

2018 Court Watch NOLA Magistrate Court data sheet

Glossary of Terms	Index			
ADA = Assistant District Attorney	jail list	B2-5	interpreters	B18-19
Def = defense, including defendants and defense attorneys	sidebars	B6-13	victims in court	C1-8
Mag/commiss = magistrate or commissioner	finances & fees	B14-15	testifying officers	C9-15
OPD = Orleans Public Defenders	defendant & victim	B16-17	evidence	C16-18

NOTE: All white areas require a response UNLESS the questions instruct you to skip questions. If you did not observe something in court, answer “no,” “N/A,” or “0” where appropriate.

Section A: General Information				
A1	Court watcher (<i>last name, first name</i>)			
A2	Date (<i>MM/DD/YY</i>)	_ _ / _ _ / _ _		
A3	Time you entered the courthouse (<i>circle AM or PM</i>)	_ _ : _ _ AM PM		
	Time you left the courthouse (<i>circle AM or PM</i>)	_ _ : _ _ AM PM		
A4	Court session observed (<i>time of day, week, or weekend/holiday</i>)			
A5	Which Mag/commiss did you observe? (<i>Cantrell, Collins, Thibodeaux, Blackburn, or Friedman</i>)			
A6	Were your belongings placed through the x-ray machine or searched by courthouse security? (<i>If not, text Jesse at 504.356.3577 immediately</i>)			
A7	If the x-ray machine beeped as your belongings went through, did an officer wand you or your possessions?			
A8	Was the court session closed to you? If Yes, explain.			
A9	Were you able to pick up a <u>docket</u> and a <u>first appearance sheet</u> (<i>includes jail list</i>) from the Magistrate Clerk of Court’s office (<i>Rm. 104</i>)? (<i>If not, text Jesse at 504.356.3577 immediately</i>)			
A10	If you did not receive a docket or first appearance sheet from the Magistrate Clerk of Court’s office, did someone else give them to you? If yes, who?			
A11	If you observed the start of court, did the mag/commiss start court on time? (<i>weekdays: 10 am, 3 pm, or 8 pm; weekends: 10 am or 5 pm</i>) (<i>circle one & fill out number of minutes if court started late</i>)	Yes	No, court started early	No, court started _____ minutes late
A12	If court started late, did the mag/commiss explain and/or apologize? If yes, what did they say?			

Section B: Keep Track Throughout Court (<i>if you do not observe something in court, write 0. Unless otherwise noted, count occurrences that happen during first appearances.</i>)	
B1	How many total cases did you observe during this court session? (<i>include all cases listed on the docket and any off-docket cases mentioned, including first appearances</i>)
JAIL LIST	
B2	Looking at the <u>jail list</u> (<i>last pages of the docket</i>), how many incarcerated defendants total were supposed to be produced during this court session? (<i>do NOT count defendants there for first appearances</i>)

B3	How many defendants on the jail list were not brought to court during this court session? (<i>do NOT count defendants there for first appearances</i>)	_____ defendants on jail list not brought to court
B4	If defendants on the jail list were not brought to court, list reasons explained in court why they were not brought.	
B5	If defendants on the jail list were not brought to court, list what the magistrate or commissioner ruled on in the defendant's absence.	
SIDEBARS		
B6	How many total sidebars (<i>SB</i>) did you observe? (<i>Do NOT count conversations between the mag/commiss and police officers only. Include first appearances.</i>)	_____ total SB
B7	Out of all SB you observed, how many times was the reason, result, subject, or confidential nature of the SB explained on record?	_____ SB explained
B8	List reasons, results, subjects, or confidential nature explained on the record for SB.	
B9	How many 2-party SB involved each type of defense attorney?	_____ 2-party SB with OPD _____ 2-party SB with private defense attorneys
B10	Out of the 2-party SB you observed, how many were initiated by each party?	_____ 2-party SB initiated by the mag/commiss _____ 2-party SB initiated by the ADA _____ 2-party SB initiated by OPD _____ 2-party SB initiated by private defense attorneys
B11	How many 1-party SB involved each party?	_____ 1-party SB with ADA _____ 1-party SB with OPD _____ 1-party SB with private defense attorneys
B12	Out of the 1-party SB you observed, how many were initiated by each party?	_____ 1-party SB initiated by the mag/commiss _____ 1-party SB initiated by the ADA _____ 1-party SB initiated by OPD _____ 1-party SB initiated by private defense attorneys
B13	Comments on sidebars	
FINES & FEES		
B14	How many defendants were incarcerated because they were unable to pay a fine or fee?	_____ defendants jailed for failing to pay fines/fees
B15	If defendants were incarcerated for failing to pay a fine or fee, write their docket numbers and explain what happened.	
DEFENDANTS & VICTIMS		
B16	In how many cases could a defendant also potentially be considered the victim of a crime? (<i>include first appearances</i>)	_____ cases in which defendants could be victims of a crime
B17	If you observed a defendant who could be considered the victim of a crime, explain.	

