

# Supreme Court of Kentucky

## ORDER

**IN RE: ORDER APPROVING THE RULES OF COURT PRACTICE AND PROCEDURE FOR THE 25TH JUDICIAL CIRCUIT, FAMILY COURT DIVISION, CLARK AND MADISON COUNTIES**

Upon recommendation of the Judges of the 25th Judicial Circuit, Clark and Madison counties, and being otherwise sufficiently advised,

The Rules of Court Practice and Procedure for the 25th Judicial Circuit, Family Court Division, Clark and Madison counties, are hereby approved. This order shall be effective as of the date of this Order, and shall remain in effect until further orders of this court.

Entered this the 10th day of September 2015.

  
CHIEF JUSTICE JOHN D. MINTON, JR.

# FAMILY COURT RULES OF THE 25TH JUDICIAL CIRCUIT

## RULE 1 INTRODUCTION

### 1.01 Introduction

These are the Rules of Practice of the Twenty-Fifth Judicial Circuit (Clark and Madison Counties) Family Court (hereinafter referred to as "Family Court"). These Rules supplement the Kentucky Rules of Civil Procedure, Kentucky Rules of Criminal Procedure and the Family Court Rules of Procedure and Practice (FCRPP).

### 1.02 Effective Date

These Rules shall take effect immediately upon approval by the Kentucky Supreme Court.

### 1.03 Citation

Family Court Local Rules 25th (FCLR25)

## RULE 2 COURT SCHEDULING / MOTION HOUR / PROCEDURES FOR FILING

### 2.01 Schedule

By December 1st of each year, the Court will publish a calendar for all dockets for the entire following year. Subsequent orders cancelling or rescheduling dockets shall be filed with the Circuit Clerk.

Subject to specific dates set forth in each calendar year, regular dockets shall be on the following days and times:

#### Clark County

Monday	9:00 a.m.	Paternity and Child Support ("J") cases (County Attorney cases only)
	10:30 a.m.	Child Support ("CI") cases (County Attorney cases only)
Tuesday		
	9:00 a.m.	Domestic Motion Docket

- 1:30 p.m. **Only to be scheduled by the Court:**  
 Case Management Conferences  
 Uncontested Final Hearings  
 Adoption and Termination of Parental Rights  
 TPR and Adoption Status Conferences
- Thursday 9:00 a.m. Juvenile Dependency, Neglect and Abuse  
 10:30 a.m. Juvenile Status  
 1:30 p.m. Domestic Violence

Madison County

- Monday 9:00 a.m. Domestic Motion Docket  
 1:30 p.m. **Only to be scheduled by the Court:**  
 Case Management Conferences  
 Uncontested Final Hearings  
 Adoption and Termination of Parental Rights  
 TPR and Adoption Status Conferences
- Tuesday 9:00 a.m. Paternity and Child Support ("J" cases)  
 (County Attorney cases only)  
 1:30 p.m. Child Support ("CI" cases)  
 (County Attorney cases only)
- Wednesday 9:00 a.m. Juvenile Dependency, Neglect and Abuse  
 10:30 a.m. Juvenile Status  
 1:30 p.m. Domestic Violence

To the extent the above regular dockets and courtroom space allows all other days are reserved for emergency, special and final hearings as set by the Court.

**2.02 Motion Requirements**

- A. All motions to be heard on either the Monday or Tuesday Domestic Motion Docket shall be filed and served on or before the close of business 10 days prior to the hearing on the motion unless said deadline falls on a weekend or holiday, in which event filing shall occur on the preceding business day of the Clerk. Any exceptions to these deadlines shall be by leave of the Court only.
- B. Prior to the taking of testimony on any motion, counsel shall certify, either in writing or on the record that a good faith attempt has been made through negotiations to resolve the issue(s) to be heard.

- C. All motions which could require supportive testimony shall be verified or supported by affidavits, to which the opposing party may file a verified response or supporting affidavits 48 hours prior to the hearing. After reviewing the motions, response and affidavits, additional testimony shall be heard only if deemed by the Court to be helpful in rendering its ruling.
- D. With the exception of docket entries made by the Court, all motions, pleadings and orders shall be typewritten on white 8 1/2 x 11 paper, in no less than 12 point font, double-spaced and in the English language.

