

COVID-19 PROTOCOLS

These protocols will continue in effect until further notice in conformity with the existing orders of the Governor, Legislature, or the Supreme Court.

During the duration of this order, the court will not conduct in court, personal, proceedings. Please read the four pages of this document carefully.

The court's weekly schedule can be viewed at:

<https://www.oakgov.com/courts/circuit/Documents/judges/zoom%20calendar/Langton-Calendar.pdf>

Courtroom Proceedings

- The court will conduct proceedings via Zoom video and/or audio conferences, Judge On-Line phone conferences, or other appropriate means.
- If a need arises for a private conference between attorney and client during a hearing, the court will terminate the hearing and allow the necessary individuals to confer in confidence outside of the electronic system by either passing the case or setting the matter for another date.

Scheduling Conferences (in all case codes except DO) or *first* trial dates (in DO case codes only)

- The court will issue scheduling orders as soon as possible with trials set approximately 90-120 days from the date of the scheduling conference.
- The court retains its mediation requirement, unless excused by motion and order, and supports parties proactively scheduling mediation as soon as possible.

Divorce & Domestic Relations Matters

- The court will conduct all hearings scheduled during the months of May and June as scheduled. It is the responsibility of parties to contact court staff via email (siegelm@oakgov.com and snyders@oakgov.com) at least 24 hours in advance of their hearing to obtain final scheduling and contact information. Zoom hearing information can also be found at the end of this document.
- While court staff will attempt to call your case at its assigned time, we cannot guarantee it will occur. Please provide court staff with a cell phone number where you can be reached in the event of a delay.
- If a return of judgment date occurs the duration of this order, **and** the matter is contested, the attorneys or unrepresented parties shall notify the court's staff attorney (blevinsj@oakgov.com) as soon as possible. Otherwise, existing orders directing return of judgment remain in effect.

Juvenile Matters

- Subject to the Sixth Judicial Circuit Court COVID-19 State of Emergency Procedures, and these protocols regarding emergency and non-emergency proceedings, the court will continue to hear matters as scheduled or review matters and issue orders if appropriate.

- Parties seeking relief for juvenile matters shall follow the appropriate procedures on the Oakland County Circuit Court COVID-19 Court Information website (<https://www.oakgov.co/courts/circuit/resources/Pages/COVID-19-Court-Info.aspx>).
- The court may, if appropriate and in its discretion, refer a hearing to referee.
- The court encourages filings or position summations, by both the petitioner and respondent, in advance of any scheduled hearings.

Personal Protection Orders and Emergency Motions:

- Parties seeking emergency relief shall follow the appropriate procedures on the Oakland County Circuit Court COVID-19 Court Information website (<https://www.oakgov.com/courts/circuit/resources/Pages/COVID-19-Court-Info.aspx>).
- The court will follow the directives of the Sixth Judicial Circuit Court COVID-19 State of Emergency Procedures.
- The court has expanded its e-filing capabilities and, to ensure prompt consideration of the emergency motion, please contact chambers at 248-858-1704 after filing.
 - If staff are unavailable to answer your call, please leave a message with your name, case number, and when you filed the motion.

Motions

- Please praecipe all non-emergency motions at <https://epraecipe.oakgov.com/OaklandCounty>
- All motions will be heard via the Zoom platform.
 - The court will continue its practice of dispensing with oral arguments, if appropriate, and may request additional briefing or responsive briefing.
 - If a Zoom hearing is necessary, court staff will provide instructions.
- All motions must include the email address of opposing counsel, or email addresses for unrepresented litigants, or they will not be accepted.
- Motions for Default Judgment
 - Motions for default judgments will not be heard until the second motion call after the lifting of any extension of shelter at home requirements unless modified by subsequent directive of the court.
- Motions to Adjourn
 - The Court has already issued, or will be issuing, amended scheduling orders addressing cases with trial or hearing dates occurring during the shelter at home period.
 - Motions to adjourn will not be heard until the second motion call after the lifting of any extension of shelter at home requirements unless modified by subsequent directive of the court.
 - The court will consider reasonable proposed stipulated orders to adjourn. However, attorneys shall consult with the court's staff attorney, via e-mail (blevinsj@oakgov.com), to determine a new trial date before submitting any order.

- If the reason for the adjournment is for additional mediation, the attorneys shall secure the new mediation date *before* contacting chambers for a trial date.

CHAMBERS CONTACT INFORMATION

- Phone: 248-858-1704
- Clerk emails: snyders@oakgov.com and siegelm@oakgov.com
- Staff Attorney email: blevinsj@oakgov.com
- Judicial Secretary email: waynickc@oakgov.com

Zoom Hearing Instructions

The Court requires the Plaintiff to submit their final documents through e-filing 24 hours prior to the Hearing date.

The following steps are required **before** the meeting:

From a Computer,

- Download and install the Zoom client from www.zoom.us/support/download
- Join the Zoom meeting at your scheduled time by selecting “Join a Meeting” and entering your room number of 248 858 1704.
 - You may join the meeting up to five minutes before your scheduled hearing time. You will be placed in a waiting room.
- When your case is called, you will see all participants on the call, including the judge.
 - You have the option to join with or without video.

From a Phone,

- Call (646) 876-9923 and, when prompted, enter the room number of 248 858 1704.
 - You will be placed into the meeting on a conference call.

From an iOS/Android App,

- Download the Zoom Cloud Meeting app from the App Store.
- Once downloaded, select Join a Meeting, and enter 248 858 1704.
- Any use of mobile data may incur charges which are your responsibility.

Additional Information:

- The Court does not provide technical assistance for testing or troubleshooting your call and will not provide time during proceedings to troubleshoot issues.
- Directions for testing your device and networking prior to the proceeding can be found on the Zoom support website.
- It is your responsibility to become familiar with the Zoom controls and test your device(s) before the call.
- The call is a court proceeding requiring appropriate conduct and attire.
- Remote participants must use a private, indoor, and quiet room with appropriate lighting that will be free of interruptions.

- Mobile device participants may not hold their devices during the call but instead must place them at eye level.
- The Court has the right to terminate the call / proceeding if the video or audio experience is not acceptable.
- The Court retains its contempt powers to sanction all individuals participating remotely.
- You are permitted, should it become necessary, to privately speak with your attorney during the proceedings.
- If the moving party has not joined the Zoom call at or before the time scheduled for the hearing, the court may pass the case, reschedule the hearing, or dismiss the matter.
 - It is the responsibility of the parties and attorneys to ensure they are on time and able to connect to the call.