

CHIEF JUDGE REUBEN M. GREEN

SUPERIOR COURT OF COBB COUNTY

COBB JUDICIAL CIRCUIT



SUPERIOR COURT OF COBB COUNTY
70 HAYNES STREET
MARIETTA, GEORGIA 30090
(770) 528-1860

MEMORANDUM

TO: All litigants, attorneys and members of the public
FROM: Chief Judge Reuben M. Green, Superior Court, Cobb Judicial Circuit *RMG*
DATE: March 18, 2020

On March 14, 2020, the Chief Justice of the Georgia Supreme Court issued an Order Declaring Statewide Judicial Emergency (attached to this Memorandum), in keeping with that Order and to ensure continued operations of the Cobb Judicial Circuit, the court schedules will be scaled back and modified to reduce the risk to staff, attorneys, parties and the public.

Large gatherings of people should be avoided. As long as there is a Judicial Emergency, the following will occur in Cobb Superior Court:

1. GENERAL CONCERNS

- a. No one should come to court if they are not feeling well. Please contact the assigned Judge's office to seek an excusal from appearance.
- b. If you are attending a court appearance, please leave all non-essential people at home. Avoid bringing children or family members, especially the elderly, to court.
- c. The courthouse will remain open for the public, but the general public is encouraged to stay home. Only parties, attorneys and necessary witnesses should appear for hearings that are going forward.

2. **NOTICE TO THE SHERIFF'S DEPARTMENT:** Inmates will not be transported unless specifically requested by the Judge's chambers, District Attorney, or Defense Attorney.

3. **JURY WEEKS** — Jury weeks for the rest of March and all of April are hereby cancelled. Jury weeks will resume in May unless further modified by Order of this Court or Judicial Emergency Declaration by the Chief Justice of the Georgia Supreme Court.

4. **CIVIL & DOMESTIC CALENDARS** – All Civil and Domestic calendars are cancelled during the judicial emergency. Any emergency hearings will be heard before the Duty Superior Court Judge or the Presiding Senior Judge. Do not contact the judges' offices to reschedule non-emergency hearings until after the judicial emergency. Consent orders and uncontested matters can be submitted electronically or mailed to the assigned judge.

5. CRIMINAL CALENDARS:

- a. Arraignments – Arraignment calendars are cancelled and will be rescheduled after the judicial emergency. Attorneys should feel free to waive arraignments electronically or by mail.
- b. Calendar Calls – Criminal trial calendar calls are cancelled and will be rescheduled after the judicial emergency.
- c. Revocations – Probation revocation calendars are cancelled and will be rescheduled after the judicial emergency. Attorneys are encouraged to work out consent revocations and present them to the assigned judge, Duty Superior Court Judge, or Presiding Senior Judge.

- d. Motions Calendars – Criminal motions calendars are cancelled. However, any case that needs an emergency motion heard will be assigned to the Duty Superior Court Judge or the Presiding Senior Judge.
 - e. Pleas – Pleas will be handled by the Duty Superior Court Judge or Presiding Senior Judge. If the defendant is in custody, then notify the Duty Superior Court Judge or Presiding Senior Judge in advance of the plea so that the inmate can be transported to be present.
 - f. Bond forfeiture calendars – All Bond Forfeiture calendars will be rescheduled after the judicial emergency.
6. **SENIOR JUDGES** shall continue to hear:
- a. Extradition hearings
 - b. Ex-parte Temporary Protective Orders
 - c. Temporary Restraining Orders
 - d. Search Warrant Applications
 - e. Jail Revocations (via video conference)
 - f. Emergency Hearings (unless redirected to the Duty Superior Court Judge)
7. **SUPERIOR COURT ACCOUNTABILITY COURTS** shall be managed at the discretion of the Presiding Judge of each Accountability Court. However, the participants are excused from reporting to courtroom proceedings during this judicial emergency. Please contact the Coordinator or Case Manager if you have questions.
8. **DUTY SUPERIOR COURT JUDGE** – Each day there will be a Duty Judge who will be in Courtroom 2000. The Duty Judge’s name and office phone number shall be posted on the door of Courtroom 2000 in the event the courtroom is closed. The Duty Judges’ schedule will be posted on the Cobb County Superior Court webpage, on the front door of the courthouse, on the monitors by the elevators on each floor and on the door of Courtroom 2000. The Duty Superior Court Judge shall hear all essential matters that need to be heard on their assigned day in keeping with the Chief Justice’s Order Declaring Statewide Judicial Emergency. In the event the Judicial Emergency extends beyond April 13, the Duty Judge is listed below through April 30, 2020.

