it is advisable that attorneys have their clients present in the courtroom for at least the initial appearance.

The Circuit Judge for Laclede County Division One is the Honorable Stanley Moore and the Circuit Judge for Division Two is the Honorable Greg Keys. The Honorable Christine Hutson is the Associate Circuit Judge for Division Three and the Honorable Larry Winfrey Jr. presides over the Associate Circuit Court Division Four. Wanda Tyre is the Circuit Clerk and Heather Officer is the Chief Deputy Clerk. Teresa Clark is the Criminal Division Clerk and Gail Thompson serves as the Civil Division Clerk.

Biographies of the Judges were not available except for the Honorable Christine Hutson. Judge Hutson was appointed by Governor Bob Holden and serves as the first female Associate Circuit Judge for Laclede County. Judge Hutson opened her own firm in 1995 and practiced in the areas of family, criminal, business administration, insurance, workers compensation and real estate law. Before opening her practice, Judge Hutson served in the Missouri State Public Defender system. Judge Hutson holds Bachelors degrees in the areas of Chemistry and Political Science from Drury College and a Juris Doctor from Washburn University.

LAWRENCE COUNTY, MISSOURI

One Courthouse Square

Mt. Vernon, MO 65712

Circuit Clerk (417) 466-2471 / (417) 466-7899 (facsimile)



GENERAL INFORMATION

Lawrence County is in the 39th Judicial Circuit, along with Barry and Stone counties.

The Lawrence County Courthouse is located in the center of the square in Mt. Vernon. It is an historic facility. There are courtrooms on both levels of the courthouse, but the main courtroom is on the second floor. The clerk's office is located on the second floor of the courthouse.

There is ample parking on the street on all four sides of the square. Parking is free.

Fax filings are permissible.

Associate circuit judges have been granted exclusive jurisdiction over certain subject matters. See local rule 4.2 for details.

In general, motions shall be summarily overruled unless they are accompanied by suggestions. See Local Rule 33.2.

Motions are decided on written motions unless oral argument is requested in writing at the time of filing the motion. See Local Rule 33.3.

JUDGES

Robert S. Wiley, Circuit Judge

P.O. Box 50

Crane, MO 65633

(417) 723-0243

(417) 723-0241 (facsimile)

Scott S. Sifferman, Associate Circuit Judge

One Courthouse Square

Mt. Vernon, MO 65712

(417) 466-2463

(417) 466-0463 (facsimile)

Larry W. Meyer, Associate Circuit Judge

One Courthouse Square

Mt. Vernon, MO 65712

(417) 466-2463

(417) 466-0463 (facsimile)

ADDITIONAL PROCEDURES

Generally, attorneys must pick up the court file from the court clerk and carry it to the courtroom.

Judges usually take up routine matters between 8:30 a.m. and 9:00 a.m., then they start normal dockets at 9:00 a.m. You should call the court in advance to schedule a hearing.

Wrongful death settlements or minor settlements are usually assigned to an associate circuit court judge.

Trials are not automatically scheduled. For circuit court cases, send a letter to the clerk requesting case to be set on next Term Day docket. From there, cases will be set for the next six to nine months. For associate circuit court cases, write judge a letter and ask for trial setting. Scheduling orders are not typically entered, but the court will enter one if parties agree to it.

Formal dress (suit and tie) is preferred for attorneys appearing before the judges in Lawrence County.

LOCAL RULES

The court has enacted local rules, which apply in the 39th Circuit. A summary of selected rules follows, but attorneys should always check the local rules for complete information.

MCDONALD COUNTY, MISSOURI

602 Main St.

P.O. Box 157

Pineville, MO 64856

Circuit Clerk Phone: (417) 223-7515

Fax: (417) 223-4125



GENERAL INFORMATION

While the new courthouse in McDonald County is a modern facility, the former courthouse building was featured in the movie *Jesse James* (1938) starring Henry Fonda. It is now leased commercially; so do not be drawn toward the wrong building. It is located on the corner of Highway W and Main St. in Pineville, MO.

PROCEDURES

Law Day & Case Filing

The first Tuesday of every month is Civil Motion Court Day. The third Tuesday is Criminal Law Day. For more information, contact the Circuit Clerk's office. The current Circuit Clerk is Gene Hall.

JUDGES

Timothy W. Perigo, Circuit Judge, Division I

Judge Perigo can be reached via phone at (417) 451-8234 and via facsimile at (417) 451-8282.

John LePage, Associate Circuit Judge

The Hon. John LePage reported that he runs "a pretty laid back court." He does not require the attendees to stand up when he enters the courtroom nor when he is being addressed. All files for the daily docket are usually already in the courtroom, but occasionally counsel can bring in a file on a case not docketed for that day. Be punctual and prepared, and you should not have any worries. Judge LePage's office phone number is (417) 223-4717, and the fax number is (417) 223-4125.

NEWTON COUNTY, MISSOURI

101 S. Wood

Neosho, MO 64850

Circuit Clerk: (417) 451-8210

Facsimile: (417) 451-8298

GENERAL INFORMATION

The Newton County Courthouse is located on the square in Neosho. The courthouse is a historic building. Various county offices are located inside the courthouse.

Parking is available on the square as well as the adjacent streets.

PROCEDURES

Docket Call

The court holds criminal law days on the first, second and third Monday of each month.

Civil motions are set by the request of the attorney.