**RULE 3      ADOPTION AND TERMINATION OF PARENTAL RIGHTS**

**3.01      Adoption Hearings**

All adoption hearings shall be set for hearing by telephoning the Family Court's Case Manager. Upon assignment of a hearing date, the requesting party shall serve notice of the hearing to all necessary parties in accordance with KRS 199.515.

**3.02      Involuntary Termination of Parental Rights**

Upon the filing of an Involuntary Termination of Parental Rights, the Petitioner, shall contact the Family Court Case Manager to schedule a Status Conference.

All Involuntary Termination of Parental Rights Hearings shall be set for hearing upon motion of a party or the Guardian Ad Litem.

**3.03      Voluntary Termination of Parental Rights**

All voluntary termination of parental rights hearings shall be set for hearing by the Family Court in accordance with KRS 625.042. The Circuit Clerk shall notify the Family Court Judge immediately upon the filing of a Petition for Voluntary Termination of Parental Rights.

**3.04      Appointment of GAL**

A Guardian Ad Litem shall be appointed in ALL adoption cases (except adult adoptions).

**3.05      Review**

In cases where parental rights are terminated at a final hearing, pursuant to FCRPP 36, a review shall be docketed by the Court 90 days from the date

of entry of the order of termination to inform the Court of the child's status with respect to finalization of placement or adoption.

**RULE 4**

**DOMESTIC VIOLENCE PROTOCOL AND 24 HOUR ACCESS POLICY**

There shall at all times be a governing protocol providing a method by which alleged victims of domestic violence may seek relief by restraining order 24 hours a day, 7 days a week. Unless a different protocol is agreed to by all Family, District and general jurisdiction Circuit Judges within the 25<sup>th</sup> Circuit and approved by the Kentucky Supreme Court, the Uniform Protocol published by the Kentucky Supreme Court shall be the controlling protocol, and same is hereby incorporated by reference herein

The Current Domestic Violence Protocol for the 25<sup>th</sup> Judicial Circuit is attached as hereto in Appendix A.

**RULE 5.**

**PATERNITY AND PATERNITY-RELATED URESA ACTIONS**

Pursuant to FCRPP 14(3), only motions regarding paternity, child support and modifications of child support shall be heard on the child support docket. All motions regarding custody and timesharing in paternity cases shall be heard on the regular domestic motion docket. All private party child support cases shall be heard on the regular domestic motion docket.

**RULE 6.**

**DEPENDENCY NEGLECT AND ABUSE**

There are currently no local rules relating to Dependency Neglect and Abuse. See FCRPP 16 – 31 for uniform statewide rules.

**RULE 7.**

**DOMESTIC RELATIONS PRACTICE**

**7.01 Factual Disclosure Requirement**

Pursuant to FCRPP (3), parties are not required to file Preliminary Verified Disclosure Statements (PVDS) in the record. However, all parties shall file a notice of service of the PVDS in the record.

The parties may enter into an agreed order waiving the filing of preliminary and/or final Verified Disclosure Statements (AOC-238 and AOC-239) only in the following circumstances:

1. Pursuant to FCRPP 3, the parties have entered into an agreement which resolves all issues between them.

2. The parties' Separation Agreement or Agreed Order waiving disclosures acknowledges their right to receive disclosures from the other party and their agreement to waive disclosures. Counsel may not sign waivers on behalf of their clients.
3. The parties' Separation Agreement or Agreed Order waiving disclosures contains the parties' acknowledgement that each has made full disclosure to the other of all information that would have been contained in the verified disclosures.

If the Court, in making its determination regarding the conscionability of the parties' Separation Agreement, deems more information is necessary, the Court may subsequently order the filing of verified disclosures despite the parties' agreement to waive said disclosures.