INTERPRETERS (include defendants needing American Sign Language interpreters. include first appearances)				
B18	For each case involving an unavailable interpreter, answer these four questions.	Docket no. (see docket from Clerk's Office)	Was the defendant incarcerated at the time of their court appearance?	Was the case continued to another day because there was no interpreter?
	1 st unavailable interpreter case			
	2 nd unavailable interpreter case			
	3 rd unavailable interpreter case			
B19	Comments on cases where interpreters were needed but unavailable. Include what the mag/commiss ruled on in the interpreter's absence. If there were more than 3 of these cases, record them here.			

Section C: Victims, Police, and Evidence

VICTIMS

C1	In how many cases did you observe a victim or a victim's family in court? (Include first appearances.)	_____ cases in which victims or victims' family were observed in court			
C2	For each victim seen in court, answer these four questions by entering the codes defined below.	What were the defendant's charges?	Victim's gender (see codes below)	Victim's ethnicity (see codes below)	Was the victim accompanied in court by anyone? (see codes below)
	1 st victim				
	2 nd victim				
	3 rd victim				
	4 th victim				
	5 th victim				
Codes for gender 000 = female 111 = male 222 = transgender 777 = unknown or unlisted gender		Codes for ethnicity 000 = African American 111 = Asian/Pacific Islander 222 = Caucasian 333 = Hispanic 555 = bi- or multi-racial victims 777 = unknown or unlisted ethnicity		Codes for whether victim was accompanied in court by anyone 000 = yes 777 = don't know or didn't observe	
C3	Describe victims' demeanors when you saw them. (e.g., upset, crying, scared)				
C4	Did you observe any nonverbal communication or interaction between the defendants and the victims? If yes, explain. (e.g., defendant looked directly at the victim, smirking, making gestures, rolling eyes)				
C5	Did the court make equal accommodations for the victims and the defendants to remain a safe distance from each other? Explain.				
C6	If the victim or victim's family verbally participated in court proceedings, what did they say?				
C7	Did the mag/commiss act respectfully toward all known victims? Explain.				
C8	Comments on victims seen in court. If there were more than 5 victims, record them here.				

TESTIFYING OFFICERS

C9	How many New Orleans Police Department (NOPD) and Louisiana State Police (LSP) officers testified as witnesses?	_____ NOPD officers testified	_____ LSP officers testified
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C10	How many officers were late for their testimony?	<input type="text"/> NOPD officers were late <input type="text"/> LSP officers were late
C11	How many officers appeared not to be entirely truthful in their testimony? (e.g. were facts provided in one officer's testimony consistent with facts provided in another officer's testimony in the same case? did the officer contradict his/her own testimony?)	<input type="text"/> NOPD officers appeared to be untruthful <input type="text"/> LSP officers appeared to be untruthful
C12	How often was the officers' testimony unclear or difficult to understand?	<input type="text"/> NOPD officers' testimony was unclear <input type="text"/> LSP officers' testimony was unclear
C13	How many officers did not completely or straightforwardly answer questions to the best of their knowledge?	<input type="text"/> NOPD officers' answers were incomplete <input type="text"/> LSP officers' answers were incomplete
C14	Rate officers' overall demeanor to all parties. (rating of 1 = rude, disrespectful, unprofessional; rating of 5 = polite, respectful, professional)	<input type="text"/> NOPD officers' rating <input type="text"/> LSP officers' rating
C15	If you determined NOPD or LSP testifying officers were late, untruthful, unclear, incomplete or otherwise rated low, explain.	
SCIENTIFIC OR HARD EVIDENCE		
C16	In how many cases was scientific or hard evidence mentioned? (e.g. gunshot residue/GSR, gunshot casings, blood splatter, DNA, fingerprints, video/audio recordings, photos, etc.)	<input type="text"/> cases in which scientific or hard evidence was mentioned
C17	If you heard scientific or hard evidence mentioned, what type of hearing was it? (may apply to multiple cases- circle all that apply)	<input type="checkbox"/> 48-hour hearing <input type="checkbox"/> preliminary hearing
C18	What kinds of scientific or hard evidence were mentioned?	