JUDGES

Judge Timothy W. Perigo, Circuit Judge, Division I

Judge Gregory N. Stremel, Associate Circuit Judge

Judge Kevin Selby, Associate Circuit Judge

OZARK COUNTY, MISSOURI

PO Box 36
1 Courthouse Square
Gainesville, Mo 65655
Judicial Circuit 44
Circuit Clerk Phone: (417) 679-4232
Fax: (417) 679-4554



GENERAL INFORMATION

The Ozark County Courthouse is located at 1 Courthouse Square in Gainesville, Missouri. Becki Strong is the current Circuit Clerk-Recorder and can be reached at the phone and fax numbers listed at the top of this page.

PROCEDURES

Law Day

The Ozark County Law Day is held on the first Wednesday of the first full week in April, September, and December. Circuit Judge John G. Moody presides on Law Day. See Missouri Court Rules vol. 3 for more information.

Case Filing

Contact the Circuit Clerk for more information and access to forms. Cases are filed at the Ozark County Courthouse.

JUDGES

John G. Moody, Circuit Judge Division 1

Post Office Box 439

101 South Madison

Mansfield, MO 65704

Phone: (417) 924-3246

Fax: (417) 924-3325

John Jacobs, Associate Circuit Judge

Civil & Small Claims, Criminal, Probate and Traffic

Post Office Box 278, Gainesville, MO 65655

Phone: (417) 679-4611, Fax: (417) 679-2099

PHELPS COUNTY, MISSOURI

200 N. Main Street, Suite 201
Rolla MO 65401-3068
Judicial Circuit 25
Circuit Clerk (573) 458-6210 Fax: (573) 458-6224
www.phelpscounty.org



GENERAL INFORMATION

The Phelps County Courthouse is located on the corner of N. Main and W. 2nd Street in Rolla, MO. The Prosecuting Attorney's Office is located on the ground floor. The first floor includes offices of the County Clerk, Assessor, Collector, Recorder, and Treasurer. The second floor houses the Circuit Clerk's office and Courtrooms. The third floor offices include the Juvenile Office and the Public Administrator's office.

PROCEDURES

Law Day

Every other month, each division has its own law day. Division I falls on February, April, June, and so on. Division II has its law day in the opposite month as Division I (January, March, May, etc.).

Additionally, there is a monthly civil law day on the Thursday following the first Monday of every month during which judges have concurrent jurisdiction and can hear motions in cases that might have been assigned to other judges. Each of these hearings on civil law day will last no more than fifteen minutes.

Case Filing

Contact the Circuit Clerk for more information. Cases are filed at the Phelps County Courthouse building.

JUDGES

Tracy L. Storie, Presiding Judge, Division I

Mary W. Sheffield, Circuit Judge, Division II (term expires Dec. 31, 2010)

Ralph J. Haslag, Associate Circuit Judge (573-458-6230)

Ronald D. White, Associate Circuit & Probate Judge (573-458-6233)

POLK COUNTY, MISSOURI

102 E Broadway St

Bolivar, MO 65613

Circuit Clerk Phone: (417) 326-4924

Fax: (417) 326-4194



GENERAL INFORMATION

The Polk County Courthouse is located in Bolivar, Missouri at the intersection of Broadway and Hwy Bus 13 and MO 83.

PROCEDURES

Law Day

On the second Monday of every month at 9:00am, criminal cases only will be heard. Civil and Juvenile cases will be heard on the second Wednesday at 1:00pm and 2:30pm, respectively.

Case Filing

Counsel shall notify the Clerk of the Circuit Court at least 48 hours prior to a law day of their intention to take action in a pending case. Failure to do so may result in the matter being passed to the next Law Day. Due to exigent circumstances, Law Days may be changed and/or reset by the Circuit Judge. Therefore, you should always check with the office of the appropriate Circuit Clerk to determine the Law Day in any specific county in any specific month.

JUDGES

Associate Circuit Judge John Porter

Judge Porter was the former Prosecuting Attorney for Polk County, but was recently appointed Associate Circuit Judge. His address and contact information is below:

102 E. Broadway Room 14

Bolivar, MO 65613

Phone: (417) 326-4912

Fax: (417) 326-4194

PULASKI COUNTY, MISSOURI

301 Historic 66 East

Waynesville, MO 65583

Circuit Clerk Phone: 573.774.4756

Circuit Clerk Facsimile: 573.774.6967

BUSINESS HOURS:

Monday-Friday

8:00 a.m.-4:30 p.m.

Terms of Court – First Monday in January, April and September.

Circuit Court Law Day – First Wednesday in the first full week of the month.

Petition – When filing a petition, make sure to provide extra copies (including a copy to be stamped for your file) and the sherriff's fees and required documentation.

To schedule a hearing, find out the assigned judge and schedule a hearing with the judge's clerk.

The Circuit Judges have recently complained about attorney use of cell phones in court. To avoid difficulties with the judges, keep your cell phone off at all times in the courtroom.

Dress code – the Circuit Court (and presumably the Associate Circuit Court) does not permit shorts, hats, and t-shirts with inappropriate printed statements. However, the courts are not too picky on the dress code.

If you need a small number of copies from the Circuit clerk, request copies at the front counter. If you need to copy an entire file, request the copies ahead of time. The clerk's office only has one person handling copying duties. The clerk's office would prefer a week of request time, if possible.

Do not be late for a hearing or appearance before Judge Long. Judge Long does not give any leaway and will not hear an attorney if he/she arrives late.