#### **7.02 Venue**

**No cases shall be heard in which neither party resides in Clark or Madison County unless a Motion to Waive Venue stating good cause is filed and sustained by the Court.**

#### **7.03 Parent Education /Families in Transition**

Pursuant to FCRPP 3(5), in proceedings that involve the custody of a minor child(ren), parents or custodians may be ordered to complete a parent education program at their expense before a final hearing will be scheduled. In particular cases, the Court, in its discretion, may order more advanced family education or counseling. Failure of any party to comply with such an order may result in a reduction of time-sharing, custody or visitation.

#### **7.04 Agreements Acknowledged**

All agreements between parties filed of record must be signed by both parties (not merely by the parties' counsel). In the event that a party is represented by counsel, the agreement must also be signed by counsel. If a party is not represented by counsel, such agreements must be signed and acknowledged before a person authorized to take acknowledgments under KRS Chapter 423, a Deputy Circuit Clerk or Court Support Worker.

#### **7.05 Guardian Ad Litem**

Upon motion of a party or upon its own motion, the Court may appoint a Guardian Ad Litem/Friend of the Court to represent the child(ren) in a dissolution action or contested child custody or timesharing matter.

The Guardian Ad Litem/Friend of the Court shall receive a reasonable fee for his/her services or expenses to be assessed in just proportions against the parties. Attorneys desiring GAL/FOC appointments must complete the Guardian Ad Litem training provided by the Administrative Office of the Courts.

**7.06 Assignment for Hearing**

No proceeding for dissolution of marriage, including joint petition, shall be assigned for final hearing until thirty (30) days have elapsed following the date a joint petition is filed or the Respondent is actually summoned or is deemed to have been summoned by warning order. In no event shall any such case be assigned for final hearing before thirty (30) days have elapsed following entry of appearance or service of summons, or, if there is an infant child(ren), before sixty (60) days have elapsed from the date of service of summons, appearance or responsive pleading, whichever occurs first.

**7.07 Method of Final Hearing**

- A. Pursuant to the mandate of Rule 43.04 of the Kentucky Rules of Civil Procedure, in all trials concerning maintenance or divorce, the testimony shall be taken by deposition, unless the parties opt for the alternate method of trial of said actions as provided herein.
- B. In all contested domestic relations actions, the parties may choose to have the case heard by the Family Court Judge rather than have the testimony taken by deposition. To exercise the option to have the case heard, Petitioner shall make the request on the Pre-hearing Memorandum filed prior to the Case Management Conference. Unless the Respondent promptly objects prior to the date of the Case Management Conference, it will be considered that both parties have opted to proceed by oral testimony. All hearings shall be conducted on the video record.
- C. In its discretion, the Court may order that testimony of witnesses other than the parties be taken only by deposition.

**7.08 Uncontested Final Hearings**

- A. An uncontested hearing is one in which the parties have agreed to all the necessary elements to dissolve the marriage contract, establish custody and support, maintenance and divide the property and debts of the marriage or when respondent is in default or has

been served by a Warning Order Attorney and a Warning Order Attorney Report has been filed.

- B. In uncontested cases where there is a written Separation Agreement executed by both parties and filed in the record, the parties shall submit proof by deposition or written interrogatories. The parties must file an Agreed Order to take proof by deposition or written interrogatories and submit on the record, proof by deposition or written interrogatories and a proposed Decree of Dissolution to the Family Court Judge. In the event no Agreed Order has been signed, either party may file a Motion to Submit, giving notice to all parties. Alternatively, either party may request an uncontested final hearing on oral testimony. The hearing shall be scheduled by telephoning the Family Court's legal assistant. Upon assignment of a final hearing date, the requesting party shall serve notice of the hearing to all parties. In uncontested cases involving minor children, a child support worksheet shall be provided so the Court can determine whether any deviation therefrom is proper.
- C. The Following documentation must be filed concurrently with Motion to Submit or Agreed Order submitting including:
- 1) Verified Factual Disclosure Statements or Verified Waiver of Disclosures in accordance with FCR 7.01
  - 2) Certificates of completion of any ordered parent education
  - 3) A copy of the parties' Separation Agreement, if any.
  - 4) A deposition or written interrogatories
  - 5) The parties' hearing waiver
  - 6) Request for restoration of maiden name executed by the party requesting the name
  - 7) Child support worksheet
  - 8) Findings and Decree

#### **7.09 Contested Final Hearings**

- A. A contested hearing is one in which the parties have not agreed upon the division of property, debts, custody, support, maintenance, or any one of the elements, and the taking of evidence is necessary to permit the Court to render a determination.
- B. Prior to scheduling a contested final hearing, a Case Management Conference shall be held in all contested cases with counsel and parties in attendance.

