

# JUDGE VICTORIA A. VALENTINE

## BUSINESS/CRIMINAL



# COURT PROTOCOL



**CHECK ONLINE HEARING SCHEDULE TO CONFIRM DATE /TIME**

**Hearing Schedule [\[HERE\]](#):**

<https://docs.google.com/spreadsheets/d/1E9FzqhczMJGsJXQjJ1cDZk1yglKJ2TkYkZWdNgK3uTc>

## ZOOM INSTRUCTIONS

<b>Tablets and Phones:</b> Install Zoom App from App Store or Play Store. At time of hearing launch Zoom App and join using Meeting ID 248 858 5282	<b>Desktop PCs and Laptops:</b> Go to the Zoom Web Site ( <a href="https://zoom.us">zoom.us</a> ). Click on "Join a Call." Join using Meeting ID 248 858 5282
<b>Audio-only via Telephone:</b> Call (646) 876 9923 Connect using Meeting ID 248 858 5282	<b>Or click this <a href="#">link</a>.</b>

## JUDGE VALENTINE'S TEAM

**Chamber Phone: 248 858 5282**

<b>Mikayla Parry</b> <i>Judicial Clerk</i>	<b>Layla Micheals</b> <i>Judicial Clerk</i>	<b>Anne Nemer</b> <i>Secretary</i>	<b>Shelli Feinberg, Esq.</b> <i>Judicial Attorney</i>
valentinechambers@oakgov.com		nemera@oakgov.com	feinbergs@oakgov.com

Please use [valentinechambers@oakgov.com](mailto:valentinechambers@oakgov.com) to correspond with Chambers or Clerks.

### RESOURCES

- PROTECTIVE ORDER [here](#)**
- EXHIBIT TRACKER [here](#)**
- SAMPLE TRIAL ORDER [here](#)**
- SAMPLE SETTLEMENT NOTICE [here](#)**
- ARRAIGNMENT BY MAIL [here](#)**
- PLEA FORM [here](#)**
- ADVICE OF RIGHTS [here](#)**
- PSI REFERRAL [here](#)**

### **JURY INSTRUCTION LINKS:**

<https://courts.michigan.gov/courts/michigansupremecourt/mcji/pages/home.aspx>  
<https://courts.michigan.gov/courts/michigansupremecourt/criminal-jury-instructions/pages/default.aspx>

## Motions

**Motions:** All motions MUST be praeciped, e-filed and served with a Notice of Hearing pursuant to Court Rules.

### **\*\*\* All ZOOM Hearings Must Include: \*\*\***

“You are scheduled to join a virtual court room proceeding before the Honorable Victoria A. Valentine in Oakland County 6th Circuit Court. Please visit the Zoom Hearing Schedule the Monday before the hearing at: <https://docs.google.com/spreadsheets/d/1E9FzqhczMJGsJXQjJ1cDZk1yglKJ2TkYkZWdNgK3uTc>

for the specific hearing time. The link to this schedule can also be found on the Judge Valentine’s Court Protocol.

#### Zoom Instructions:

To join the Virtual Hearing by computer with video, go to the Zoom Web Site ([zoom.us](https://zoom.us)) and click on “Join a Call.” When prompted, join using Meeting ID 248 858 5282. To join the Virtual Hearing by telephone without video, call 1-646-876-9923 and connect using Meeting ID 248 858 5282.

#### **Summary Dispositions Motions:**

### **Required for all Summary Dispositions**

Include this statement above signature:

I certify that I reviewed the most recent Scheduling Order and this motion for summary disposition is timely and conforms to the applicable court rules.

#### **THE COURT WILL STRICTLY ENFORCE MCR 2.119(A)(2) and 2.116(G).**

Chambers will not issue a scheduling order for briefs or hearing dates. Hearing date for **ORAL ARGUMENT** must be e-praeciped and noticed for hearing pursuant to court rule at least 21 days after filing.