Contact information:

Hon. Mary W. Sheffield, Presiding Judge

Circuit Judge (Division 2)

Phone: 573.468.6210

Facsimile: 573.468.6224

Hon. Tracy L. Storie

Circuit Judge (Division 1)

Phone: 573.774.4789

Facsimile: 573.774.6032

Hon. Colin Long

Associate Circuit Judge

Phone: 573.774.4786

Facsimile: 573.774.6673

Hon. David G. Warren

Associate Circuit Judge (Probate)

Phone: 573.774.4784

Facsimile: 573.774.6678

Rachelle Beasley

Circuit Clerk

301 Historic 66 East, Suite 202

Waynesville, MO 65583

Phone: 573.774.4756

Facsimile: 573.774.6967

CITY OF SPRINGFIELD MUNICIPAL COURT

625 North Benton
Springfield, MO 65806
(417) 864-1890

GENERAL INFORMATION

Springfield Municipal Court is located on the Southwest corner of Chestnut Expressway and Benton Street. The building is only one story, and houses the courtrooms, the clerk, the judicial staff, and the city prosecutors. Cell phones are NOT allowed in the courtrooms.

1. Be aware of Supreme Court Rule 37 and section 479 RSMo. These address nearly all aspects of municipal court practice. Citing an applicable rule in rule 37 rather than a corresponding rule of criminal procedure (19-36) is a good idea. On the flip side, if there is no applicable rule under 37, then rule 37.08 mandates use of the criminal rules of procedure (19-36).
2. Know the municipal court schedule and do not show up during mass arraignment times, which occur at 9 a.m. every day. Everyone will be happier, mainly you. If you have a time crunch, fax over an entry (even if a day or two after the scheduled date) and they will give you a new court date. The fax number is (417) 864-1883, and the attorney hot line number is (417) 864-1374. If you are going to be late, that is OK as long as it is not habitual. A phone call to the attorney number will be passed on to the court who can pass that message to your sometimes-fuming-waiting client.
3. Please do not assume your motion for continuance of a trial date is granted just because you filed it. Either notice it up for an attorney time or include a statement in the motion that you have spoken with the prosecutor who has no objection to the continuance. Otherwise, everyone is ready to go the day of trial including the prosecutor and his/her angry witnesses.
4. Rules of evidence are applicable in municipal court. Rule 37.14 entitled "Rules of Evidence Inapplicable" by its terms only applies to proceedings under Rules 37.14 to

37.32 which deals only with bonds, conditions of release, etc., not trials.

5. Be nice to the clerks and bailiffs.
6. Attorney days are truly that: only for attorneys. While it is best to come when cases are scheduled, it is anticipated that you might have a straggler here and there that can be pulled even when not scheduled.
7. Utilize the fax (864-1883) and attorney clerk (864-1374) for entry of appearance, reasonable resets of reappearances, notifying if late, and other routine matters not requiring a ruling by a judge. Do not utilize her to get a ruling on a motion for continuance for a trial date.
8. Chapter 479 is the core statute addressing Missouri municipal courts.
9. When plea agreements are approved, payment of fines and costs are due. Stays are not generally granted unless the defendant is personally present.

PROCEDURES

When filing an entry of appearance, attorneys should also request a reappearance date. This will move the court date from the general public time to the attorney only time. The Municipal Court has set aside specific times for attorneys to take up their cases. Upon entering the courtroom, your file should be laying on the counsel's table. Generally, there is already an offer from the prosecutor inside the file. If there is not an offer, attorneys generally sit behind the prosecutor and wait their turn to discuss their case. Be mindful of your spot and do not cut in line. Don't be afraid to ask if anyone else was before you if you think its your turn. Once you have received your offer or are ready to go in front of the judge, give your file to the bailiff, or if there is not one, place your file on the bottom of the

pile of cases sitting on the bench to the judge's left.

Unlike most other courts, attorneys are free to take up any case on any attorney only day. There is no need to file a notice of hearing. In an effort to maximize their time, most attorneys will take all of their municipal court cases on one day whether or not they are scheduled for that day. If your case is not scheduled for the day your plan to take it up, you will need to have the clerk pull the file.

SPRINGFIELD MUNICIPAL COURT SCHEDULE COURTROOM "A" (The Big Courtroom)

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
9:00	9:00	9:00	9:00	9:00
Traffic Arraign	Non Traffic Arraign.	Traffic	Non Traffic	Traffic
	11:00		11:00	
	Scheduled Pleas		Scheduled Pleas	
1:30-3:00	1:30-3:00	1:30	1:30	No Schedule
Atty. DWI Pleas	Pro se & PD Pleas	Atty. DWI Pleas	Atty. DWI Pleas	
3:00	3:00		3:00	
Atty. Cases	DWI/BAC Trials		Atty. Cases	

1. Arraignments: "Traffic" arraignment (Mon., Wed., Fri. 9:00 a.m.) is first appearance/arraignment for all traffic offenses, while "Non. Traffic" arraignment (Tues., Thurs. 9:00 a.m.) is first appearance/arraignment for all non-traffic matters, e.g. stealing, possession of narcotics paraphernalia, etc.
2. "Scheduled Pleas:" Tues., Thurs. 11:00 a.m. are settings for very high volume attorneys to plea with prosecutors and be considered by judge.
3. "Atty. Cases:" "Anything goes" docket for attorneys only, Monday and Thursday at 3:00 p.m. NO DWI's, however.
4. "Pro Se and Public Defender Pleas:" Tues. 1:30 p.m. for plea-bargaining and consideration of same by judge where defendant is not represented or represented by appointed counsel.
5. "DWI Trials:" DWI/BAC trials set.

6. "Attorney DWI Pleas:" Mon., Wed., and Thurs. 1:30 p.m. for plea-bargaining and consideration of same by judge where defendant represented by private counsel.