- C. A Case Management Conference may be scheduled by filing a motion therefor with the Family Court on the Domestic Motion Docket. Except for good cause shown, no Case Management Conference will be scheduled until completion of any parent education ordered by the Court and the exchange of Preliminary Verified Disclosure Statements.
- D. At least seven (7) days prior to the Case Management Conference, each party shall file a Pre-hearing Memorandum which shall include the following information:
1. All issues in dispute.
  2. All issues resolved by stipulation or agreement.
  3. Income and Expense Schedule:
    - a. Employment status, including income and deductions therefrom;
    - b. Income from sources other than employment;
    - c. Present monthly expenses;
  4. Property Schedule and proposed division of:
    - a. Marital real estate including the fair market value and the unpaid balance of any liens thereon;
    - b. Marital personal property including the value and the unpaid balance of any liens thereon;
    - c. Marital debts including the date incurred and the balance thereon;
    - d. Non-marital real estate including the fair market value, the balance of any liens thereon, and the legal basis relied upon to support such a designation;
    - e. Non-marital personal property including the value, the balance of any liens thereon, and the legal basis relied upon to support such a designation;
    - f. Non-marital debts including the date incurred and the balance thereon.
  5. List of all witnesses, both expert and lay, and a brief statement of the issues about which the witness will testify.
  6. List of documents and exhibits.
  7. Statement of special problems
  8. In contested child custody matters:

- a. A brief statement supporting the party's position on custody and timesharing;
  - b. Whether the parties have met with the Family Court Support Worker;
  - c. List of all other cases involving the child(ren) including, but not limited to, juvenile, criminal and custody matters.
9. In contested child support matters:
- a. Attach a Child Support Guidelines Worksheet;
  - b. A brief statement on the issues in dispute.
10. Estimated length of hearing and whether testimony is to be taken by deposition or by oral testimony before the Court.
- E. In the event either party fails to file the Pre-hearing Memorandum or either party files an incomplete Pre-hearing Memorandum, the Family Court Judge may order such remedies in regard to the failure that are just, including, but not limited to the following:
- 1. The matters set forth in the compliant party's schedule may be taken as established;
  - 2. The noncompliant party may be prohibited from introducing designated matters into evidence;
  - 3. The Court may stay further proceedings until the noncompliant party is in compliance; and/or
  - 4. The Court may assess all costs, including attorney's fees, against the noncompliant party.

**RULE 8      STATUS OFFENSES**

**8.01      Status and Delinquency**

These rules and any applicable statewide rules shall govern status offenses as defined by the Kentucky Unified Juvenile Code. Public offense actions shall be handled on a separate Juvenile Docket of District Court and shall not be heard in Family Court.

**RULE 9      MISCELLANEOUS**

**9.01      MEDIATION**

**A.      Referral to Mediation**

The Family Court may, by appropriate Order, refer a case to mediation with or without the consent of the parties. Cases shall be referred to a court-approved mediator unless the parties otherwise agree on a mediator. Parties may be referred to the family court support worker for mediation. Parties who fail to participate in Court-ordered mediation in good faith may be sanctioned by the Court.

**B. Confidentiality**

Except as otherwise provided by this rule or ordered by the Court for good cause shown, all mediation documents and mediation communications are confidential and shall not be disclosed. They are not subject to disclosure through discovery or any other process, and are not admissible into evidence in any judicial or administrative proceeding. Nothing in this rule shall alter a mediator's responsibility to report abuse pursuant to KRS 209.030 and KRS 620.030.

