

**IN THE CIRCUIT COURT OF HINDS COUNTY, MISSISSIPPI  
FIRST & SECOND JUDICIAL DISTRICT**

**RE: CRIMINAL MATTERS PENDING BEFORE JUDGE SCLAFANI**

**GUIDELINES FOR CRIMINAL CASES**

**(July 16, 2018)**

The Court respectfully requests that the parties follow the following guidelines in connection with criminal cases pending on Judge Sclafani's docket.

Please copy all counsel of record and Judge Sclafani ([jsclafani@co.hinds.ms.us](mailto:jsclafani@co.hinds.ms.us)) on all email communications with the Court.

**SCHEDULING ORDER**

At the arraignment, the Court will enter an order (1) setting the plea by date; (2) setting the deadlines for motions and briefing; and (3) placing the case on a trial calendar.

**PLEA BY DATE/MOTION FOR CONTINUANCE**

All attorneys shall appear with their client at the plea by date. The plea by date will be the deadline for the Court to consider a plea with a sentencing recommendation from the State. After the plea by date, any plea will be open as to sentencing. Counsel shall submit the proposed plea petition to the Court, via email, at least twenty-four (24) hours prior to the plea by date.

If a plea offer has been extended and not accepted by the Defendant, the State and Defendant shall announce at the plea by date if the case is ready to proceed to trial. If a party, whether the State or Defendant, wishes to seek a continuance of the trial date, and the continuance is not agreed to by all counsel, a formal motion shall be filed stating the specific reason(s)/need for the continuance. If the request for a continuance is agreed to by all counsel, a proposed order for continuance shall be presented to the Court for consideration. The parties are cautioned that the failure to file a formal motion for continuance prior to the plea by date may

result in the Court's denial of the request for a continuance. If a continuance is granted, the trial shall be given a priority setting during the next available trial term, and the State will be expected to prosecute the continued cases ahead of the cases originally set during that term.

**TRIAL SETTINGS**

The Court has designated the following three-week trial terms for criminal cases:

<b><u>Trial Calendar</u></b>	<b><u>Plea by Date</u></b>
August 13-31, 2018	July 16, 2018
October 15-November 2, 2018	September 10, 2018
February 11-March 1, 2019	January 10, 2019
April 8-April 26, 2019	March 11, 2019
August 12-30, 2019	July 15, 2019
October 14-November 1, 2019	September 9, 2019

Criminal cases set for trial in the Second Judicial District will be given priority on the third week of each three-week trial term.

Additionally, the Court has designated the following weeks for criminal trials, and, if due to the number of cases set during a trial calendar, a case set for trial is unable to proceed to trial, the Court, at its discretion, may re-set a case for trial during one of the following weeks:

September 10-14, 2018

January 28-February 1, 2019

March 18-29, 2019

May 13-24, 2019

July 15-26, 2019

September 16-27, 2019

November 11-22, 2019

**STATUS CONFERENCES/MOTION HEARINGS/REVOCATIONS**

In addition to the plea by dates designated above, the Court will conduct arraignments/motion hearings/revocations on the following dates:

July 16, 2018	July 17, 2018	August 17, 2018	September 28, 2018
October 12, 2018	November 9, 2018	November 30, 2018	December 21, 2018
February 5, 2019	April 2, 2019	May 7, 2019	June 4, 2019
August 6, 2019	October 8, 2019	November 5, 2019	November 22, 2019
December 5, 2019	December 20, 2019		

If any party needs a special setting on a matter, the Court generally will be available on Fridays to hear such matters. Please contact the Court, via email, to request a special setting.