COURTROOM "B" (The Small Courtroom)

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
8:30	8:30	8:30	8:30	8:30
PTC	PTC	PTC	PTC	PTC
9:30	9:30	9:30	9:30	9:30
Trials	Trials	Trials	Trials	Trials
10:30	10:30	10:30	10:30	10:30
Trials	Trials	Trials	Trials	Trials
1:00	1:00	1:00	1:00	1:00
PTC	PTC	PTC	Health Arraign.	MRT
2:00	2:00	2:00		
PTC	PTC	PTC	Health Other	
3:00	3:00	3:00	3:00	
PTC	DWI/BAC Trials	DWI/BAC Trials	Health Trials	

1. PTC: Pre-trial conferences for pro se defendants.
2. Trials: Trials for both pro se and represented defendants. DWI/BAC trials will also be set at these times as needed.
3. MRT: Moral Reconation Therapy, a cognitive behavioral intervention program directed by the probation officer, designed for treatment-resistant offenders. Information is available from the probation officer at Municipal Court.
4. DWI/BAC Trials: DWI and BAC trials set.
5. Health Arr.: First appearances/arraignments for both pro se and represented defendants in health-type cases, e.g., nuisance, inoperable vehicles, zoning, housing, etc. Thursdays at 1:00 p.m.
6. Health-Other: Reappearances/PTC and sentences for both pro se and represented defendants in health-type cases, e.g., nuisances, inoperable vehicles, zoning, housing, etc. Thursdays at 2:00 p.m.
7. Health Trials: Trials for both pro se and represented defendants in health-type cases. Thursdays at 3:00 p.m.

ST. CLAIR COUNTY, MISSOURI

655 2nd Street

Osceola, Missouri 64776-0493

Circuit Clerk (417) 646-2226

Judge Journey (Circuit Judge): (660) 885-7242

Judge Dawson (Associate Circuit Judge): (417) 646-2421

GENERAL INFORMATION

The St. Clair County Courthouse is located in the center of the square in Osceola, Missouri. It is an older facility. The Prosecuting Attorney, Assessor, Collector of Revenue, County Commissioner, Recorder of Deeds, and Treasurer are also located in the same building. The County Jail and the Sheriff are located at 4th & Chestnut Street, which is approximately 2 blocks east of the Courthouse. There is parking on the street and there are three entrances around the building on the West, South, and North sides. There are no metal detectors in this courthouse. The Circuit Clerk's office and the Courtroom are on the second floor.

PROCEDURES

Case Filing

Local Rules 4.2 through 4.6 provide information regarding initial case filings. It should be noted that there may be a case specific Party Information Sheet that may need to be filed by the filing party with the initial pleading. This party information sheet form can be found at

<http://tacnet.missouri.org/-court27/stclair/index.html> under the "forms" link. The form title suggests that this form is for Henry County, however, the Circuit Clerk has confirmed that it will work for St. Clair County.

Discovery Rules

St. Clair County does place restrictions on the number of interrogatories, requests for admissions or requests for production of documents that can be propounded on opposing counsel. See Local Rule 32.2 for this limitation.

Law Day

The Circuit Court holds law days on the first Monday of each month in Osceola, Missouri. The Associate Circuit Court does not have any law days. The attorneys do not need to pull the file before their hearing.

Other Hearings

A special setting is required if the hearing involves more than 15 minutes of testimony. If a special setting is needed in the Circuit Court, such is to be scheduled with the Circuit Judge's assistant. Although the Circuit Judge is located in Clinton, Missouri, he will attempt to travel to Osceola for the special setting if his schedule allows.

If a special setting is needed in the Associate Circuit Court, it is to be scheduled with the Circuit Clerk.

Trials

Cases may be set for trial by noticed motion, at the docket call for any term of Court, or by the Court on its own motion. The docket call for St. Clair County is on the first day of the terms of the Court, which is the first Monday in March, June, and November.

Dismissal Docket

If a pending case is more than 9 months old from the date of filing and is not set for trial, it may be placed on the inactive docket at the docket call or on the Court's own motion. Similarly, if any domestic relations, dissolution of marriage, paternity, modification or judgment of dissolution, or adult abuse case is pending and the parties have not complied with Local Rule 68 or other applicable rules, it may be placed on the inactive docket at the next succeeding docket call or on the Court's own motion. If good cause cannot be

shown, the case will be automatically dismissed without prejudice within 60 days expiration from the date the case was placed on the dismissal docket.

JUDGES

The Honorable James K. Journey. Judge Journey has been a Circuit Judge since January of 2007. Before 2007, he was a practicing attorney in the area of criminal law. He graduated from the University of Missouri School of Law. Judge Journey likes for all those that appear before him to be prepared and ready to proceed. His bailiff is John Hart, his court reporter is Jean Brown, and his assistant is Cathy Jurgensmeyer.

The Honorable Michael Dawson. Judge Dawson has been an Associate Circuit Judge since 2002. Before 2002, he was a Prosecuting Attorney for three terms. He graduated from the University of Tulsa College of Law. Three things to remember when appearing before Judge Dawson are (1) be on time, (2) be prepared, and (3) be courteous. His bailiff is John Hart and the Circuit Clerks are his assistants.

STONE COUNTY, MISSOURI

110 F South Maple

Galena, MO 65656

Judicial Circuit 39

Circuit Clerk Phone: (417) 357-3076

Fax: (417) 357-6163



GENERAL INFORMATION

The Stone County Judicial Center is located in Galena on the north side of the downtown square, which sits a few miles west of Hwy 248, which is to the southwest of Springfield. The old courthouse sits in the middle of the square, and houses numerous municipal and other governmental offices. Parking is available throughout the downtown square area. The Circuit Clerk's (Cathy Shortt) office is on the second floor of the Judicial Center.

