

The Clerk's Office has restructured the functions performed by Deputy Clerks, effective September 1, 2014. Under the new structure, the position of Chief Deputy Clerk will be abolished, and there will be four Deputy Clerks with the responsibilities set forth below.

Cynthia Rapp will continue to serve as Deputy Clerk for Case Management. Among her duties in that role will be attending Court sessions, overseeing the operation of the Court's electronic docketing system, preparing regular statistics regarding the Court's cases, overseeing preparation of the Court's journal, and overseeing cases on the Court's original docket.

Jordan "Danny" Bickell has been appointed to serve as Deputy Clerk for Practice and Procedure. That newly created position will carry out the functions that were previously performed by the Chief Deputy Clerk, including the preparation of weekly Conference lists, taking action on extensions of time to respond to petitions for writs of certiorari, and service as the primary point of contact for members of the Court's Bar with respect to questions of practice and procedure.

Gary Kemp will continue to serve as Deputy Clerk for Administration, overseeing the Clerk's Office file room, the public reception desk, and other administrative functions of the Clerk's Office.

Jeffrey Atkins has been appointed to serve in the newly created position of Deputy Clerk for Case Initiation. The primary responsibilities of that position will be the same as for his prior position as Supervisor of the Case Analyst Division: supervising the activities of the seven case analysts who review and process new case filings, and performing a range of other services with respect to the processing of petitions for writs of certiorari.