

HONORABLE SHALINA KUMAR

COVID-19 PROTOCOL

This COVID-19 Protocol has been established based upon Executive Order 2020-110 (lifting the "Stay At Home" Order), and Michigan Supreme Court Administrative Orders 2020-14 and 2020-19. These protocols will remain in effect until further notice.

Courtroom Proceedings

The Court will not conduct in-court, personal proceedings. Any proceedings must be conducted via Zoom video, Zoom Audio-only via Telephone, or Judge On-Line telephone conference.

Civil Status Conferences

Status Conferences will be conducted at the request of the parties via electronic means, including Zoom video and telephone. Please email lombardoa@oakgov.com to schedule a Status Conference.

Case Evaluations

Beginning June 1, 2020, all Case Evaluations shall be conducted as scheduled via Zoom video conferences. The Case Management Office shall provide parties with instructions on how to join the Zoom Case Evaluation. If you have any questions relative thereto, please contact the Case Management Office.

Criminal Call

The Court intends to conduct pretrials, violations of probation, sentencings, and delayed sentencings. Zoom video conferencing of in-custody defendants will continue from the jail. Counsel will participate by Zoom video or Zoom Audio-only via Telephone. Defendants not in custody will participate via Zoom video or Zoom Audio-only via Telephone. If confidential matters need to be discussed as these matters occur, the Court will terminate the hearing and allow counsel and Defendants to confer in confidence outside of the Zoom platform by either passing the case, a Zoom breakout room, or setting the matter for another date. *Defendants must agree to this procedure, otherwise these matters will be adjourned.*

Motions

MCR 2.119 continues to govern all motions filed with the Court, including the filing deadlines and notice requirements set forth in MCR 2.119(C), unless otherwise ordered by the Court.

Scheduling of Summary Disposition Motions. All motions for summary disposition will continue to follow the normal protocol (i.e., Chambers will issue a specific scheduling order for briefing and hearing after the motion is E-filed).

Scheduling of Appeals. Hearings on general civil and criminal appeals will continue to follow the normal protocol (i.e., to be briefed and heard pursuant to the respective Michigan Rules of Court, unless otherwise stipulated).

Motions to Adjourn. The Court has already issued or will be issuing amended scheduling orders addressing cases in which (1) case evaluation was adjourned because of the shelter at home orders or (2) the trial date was during the shelter at home period. The Court WILL consider reasonable proposed stipulated orders to adjourn.

Emergency Motions. If you have filed an emergency motion, please notify the Court of its filing by emailing Judge Kumar's Assistant at lombardoa@oakgov.com. The Court will review the motion, and in its discretion, determine whether it constitutes an emergency, and if so, issue an Order or schedule a hearing relative thereto.

Scheduling of All Other Motions. Judge Kumar is **not** accepting praecipes to set motions for hearing until further notice. Judge Kumar will hear motions via Zoom video, Zoom Audio-only via Telephone, or Judge On-Line telephone conference.

If you wish to have a **previously filed or newly filed** motion to be heard, you must contact chambers to request a hearing date. Chambers will then schedule the hearing. The moving party **must** request a hearing date **by email** sent to Chambers containing ALL of the following information, or it will be rejected:

- Email your request to Chambers at: lombardoa@oakgov.com
- Your email request must:
 - contain the case name and case number in the Subject Line.
 - contain the Motion Title.
 - cc opposing counsel and any party appearing in pro per, **or your request will not be considered.**
 - include the following information to be completed and certified by counsel:

I hereby certify that I have made personal contact with _____ on _____, 2020 requesting concurrence in the relief sought with this Motion and such concurrence was denied. All counsel, parties appearing in pro per (if any), and represented parties (if same are necessary) are available to conduct a hearing via Zoom.

OR

I hereby certify that I have made reasonable and diligent attempts by email and by telephone to contact counsel/parties appearing in pro per requesting concurrence in the relief sought with this Motion on _____, 2020 but was unsuccessful. Moving counsel/party(ies) are to conduct a hearing via Zoom.

Notice: Your electronic signature below certifies that the above information is correct (i.e., /s/)

Signature of moving counsel/moving party if proceeding in pro per:

Phone: _____

Email: _____

Zoom Information

For Desktop PCs and Laptops: Launch Zoom or go to the Zoom website (zoom.us). Click on "Join a Meeting." Join using Meeting ID 248 858 5280 or use the following direct link: <https://miscuo.zoom.us/my/shalinakumar>

For Tablets and Smartphones (Apple and Android): Launch the Zoom app and join using Meeting ID 248 858 5280.

For Audio-only via Telephone: Call (646) 876 9923 and join the conference using Meeting ID 248 858 5280.

Once you are admitted to the meeting room, if you are having any technical difficulties with your AUDIO, you will be removed from the meeting. After being removed from the meeting, we ask that you immediately call (646) 876 9923 and join the conference using Meeting ID 248 858 5280 to participate in our audio only option via your telephone.

Please be sure to join the video conference approximately 15 minutes prior to your hearing time to make sure you're able to connect and that everything is functioning properly.

You will be placed in a Zoom "waiting room" until Judge Kumar's Clerk admits you into the video conference/virtual courtroom. Connecting 15 minutes prior to your hearing time allows the Clerk time to check participants in on the matters before the Court.

Participants are reminded that all virtual court appearances are an extension of the courtroom; therefore, parties must adhere to proper conduct and appropriate attire is required.