


JAN 28 2022

BRENDA L. McCORMICK
Executive Officer and Clerk
By:  Deputy

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

**ADMINISTRATIVE ORDER RE: BEGINNING
OF COURT REOPENING - FEBRUARY 2022**

**2ND AMENDED ADMINISTRATIVE
ORDER NO. 22.04**

The Ventura Superior Court is committed to protecting the health and safety of jurors, attorneys, staff, law enforcement, other court users, judges and the general public, while continuing to perform its constitutional and statutory duties. Beginning on March 14, 2020, the Presiding Judge issued several Emergency Orders closing the court for non-essential services to protect the health and safety of the public and court personnel. Over the past twenty-two months the court has implemented various protocols designed to protect the health and safety of all court users and personnel in response to the Covid-19 pandemic. Due to the unprecedented surge in Covid-19 cases in the county and within the court, the court was required to implement a limited court closure for the period of January 11, 2022, through January 31, 2022, inclusive. (Amended Administrative Order 22.02 (January 11, 2022)).

In order to continue to protect the health and safety of court users and personnel, pursuant to article VI, §1 of the state Constitution; *Code of Civil Procedure* §128; *Government Code* §68070; *California Rules of Court*, rule 10.603, the inherent powers of the Court (*In re Reno* (2012) 55 Cal. 4th 428, 522); and federal and state and local public health guidance, the court will resume services as set forth herein.

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1 Therefore, this Court **HEREBY FINDS AND ORDERS AS FOLLOWS:**

2 1. As of January 11, 2022, through February 4, 2022, inclusive, all Ventura Superior
3 Court courtrooms and clerk's offices will be closed, except for essential emergency matters and
4 time-sensitive essential functions. To address emergency and time sensitive matters, the
5 following courtrooms shall continue to remain open, unless otherwise provided herein: limited
6 criminal courtrooms for in-custody and limited out of custody matters, only; one (1) Family Law
7 courtroom for all types of emergency restraining orders, other emergency orders, hearings
8 currently calendared in Courtroom 34 for permanent restraining orders and hearings currently
9 calendared in Courtroom 32 for permanent elder abuse restraining orders; the off-site mental
10 health courtrooms; one (1) Juvenile delinquency courtroom; one (1) Juvenile dependency
11 courtroom; one (1) courtroom at the Juvenile Justice Center on Fridays, only, at 9:00 a.m., for
12 Probate, Conservatorship and Guardianship emergency ex parte matters; and one (1) Civil
13 courtroom on Tuesdays and Fridays, only, at 8:30 a.m., for emergency ex parte temporary
14 restraining orders (excluding civil harassment), emergency Orders to Show Case re:
15 Preliminary Injunction or emergency Unlawful Detainer requests for Stay of Execution or Relief
16 of Forfeiture. The Civil Supervising Judge has the authority, based upon a showing of good
17 cause, to grant permission for an emergency ex parte hearing for a matter not listed above or
18 to be heard on another day, if circumstances so warrant. Parties seeking emergency orders
19 in Family, Civil or Probate shall reserve an emergency ex parte hearing by contacting the judicial
20 secretary for the department and by following the instructions on the court's website regarding
21 the submission of documents. Parties are strongly encouraged to appear by Zoom in Family,
22 CourtCall in Civil, and Zoom or CourtCall in Probate. Civil Mandatory Settlement Conferences
23 will remain on calendar, as set forth in paragraph 9 below. Also, the on-call magistrate will
24 continue to perform his or her regular duties as previously assigned.

25 2. Beginning February 1, 2022, the clerk of the court is hereby authorized to receive,
26 process and file all court documents. As discussed in paragraph 19 below, the clerk's offices
27 and lobbies will remain closed to in-person services until February 14, 2022. Documents may
28 be submitted through eDelivery, United States mail or the drop boxes located at the entrance

1 to the Hall of Justice and the Juvenile Justice Center. Documents received by 4 p.m. and
2 accepted for filing, will be filed that same business day. Documents received after 4 p.m. and
3 accepted for filing, will be processed and filed the following business day.