**C. Reporting to the Court**

1. If a case is settled prior to or during mediation, an attorney for one of the parties shall prepare and submit to the Court an Order reflecting the fact of settlement as in any other case.
2. If some but not all of the issues in the case are settled during mediation or if agreements are reached to limit discovery or on any other matter, the parties shall submit a joint statement to the Court enumerating the issues that have been resolved and the issues that remain for trial. This statement shall be submitted within ten (10) days of the termination of mediation. Unsettled cases shall then be returned to the Court's active docket in compliance with FCRPP 2(6).

**9.02 ASSIGNMENT OF CASES AND CONSOLIDATION AND JOINING TOGETHER OF RELATED ACTIONS**

- A. In order to promote the goal of "one family, one judge", simultaneous with the filing of any initial pleading, the Petitioner or Movant shall also file with the clerk a Cross Reference Data Sheet on a form approved by the Court. The Clerk shall examine said form, and if a matter involving the same party or parties has previously been assigned a case number, the new filing shall be assigned to the same division as the previous or pending case. The only exceptions to this requirement shall be after-hours Petitions for Emergency Protective Orders or Emergency Custody Orders.

In the event no such prior or pending case exists, the Clerk shall assign cases on a completely random basis.

- B. Pursuant to CR 42.01, when two or more different actions are pending involving the same parties and common questions of law or fact, those cases may be consolidated. Common issues may be heard in both cases simultaneously, but the files shall be maintained separately.
- C. After each action has been assigned to a division, the judge thereof may transfer the case to another division for good cause.
- D. If a case involves the same parties and common questions of law or fact, the parties shall file a motion to consolidate or join the actions, or the Court may consolidate the actions on its own motion.

#### **9.04 REVIEW OF RECORDED COURT PROCEEDINGS**

The Clark and Madison County Circuit Court Clerks' offices shall not release any copies of the Clark and Madison Family Court confidential video records, except Paternity actions, without a specific written order from the presiding Family Court Judge. An individual requesting a judicial order must file a written motion, with notice to the parties, including the child's Guardian Ad Litem, if any, and set forth the purpose of the request.

Except that, pursuant to KRS 610.340(2), this shall not apply to public officers or employees engaged in the investigation or prosecution of cases under KRS Chapters 600 through 645 or other prosecutions authorized the by the Kentucky Revised Statutes, as certified by that public officer or employee. Said public officer or employee shall use and distribute this information only for investigation or prosecution of offenses under the Kentucky Revised Statutes.

Parties wishing to review a recorded court proceeding may do so at the Circuit Clerk's office. Madison County parties wishing to view recordings of their case may use the viewing center in the lobby of the

Madison County Family Court. Parties wishing to view DVDs in Clark County shall do so by appointment only in the Clark Circuit Clerk's office.

Nora J. Shepherd  
Nora J. Shepherd  
Family Court Judge

/Date 8/21/15

Jeffrey M. Walson  
Jeffrey M. Walson  
Family Court Judge

/Date 8-26-15

Jean C. Logue  
Jean C. Logue  
Circuit Judge

/Date 9/1/15

William G. Clouse, Jr.  
William G. Clouse, Jr.  
Circuit Judge

/Date 9/10/2015

# Supreme Court of Kentucky

## ORDER

**IN RE: ORDER APPROVING AMENDMENT TO APPENDIX A OF THE LOCAL RULES OF PRACTICE AND PROCEDURE FOR THE 25TH JUDICIAL CIRCUIT, FAMILY COURT DIVISION, CLARK AND MADISON COUNTIES**

Upon the recommendation of the Judges of the 25th Judicial Circuit, Clark and Madison counties, and being otherwise sufficiently advised,

The amendment to Appendix A of the Local Rules of Practice and Procedure for the 25th Judicial Circuit, Family Court Division, is hereby approved. This order shall be effective as of the date of this Order and shall remain in effect until further orders of this court.

Entered this 14th day of January 2016.