Section D: General Impressions					
Write "yes" or "no" for each party below. If a question does not apply to a party, it is grayed out.		ADA	OPD	private defense	Mag or commiss
D1	Were they prepared to present or speak about each case as it was called?				
D2	Did they appear to be knowledgeable of specific laws that applied to each case?				
D3	Did they present each case in a clear and complete manner?				
D4	Rate each party's overall demeanor to everyone. (e.g. mag/commiss, ADA, def, witnesses, public) (rating of 1 = rude, disrespectful, unprofessional; rating of 5 = polite, respectful, professional)				
D5	Did the mag/commiss appear to pay attention to all proceedings?				
D6	Did the mag/commiss avoid showing favor towards the ADA or defense?				
D7	Did the mag/commiss maintain control of the court?				
D8	Did the mag/commiss stop or cut off an attorney from speaking? If yes, who? (may apply to multiple instances- circle all that apply)	<input type="checkbox"/> ADA	<input type="checkbox"/> OPD	<input type="checkbox"/> private def	
D9	Rate the mag/commiss's respect toward defendants. (rating of 1 = rude, disrespectful, unprofessional; rating of 5 = polite, respectful, professional)				

D10	Rate the mag/commiss's respect toward attorneys. (<i>rating of 1 = rude, disrespectful, unprofessional; rating of 5 = polite, respectful, professional</i>)	
D11	Did Orleans Parish Sheriff's Office deputies (OPSO) maintain control of the courtroom?	
D12	Did OPSO stay alert and pay attention?	
D13	Rate OPSO's overall demeanor to everyone. (<i>e.g. mag/commiss, ADA, def, witnesses, public</i>) (<i>rating of 1 = rude, disrespectful, unprofessional; rating of 5 = polite, respectful, professional</i>)	<input type="text"/> OPSO's rating
D14	Were all court actors well-organized, and did they minimize disruptions to the flow of court?	
D15	Was it your perception that anyone was treated inappropriately or differently based on gender, race, ethnicity, religion, age, disability status, sexual orientation, economic status, etc.? If yes, explain.	
D16	Write about your day in court, including any compliments, criticisms, suggestions, recommendation, or concerns you may have.	

Section E: First Appearances (using this index, fill out this chart on the next page for each defendant. Do not guess- all info should be on the <u>first appearance sheet</u> or heard in court.)						
E1	Name	What is the defendant's name (<i>last name, first name</i>)?				
E2	Case	What is the defendant's magistrate case number (<i>see first appearance sheet</i>)?				
E3	Offense	What are the defendant's criminal charges (<i>write the Louisiana revised statute number from the first appearance sheet</i>)?				
E4	Present	Was the defendant present in court for his or her first appearance?				
E5	Income	How many questions did the mag/commiss ask the defendant about the defendant's income? (<i>e.g. are you working? how much are you paid?</i>)				
E6	Attorney	Who represented the defendant for first appearance?	OPD for first appearance only	OPD for the entire case	private defense attorney	defendant was unrepresented
E7	Ethnicity	What is the defendant's ethnicity (<i>on the first appearance sheet</i>)?				
E8	Gender	What is the defendant's gender (<i>on the first appearance sheet</i>)?				
E9	Reside	Where does the defendant reside?	New Orleans	another Louisiana city	out of state	
E10	Priors	How many previous felony or misdemeanor convictions does the defendant have?				
E11	Violent	Are the defendant's prior convictions for violent or non-violent crimes?				
E12	Other cases	Does the defendant have another open felony case, capias, or hold?				
E13	Gun	Did the mag/commiss ask whether the defendant owned or had access to guns?				
E14	No PC	Did the mag/commiss find no probable cause to believe that the defendant committed at least one of the crimes charged? If yes, write which charge(s) (<i>write the Louisiana revised statute number from the first appearance sheet</i>) and why.				
E15	No bail	Was the defendant ordered to remain in jail with no bail set? If yes, explain.				
E16	Hold	Did the mag/commiss hold the defendant incarcerated and set a 48-hour hearing or 330.3 Gwen's Law hearing?				
E17	Consider	What did the mag/commiss say s/he was taking into consideration in setting bail? 1 = protective or stay-away order 2 = seriousness of the alleged crime 3 = criminal history and/or other open criminal cases (e.g. parole or probation) 4 = family or social obligations (e.g. caring for a child, church) 5 = likelihood that the defendant would return for court and/or a prior escape attempt 6 = work or school 7 = danger to society 8 = residence 9 = drug or alcohol use 10 = pretrial services report 11 = other				
E18	ROR	Did the mag/commiss release the defendant on his or her own recognizance?				
E19	Amount	How much total cash bail amount did the mag/commiss set for all of the defendant's charges?				
E20	Conditions	What types of conditions did the mag/commiss require for the defendant's bail? 1 = protective or stay-away order 2 = drug test 3 = curfew 4 = electronic monitoring 5 = ignition lock 6 = job or school application or enrollment 7 = mental health treatment 8 = drug or alcohol program 9 = pretrial supervision 10 = other				
E21	Comments	Write any comments about this defendant.				