4 **3. February 1, 2022, is deemed the first day that is not a holiday for purposes**
5 **of computation of time for the filing of documents**, except for the limited filings previously
6 authorized and filed by the court for the period of January 11, 2022, through January 31, 2022,
7 as further described in paragraph 3 of Amended Administrative Order 22.02 (January 11, 2022).
8 (*Code Civ. Proc.* §§12 and 12a).

9 4. All Family Law Request for Orders hearings, Child Support Hearings, Short Cause
10 Trials, Evidentiary Hearings and Family Law Mediations on calendar from January 11, 2022,
11 through February 4, 2022, inclusive are hereby ordered off calendar to be continued by the
12 court to a later date, with notice to the parties.

13 5. Beginning on February 7, 2022, the Family Law department is authorized to
14 resume all Request for Orders Hearings, Child Support Hearings, Short Cause Trials,
15 Evidentiary Hearings and Family Law Mediations, and to calendar new proceedings. Because
16 of the continuing pandemic emergency, the court offers Zoom for appearances related to these
17 proceedings. If a personal appearance is necessary, the matter will be continued until such
18 time that the court is able to determine that hearings with personal appearances can be safely
19 conducted.

20 6. All Family Law Settlement Conferences, Trial Setting Conferences, Status
21 Conferences, and Case Management Conferences re: submission of judgment are suspended.

22 7. Any judge of the court may continue to extend by not more than 90 days the
23 duration of any temporary restraining order that would otherwise expire, because the
24 emergency conditions described herein have prevented the court from conducting proceedings
25 to determine whether a permanent order should be entered, as set forth in *California Rules of*
26 *Court, Emergency Rule 8*.

27 8. Civil Law and Motion hearings, Short Cause Matters and Trials, and Trials de
28 Novo, on calendar from January 11, 2022, through February 4, 2022, inclusive, are hereby

1 ordered off calendar, to be continued by the court to a later date, with notice to the parties.

2 9. All Civil Mandatory Settlement Conferences set in Courtroom 22 remain on
3 calendar. If a party/attorney is not able to appear remotely by using the Zoom platform they are
4 to contact the Courtroom 22 judicial secretary for a continuance. Instructions for attending Zoom
5 MSCs are available on the court's website.

6 10. Beginning on February 7, 2022, the Civil department is authorized to resume the
7 Law and Motion calendar and to calendar new proceedings. Because of the continuing
8 pandemic, the court offers CourtCall for appearances related to these proceedings. If a
9 personal appearance is necessary, the matter will be continued until such time that the court is
10 able to determine that hearings with personal appearances can be safely conducted. Unlawful
11 Detainer matters may also resume on February 7, 2022. Because of the continuing pandemic,
12 the court offers Zoom for appearances related to these proceedings. If a personal appearance
13 is necessary, the matter will be continued until such time that the court is able to determine that
14 hearings with personal appearances can be safely conducted.

15 11. All Civil Long Cause Jury Trials & Non-Jury Trials that are on calendar from
16 January 11, 2022, through March 4, 2022, inclusive are hereby ordered off calendar, to be
17 continued by the court to a later date, with notice to the parties. This provision does not apply
18 to cases in which the statutory deadline would expire under Code of Civil Procedure §§ 583.310
19 and 583.320 on or after February 1, 2022.

20 12. All non-emergency Probate hearings on calendar from January 11, 2022, through
21 February 4, 2022, inclusive hereby ordered are off calendar to be continued by the court to a
22 later date with notice to the parties. All Probate Short Cause Trials and Evidentiary hearings
23 on calendar between January 11, 2022, through March 4, 2022, inclusive, are also ordered off
24 calendar to be continued by the court to a later date with notice to the parties.