Additionally, the Stone County Courthouse has a very helpful website. You can even access Stone County case records, local court rules, and other useful information online. The URL is: <http://www.stoneco-mo.us/circuitcourt.htm>

PROCEDURES

Law Day & Case Filing

Contact Circuit Clerk Cathy Shortt for information regarding Law Day and Case Filing procedures. Her phone and fax numbers are listed at the top of this page.

JUDGES

Alan Blankenship (Associate Circuit)

110 F South Maple

Galena, MO 65656

(417) 357-6114 or (417) 357-6115

Facsimile (417) 357-6163

Robert Wiley (Circuit)

Post Office Box 50

Crane, MO 65633

(417) 723-0243

Facsimile: (417) 723-0241

TANEY COUNTY, MISSOURI

132 David Street

Forsyth, Mo 65653

Judicial Circuit 38

Circuit Clerk Phone: (417) 546-7230 Fax: (417) 546-6133

GENERAL INFORMATION

The Taney County Courthouse is prominently located on David and Main Street in Forsyth, Missouri, right off of U.S. Highway 160 at the only four-way stop. One may access U.S. Highway 160 from U.S. Highway 65, approximately 30 miles south of Springfield, Missouri. From U.S. Highway 65, Forsyth is approximately 11 miles traveling east on U.S. Highway 160. Once in Forsyth, at the four-way stop, you take a left on David Street and the courthouse will be the first structure immediately to your right. The building is off-white in color, with a large clock affixed top middle center on the northeast side, on Main Street. Parking is informal; any open parking space is available for use.

The Taney County Courthouse has three courtrooms. The circuit court and associate circuit court, division 1, are located on the second floor, along with respective clerk's offices. The associate circuit court and clerk's office are on the first floor. Office hours are 8a.m. to 5 p.m.

PROCEDURES

Circuit Court

Law Day

Law days are usually held the first three Thursdays of each month. The court's docket may be accessed on Case.net. Civil motions usually commence at 9:00 a.m., and go until 10:30, at which time the criminal docket begins. The criminal docket has been running late this year (2007) due to heavy traffic. Defense attorneys should consider arriving early and have their files pulled from the Circuit Clerk's Office. Local rules can be accessed via Internet at <http://www.courts.mo.gov/page.asp?id=5074>. A jury trial docket occurs on a Monday, once a month at 8:00 a.m. The particular Monday for the jury trial docket varies. Call Clerk's Office for details.

Associate Circuit Court, Division 1 – Criminal/Probate Law Day

Generally law days are held on every Monday and Tuesday. Mondays are usually reserved for private counsel, while Tuesdays generally reserved for Public Defenders. This court will hear cases on other days at the Judge's discretion, and usually upon attorney's request. Currently, the first two Mondays and Tuesdays of each month are usually held for arraignments and reappearances and the last two for preliminary hearings and trials. Wednesday mornings are designated for traffic court. Probate matters are taken up on Wednesday afternoons. Bad check cases are usually heard on the last Thursday of each month. The court has recently implemented a numbering system applicable to pro se defendants and attorneys alike. In order to take up a case, the pro se defendant or attorney must take a number from the associate circuit clerk's office

Associate Circuit Court Division 2 – Civil/Family Law Day

Wednesdays

8:00 a.m. Pro se dissolutions uncontested

8:30 a.m. Dissolutions - family law uncontested with attorneys

9:00 a.m. Ex parte

1:30 p.m. Small Claims

Thursdays

9:00 a.m. Family law dissolution – uncontested motions

9:30 a.m. Associate Civil docket

1:00p.m. Associate Civil Trials

The Judge in this court keeps his own calendar for family and domestic trials – usually held on Monday,

Thursday or Friday at 1:00p.m. The second Friday of every month is Juvenile Law Day.

JUDGES

Hon. Mark Orr, Presiding Circuit

Clerk: Brenda Neal

P.O. Box 335

Forsyth, MO. 65653

417-546-7230 | Fax : 417-546-6133

Hon. Tony W. Williams, Associate Judge Division 1

Clerk: Beth Wyman

Taney County Courthouse

P.O. Box 129

Forsyth, MO. 65653

417- 546-7212 | Fax : 417- 546-4513

Honorable James Justus, Associate Judge Division 2

Clerk: Reba Retell

Taney County Courthouse

P.O. Box 1030

Forsyth, MO. 65653

417- 546-7206 | Fax : 417- 546-5821

TEXAS COUNTY, MISSOURI

210 North Grand Avenue

Houston, MO 65483

Circuit Clerk Phone: (417) 967-3742

Fax: (417)967-4220



GENERAL INFORMATION

The Texas County Courthouse is located on N. Grand Street just north of E. Main Street. Parking is limited, so arrive early, as you may not find a spot near the courthouse. A new judicial building is being built three blocks from the current courthouse location, and will be finished in two years (2009).

PROCEDURES

Law Day

Law Day is held on the first Tuesday after the first Monday of every month. Each month, a different Circuit Judge from Waynesville, Rolla, and surrounding cities comes in to hear cases. Additionally, each month Judges Mary Sheffield and Tracy Storie alternate duties on Law Day. Judge Sheffield presides in January, March, May, and so on. Judge Storie presides on February, April, June, and so on.

Hearings on Law Day should last between 15 minutes to one half hour, and are mostly regarding probation violation and divorce pleas. Contact Phyllis Staley, Circuit Clerk, for more info (phone number above).

Case Filing

Contact the Circuit Clerk for more information and access to forms. Cases are filed at the Texas County Courthouse.

