

Rule 57.12 Preparation of Assignment Decks

For each of the Eastern Division Offices in Akron, Cleveland and Youngstown, the Clerk of Court shall cause to be created combined electronic decks of case assignment cards in the automated Case Assignment System for each of Criminal Categories 1 and 2. For Criminal Category 1, three separate case assignment decks will be maintained. The first Category 1 deck will be used for the assignment or reassignment of any criminal action with four or less defendants. The second Category 1 deck will be used for the assignment or reassignment of any criminal action with five or more defendants. The third Category 1 deck, which shall have priority over the other decks, will be used for any case with a capital charge.

For the Western Division, the Clerk of Court shall cause to be created separate electronic decks of case assignment cards in the automated Case Assignment System for each of Criminal Categories 1 and 2. For Criminal Category 1, three separate case assignment decks will be maintained. The first Category 1 deck will be used for the assignment or reassignment of any criminal action with four or less defendants. The second Category 1 deck will be used for the assignment or reassignment of any criminal action with five or more defendants. The third Category 1 deck, which shall have priority over the other decks, will be used for any case with a capital charge.

The electronic cards comprising each deck category will contain the category number and the name of a District Judge. The name of each District Judge shall appear on that number of cards in the electronic deck that corresponds to the share of cases assigned to that District Judge pursuant to Local Criminal Rule 57.10.

The cards making up a deck shall be electronically shuffled so that the sequence will be entirely by chance, and the cards shall be concealed so that the name of the District Judge will not be known until the card is drawn. Relying on the indicated category of the case and selecting the appropriate deck the Assignment Clerk shall randomly select a card from the deck of that category. The case shall be assigned to the District Judge whose name appears on the draw card. New decks of cards shall be prepared by the Clerk from time to time, as herein described, unless otherwise instructed by the Court.

Decks for each category of criminal cases shall be replenished as soon as the decks are depleted.

The Assignment Clerk shall mark, on the first document of the case, the next consecutive case number and the name of the District Judge to whom the case is assigned. A record of all assignments made shall be kept by said Clerk. Reports of case assignments shall be made available to the Court upon request.