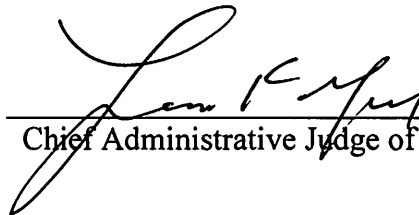


**ADMINISTRATIVE ORDER OF THE
CHIEF ADMINISTRATIVE JUDGE OF THE COURTS**

Pursuant to the authority vested in me, and upon consultation with and agreement of the Administrative Board of the Courts, I hereby adopt, effective October 1, 2017, plans for off-hours arraignment parts in Oneida County (Exh. A), Onondaga County (Exh. B), and Broome County (Exh. C). Pursuant to Judiciary Law §212(1)(w), the off-hours arraignment parts authorized by these plans shall be held in such courts for the conduct of arraignments and other preliminary proceedings incidental thereto, and for arrest warrant returns in criminal cases, where the use of such parts will facilitate the availability of public defenders or assigned counsel for defendants in need of legal representation at such proceedings. Judges and justices shall be temporarily assigned to the parts on a rotating basis in accordance with a schedule to be published at least 30 days in advance.



Chief Administrative Judge of the Courts

Dated: September 28, 2017

AO/210/17

EXHIBIT A

**CENTRALIZED ARRAIGNMENT PART
ONEIDA COUNTY, FIFTH JUDICIAL DISTRICT**

I. Centralized Arraignment Part Legislation

Chapter 492 of the 2016 Laws of New York became a law on November 28, 2016, effective on the 90th day thereafter (February 26, 2017).

The law is designed to facilitate and insure the availability of counsel for defendants at arraignments while allowing for local government input so as to promote efficiency and to minimize the burden and stress on all of the stakeholders in the system, including magistrate judges, law enforcement, prosecutors and indigent defense service providers.

The law broadens the jurisdiction of Town and Village Courts to conduct arraignments in special Centralized Arraignment Parts staffed by the same local judges who currently preside over arraignments. By authorizing arraignments in centralized locations, the necessary stakeholders will benefit from having fewer courts to cover and will be able to rely upon there always being a court *available* for arraignments.

The law provides for a rotational schedule published in advance that will provide for the periodic assignment of all of the judges of the local criminal courts in the affected counties. In addition to the arraignment part, however, local law enforcement may opt to continue to bring a defendant to a court regularly in session for arraignment, subject to the usual statutory restrictions.

II. Centralized Arraignment Part - Oneida County

1. From 5:30 p.m. to 10:30 p.m., 365 days per year, there will be a Town or Village Justice assigned to the Centralized Arraignment Part, located in the new courtroom recently built at the Oneida County Sheriff's Office. The courtroom shall be open to the public. Any defendant detained after the closing of the Centralized Arraignment Part shall be arraigned the following morning in Rome City Court or Utica City Court. The City Courts will handle all arraignments countywide for arrests made after 10:30 p.m., and the Town and Village Justices in the night Centralized Arraignment Part will cover all arraignments countywide for arrests made after 10:00 a.m. until 10:30 p.m. This will allow defendants in both the City Court and the Town and Village Courts to be arraigned within a 12-hour time frame instead of the legally mandated 24 hours. We will be limiting afternoon arraignments in City Courts, and the Town and Village Judges will conduct those arraignments between 5:30 p.m. and 10:30 p.m. On Saturday and Sunday, our City Court Judges will staff, on a rotating basis, the courtroom at the Oneida County Sheriff's Office to conduct arraignments between 7:30 a.m. and 9:30 a.m. for any then-detained defendants. This is a new improvement, which will allow our City Court Judges to work on their standards and goals issues that will help us achieve our statewide reduction goals under the Excellence Initiative.

2. The assignment of Town or Village Justices would be scheduled voluntarily by the Fifth Judicial District Administrative Judge in conjunction with the local County Magistrates Association. The Town or Village Justices would be compensated by the Unified Court System \$250.00 for each evening.

3. Arraignments in the Centralized Arraignment Part would only be for felonies, domestic violence charges where an order of protection needs to be issued, or other offenses requiring an immediate arraignment due to the specific nature of the offense, including arraignments on

outstanding warrants, where it is anticipated that a commitment will be issued to remand the defendant to the jail. All other matters anticipate appearance tickets and release.