  
CHIEF JUSTICE

**25th JUDICIAL CIRCUIT AND DISTRICT  
CLARK AND MADISON COUNTIES**

**TWENTY-FOUR HOUR ACCESSIBILITY TO  
PROTECTIVE ORDERS AND LOCAL JOINT JURISDICTION PROTOCOL**

Pursuant to KRS 403.735 and KRS 456.030, and in compliance with Family Court Rule of Practice and Procedure Section IV, this local protective order protocol is established to ensure twenty-four hour accessibility to emergency protective orders (EPOs) and temporary interpersonal protective orders (IPOs) and to establish written procedures for matters in which there may be joint jurisdiction between the Circuit/Family and District Courts.

**I. Uniform Protocol for Handling Cases**

- A. All petitions requested, completed and signed by persons seeking protection under KRS Chapter 403 or KRS Chapter 456 shall be made on form AOC-275.1, and shall be accepted and filed with the court. KRS 403.725, KRS 456.030.
- B. All protective order cases must be processed consistent with the rules and procedures set forth in the Kentucky Circuit Court Clerk's Manual.
- C. All cases will be assigned a "D" case number with the appropriate trailer number within the court case management system and may not be consolidated with any other case type.
- D. "No drop" policies, which place limitations on the petitioner's right to modify or withdraw a petition for protective orders are not permitted. Pursuant to KRS 403.740 and KRS 456.060, any orders for relief issued directing or prohibiting any other actions that the court believes will be of assistance in eliminating future acts of domestic violence and abuse, dating violence and abuse, stalking, or sexual assault shall not order the petitioner to take any affirmative action.
- E. Cases may be reassigned within the judicial circuit and, pursuant to FCRPP 12, a case may be transferred to another circuit if there is a pending dissolution or custody matter. If reassignment or transfer occurs, the issuing judge shall re-issue a summons until the receiving judge may hear the matter.
- F. The court shall review a petition for a protective order immediately upon its filing. KRS 403.730, KRS 456.040. Petitioners shall not be sent away or left waiting for extended periods of time. Petitions should be reviewed within an hour of presentation to a judge or trial commissioner unless impossible due to no judge or trial commissioner being available.

## II. Twenty-four Hour Accessibility

- A. The following agencies and officers are authorized to take all protective order petitions and administer oaths to petitioner **during** regular business hours:

During regular business hours, the petition shall be obtained, sworn to, and filed in the Offices of the Clark or Madison County Circuit Clerk.

- B. The following agencies and officers are authorized to take all protective order petitions and administer oaths to petitioners **after** regular business hours and weekends:

Clark and Madison Circuit Court Clerks and Deputy Clerks  
Clark and Madison County Attorneys, Assistant County Attorneys, and office staff  
Clark and Madison County Sheriffs and Deputy Sheriffs  
Any Officer from a Clark or Madison county city police department  
Any Trooper from the Kentucky State Police  
Any Officer from the Eastern Kentucky University Police Department  
Clark and Madison County Jailers and Deputy Jailers

- C. Upon receipt of a petition **during** regular business hours, the authorized agency/officer shall present the petition to the following:

During regular business hours, petitions for all protective orders shall be presented to a Family Circuit Court Judge of the 25th Judicial Circuit for review and consideration. If a Family Circuit Court Judge is not available, petitions shall be presented to a District Court Judge of the 25th Judicial District for review and consideration. If neither a Family Circuit Court Judge nor a District Court Judge is available, petitions shall be presented to a General Jurisdiction Circuit Court Judge of the 25th Judicial Circuit.

- D. Upon receipt of a petition **after** regular business hours, the authorized agency/officer shall present the petition according to the joint "EPO and IPO After-Hours Protocol" (attached hereto), which is incorporated herein by reference.

## III. Assignment of Cases

- A. Pursuant to KRS 403.735 and KRS 456.030, jurisdiction over petitions filed under this chapter is concurrent between district, circuit, and family court.
- B. The judge reviewing a petition for any order of protection shall indicate in the "Court Action" section of the petition whether the resulting action is a domestic violence action under KRS Chapter 403 or an interpersonal protective order action under KRS Chapter 456.
- C. The Circuit Clerk or other issuing authority shall assign both KRS Chapter 403 emergency protective orders and KRS 456 interpersonal protective order cases to the Family Circuit Court for hearing.
- D. The schedule for hearings on protective orders is as follows:

Clark County, Thursdays at 1:30 p.m.  
Madison County, Wednesdays at 1:30 p.m.