<u>DATE</u>	<u>DUTY JUDGE</u>
March 23	Childs
March 24	Poole
March 25	Harris
March 26	Leonard
March 27	Green
March 30	Kell
March 31	Schuster
April 1	Flournoy
April 2	Ingram
April 3	Staley Clark
April 6	Childs
April 7	Harris
April 8	Poole
April 9	Poole
April 10	Good Friday
April 13	Green
April 14	Kell

April 15	Schuster
April 16	Flournoy
April 17	Ingram
April 20	Staley Clark
April 21	Childs
April 22	Harris
April 23	Leonard
April 24	Leonard
April 27	Green
April 28	Kell
April 29	Schuster
April 30	Flournoy

JUDGES' OFFICE NUMBERS

Judge Childs	770-528-1826
Judge Poole	770-582-1843
Judge Harris	770-528-1822
Judge Leonard	770-528-1837
Judge Green	770-528-1860
Judge Kell	770-528-8130
Judge Schuster	770-528-1849
Judge Flournoy	770-528-5400
Judge Ingram	770-528-1831
Judge Staley Clark	770-528-1816

To try to minimize the number of people assembled to conduct essential court operations **the following will occur in Cobb Juvenile Court:**

1. GENERAL CONCERNS

- a. No one should come to court if they are not feeling well. Please contact the assigned Judge's office to seek an excusal from appearance.
- b. If you are appearing for a court appearance, please leave all non-essential people at home. Avoid bringing children or family members, especially the elderly, to court.
- c. The court will remain open for the public, but they are encouraged to stay home. Only parties, attorneys and necessary witnesses should appear for hearings that are going forward.
- d. The Juvenile Court Clerk's Office shall remain open during regular business hours for emergency filings.
- e. If any party requests that a matter be heard on an emergency basis, a request must be sent to the Judicial Assistant for the assigned Judge.
 - i. Judge A. Patterson or Judge K. West – Contact Star Simmons at Gayle.simmons@cobbcounty.org (770) 528 – 2224
 - ii. Judge J. Hamby or Judge W. Grannis – Contact Donelle Keaton at Donelle.Keaton@cobbcounty.org (770) 528- 2428

- 2. NOTICE TO THE SHERIFF'S DEPARTMENT:** Adult inmates and juveniles held at youth detention centers will continue to be transported by the Sheriff's Department for essential hearings during this time.

3. DEPENDENCY CASES

- a. EMERGENCY HEARINGS, ADJUDICATION HEARINGS AND DISPOSITIONAL HEARINGS FOR DEPENDENCY CASES will be heard on regularly scheduled calendars for children in custody unless otherwise agreed to by the parties.
- b. Other cases such as PERMANENCY HEARINGS, T.P.R.s and any REVIEW HEARINGS have been rescheduled for a date on or after April 13, 2020.
- c. PRELIMINARY PROTECTIVE HEARINGS will be heard by the Designated Duty Judge on Monday, Wednesday, and Friday afternoons at 2:00 p.m.

4. DELINQUENCY CASES

- a. ARRAIGNMENT HEARINGS, ADJUDICATION HEARINGS AND DISPOSITIONAL HEARINGS will be heard by the Designated Duty Judge for that week on regularly scheduled calendars for children in custody unless otherwise agreed to by the parties.
- b. DELINQUENCY DETENTION HEARINGS will be heard by the Designated Duty Judge for that week on Monday, Wednesday and Friday afternoons at 2:00 p.m.

5. ACCOUNTABILITY COURTS, PROGRAMS AND ON-SITE SERVICES

- a. All group programs that are scheduled to be conducted on-site at the Juvenile Court are suspended until April 13, 2020.
- b. If there are any questions regarding individual services, parties are to contact the Accountability Court Coordinator or Probation Supervisor.


6. DUTY JUVENILE COURT JUDGE

- a. Each week there will be a Duty Juvenile Court Judge assigned to preside over all emergency and time limited hearings. The schedule through Sunday April 13 at 9:00 a.m. is as follows:

March 16 – March 23 at 9:00 a.m.	Patterson
March 23 – March 30 at 9:00 a.m.	West
March 30 – April 6 at 9:00 a.m.	Grannis
April 6 – April 13 at 9:00 a.m.	Hamby

- b. In the event the Judicial Emergency extends beyond Monday April 13; the Judicial Duty schedule for the remainder of April is as follows:

April 13 – April 20 at 9:00 a.m.	Patterson
April 20 – April 27 at 9:00 a.m.	West
April 27 – May 4 at 9:00 a.m.	Hamby



Reuben M. Green
Chief Judge, Superior Court
Cobb Judicial Circuit