4. Custody of defendants under arrest may be delivered to the Oneida County Sheriff at the jail facility for pre-arraignment detention and appearance at the Centralized Arraignment Part.

5. Security at the Centralized Arraignment Part would be provided by the Oneida County Sheriff's Office.

6. The necessary computer and office equipment for the Centralized Arraignment Part will be provided by the Unified Court System and would need to be funded accordingly.

- Pending final software development, immediately following arraignment, the original arraignment paperwork will be scanned that evening to the court of original jurisdiction (including all the court clerks, all the judges and the fax machine for that court), the statewide designee (presently Tina Richburg, Sr. Management Analyst/Project Manager, and if an order of protection has been issued, to the arresting agency to provide the order of protection to the protected party. The original paperwork for all of the arraignments at the Centralized Arraignment Part will be placed in an overnight delivery envelope to the statewide designee (presently Tina Richburg, Sr. Management Analyst/Project Manager), and scheduled for pick up. On the following day, the arraigning Judge will be responsible to contact the court of original jurisdiction to advise them that the arraignment paperwork has been forwarded by email. A file cabinet containing pre-addressed envelopes, as well as other forms, will be made available at the Centralized Arraignment Part.

7. One (1) attorney and a backup attorney (on call) would be scheduled through the Oneida County Public Defender's Office.

8. The District Attorney, in his discretion, would schedule appropriate office personnel to be present at the Centralized Arraignment Part.

III. Cost Projection for Implementation of the Centralized Arraignment Part - Oneida County¹

- **\$91,250** - Town and Village Judges (@ \$250 per night rotated throughout the County) [OCA cost]
- **\$87,600** - Security Contract (two officers, contract services) [Oneida County cost]
- **\$38,700** - Public Defender (covered with existing grant, making one part-time attorney full time) [Oneida County cost subject to State reimbursement]
- **\$15,600** - Conflict Attorney On Call (104 matters) [Oneida County cost subject to State reimbursement]
- **\$22,650** - Year-Round Equipment Supplies (fax, computers, copier) [OCA cost]
- **\$109,500** - District Attorney Cost (one attorney, no conflicts) [Oneida County cost]
- **\$0.00** - Pre-Arraignment Detention (per Oneida County Sheriff's Office, estimate for transport and holding will be no additional costs as building a courtroom in proximity to the jail will save substantial transport cost countywide)
- **\$365,300** - Total Cost

Cost Distribution

- **\$113,900** - UCS Cost (**\$91,250** for T&V Judges and **\$22,650** for Supplies)
\$54,300 - Reimbursed from ILS to County (**\$38,700** Public Defender and **\$15,600** Conflict Attorney)
\$197,100 - Oneida County Cost

September 19, 2017

¹ The cost projection for the Centralized Arraignment Part in Oneida County is substantially less than the projected cost established by the Oneida County Public Defender's Office at **\$804,177**, who was instrumental in assisting in the development of this proposed plan.

EXHIBIT B

**CENTRALIZED ARRAIGNMENT PART
ONONDAGA COUNTY, FIFTH JUDICIAL DISTRICT**

I. Centralized Arraignment Part Legislation

Chapter 492 of the 2016 Laws of New York became a law on November 28, 2016, effective on the 90th day thereafter (February 26, 2017).

The law is designed to facilitate and insure the availability of counsel for defendants at arraignments while allowing for local government input so as to promote efficiency and to minimize the burden and stress on all of the stakeholders in the system, including magistrate judges, law enforcement, prosecutors and indigent defense service providers.

The law broadens the jurisdiction of Town and Village Courts to conduct arraignments in special Centralized Arraignment Parts staffed by the same local judges who currently preside over arraignments. By authorizing arraignments in centralized locations, the necessary stakeholders will benefit from having fewer courts to cover and will be able to rely upon there always being a court available for arraignments.

The law provides for a rotational schedule published in advance that will provide for the periodic assignment of all of the judges of the local criminal courts in the affected counties. In addition to the arraignment part, however, local law enforcement may opt to continue to bring a defendant to a court regularly in session for arraignment, subject to the usual statutory restrictions.