25 13. Beginning on February 7, 2022, the Probate department may resume all non-
26 emergency matters and calendar new proceedings. Because of the continuing pandemic
27 emergency, the court offers Zoom or CourtCall for appearances related to these proceedings.
28 If a personal appearance is necessary, the matter will be continued until such time that the court

1 is able to determine that hearings with personal appearances can be safely conducted.

2 14. Beginning on February 7, 2022, the Juvenile courtrooms may resume all non-
3 emergency matters and may calendar new proceedings. Because of the continuing pandemic
4 emergency, the court offers Zoom for appearances related to these proceedings. If a personal
5 appearance is necessary, the matter will be continued until such time that the court is able to
6 determine that hearings with personal appearances can be safely conducted.

7 15. Under *Code of Civil Procedure* §116.57(a), the court finds and declares that good
8 cause exists for postponing the time period within which a small claims matter may be heard as
9 set forth in *Code of Civil Procedure* §116.330(a). The court will issue orders re-setting the
10 hearings of all small claims matters currently on calendar from January 11, 2022, through
11 February 10, 2022, inclusive to a later date with notice to the parties.

12 16. Beginning on February 14, 2022, Small Claims trials may resume with in-person
13 appearances allowed at the East County Courthouse. However, parties are encouraged to
14 appear by CourtCall. For instructions on exchanging exhibits and appearing by CourtCall in a
15 Small Claims case, see Amended Administrative Order 20.22 (December 30, 2021).

16 17. All courtroom 22b Case Management Conference matters on calendar from
17 January 11, 2022, through February 4, 2022, inclusive are hereby ordered off calendar, to be
18 continued by the court to a later date with notice to the parties.

19 18. The court will resume the Courtroom 22B Case Management Conference (CMC)
20 calendar beginning on Friday, February 18, 2022, at 8:15 a.m. (See Amended Order 21.25 at
21 paragraph 7 for details) (January 4, 2022)). Because of the continuing pandemic emergency,
22 the court offers Court Call for CMCs.

23 19. Beginning on February 14, 2022, the court will allow in-person appointments only
24 for the Civil, Family, Small Claims, Appeals, Mental Health, Juvenile and Probate clerk's offices;
25 Records & Exhibits; Self-Help Center; Collections; and Family Law mediation. Walk-in service
26 will not be available. See the court's website (www.ventura.courts.ca.gov) for details.

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1 20. Beginning on February 7, 2022, the Criminal Department is authorized to resume
2 all non-emergency criminal matters and to calendar new proceedings. However, in order to
3 control the number of persons on calendar, the court may continue or calendar non-emergency
4 criminal matters to a date after March 7, 2022.

5 21. The court may extend the time for arraignment for out of custody misdemeanors
6 and infractions for up to 30 days.

7 22. The Acting Supervising Judge of the Criminal Department may extend the time
8 period provided in *Penal Code* §1382 for the holding of a criminal trial by not more than 30 days,
9 applicable only to cases in which the original or previously extended statutory deadline
10 otherwise would expire from January 21, 2022, to February 22, 2022, inclusive. (*Gov. Code*
11 §68115(a)(10); Chief Justice’s January 19, 2022, order).

12 23. Any judge may extend the time period in *Penal Code* §859(b), for the holding of a
13 preliminary examination and the defendant’s right to release from 10 court days to not more
14 than 30 court days. (See the Chief Justice’s Statewide March 30, 2020, Order which remains
15 in full force and effect.)

16 24. Attorneys may continue to appear pursuant to *Penal Code* §977 for out-of-custody
17 clients if the *Penal Code* §977 waiver is in substantial compliance in the form required by
18 *California Rules of Court, Emergency Rule 5*.

19 25. The court will continue to broadcast live audio streams of certain court proceedings
20 pursuant to the provisions and limitations of paragraph 3 of Amended Administrative Order
21 21.25.

22 26. The children’s waiting room on the third floor of the Hall of Justice and at the
23 Juvenile Justice Center remain closed due to the pandemic. Parties who bring their child
24 (children) to court must arrange for an adult to watch the child (children) during any Family Law
25 mediation session.

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