JUDGES

Tracy L. Storie, Presiding Judge, Division I

Mary W. Sheffield, Circuit Judge, Division II (term expires Dec. 31, 2010)

Bradford E. Ellsworth (417-967-3663)

VERNON COUNTY, MISSOURI

100 West Cherry Street

Nevada, MO 64772

Circuit Clerk (417) 448-2525

Associate Circuit Clerk (417) 448-2550



GENERAL INFORMATION

The Vernon County Courthouse is located in Nevada, Missouri. It was built in 1908. The courtroom is located on the second floor. Vernon County is served by an associate judge, Judge Neal Quitno. Judge James Bickel is the circuit judge for the 28th Judicial Circuit. In general, conduct is governed by the 28th Circuit Local Court Rules, which encompass Barton, Vernon, Dade, and Cedar Counties.

PROCEDURES

- The Circuit Clerk will have the files ready and in the courtroom for the judge.
- Conduct in Judge Quitno's courtroom is governed by Local Rule 9.4:

"All matters pertaining to the court and its business must be carried on in an audible tone of voice and at a reasonable distance from the court bench. Neither attorneys nor litigants shall be permitted to stand or lounge unreasonably near the court's bench, desk of the clerk, or reporter, unless the court calls both sides of a controversy to the bench for conference. Attorneys present in the courtroom during transaction of business by the court shall assist the court in maintaining order and proper decorum. This rule applies to all divisions."

WEBSTER COUNTY, MISSOURI

101 South Crittenden Street

Marshfield, Missouri 65706

Circuit Clerk (417) 859-2006

Associate Circuit Clerk (417) 859-2041

GENERAL INFORMATION

The Webster County Courthouse is located at the center of the square in Marshfield. It is a gray, square building from the 1930's. There is no judicial center in Webster County so all county offices are located in the courthouse. A replica of the Hubble Telescope (Edwin Hubble was born here) sits on the western lawn of the square.

Only street parking is available but the square is very wide so parking is hardly ever a problem. There are western, eastern, and southern entrances and there is no metal detector to pass through. While cell phones are not prohibited (Judge Bill Simms often calls non-present counsel or his staff from the bench if a problem arises or a question needs answered.), there are many warnings to leave them off.

The courtrooms, judges' offices, circuit and associate circuit clerks' offices, and jail are on the 2nd floor. Most county officers and administrative staff can be found either on the 1st floor or the basement. Most cases are heard in the larger court room on the eastern side of the court house. Its entrance faces the top of the staircase. A smaller court room on the 2nd floor's southwest corner is used if the main court room is full.

PROCEDURES

Law Day

Juvenile Law Day starts at 11am on the second Tuesday of the month. Criminal Law Day is also on the second Tuesday of the month from 9am to 10:30am and 1pm to 5pm. Civil Law Day is the second Wednesday of the month starting at 9am. The Circuit Court reserves the right to change scheduling for Law Day so it's a good idea to call ahead. Uncontested adoptions may be scheduled on law days. Contested adoptions must be set like a trial.

Any preliminary matter may be heard on Law Day occurring at least five days following service of process or after five days written notice to other parties in the case. Counsel must notify the Clerk's office 48 hours prior to Law Day of intentions to take up a pending action. If not, your motion will get passed onto the next Law Day. The file will be in the courtroom and matters are taken up as they appear on the docket by the Clerk. Upon arriving at the right judge's court room, you may go past the railings and wait for the case to be called. Whether there is an agreement or not or whether the ruling needs to be on the record, the judge will handle the docket entry from the bench.

Other Hearings

Any hearing requiring testimony will not be heard on Law Day, unless the judge allows it. Otherwise, it will be set to another non-Law Day.

Trials

Getting a trial setting requires a notice and appearance on a Law Day. This requires a certificate filed with the clerk and served on opposing counsel showing discovery has been completed and the case is now at issue. This certificate must be filed ten days before that Law Day and any objections to this must be filed five days before. If the case is domestic, the filing party must also show that they have filed all required financial information and all education programs have been completed.

All requests shall be made to the Clerk, who keeps the trial calendar, and they will be responsible for informing the judge of court room availability.

JUDGES

Judge John W. "Bill" Simms. Judge Simms was elected circuit judge in November of 2000. Before that, he was a partner with Haymes, Simms, and Thompson, a Marshfield firm specializing in probate and estate planning. He previously served as Prosecuting Attorney for Webster County and was the Marshfield City Attorney for 29 years. He is a graduate of the University of Kansas School of Law. Three things to remember when appearing before Judge Simms are: (1) to make sure

your discovery is done before requesting a trial (2) to keep communication open between parties and (3) that his schedule is hectic since the 30th Circuit district covers five counties. His bailiff is either Donnie Greenwood or Rick McManomy, his court reporter is Brett Harrison, and his assistant is Jeremy Hinkle.

Judge Kenneth Thompson. Judge Thompson has been an associate circuit judge since 2002 when he was appointed by Governor Bob Holden. He has subsequently been re-elected. He was a partner with Haymes, Simms, and Thompson a Marshfield firm specializing in probate and estate planning. He is a graduate of the University of Missouri – Columbia School of Law. Three things to remember when appearing before Judge Thompson are: (1) be on time (2) speak promptly and clearly and (3) have everything put together. His bailiff is Donnie Greenwood and his trial reporter is Brett Harrison. During routine proceedings, a tape recording transcribes everything in case of an appeal.