II. Centralized Arraignment Part - Onondaga County

1. From 5:30 p.m. to 10:30 p.m., 365 days per year, there will be a Town or Village Justice assigned for arraignments in the Centralized Arraignment Part. Any defendant detained

after the closing of the Centralized Arraignment Part shall be arraigned the following morning in Syracuse City Court. Syracuse City Court will handle all arraignments countywide for arrests made after 10:30 p.m. and the Town and Village Justices in the night Centralized Arraignment Part will cover all arraignments countywide for arrests made after 10:00 a.m. until 10:30 p.m. This will allow defendants in both the City Court and the Town and Village Courts to be arraigned within a 12-hour time frame instead of the legally mandated 24 hours. The assignment of justices would be scheduled voluntarily by the Fifth Judicial District Administrative Judge in conjunction with the local County Magistrates Association. The Town or Village Justices would be compensated by the Unified Court System \$250.00 for each evening. We will be limiting afternoon arraignments in City Courts, and the Town and Village Judges will conduct those arraignments between 5:30 p.m. and 10:30 p.m. This is a new improvement, which will allow our City Court Judges to work on their standards and goals issues, that will help us achieve our statewide reduction goals under the Excellence Initiative.

2. Custody of defendants under arrest would be delivered to the Onondaga County Sheriff's Offices at the jail facility for pre-arraignment detention and appearance at the Centralized Arraignment Part.

3. Arraignments in the Centralized Arraignment Part would only be for felonies, domestic violence charges where an order of protection needs to be issued, or other offenses requiring an immediate arraignment due to the specific nature of the offense, including arraignments on outstanding warrants, where it is anticipated that a commitment will be issued to remand the defendant to the jail. All other matters anticipate appearance tickets and release.

4. The Onondaga County Sheriff's Office will provide transport of the defendants from

the pre-arraignment detention facility at the Justice Center to the Syracuse Community Court Courtroom (Part II) located in the John C. Dillon Public Safety Building at 511 South State Street, Syracuse, New York, or other designated courtroom for arraignment in the City of Syracuse.

5. Court security at the evening Centralized Arraignment Part would be contracted for directly by Onondaga County with off-duty New York State Court Officers as currently exists in several of the Town and Village Courts in Onondaga County and throughout the State.

6. The necessary computer and office equipment for the Centralized Arraignment Part will be provided by the Unified Court System and would need to be funded accordingly.

7. Pending final software development, immediately following arraignment, the original arraignment paperwork will be scanned that evening to the court of original jurisdiction (including all the court clerks, all the judges and the fax machine for that court), the statewide designee (presently Tina Richburg, Sr. Management Analyst/Project Manager), and if an order of protection has been issued, to the arresting agency to provide the order of protection to the protected party. The original paperwork for all of the arraignments at the Centralized Arraignment Part will be placed in an overnight delivery envelope to the statewide designee (presently Tina Richburg, Sr. Management Analyst/Project Manager), and scheduled for pick up. On the following day, the arraigning Judge will be responsible to contact the court of original jurisdiction to advise them that the arraignment paperwork has been forwarded by email. A file cabinet containing pre-addressed envelopes, as well as other forms, will be made available at the Centralized Arraignment Part.

8. One (1) attorney and one backup attorney (on call) would be scheduled through the

Onondaga County Assigned Counsel Program.

9. The Onondaga County District Attorney, in his discretion, would schedule appropriate office personnel to be present at the Centralized Arraignment Part.

III. **Cost Projection for Implementation of the Centralized Arraignment Part - Onondaga County**

- **\$91,250** - Town and Village Judges (@ \$250 per night rotated throughout the County) [OCA cost]
- **\$109,500** - Security Contract (two officers, contract services) [Onondaga County cost]
- **\$109,500** - Assigned Counsel Costs (\$75 per hour, one attorney per day, four hours per night) [Onondaga County costs subject to State reimbursement]
- **\$15,600** - Conflict Attorney On Call (104 matters) [Onondaga County cost subject to State reimbursement]
- **\$22,650** - Year-Round Equipment Supplies (fax, computers, copier) [OCA cost]
- **\$109,500** - District Attorney Cost (one attorney, no conflicts) [Onondaga County cost]
- **\$250,000** - Pre-Arraignment Detention (per Onondaga County Sheriff's Office estimate for transport and holding) [Onondaga County cost]
- **\$708,000** - Total Cost¹ Cost Distribution **\$113,900** - UCS Cost (**\$91,250** for T&V Judges and **\$22,650** for Supplies)
\$125,100 - Reimbursed from ILS to County (**\$109,500** Assigned Counsel and **\$15,600** Conflict Attorney)
\$469,000 - Onondaga County Cost

