

## **NOTICE TO THE BAR**

### **Presiding Judge-Municipal Courts for Vicinage 4 (Camden) - Judge Robert T. Zane**

It is ORDERED, pursuant to N.J.S.A. 2B:12-9, that Municipal Court Judge Robert T. Zane is designated as the Presiding Judge-Municipal Courts for Vicinage 4 (Camden), effective immediately and until further Order; and

It is FURTHER ORDERED that under the direction of the Vicinage 4 Assignment Judge, Presiding Judge-Municipal Courts Robert T. Zane will supervise the Vicinage 4 Municipal Division and oversee all Municipal Courts within the Vicinage. The Presiding Judge-Municipal Courts and the Municipal Division Manager shall form the executive component of the Vicinage 4 Municipal Division within the Judiciary's management structure; and

It is FURTHER ORDERED that Presiding Judge-Municipal Courts Robert T. Zane is hereby delegated authority, pursuant to N.J.S.A. 2B:12-9, to exercise the powers necessary to perform the following administrative duties within Vicinage 4:

1. Be responsible for the implementation and enforcement, within the municipal courts, of all administrative rules, policies and directives of the Supreme Court, the Chief Justice, the Administrative Director and the Vicinage Assignment Judge;
2. Monitor compliance with the provisions of R. 7:6-2(d), regulating the municipal court plea agreement process, including the proper downgrading of matters heard in the various municipal court;
3. Provide mentoring services to new and experienced municipal court judges;
4. Provide substantive and procedural training for municipal court judges on topics directed at improving the administration of justice, including but not limited to domestic violence, sentencing, search and seizure, plea agreements, bail procedures, evidence, administrative responsibilities, case management techniques (including those related to driving under the influence) and other topics as appropriate;
5. Coordinate and oversee the emergency availability of municipal court judges to handle bail, domestic violence or other emergent matters within the jurisdiction of the municipal court;
6. Perform in-court session visitations, with follow-up municipal court judge mentoring, as necessary, to insure the uniform application of the highest standards of justice in processing each case brought before the court;
7. Monitor the uniformity and efficiency of case management in the municipal courts and identify methods for eliminating backlogs and efficiently processing all cases;
8. Monitor the annual municipal court budget process, prior to and following submission to the Assignment Judge, to insure that upon adoption of the budget, each municipal court will have sufficient resources to operate properly;
9. Manage the resolution of citizen, attorney or other grievances concerning the operation or administration of the municipal courts within the vicinage;
10. Implement policies, procedures and programs established by the Vicinage Assignment Judge;
11. Perform other management and supervisory duties when assigned by the Vicinage Assignment Judge; and

It is FURTHER ORDERED that Presiding Judge-Municipal Courts Robert T. Zane is hereby delegated authority, pursuant to N.J.S.A. 2B:12-9, to exercise the powers necessary to perform the following judicial duties within Vicinage 4:

Preside over matters within the jurisdiction of the municipal courts, when designated by the Vicinage Assignment Judge, pursuant to law and the Rules of Court, including, but not limited to:

1. Coordinating coverage six days per week for centralized municipal court first appearances, arraignments and initial bail

reviews for defendants charged with non-indictable offenses where there are no companion indictable matters, and centralized first appearances for all defendants arrested and in custody, as well as defendants who are state prisoner inmates with pending municipal court charges;

2. Provide coverage for the centralized hearings for defendants who have failed to complete their Intoxicated Driver Resource Center attendance, as required by N.J.S.A. 39:4-50;

3. Preside as judge, when necessary, of a formalized vicinage first appearance court, the Central Judicial Processing Court (CJP Court), and conduct arraignments for cases that have been downgraded by the county prosecutor's office to offenses within the jurisdiction of the municipal courts;

4. Conduct involuntary civil commitment hearings, when necessary, at designated hospitals.

Deborah T. Poritz

C.J.

Dated: June 3, 2005

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