Judge Don Cheever. Judge Cheever has been an associate circuit judge since 2007 when he was elected in November 2006. Before that, he ran a general practitioner firm in Marshfield. He also served as Prosecuting Attorney for 29 years before it became a full-time position in 2002. He is a graduate of the University of Missouri – Columbia School of Law. Three things to remember when appearing before Judge Cheever are: (1) be organized (2) speak clearly and (3) he is a very informal judge who runs his court accordingly. His bailiff is Rick McManomy and his trial reporter is Brett Harrison. During routine proceedings, a tape recording transcribes everything in case of an appeal.

All judges in this circuit rely on the assistance of many staff members: The Circuit Civil Clerk is Keith Householder. The Associate Civil Clerk is Wanda Lowe. The Criminal Clerk is Stephanie Vestal. The Domestic Clerk is Cathy Angst. The Probate Clerk is Andrea Jackson. The Adult Abuse Clerk is Rowena Hansen. The Traffic Clerk is Linda Goof.

WRIGHT COUNTY, MISSOURI

South Highway 5

Hartville, Missouri 65667

Circuit Clerk (417) 924-3246

(417) 924-3325 Facsimile

Associate Circuit Clerk (417) 741-6505

(417) 741-7120 Facsimile

Wright County is located within the 44th Judicial Circuit of Missouri. The Wright County Courthouse may be found in Hartville, Missouri on South Highway 5. The Wright County Court holds Law Day on the first Thursday of the first full week of each month.

Furthermore, an additional Criminal docket is held on the first Friday of the first full week of the month. When arriving at the Courthouse, it is important to know that the files for the scheduled docket have been pulled and are waiting for the attorneys in the courtroom. Attorneys may check in for their case to either the bailiff or the clerk in the courtroom at that time. The Wright County Court follows all other Local Missouri Rules. Attorneys should be prepared to go on the record and lay a factual and legal basis for a default judgment if they are seeking one.

The Circuit Judge for the Wright County Court is the Honorable John G. Moody. His mailing address is PO Box 439, 101 South Madison in Mansfield, Missouri 65704. Judge Moody's Court Reporter is Marcia Meyer and his Secretary is Veronica Casper.

The Associate Circuit Judge for Wright County is the Honorable Lynette Veenstra. Judge Veenstra's Court handles the civil, small claims, criminal, probate and traffic dockets for Wright County. The Associate Circuit's Chief Division Clerk is Terre Boyer. The Deputy Clerk for the civil docket is Nina Davis and the Deputy Clerk for the Traffic docket is Jane Dugger. The address for the Wright County Associate Circuit Court is PO Box 58, Hartville, Missouri 65667.

Judge Veenstra was appointed by Governor Bob Holden in 2002. Before being appointed to the Bench, Judge Veenstra was in solo practice and served as the attorney for the City of Mansfield as well as for the Mansfield School District. Judge Veenstra holds a Bachelors degree from Southwest Missouri State University and a Juris Doctor from the Vanderbilt University School of Law.

UNITED STATES DISTRICT COURT
FOR THE WESTERN DISTRICT
OF MISSOURI

WESTERN DIVISION (KANSAS CITY)

Charles Evans Whittaker Courthouse
400 E. 9th Street
Kansas City, MO 64106
Clerk (816) 512-5020

SOUTHERN DIVISION (SPRINGFIELD)

222 N. John Q. Hammons Parkway
Springfield, MO 65806
Clerk (417) 865-3869

CENTRAL DIVISION (JEFFERSON CITY)

131 W. High Street
Jefferson City, MO 65101
Clerk (573) 636-4015

General information regarding the location of the courthouses, parking, and case procedures can be found on the Court's website at <http://www.mow.uscourts.gov/>. The website includes division-specific information, forms, model jury instructions, local rules, and a vast array of other important information.

Attorneys should keep a few issues in mind when practicing in the Western District of Missouri. First, oral hearings on motions are not automatically granted. To request a hearing you must file a motion, and the Court may grant or deny your motion. You cannot simply file a notice of hearing and appear for argument.

Second, the Court issues a series of orders early in the case. You should comply with the deadlines the Court sets in those orders. If you need additional time, you should file a motion requesting it. The Court's scheduling order may do more than set deadlines for the case. It may clarify important issues that frequently arise (e.g. what you should include in expert disclosures, issues that will be addressed at the pre-trial conference, etc.). You should read the scheduling order early in the case, and you should re-read it as issues arise throughout your case.

Finally, the local rules include page limitations and shorter briefing deadlines than exist in state court. It is very important to pay attention to the local rules when litigating in federal court.

JUDGES

Judge Fernando A. Gaitan, Jr. Judge Gaitan was appointed to the bench in 1991 by President Bush. He currently serves as Chief Judge of the Western District of Missouri. He was a judge on the Missouri Court of Appeals, Western District from 1986 to 1991. He was a circuit judge in Jackson County, Missouri from 1980 to 1986. He worked as an attorney for Southwestern Bell Telephone Company from 1974 to 1980. Judge Gaitan received a J.D. from UMKC in 1974 and a B.S. from Pittsburg State University in Pittsburg, Kansas in 1970. Judge Gaitan's judicial assistant is Mary Lynn Shawver. She can be reached at (816) 512-5630.

Judge Otriv D. Smith. Judge Smith was appointed to the bench in 1995 by President Clinton. He practiced law in Nevada, Missouri from 1971 to 1995. Judge Smith received a J.D. from UMKC in 1971 and a B.A. from the University of Missouri-Columbia in 1968. Judge Smith's judicial assistant is Karen Hopkins. She can be reached at (816) 512-5645.

Judge Gary A. Fenner. Judge Fenner was appointed to the bench in 1996 by President Clinton. He was a judge on the Missouri Court of Appeals, Western District from 1988 to 1996. He was a circuit judge in the fifth circuit of Missouri from 1979-1987. He practiced law in Platte City and St. Joseph from 1973 to 1979. Judge Fenner received a J.D. from UMKC in 1973 and a B.A. from the University of Kansas in 1970. Judge Fenner's judicial assistant is Lisa Mitchell. She can be reached at (816) 512-5660.