September 19, 2017

¹ The cost projection for the Centralized Arraignment Part in Onondaga County is substantially less than the total cost utilizing the projected cost of the ILS Plan for Onondaga County from **\$1,400,850** for 10 arraignments up to **\$1,798,700** for 15 arraignments per day in six countywide regions.

EXHIBIT C

BROOME COUNTY STAKEHOLDERS' PLAN FOR AN OFF-HOURS CENTRALIZED ARRAIGNMENT PART

Objective: To develop a plan amongst the various stakeholders in Broome County for a “Centralized Arraignment Part” (hereinafter “CAP”) pursuant to NY Senate Bill S7209A, to provide defense for indigent defendants at all criminal arraignments in Broome County. It is thought that the creation of a “CAP” in Broome County will help to prevent further strain on the limited resources of the county in achieving this objective.

Plan

Facility for Arraignment: The facility for the “CAP” will be located within the Broome County Public Safety Facility, located at 155 Lt. VanWinkle Drive, Binghamton, NY 13905.

Arraignments will be conducted within a room that was designed for the purpose of allowing for arraignments at the jail. The room is open to the public and can be accessed by anyone after passing through a magnetometer. The room has a capacity for sixteen persons, which would include a judge, a defense attorney, a prosecutor, an arrestee, an arresting officer, a corrections officer and up to ten members of the public. In addition, there are several private attorney conference rooms available to allow attorneys to confer with their clients.

Hours of Arraignment and Plan of Coverage: During “Phase I” the “CAP” will operate from 7:00 P.M. until 7:00 A.M. on weekdays and at all times on weekends. Arraignments outside of those times will occur in their normal courts of jurisdiction. During “Phase II” the “CAP” will operate 24 hours a day, 7 days a week, 365 days a year. The “CAP” will be covered by all Town and Village Court Justices of Broome County, in a rotating fashion, as detailed in “Phase I” and “Phase II” below. In addition, any City Court Judge may volunteer to take part in the “CAP.”

Pre-Arraignment Detention Plan and Agreement: Absent an amendment to Corrections Law §500-c, arresting police officers shall detain and maintain responsibility for arrestees until they can be brought before a judge and arraigned in the “CAP” as detailed in “Phase I” below. Should Corrections Law §500-c be amended to allow for the pre-arraignment detention of arrestees at the Broome County Public Safety Facility prior to arraignment, arrestees will be

brought by an arresting agency to the Broome County Public Safety Facility and turned over to the Broome County Sheriff's Office at the jail "intake" pending arraignment in the "CAP" as detailed in "Phase II" below.

Security: Security for the "CAP" will be provided by the Broome County Sheriff. All members of the public wishing to attend an arraignment will pass through a magnetometer before entering the arraignment courtroom. Cell phones, keys, and weapons of any kind will not be allowed and there will be lockers provided to members of the public upon entrance to temporarily store any such belongings.

Interpreting Services: When necessary judges will endeavor to have court-certified interpreters present at arraignments for persons who do not speak English. In the event that an interpreter cannot be immediately obtained, judges will adjourn an arraignment proceeding to obtain an interpreter, or remote interpreting services may be utilized.

Data Entry: The on-duty local court justice shall be responsible that all appropriate data entry concerning an arraignment is completed in a timely fashion.

Case Activity and Disposition Reporting: Cases will be transferred to the court with original jurisdiction. Any fines or surcharges imposed will be made payable to the court of original jurisdiction.

Collection of Bail: Should bail be set at an arraignment, and should an arrestee have in his possession sufficient funds to cover the bail, the arrestee may immediately post such bail with the Broome County Sheriff for release from the Broome County Public Safety Facility. Bail shall be remitted to the court of original jurisdiction.

