

# FAIRFIELD COUNTY JUVENILE PROBATE COURT

Counsel and Prosecutors:

Effective May 4 – May 31, 2020

## • NO IN-PERSON HEARINGS WILL BE CONDUCTED in May 2020.

- **Attorney/Prosecutor/Party filings:**
  - Shall continue through [juvenileprobate@fairfieldcountyohio.gov](mailto:juvenileprobate@fairfieldcountyohio.gov) and/or fax only. This will include submitting your billing for cases.
  - Counsel/prosecutors/parties are responsible for serving any other parties and/or counsel on a case.
  - All paperwork generated by the Court will be scanned and emailed to all counsel on the matter as it is processed.
  - No paperwork will be placed in the attorney mailboxes.
- **Scheduling of Cases that were continued:**
  - The **Court will be resetting all hearings** that were previously continued *without consultation with counsel* on the case.
  - The Court understands that counsel may have to have coverage.
  - Notices will then be sent out by the clerk's office *through email only to counsel*.
  - Please make sure that the bailiffs and clerks have a current phone number and email address for you.
- **Service on Parties:**
  - The Prosecutor or attorney that filed the motion/complaint will be responsible to determine if new service on a party must be completed prior to the scheduled hearing. If so, a new Request for Service should be filed.
  - **It will be counsel's responsibility to ensure their clients know which hearings the client will be attending and ensure they have the correct information about how to attend.**
- **Abuse, Neglect, Dependency cases:**
  - The following matters will be conducted as GoToMeetings with attorneys, GAL, prosecutors, court staff, and CPS only. Parties DO NOT attend.
    - Initial Hearings
    - Pre-trials
  - The following matters will be conducted as GoToMeetings with attorneys, GAL, prosecutors, court staff and CPS. Parties DO attend.
    - Adjudications/Dispositions that are agreed upon
    - Reviews
    - Oral Hearings
    - Excel Status and Admissions
  - *If there is not an agreement/matter is contested*, these matters will not be heard until such time as the court can conduct the hearing in person consistent with HB 197 and the Supreme Court of Ohio Tolling Order.
- **Private Custody cases:**
  - All matters will be reviewed by the Judicial Officer and a scheduling order will be sent out to outline how the cases will proceed.

- The Court will use GoToMeeting for all preliminary case proceedings.
- If all parties are in agreement, the matter may be set for an uncontested hearing via GoToMeeting.
- If the matter is not agreed to, this matter will not be heard until such time as the court can conduct the hearing in person consistent with HB 197 and the Supreme Court of Ohio Tolling Order.
- **Delinquency/Unruly cases:**
  - Parties **DO NOT** attend these matters and they will be conducted as GoToMeetings with attorneys, GAL, prosecutors, court staff and CPS only.
    - Pre-trials with no agreement
  - Parties **DO** attend these matters and they will be conducted as GoToMeetings with attorneys, GAL, prosecutors, court staff and CPS.
    - Arraignments
    - Pre-trials that intend to enter a plea on that day
    - Reviews
    - Adjudication/Dispositions uncontested
    - Juvenile Treatment Court
- **Adult Criminal:**
  - Non-Support:
    - No hearings in May.
  - Failure to Send/Contributing:
    - Status hearings will be conducted as GoToMeetings with prosecutors, court staff, and defendant.
- **Probate Cases:**
  - Magistrate Sitzmann will continue to provide additional communication to appropriate counsel on probate matters as needed in the upcoming weeks.

Thank you for your cooperation in all of these proceedings as we continue to navigate how best to move our cases forward.

Please reach out with any questions.

Judge Terre L. Vandervoort  
Magistrate Michelle L. Edgar  
Magistrate Troy M. Sitzmann  
Fairfield County Juvenile and Probate Courts