


FILED
BY: 
2019 JUL 24 AM 9:18
MELLYN TINNELL
SUPERIOR COURT CLERK

IN THE SUPERIOR COURT OF THE STATE OF ARIZONA
IN AND FOR THE COUNTY OF MOHAVE


IN THE MATTER OF:)
)
REVISIONS TO JUDICIAL MERIT) **ADMINISTRATIVE ORDER**
SYSTEM RULE 103) **2019-33**
_____)

WHEREAS, Judicial Merit System Rule 102(P), provides that the Presiding Judge may approve revisions to the Judicial Merit System Rules upon written order;

IT IS ORDERED, the attached revisions to Judicial Merit System Rule 103 as specified in the attached document be adopted this date.

IT IS FURTHER ORDERED, all Judicial Assistants to Court Commissioners hired on or after the date of this order will be hired to this new classification as an at will employee.

DATED 24th day of July, 2019.



Charles W. Gurtler, Jr., Presiding Judge
Mohave County Superior Court

Original filed with the Clerk of the Superior Court in Mohave County

A. GENERAL: These Rules apply to all classified positions in the following Superior Court Offices:

1. Court Administrator's Office
2. Adult and Juvenile Probation (including Juvenile Detention)
3. Clerk of Superior Court
4. Conciliation Court
5. Other Divisions to which coverage is extended in writing by the Presiding Judge

Amendments to these Rules may only be made by formal written revision approved by the Presiding Judge.

B. EXCEPTIONS:

1. These Rules and Regulations do not apply to:
 - a. All Judges (including Judges Pro Tempore, Court Commissioner(s) and Alternative Dispute Resolution Coordinator(s)).
 - b. In the offices of each Judge:
 - 1) Judicial Assistant(s).
 - 2) Bailiffs.
 - 3) Court Reporter.
 - c. The Clerk of the Superior Court.
 - d. In the office of the Clerk of Superior Court.
 - 1) One Chief Deputy who is designated either by statute or the Elected Official to act for and perform the duties of such Elected Official.
 - 2) Deputy Director.
 - 3) One confidential secretary or administrative assistant.
 - e. Court Administrator.

- f. Court Information Technology Director.
 - g. Human Resources Manager.
 - h. Adult Chief Probation Officer.
 - i. Juvenile Court Services Director.
 - j. Employees whose salaries are funded by Federal or other grant monies, unless specified otherwise by written understanding or regulations governing the administration of the grant, in which case such employees will be covered by the same rules which cover classified employees.
 - k. Temporary hires, volunteers, contractors, contractual employees (unless specifically incorporated by written understanding that merit rules shall apply) or other appointed excluded positions not named herein.
2. Employees identified in Rule 103(B)(1) (excluding elected officials) shall be deemed "At Will". At Will employees (except for appointees to the Clerk of the Superior Court) will be appointed by and serve at the pleasure of the Presiding Judge or designee and may be terminated at any time, with or without cause or notice and without rights of appeal as provided for under these Rules. At Will employees may likewise terminate their employment at any time, with or without cause or notice. At will employees to the Clerk of the Superior will be appointed and serve at the pleasure of the Clerk of the Superior Court.