Collection of Fines and Surcharges: Arrestees who are assessed fines and/or surcharges at the “CAP” shall be provided with a notice to pay such fine and/or surcharge, by a date set by the sitting judge, with the court having original jurisdiction over the offense. Standardized forms will be available in the “CAP” for this purpose for the use by the judges. The arraigning judge shall be responsible for forwarding all such paperwork to the appropriate court.

Courtroom Equipment Needed: OCA will provide the “CAP” with a computer, printer, scanner, and electronic recording device. The Broome County Sheriff will provide appropriate seating and furnishings, most of which are already present in the courtroom. The arraignment courtroom is already equipped with an appropriate bench for the judge, and is already wired for internet and telephone connectivity.

Inter-Municipal Agreements: At this time it is not believed any inter-municipal agreements are needed, beyond what is described in this document.

Judicial Training: Training in the administration of the “CAP” shall be provided by the Special Counsel for the Town and Village Courts in conjunction with the Office of Justice Court Support.

Judicial Compensation: Local Court Justices sitting in the “CAP” shall be reimbursed by the Office of Court Administration, at a rate to be determined by the Chief Administrative Judge or the Office of Court Administration. Justices shall also be reimbursed for travel expenses to drive to and from the “CAP” from their home at the prevailing IRS rate for mileage.

Phase I:

Absent an amendment to Corrections Law §500-c, the Broome County Sheriff's office may not hold arrestees within the Broome County Jail to allow for set arraignment times in the "CAP." Further, most police agencies operating within Broome County do not have adequate facilities to hold prisoners for a significant length of time prior to an arraignment. As such, absent such an amendment the "CAP" will need to have "on-demand" hours between the hours of 7:00 P.M. and 7:00 A.M on weekdays, and all day and night on weekends. Therefore, Phase I of the plan will be put in place until such time as Corrections Law §500-c is amended.

The Phase I procedure shall be as follows:

All off-hours arraignments of criminal arrests, county-wide, will be conducted at the Broome County Public Safety Facility within the room described above. These arraignments will be conducted for all persons arrested without a warrant, and all persons arrested pursuant to an arrest or bench warrant. Arrestees will be brought by the arresting officer to the Broome County Jail where they will be escorted by corrections officers up to the courtroom. The arresting officer will check any weapons with the jail and will also proceed to the courtroom. Judges may enter the courtroom through the "administration" wing of the Sheriff's Department. Attorneys and members of the public may enter through the public "visitation" entrance of the jail and then pass through a magnetometer to enter the courtroom. No cell phones will be permitted and lockers are available for the checking of such phones. The courtroom has the capacity for sixteen persons, which includes up to ten members of the public

in addition to attorneys, security, the arrestee, and the judge. All arraignments will be digitally recorded.

Broome County Local Court justices will follow a rotating schedule for staffing the "CAP," which will be staffed by all of the justices of the Town and Village Courts in the County of Broome. In addition, any Binghamton City Court Judge may volunteer to take part in the schedule. The president of the Broome County Magistrates Association, in consultation with all Town and Village justices in the county will propose a three-month schedule, at least three months in advance, to the District Administrative Judge. Upon approval of the schedule by the District Administrative Judge the schedule along with the phone numbers of the various justices will be sent to all local law enforcement agencies, the Broome County Office of the Public Defender, and the Broome County District Attorney. Each assigned justice will also have a designated "backup" justice in the event that the justice is unable to perform his or her duties due to exceptional circumstances. The list of backup justices will also be published and distributed with the phone list mentioned above. In the event that there is a change to the schedule it will be the responsibility of the justice originally scheduled to notify all local law enforcement agencies of the change and whom is to be called instead.

The schedule will generally be as follows:

Monday through Friday, the on-call justice will be responsible for any arraignments **county-wide** from 7:00 P.M. until 7:00 A.M.

Saturday and Sunday, will be a "split" schedule. One justice will be on call from 7:00 AM until 7:00 PM on both Saturday and Sunday and one justice will be on call from 7:00 PM until 7:00 AM on both Saturday and Sunday. Given that there are 52 weekends in a year most justices will be required to work two weekend shifts a year and all justices will be required to work at least one weekend shift per year.

