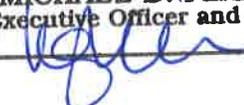


APR 17 2020

MICHAEL D. PLANET
Executive Officer and Clerk
By:  Deputy

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

ADMINISTRATIVE ORDER RE JUVENILE
JUSTICE/DELINQUENCY CASES:
REMOTE APPEARANCES AND DOCUMENT FILING

ADMINISTRATIVE ORDER
NO. 20.15

ADMINISTRATIVE ORDER RE:
JUVENILE JUSTICE/DELINQUENCY CASES:
REMOTE APPEARANCES AND
DOCUMENT FILING

- A. This order applies to Juvenile Justice/Delinquency proceedings heard at the Juvenile Courthouse.
- B. The purpose of this order is to provide information concerning remote appearances and regarding filing of documents during the COVID-19 state of emergency.
- C. Unless otherwise indicated in this order, these orders shall remain in effect until the earlier of 90 days after the declared state of emergency has ended or it is rescinded or modified.
- D. Any judge in a particular case may modify this order.

\\
\\
\\
\\

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

2 a. **In-person appearances:** In-person appearances of attorneys and their clients are
3 discouraged.

4 i. **Social Distancing:** Any person appearing in person is encouraged to wear an
5 appropriate face covering (see [https://www.cdc.gov/coronavirus/2019-](https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/diy-cloth-face-coverings.html)
6 ncov/prevent-getting-sick/diy-cloth-face-coverings.html) and shall be required to
7 observe social distancing by staying at least 6 feet away from any other person
8 with whom they do not live. No person with COVID-19 symptoms shall come to
9 court. (For description of symptoms go to CDC website at
10 [https://www.cdc.gov/coronavirus/2019-ncov/symptoms-](https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html)
11 testing/symptoms.html.)

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

13 i. All persons authorized by law to appear at court hearings, including attorneys,
14 their clients, and youth's parents/guardians are encouraged to appear remotely.
15 ii. Parents/guardians of the youth, youth who are not in custody, and victims are
16 authorized to appear via telephone.

17 1. If you want more information on how you can appear by telephone call
18 (805) 289-8826 to listen to a recorded message and leave your contact
19 information or go to court's website:
20 www.ventura.courts.ca.gov/juvenile.html.

21 iii. Zoom remote appearance is authorized only for attorneys and their clients only
22 if the client is in federal, state or local custody and Zoom is available at their
23 location, Juvenile Probation Officers, CASA volunteers assigned to a case,
24 interpreters and Victim Advocates. Victims may be present with the Victim
25 Advocate or participate via speaker phone through the Victim Advocate Zoom
26 portal. Due to concerns about maintaining confidentiality of proceedings no
27 other person is generally authorized to appear via Zoom. The court may allow
28 others to appear via Zoom in a specific case upon request.

1 iv. Privately retained attorneys and CASA volunteers may contact the court at (805)
2 289-8827 or (805) 289-8829 to obtain the Zoom information to appear via Zoom.

3 v. Any person receiving the Zoom information to appear remotely shall not share
4 the information with any other person or party without court approval.

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

10
11 2. Manner of Filing Documents: The Juvenile Courthouse clerk's window remains closed and
12 court staff is significantly reduced. However, the clerk will receive specified documents
13 necessary to continue to conduct the court's business and to hold authorized hearings.
14 Documents submitted to the clerk or court that do not require priority processing will be
15 processed when the court has adequate staffing.

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

19 i. WIC §602 petitions;

20 ii. Probable cause declarations;

21 iii. Request for detention warrants;

22 iv. Juvenile Probation Officer reports, including detention and disposition reports;

23 v. Motions and expert reports necessary in a proceeding pending before the court
24 scheduled to be heard between April 20, 2020 and May 12, 2020;

25 vi. Psychotropic medication applications;

26 vii. Emergency medical requests;

27 viii. Petitions for reentry;
28

ix. WIC §778 petitions that require an immediate response based on the health and safety of the youth.

DATED: April 17, 2020



TARI L. CODY
Presiding Judge of the Juvenile Court
Superior Court of California
County of Ventura

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28