If a response brief is not timely filed, the Court will assume the opposing party consents to the relief requested and may enter an order dispensing with oral argument. MCR 2.119(E).

A PHYSICAL copy of all summary disposition filings with tabbed exhibits must be submitted to chambers 5A. Please contact [valentinechambers@oakgov.com](mailto:valentinechambers@oakgov.com) with questions. Motions will not be submitted to the Clerk’s office for filing without a copy emailed to chambers.

**Motions for Rehearing or Reconsideration:** MCR 2.119(F) governs Motions for Rehearing or Reconsideration. Please e-file with the Court and submit a copy to chambers via [valentinechambers@oakgov.com](mailto:valentinechambers@oakgov.com).

**Orders After Motion Hearing:** The moving party is expected to immediately e-file an Order in accordance with the Judge's ruling via the e-filing system.

**Adjournments:** Parties may stipulate to a first adjournment of the initial scheduling order for a maximum of (60) days. **Old dates and new dates MUST be included.** Pretrial dates should be set for a Friday and Trial dates should be set for a Monday. Please make sure there is a minimum of (45) days between pretrial date and trial date. Orders that do not conform to this protocol may be rejected.

Any adjournment that does not affect the trial date can be by stipulated order.

All cases are OPTED OUT of case evaluation. To OPT IN, provide a stipulated order to the Case Management Office.

### **Emergency Motions**

Emergency Motions must be filed with the Clerks' Office and a copy **MUST** be sent to Chambers at [valentinechambers@oakgov.com](mailto:valentinechambers@oakgov.com).

### **Court Conference**

Parties may contact [valentinechambers@oakgov.com](mailto:valentinechambers@oakgov.com) at any time to schedule a status conference. Please view the Hearing Schedule and email dates and times that ALL parties are available.

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## **CRIMINAL DOCKET**

### **CRIMINAL CALL IS IN PERSON**

**TUESDAY MORNINGS-COURTROOM 5A**

**BONDERS @ 8:30 AM**

**IN-CUSTODY@ 9:00 AM**

## **ASSISTANT PROSECUTORS**

Oakland County Prosecutor's Office  
1200 N. Telegraph Rd.  
Pontiac, MI 48341

### **Prosecutor**

**Chris R. George**

Assistant Prosecuting Attorney  
**georgec@oakgov.com**  
**248 462 2539**

### **General Docket**

**Andrew Starr**

Assistant Prosecuting Attorney  
**starra@oakgov.com**  
**248 858 5238**

### **PROBATION AGENT**

Agent Ortiz

Michigan Department of Corrections  
1200 N. Telegraph Rd., Pontiac, MI 48341  
**ortizy@michigan.gov**  
**313 515 1087**

**PSI Referrals: Email directly to Agent Ortiz at [ortizy@michigan.gov](mailto:ortizy@michigan.gov)**

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**Arraignments by Mail (ABM):** This Court allows ABM. Please include the Pretrial date, which is not to exceed three weeks after the arraignment date. Defendants on bond are set for a Tuesday at 8:30AM and Defendants in custody are set for a Tuesday at 9AM.

### **Criminal Adjournments:**

Adjournments may be submitted by stipulated Order via e-filing or email to [nemera@oakgov.com](mailto:nemera@oakgov.com) with opposing counsel copied. **Faxed Orders will not be considered.**

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### **Sentencing Memoranda:**

All sentencing memorandums and letters should be emailed to [nemera@oakgov.com](mailto:nemera@oakgov.com) at least three (3) days prior to sentencing.

PLEASE CHECK THE HEARING SCHEDULE THE FRIDAY BEFORE  
TO SEE YOUR SCHEDULED TIME:

**Hearing Schedule** [\[HERE\]](#):

<https://docs.google.com/spreadsheets//1E9FzqhcZMJGsJXQjJ1cDZk1yglKJ2TkYkZWdNgK3uTc>

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