Justices who are on-call must ensure that they stay close enough to the "CAP" so as to be able to travel to the "CAP" for arraignments within a reasonable period of time after receiving a call. On-call justices will also be responsible for answering their phone when they are called during their shift. On-call justices will further be responsible for meeting police officers at the Broome County Public Safety Facility within a reasonable time after receiving a call for the purpose of performing a prompt arraignment of any arrestees. After conducting such arraignment, on-call justices will be responsible for ensuring that all necessary post-arraignment paperwork and orders are completed.

If the arraignment is for a felony matter and a preliminary hearing is requested, such hearing will be scheduled and conducted by the court located within the municipality where the felony conduct allegedly occurred. It shall be the responsibility of the arraigning justice to, within 12 hours of completing the arraignment, notify the justice of the municipality in which the felony conduct allegedly occurred of the need to schedule such a preliminary hearing.

Phase II:

Phase II will be implemented if an amendment to Corrections Law §500-c is passed allowing for the Broome County Sheriff's office to house arrestees at the Broome County Jail prior to arraignment. This will greatly relieve several burdens on both the local court justices of Broome County, as well as the local law enforcement agencies, as it will allow law enforcement agencies, upon arrest of a person, to immediately take them to the Broome County Public Safety Facility to await arraignment in the Centralized Arraignment Part. This will also allow for a set "schedule" of arraignment times to reduce the amount of travel and time spent by Broome County local court justices.

The Phase II procedure will be as follows:

All arraignments of criminal arrests shall be conducted, as in "Phase I" within the arraignment courtroom of the Broome County Public Safety Facility. These arraignments will be conducted for all persons arrested without a warrant, and all persons arrested pursuant to an arrest or bench warrant.

After a person has been arrested and processed by a local law enforcement agency, they will be transported to the Broome County Public Safety Facility's "intake" and turned over to the custody of the Broome County Sheriff to await arraignment at a scheduled arraignment time within the "CAP." Once turned over to the custody of the Sheriff, the arrestee shall be housed in the jail's "intake," or, if becomes necessary, medical area, and shall not be placed in general population. Once turned over to the custody of the Sheriff, the arrestee shall become the responsibility of the Sheriff and the arresting officers may return to normal duty.

Arraignments in the “CAP” will generally be scheduled for the following times on weekdays: 7:30 AM and 4:30 PM. Arrestees brought to the Broome County Public Safety Facility will, where practicable, be arraigned at the next available arraignment time within the “CAP.”

Arraignments in the “CAP” will generally be scheduled for the following times on weekends: 10:00 AM and 7:00 PM. Arrestees brought to the Broome County Public Safety Facility will, where practicable, be arraigned at the next available arraignment time within the “CAP.”

The Sheriff will produce and transport all arrestees from the jail “intake” area to the parole hearing room for arraignment and shall provide for the security of the arraignment proceeding.

As discussed in “Phase I” above, Broome County local court justices will follow a rotating schedule for staffing the “CAP,” which shall be staffed by all of the justices of the Town and Village Courts in the County of Broome. In addition, any Binghamton City Court Judge may volunteer to take part in the schedule. The president of the Broome County Magistrates Association, in consultation with all Town and Village justices in the county will propose a three-month schedule, at least three months in advance, to the District Administrative Judge. Upon approval of the schedule by the District Administrative Judge the schedule along with the phone numbers of the various judges will be sent to all local law enforcement agencies, the Broome County Office of the Public Defender, and the Broome County District Attorney. Each assigned justice will also have a designated “backup” justice in the event that the justice is unable to perform his or her duties due to exceptional circumstances. The list of backup justices

will also be published and distributed with the phone list mentioned above. In the event that there is a change to the schedule it will be the responsibility of the judge originally scheduled to notify the backup judge of the need for him or her to cover the shift(s) at the "CAP."

The assigned judge will be responsible for calling the Broome County Sheriff at or about 30 minutes prior to each scheduled arraignment time to find out if there are any in-custody arrestees awaiting arraignment. If there are any such persons, the assigned judge will drive to the Broome County Public Safety Facility to conduct such arraignments at the scheduled times listed above, or as soon thereafter as is practicable. The schedule shall generally be as follows:

Monday through Friday, each weekday shall have one justice assigned, to conduct arraignments at the times listed above.

Saturday and Sunday, one justice shall be assigned on Saturday and one justice shall be assigned on Sunday to conduct arraignments at the times listed above.

