


APR 16 2020

MICHAEL D. PLANET
Executive Officer and Clerk
By:  Deputy

SUPERIOR COURT OF THE STATE OF CALIFORNIA
FOR THE COUNTY OF VENTURA

ADMINISTRATIVE ORDER RE CASES ASSIGNED TO
JUVENILE COURTHOUSE, COURTROOM J1:

- JUVENILE DEPENDENCY
- FAMILY CODE §7800 AND §8604 AND
PROBATE CODE §1516.5
- PROBATE CODE GUARDIANSHIP OF MINORS
AND SPECIAL JUVENILE IMMIGRANT STATUS
- ADOPTION

ADMINISTRATIVE ORDER
NO. 20.13

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ASSIGNED TO JUVENILE COURTHOUSE,
COURTROOM J1:

- JUVENILE DEPENDENCY
- FAMILY CODE §7800 AND §8604
AND PROBATE CODE §1516.5
- PROBATE CODE GUARDIANSHIP
OF MINORS AND SPECIAL
JUVENILE IMMIGRANT FINDINGS
- ADOPTION

- A. The purpose of this order is to provide guidance and direction to parties involved in cases assigned to the Ventura County Superior Court, Juvenile Courthouse, Courtroom J1, in matters of: juvenile dependency; Family Code §7800 et seq., §8604, and Probate Code §1516.5; Probate Code guardianship of minors and related special juvenile immigrant findings cases; and adoption of minors and adults during the COVID-19 state of emergency.
- B. A separate order implementing any time extensions for juvenile dependency hearings will be issued.

1 C. Unless an earlier expiration date is provided in this order, these orders/directives shall remain
2 in effect until the earlier of 90 days after the declared state of emergency has ended or it is
3 rescinded or modified.
4

5 **A. JUVENILE DEPENDENCY CASES**

6 The following orders apply to juvenile dependency cases:

7 1. **Appearances for Court Hearings:**

8 a. **In-person appearances:** In-person appearances of attorneys and their clients are
9 discouraged.

10 i. **Social Distancing:** Any person appearing in person is encouraged to wear an
11 appropriate face covering and gloves and shall be required to observe social
12 distancing by staying at least 6 feet away from any other person with whom they
13 do not live. No person with COVID-19 symptoms shall come to court. (For
14 description of symptoms go to CDC website at
15 [https://www.cdc.gov/coronavirus/2019-ncov/symptoms-
17 testing/symptoms.html](https://www.cdc.gov/coronavirus/2019-ncov/symptoms-
16 testing/symptoms.html).

18 ii. **In-person Appearances Not Authorized:** Non-party relatives and family support
19 persons who are not caregivers are not authorized to participate in any court
20 hearings at this time.

21 b. **All Persons Authorized by Law To Appear Should Appear Remotely:**

22 i. All persons authorized by law to appear at court hearings, including attorneys,
23 their clients and CASA volunteers, are strongly encouraged to appear remotely.
24 ii. All persons authorized to appear may do so via CourtCall. Instructions to appear
25 via CourtCall can be found <https://courtcall.com> or by calling (888) 88-COURT
26 iii. Caregivers and de facto parents are also authorized to appear via speaker
27 telephone in J1, once this manner of appearance has been implemented.
28 Appearance by speaker telephone in J1 is very limited. Arrangements to appear

1 by the speaker telephone must be made in advance through your attorney or
2 the social worker assigned to the case.

3 iv. Zoom remote appearance is authorized only for attorneys and their clients only
4 if the client is in federal, state or local custody and Zoom is available at their
5 location, H.S.A. court liaison, CASA volunteers assigned to a case and
6 interpreters. Due to concerns about maintaining confidentiality of proceedings
7 no other person is authorized to appear via Zoom. The court may allow others
8 to appear via Zoom in specific cases.

9 v. Privately retained attorneys and CASA volunteers may contact the court at
10 (805)289-8827 or (805) 289-8829 to obtain the Zoom information to appear via
11 Zoom.

12 vi. Any person receiving the Zoom information to appear remotely shall not share
13 the information with any other person or party without court approval.

14 c. Confidentiality of Remote Appearances: All persons appearing remotely shall maintain
15 the confidentiality of the hearings and shall not allow any other person to be present to
16 see or hear the proceedings unless expressly authorized by the court at the time of the
17 hearing. Failure to keep the hearing confidential could result in sanctions including a
18 fine or jail or both.

19 **2. Hearings:**

20 a. Vacated/Cancelled Hearings/Ex parte Processing:

21 i. All interim/progress non-statutory review hearings set between April 20, 2020
22 and May 12, 2020 are vacated. If the hearing was set to consider dismissal of the
23 case and the social worker recommends the case be dismissed, and if all parties
24 agree the case should be dismissed, they may provide the court with a written
25 stipulation and the social worker memo/report supporting dismissal and the
26 court will consider dismissing the case on an ex parte basis.

1 ii. All hearings to review notice of Welfare & Institutions Code (WIC) §366.26
2 hearings are vacated and the court will handle requests for substitute service or
3 to publish notice on an ex parte basis.

