

# THE BRIEF

January 2023

An electronic update for the legal community providing a brief look at news in Eau Claire County Courts

## **Court Appointed Counsel Invoicing Reminders**

### **Billing Rates:**

The hourly rate is \$100.00 and cannot include time spent by the paralegal/associate.

### **Travel:**

Can **only** be charged if over 50 miles **one way** from the courthouse either at the rate of \$25 per hour or mileage at the current Federal rate.

### **Expenses:**

Allowable expenses include photocopies, photographs used as exhibits, copies of medical records, and witness fees. All expenses must be itemized and an invoices submitted along with your invoice for reimbursement.

### **Out of state or long distance witness appearance and expert witnesses:**

Must come before the Judge for approval. Judicial approval is required before hiring a private investigator and requesting transcripts.

### **Misc. other notes for invoices:**

Case caption and case number are to be included on each invoice. Attorney name and address should also be included.

All invoices must be itemized: what, when, how long or how much.

Invoices should be submitted within 30 days of final hearing and quarterly while case is pending.

Invoices should be submitted to the Clerk of Courts.



### **District Attorney's Office:**

Attorney Jansen Van Daalwyk began as an Assistant District Attorney in November

### **Clerk of Courts:**

Kayla Glaser has been promoted to Deputy Court Clerk on the Civil/Family Team.

### **Judicial Assistant Changes:**

Branch 1 – Rachael - 839-7023  
Branch 2 – Kaycee – 839-7732  
Branch 3 – Courtney – 839-6149  
Branch 4 – Kaycee – 839-7732

Branch 5 – Carrie – 839-6170  
Branch 6 – Carrie – 839-6170  
Court Commissioner – Jennifer – 839-6029  
Judge Barna (Rusk Co.) – Carrie – 839-6170

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The Brief. Published monthly. To submit topics or questions: [EauClaire.Info@wicourts.gov](mailto:EauClaire.Info@wicourts.gov)