Judges who are on call must ensure that they stay close enough to the Broome County Public Safety Facility during their "shift" so as to be able to attend the facility at all the arraignment times listed above. Should any on-call judge become unable to perform the duties of the on-call judge due to exceptional circumstances he or she shall, if able, contact his or her "backup" judge to inform them. Should any on-call judge fail to check in with the Broome County Sheriff prior to a scheduled arraignment time and should there be arrestees in the custody of the Broome County Sheriff awaiting arraignment then the Broome County Sheriff shall attempt to contact the on-duty judge. If such contact is not possible the Broome County Sheriff shall contact the backup judge. After conducting arraignments, on-call judges will be responsible for ensuring that all necessary post-arraignment paperwork and orders are completed.

If the arraignment is for a felony matter and a preliminary hearing is requested, such hearing will be scheduled and conducted by the court located within the municipality where the felony conduct allegedly occurred. It shall be the responsibility of the arraigning justice to, within 12 hours of completing the arraignment, notify the justice of the municipality in which the felony conduct allegedly occurred of the need to schedule such a preliminary hearing.

Appendix A: List of Current Local Courts in Broome County with Distance to the Public Safety Facility

Court	Distance to Jail*
Barker Town Court	9.8 Miles / 12 minutes
Binghamton Town Court	7.1 Miles / 15 minutes
Chenango Town Court	3.8 Miles / 9 minutes
Colesville Town Court	19.5 miles / 23 minutes
Conklin Town Court	13.2 miles / 16 minutes
Deposit Village Court	30.9 miles / 33 minutes
Dickinson Town Court	1.6 miles / 5 minutes
Endicott Village Court	11.3 miles / 15 minutes
Fenton Town Court	7.2 miles / 10 minutes
Johnson City Village Court	5.5 miles / 11 minutes
Kirkwood Town Court	8.3 miles / 12 minutes
Lisle Town Court	20.3 miles / 23 minutes
Maine Town Court	13.8 miles / 23 minutes
Nanticoke Town Court	20 miles / 20 minutes
Sanford Town Court	30.9 miles / 32 minutes
Triangle Town Court	17.1 miles / 18 minutes
Union Town Court	5.5 miles / 11 minutes
Vestal Town Court	11.7 miles / 16 minutes
Windsor Town Court	16.8 miles / 19 minutes

***Source: Google Maps**

Appendix B: List of Current Local Court Judges with distance from home to jail

Judge	Distance to Jail*
Justice Edward A. Beecher	12 miles / 15 minutes
Justice Joe Walker	6.2 miles / 15 minutes
Justice Michael Fedish	6.1 miles / 13 minutes
Justice Wendy Scott	5.8 miles / 12 minutes
Justice Paul E. Powell	6.1 miles / 13 minutes
Justice Paul Lantz	32.2 miles / 34 minutes
Justice Thomas R. Cline	1.7 miles / 6 minutes
Justice Linda L. Cooper	1.7 miles / 6 minutes
Justice Theo Totolis	11.4 miles / 16 minutes
Justice Alfonso Ortega	12 miles / 18 minutes
Justice Ambrose P. Madden	3.8 miles / 9 minutes
Justice Gregory P. Thomas	6.5 miles / 10 minutes
Justice Thomas J. Dellapenna Jr.	6.8 miles / 15 minutes
Justice Ward E. Coe	10.7 miles / 15 minutes
Justice Jeffrey J. Hawkes	10.8 miles / 15 minutes
Justice Penny Delfavero	25.9 miles / 31 minutes
Justice Steven G. Tillotson	27.5 miles / 34 minutes
Justice William D. Struble	19.7 miles / 20 minutes
Justice Gary L. Holdrege	30.5 miles / 37 minutes
Justice Deborah D. Proffitt-Ditewig	30.7 miles / 33 minutes
Justice William M. Lee	21.4 miles / 24 minutes
Justice Veronica M. Gorman	9.8 miles / 17 minutes
Justice Joseph B. Meagher	13 miles / 18 minutes
Justice Michael D. Sherwood	9.4 miles / 16 minutes
Justice Fredric S. Stapleton III	12.2 miles / 16 minutes
Justice William P. Tully	18.9 miles / 28 minutes

***Source: Google Maps**

