



SUPERIOR COURT OF CALIFORNIA COUNTY OF VENTURA COURT FACILITY EQUAL ACCESS POLICY

Consistent with the California Values Act (Gov. Code, §7284 et seq.), the Ventura Superior Court is committed to providing all members of the public, regardless of their citizenship or immigration status, equal access to its facilities, services and programs. Civil Code section 43.54, subdivision (a) states that “no person shall be subject to a civil arrest while attending a court proceeding or having legal business at the Court.” Pursuant to these authorities,¹ the Court adopts the following policy concerning immigration enforcement activities² at its facilities.

Responsibility/General Direction

All Court employees are responsible for complying with this policy.

If immigration agency personnel attempt to engage in immigration enforcement activities including, but not limited to:

- seeking information about an individual or access to files or case management systems³;
- seeking access to nonpublic areas; or
- detaining or arresting an individual in a courthouse or its immediate vicinity

Court employees **shall immediately notify** their Manager (or Supervisor) who shall notify the Presiding Judge (or Assistant Presiding Judge or Acting Presiding Judge) and Court Executive Officer (or other member of Court Administration). Judicial Assistants or other staff in the courtroom shall also notify the judicial officer assigned to the courtroom.

Policy Statements

Court employees:

- Do not voluntarily allow or permit any immigration agency personnel into nonpublic secured areas. If an immigration agency officer directly orders a Court employee to provide immediate access to a nonpublic secured area of the Court, the

¹ See also Code of Civil Procedure section 177, subdivision (e); California Rules of Court, rules 10.603 and 10.610; *Guidance and Model Policies to Assist California’s Superior Court in Responding to Immigration Issues* (California Attorney General’s Office – December 2024); in addition, to any law that is applicable to immigration enforcement activities within court facilities.

² Gov. Code, § 7284.4(f) (“Immigration enforcement” includes any and all efforts to investigate, enforce, or assist in the investigation or enforcement of any federal civil immigration law, and also includes any and all efforts to investigate, enforce, or assist in the investigation or enforcement of any federal criminal immigration law that penalizes a person’s presence in, entry, or reentry to, or employment in, the United States.)

³ This policy does not apply to a request for public court records made to the Records Department using established procedures.



SUPERIOR COURT OF CALIFORNIA COUNTY OF VENTURA COURT FACILITY EQUAL ACCESS POLICY

employee may not refuse the officer's order. However, the employee must notify their Manager (or Supervisor) immediately about the officer's order, prepare a written statement about the encounter, and submit it to the Manager/Supervisor.

- Are not required to disclose citizenship or immigration status information about any person unless directed to do so by the Presiding Judge and/or CEO or their designees. If presented with a judicial warrant or order immediately request assistance from your Manager/Supervisor.
- Do not collect or maintain "personal information" except as required by law or as necessary to perform the employee's regular duties. ("Personal information", means any information that identifies or describes an individual, including, but not limited to, his/her name, social security number, physical description, home address, home telephone number, education, financial matters, and medical or employment history).
- Do not provide nonpublic "personal information" to any person or entity for immigration enforcement purposes.
- Do not inquire about the citizenship or immigration status of any individual, including a crime victim or witness, unless such inquiry is required for the performance of the employee's regular duties.
- Do not provide information or notification to any officer engaged in immigration enforcement of a person's custody release date, unless the information is otherwise available to the public.
- Do not share information regarding any juvenile case file for the purposes of immigration enforcement, unless specifically authorized to do so by an order from a Juvenile Justice/Dependency judicial officer.
- Do not give immigration enforcement officers priority or other special treatment with respect to requests for public information. Immigration enforcement officers must request information using the same method used by any member of the public.
- Shall refer all inquiries regarding warrants, subpoenas, and court orders that may be presented to effect an arrest or to obtain records in immigration enforcement actions to their Manager (or Supervisor) (and, for courtroom staff, the assigned



SUPERIOR COURT OF CALIFORNIA COUNTY OF VENTURA COURT FACILITY EQUAL ACCESS POLICY

judicial officer) so that the Presiding Judge (Assistant Presiding Judge or Acting Presiding Judge) and Court Executive Officer (or other member of Court Administration) are advised as soon as possible.

- Shall advise an immigration enforcement officer that before proceeding with their request, Court personnel are required to notify their management and receive direction from the Presiding Judge, Court Executive Officer, or their designees. Judicial assistants and other staff in the courtroom shall also advise the immigration officer that before proceeding with their request, they are required to notify the judicial officer assigned to the courtroom.

Adopted: 4/24/25

A handwritten signature in blue ink that reads "Matthew P. Guasco".

Matthew P. Guasco
Presiding Judge
Superior Court of California
County of Ventura

A handwritten signature in blue ink that reads "Kate Bieker".

Kate Bieker
Court Executive Officer
Superior Court of California
County of Ventura