These court dates are subject to the Master Calendar of the Family Circuit Court of the 25th Judicial Circuit issued each calendar year (which takes into account all holidays), and entered pursuant to FCLR25 2.01.

- E. Cases may be reassigned or transferred between courts if it is determined that there are other actions pending or circumstances indicate that review by the other court is proper. KRS 403.725, KRS 456.030. If reassignment or transfer occurs, the issuing judge shall re-issue a summons for the matter to be heard by the receiving judge.

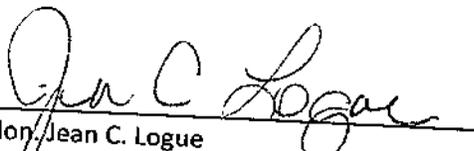
#### IV. Contempt Proceedings

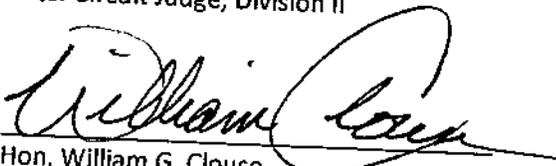
- A. Pursuant to KRS 403.763 and KRS 456.180, civil and criminal proceedings for violation of a protective order for the same violation of a protective order shall be mutually exclusive. Once a criminal or contempt proceeding has been initiated, the other shall not be undertaken regardless of the outcome of the original proceeding.
- B. Petitioners seeking to initiate criminal contempt proceedings during regular business hours should contact the appropriate County Attorney (Clark or Madison County) in order to initiate criminal charges of a violation of the protective order. After regular business hours and weekends, petitioners should contact law enforcement for investigation of their complaint. Petitioners seeking to initiate civil contempt proceedings within the Family Circuit Court should refer to FCLR25 2.02 and follow the procedures therein.
- C. No petitioner may be held in contempt for failure to appear at a domestic violence hearing or the prosecution of a criminal violation of a protective order.

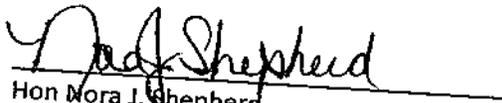
The undersigned hereby acknowledge that all general orders, forms, policies and procedures relating to domestic violence within the judicial circuit are attached to this protocol and incorporated by reference.

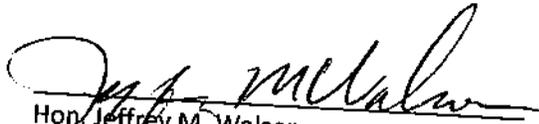
The above protocol is adopted by all judicial officers in the circuit, this the 6<sup>th</sup> day of

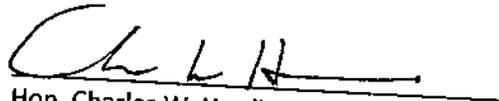
~~November, 2015~~  
January, 2016

  
Hon. Jean C. Logue  
Chief Circuit Judge, Division II

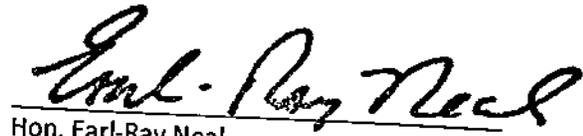
  
Hon. William G. Clouse,  
Circuit Judge, Division I

  
Hon. Nora J. Shepherd,  
Circuit Judge, Family Court Division III

  
Hon. Jeffrey M. Watson,  
Circuit Judge, Family Court Division IV

  
Hon. Charles W. Hardin,  
District Judge, Division I

  
Hon. Brandy Oliver Brown,  
District Judge, Division II

  
Hon. Earl-Ray Neal,  
Chief District Judge, Division III

**25th JUDICIAL CIRCUIT AND DISTRICT  
CLARK AND MADISON COUNTIES  
EPO and IPO AFTER-HOURS PROTOCOL**

Effective December 1, 2015, the Judges of the 25th Judicial Circuit/District hereby adopt the following **EMERGENCY PROTECTIVE ORDERS** and **INTERPERSONAL PROTECTIVE ORDERS** (eff. 1/1/2016) **ON-CALL SCHEDULE**, which is applicable **ONLY** to EPO and IPO reviews. If the judge from this on-call schedule cannot be reached, the General Jurisdiction Circuit Judges may be contacted.

