

FEB - 1 2024

By  DEPUTY CLERK

IN THE JUSTICE COURT OF SPARKS TOWNSHIP  
COUNTY OF WASHOE, STATE OF NEVADA

IN THE ADMINISTRATIVE MATTER OF **AMENDED**  
INTERPRETER SCHEDULING BY THE COURT **ADMINISTRATIVE ORDER 2022-01**

WHEREAS, the Sparks Justice Court has changed its practices regarding the automatic scheduling of interpreters for all types of hearings in order to avoid unnecessarily scheduling unneeded interpreters; and

WHEREAS, the Chief Judge of the Sparks Justice Court has the authority pursuant to NRS 4.157(c) to make administrative decisions pertaining to the business of the Court, and good cause appearing,

IT IS HEREBY ORDERED THAT:

1. As of February 15, 2022, the Sparks Justice Court will no longer automatically schedule interpreters for Status Conferences, Confirmation Hearings, or Pretrial Citation Hearings.
2. If an interpreter is required for a Status Conference, Confirmation Hearing, or Pretrial Citation Hearing, a Request for Interpreter must be properly filled out and e-filed or e-mailed to: [SJCCriminalCalendar@washoecounty.gov](mailto:SJCCriminalCalendar@washoecounty.gov). This form can be found on the Sparks Justice Court website.
3. A Request for Interpreter must be filed at least five (5) days prior to the hearing to allow the Court to find and schedule an interpreter or the hearing may be rescheduled.
4. If an Interpreter Request Form has been filed for a Status Conference, Pretrial Citation Hearing, or Confirmation Hearing and the hearing is cancelled or continued within 24

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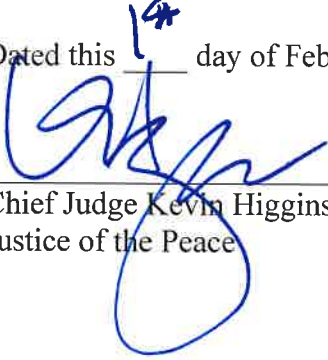
Sparks Justice Court

1 hours or if the defendant fails to appear, defense counsel may be billed for the  
2 unnecessary expense.

- 3 5. This Administrative Order 2022-01 shall stay in full force and effect until amended or  
4 rescinded by the Sparks Justice Court.

5 IT IS SO ORDERED.

6 Dated this 14<sup>th</sup> day of February, 2024.

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10 Chief Judge Kevin Higgins  
11 Justice of the Peace  
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