4 iii. All hearings to review ICWA notice and tribal responses to determine if a child is
5 an Indian Child that are set on Thursdays April 23, 2020 and April 30, 2020 are
6 vacated. The court will review ICWA memos, notices and tribal responses to
7 determine if the child is an Indian Child on an ex parte basis and provide notice
8 to the parties.

9 iv. All hearings to receive DNA test results currently set on Thursdays April 23, 2020
10 and April 30, 2020 are vacated. If DNA test results indicate the parent is the
11 child's biological parent the issue of parentage will be continued by the court to
12 a new hearing date. If the parent is not biological but requests a hearing to be
13 found presumed, the parent may file a request for hearing.

14 b. Statutory Hearings: All statutory review hearings and jurisdiction and disposition
15 hearings currently set on Mondays (including pre-trial contested hearings), Tuesdays
16 and Wednesdays, between April 20, 2020 and May 12, 2020, shall remain on calendar
17 at this time. Jurisdiction and Disposition hearings set on Thursdays and Fridays will
18 either be advanced to Wednesday.

19 i. Stipulations: Attorneys and parties shall make reasonable efforts to meet and
20 confer before the hearing date to determine if the matter may be resolved by a
21 stipulation. If the parties reach an agreement regarding what orders the court
22 should make, they may prepare a written stipulation and submit it to the court
23 at or prior to the hearing date and the court will act upon it without a hearing.

24 c. Contested Hearings: Contested hearings scheduled between April 20, 2020 and May 12,
25 2020 that are not resolved by stipulation will be continued. There will be no in-person
26 contested hearings.

27 d. Limited Authority to Request Setting New Hearings: No matter not already on calendar
28 shall be set for hearing between April 20, 2020 and May 12, 2020, except the following:

- a. Requests for hearings authorized by this order;
- b. By specific court order in a particular case;
- c. Protective custody warrants filed under Welfare and Institutions Code section 340;
- d. Detention hearings under Welfare and Institutions Code section 319;
- e. Contested psychotropic medication applications;
- f. Emergency medical requests;
- g. Petition for reentry of a nonminor dependent;
- h. Requests for temporary restraining orders;
- i. Welfare and Institutions Code section 388 petitions that require an immediate response based on the health and safety of the child or that challenge the manner of visitation as authorized under Judicial Council Emergency Rule 6(c)(7).
- j. Notice of Appeals in cases where the time for filing would otherwise expire between April 20, 2020 and May 12, 2020.

3. **Visitation Orders**: Court ordered visitation between dependent children and parents or others is governed by existing orders and Judicial Council Emergency Rule 6(c)(7). Administrative Order 20.10 is rescinded.

4. **Manner of Filing Documents**: The Juvenile Courthouse clerk's window remains closed and court staff is significantly reduced. However, the clerk will receive specified documents necessary to continue to conduct the court's business and to hold authorized hearings. Documents submitted to the clerk or court that do not require priority processing will be processed when the court has adequate staffing.

a. **Authorized Documents**: Between April 20, 2020 and May 12, 2020, the following documents may be submitted for filing to court staff by calling (805 289-8821 or by email JuvFilings@ventura.courts.ca.gov.

- i. WIC §§300, 342, 387 petitions.
- ii. Social worker reports/memos and proposed findings and orders.
- iii. Protective custody warrants filed under Welfare and Institutions Code section 340;

- iv. Psychotropic medication applications;
- v. Emergency medical requests;
- vi. Petitions for reentry of a nonminor dependent;
- vii. Requests for temporary restraining orders;
- viii. WIC §388 petitions that require an immediate response based on the health and safety of the child or that challenge the manner of visitation as authorized under Judicial Council Emergency Rule 6(c)(7);
- ix. Requests for hearing authorized by this order;
- x. Stipulations authorized by this order or by the court.

B. FAMILY CODE §7800 ET SEQ., §8604 AND PROBATE CODE §1516.5 CASES

The following orders apply to Family Code §7800 et seq., §8604 and Probate Code §1516.5 cases:

1. No new petitions under Family Code §7800 et seq., §8604 or Probate Code §1516.5 will be accepted for filing until after May 12, 2020.
2. Hearings on pending cases will be continued by minute order which shall be mailed to addresses of record.

C. ADOPTION

The following orders apply to cases involving adoptions:

1. No new Adoption Requests or Petition for Approval of Adoption Agreement (Adult) will be accepted for filing until after May 12, 2020.
2. All hearings to grant adoptions are vacated and may be rescheduled by the petitioners by contacting the clerk's office after May 12, 2020.

1 **D. PROBATE CODE GUARDIANSHIPS AND RELATED PETITIONS FOR SPECIAL IMMIGRANT**

2 **JUVENILE FINDINGS**

- 3 1. Petitions for Probate Code guardianships and any related Petitions for Special Immigrant
4 Juvenile Findings are governed by the Ventura County Superior Court Amended
5 Administrative Order 20.12 and any subsequent extension of that order.

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8 DATED: April 16 , 2020



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10 TARI L. CODY
11 Presiding Judge of the Juvenile Court
12 Superior Court of California
13 County of Ventura
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