**EPO and IPO ON-CALL SCHEDULE, EFFECTIVE 12/01/15:**

**1<sup>st</sup> - 6<sup>th</sup> day of each month**

**Judge Charles W. Hardin  
(859) 248-5915  
charleshardin@kycourts.net**

**7<sup>th</sup> - 12<sup>th</sup> day of each month**

**Judge Jeffrey M. Walson  
(859) 749-1343  
jeffwalson@kycourts.net**

**13<sup>th</sup> - 18<sup>th</sup> of each month**

**Judge Earl-Ray Neal  
(859) 537-3114  
erneal@kycourts.net**

**19<sup>th</sup>-24<sup>th</sup> of each month**

**Judge Nora J. Shepherd  
(859) 358-2016 or (859) 626-1841  
norashepherd@kycourts.net**

**25<sup>th</sup>-31<sup>st</sup> of each month**

**Judge Brandy Oliver Brown  
(859) 625-4970  
brandybrown@kycourts.net**

\*\*\*\*IT SHOULD also BE NOTED, effective December 1, 2015, all prior Orders regarding on-call schedules are hereby rescinded. After-hours matters OTHER THAN EPO/IPOS (for example, setting bonds, signing all summons and warrants, orders of juvenile detention, signing search warrants, miscellaneous after-hours questions, etc.) will revert solely to the District Judges of the 25th Judicial District pursuant to a separate Order entitled "GENERAL AFTER-HOURS PROTOCOL," and attached hereto for reference and for convenience in distribution.

**25th JUDICIAL CIRCUIT AND DISTRICT  
CLARK AND MADISON COUNTIES  
GENERAL AFTER-HOURS PROTOCOL**

Effective **December 1, 2015**, the District Judges of the 25th Judicial District hereby adopt the following on-call schedule for all after-hours matters needing the attention of a judge, to include but not limited to the setting of bonds, signing of summons and warrants, issuance of orders regarding juvenile detention, issuance of search warrants, and all other after-hours matters, *WITH THE EXCEPTION OF EPO/IPO reviews (See EPO and IPO AFTER-HOURS PROTOCOL) and ECO reviews (which are always to be reviewed by a Family Circuit Judge).*

**1<sup>st</sup> - 10<sup>th</sup> day of each month**

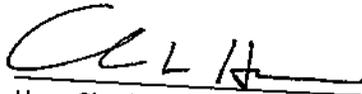
**Judge Charles W. Hardin**  
**(859) 248-5915**  
**charleshardin@kycourts.net**

**11<sup>th</sup>-20<sup>th</sup> day of each month**

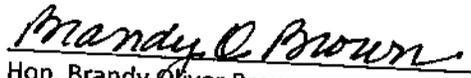
**Judge Earl-Ray Neal**  
**(859) 537-3114**  
**erneal@kycourts.net**

**21<sup>st</sup>-31<sup>st</sup> of each month**

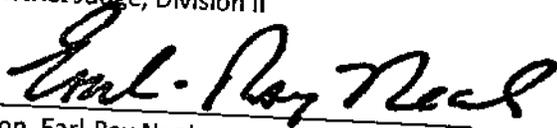
**Judge Brandy Oliver Brown**  
**(859) 625-4970**  
**brandybrown@kycourts.net**



Hon. Charles W. Hardin,  
District Judge, Division I



Hon. Brandy Oliver Brown,  
District Judge, Division II



Hon. Earl-Ray Neal,  
Chief District Judge, Division III