Judge Nanette Laughrey. Judge Laughrey was appointed to the bench in 1996 by President Clinton. She was a professor at the University of Missouri-Columbia School of Law from 1983 to 1996. She practiced law in mid-Missouri from 1975 to 1983. Judge Laughrey received a J.D. from the University of Missouri-Columbia in 1975 and a B.A. from UCLA in 1967. Judge Laughrey's judicial assistant is Fran Smith. She can be reached at (573) 632-6623.

Judge Richard E. Dorr. Judge Dorr was appointed to the bench in 2002 by President Bush. He practiced law in Springfield, Missouri from 1973 to 2002. He served in the JAG Corps for the Air Force from 1968 to 1973. Judge Dorr received a J.D. from the University of Missouri-Columbia in 1968 and a B.S. from the University of Illinois in 1965. Judge Dorr's judicial assistant is Kerry Schroepfel. She can be reached at (417) 865-3741.

Senior Judge Scott O. Wright. Judge Wright was appointed to the bench in 1979 by President Carter, and he assumed senior status in 1991. He practiced law in Columbia, Missouri from 1950 to 1979. He was an aviator with the Marines from 1943 to 1946. Judge Wright received an LL.B. from the University of Missouri-Columbia in 1950. Judge Wright's judicial assistant is Judy Morse. She can be reached at (816) 512-5700.

Senior Judge Howard F. Sachs. Judge Sachs was appointed to the bench in 1979 by President Carter, and he assumed senior status in 1992. He practiced law in Kansas City from 1951 to 1979. He was a law clerk for the Honorable Albert A. Ridge of the Western District of Missouri from 1950 to 1951. He served in the Navy from 1944 to 1946. Judge Sachs received a J.D. from Harvard in 1950 and a B.A. from Williams College in 1947. Judge Sachs's judicial assistant is Julie Moritz. She can be reached at (816) 512-5715.

Senior Judge Dean Whipple. Judge Whipple was appointed to the bench in 1987 by President Reagan, and he assumed senior status in 2007. He was a circuit judge for the twenty-sixth circuit of Missouri from 1975 to 1987. He practiced law in Lebanon, Missouri from 1967 to 1974. Judge Whipple received a J.D. from UMKC in 1965 and a B.A. from Drury College in 1961. Judge Whipple's judicial assistant is Tricia Shore. She can be reached at (816) 512-5615.

Magistrate Judge John T. Maughmer. Judge Maughmer was appointed by the Court in 1988. He practiced law in Kansas City from 1982 to 1988. He was a law clerk for the Honorable Elmo B. Hunter of the Western District of Missouri from 1980 to 1982. Judge Maughmer received a J.D. from UMKC in 1980 and a B.S. from the University of Missouri-Columbia in 1977. Judge Maughmer's judicial assistant is Sandy Rollheiser. She can be reached at (816) 512-5745.

Magistrate Judge Robert E. Larsen. Judge Larsen was appointed by the Court in 1991. He worked in the Department of Justice and as an Assistant U.S. Attorney from 1974 to 1991. Judge Larsen received a J.D. from UMKC in 1973 and a B.A. from Rockhurst College in 1969. Judge Larsen's judicial assistant is Carol Marullo. She can be reached at (816) 512-5760.

Magistrate Judge Sarah W. Hays. Judge Hays's judicial assistant is Stacy O'Connor. She can be reached at (816) 512-5775.

Magistrate Judge James C. England. Judge England currently sits as the Chief Magistrate Judge for the Western District of Missouri. Judge England's judicial assistant is Mollie Carter. She can be reached at (417) 865-7143.

Magistrate Judge William A. Knox. Judge Knox was appointed by the Court in 1985. He was a professor at the University of Missouri-Columbia School of Law from 1972 to 1985. He served in the Coast Guard from 1968 to 1872. Judge Knox received a J.D. from the University of Minnesota in 1968 and a B.S. from North Dakota State University in 1966. Judge Knox's judicial assistant is Kay Bode. She can be reached at (573) 634-3418.

Bankruptcy Judge Jerry W. Venters. Judge Venters currently sits as the Chief Bankruptcy Judge in the Western District of Missouri. Judge Venters received a J.D. from the University of Missouri-Columbia in 1976 and a bachelor's degree in journalism from the University of Missouri-Columbia in 1965. Judge Venters's judicial assistant is Arlene Wilbers. She can be reached at (816) 512-1895.

Bankruptcy Judge Arthur B. Federman. Judge Federman was appointed by the Court in 1989. He practiced law in Kansas City from 1979 to 1989. He was a trial attorney in the Antitrust Division of the Department of Justice from 1976 to 1979. Judge Federman received a J.D. from UMKC in 1976 and a B.A. from the University of Kansas in 1973. Judge Federman's judicial assistant is Joan Brown. She can be reached at (816) 512-1910.

Bankruptcy Judge Dennis R. Dow. Judge Dow was appointed by the Court in 2003. Judge Dow received a J.D. from Washburn University in 1978 and a B.A. from the University of Wyoming in 1975. Judge Dow's judicial assistant is Kerry Brown. She can be reached at (816) 512-1880.

SMBA MENTORSHIP MONDAY PARTICIPANTS

Craig Preston

Chairman, Mentorship Monday Project

Chandler Gregg

Chairman, Young Lawyers Committee

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Ryan DeBoef

Jennifer Broderson

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