

PROPOSED LOCAL RULES

PRIOR TO PUBLIC COMMENT – January 1, 2026, Cycle

CHAPTER 2

COURT ORGANIZATION, ADMINISTRATION AND PERSONNEL

RULE 2.01 PRESIDING JUDGE AND ASSISTANT PRESIDING JUDGE ELECTION, TENURE AND REMOVAL

~~A. The membership of the nominating committee consists of the Presiding Judge, Assistant Presiding Judge, and Supervising Judges of the Criminal, Civil, Family Law and Juvenile Departments. Nominations for either office may be made from the floor at the annual meeting.~~

~~B. At the annual meeting a majority of the judges shall elect by secret ballot a sole Presiding Judge and Assistant Presiding Judge to serve a term of two (2) years.~~

~~C. The Assistant Presiding Judge shall exercise such duties as may be assigned from time to time by the Presiding Judge, and in the absence of the Presiding Judge, shall exercise the powers of the Presiding Judge.~~

~~D. The business of the court shall be supervised by the Presiding Judge. The Presiding Judge shall also prepare and publish, with the concurrence of a majority of the judges, such routine rules, orders or regulations, to be known as "Administrative Orders", as may be required to expedite and facilitate the business of the court.~~

~~E. The Presiding Judge or Assistant Presiding Judge may be removed from office by a majority of the judges voting by secret ballot at a special meeting.~~

A. Nominations for Presiding Judge and Assistant Presiding Judge shall occur at a special meeting of the Executive Committee called by the Presiding Judge, as to which the Judges shall receive reasonable advance notice. The membership of the Executive Committee shall be as set forth in Rule 2.07.

B. Any Judge may nominate another Judge, or any Judge may self-nominate, for Presiding Judge or Assistant Presiding Judge at the special meeting of the Executive Committee.

C. The special meeting of the Executive Committee shall occur in the month of August in the calendar year preceding expiration of the terms of the Presiding Judge and Assistant Presiding Judge, unless otherwise provided in this rule.

D. The election of the Presiding Judge and the Assistant Presiding Judge shall occur at a special meeting of the Judges called by the Presiding Judge, as to which the Judges shall receive reasonable advance notice. The special meeting of the Judges shall occur not later than two (2) weeks after the special meeting of the Executive Committee at which the nominations are made. The notice of the special meeting of the Judges shall include the names of the nominees for Presiding Judge and Assistant Presiding Judge.

E. At the special meeting of the Judges, the Presiding Judge and the Assistant Presiding Judge shall be elected by the vote of a majority of the Judges of the Court. The vote shall be by secret ballot. Judges may vote by restricted or unrestricted proxy. A restricted proxy must be in writing. The identities of all Judges voting by proxy, as well as a specification of whether the proxy is restricted or unrestricted, must be disclosed before the secret ballot voting commences and entered in the minutes of the special meeting. The Presiding Judge shall, with the assistance of a member of the Executive Committee selected by the Presiding Judge, count the ballots. A nominee or nominating Judge shall not participate in the counting of the ballots.

Once they are duly elected as set forth above, the Presiding Judge and Assistant Presiding Judge shall serve a term of two (2) years beginning January 1st in the calendar year following the election. If a Presiding Judge or Assistant Presiding Judge is removed in conformity with this rule or resigns, the subsequently elected Presiding Judge or Assistant Presiding Judge shall serve a term equal to the remaining unexpired term of the removed or resigned Presiding Judge or Assistant Presiding Judge.

F. The special meeting of the Executive Committee and the special meeting of the Judges concerning the election of the Presiding Judge and/or Assistant Presiding Judge may occur at a time other than as set forth above, at the discretion of the Presiding Judge or Acting Presiding Judge, in the event of an emergency or other exigent circumstance, including, but not limited to, the death, incapacity or resignation of the Presiding Judge or Assistant Presiding Judge, provided that reasonable advance notice of such special meeting is given to the Judges.

G. The Assistant Presiding Judge shall exercise the duties set forth in rule 2.07 and any others assigned by the Presiding Judge.

H. In the absence of the Presiding Judge, the Assistant Presiding Judge shall serve as the Acting Presiding Judge and exercise the powers of the Presiding Judge.

I. This rule shall be construed in a manner consistent with California Rules of Court, rule 10.602.

J. The Presiding Judge shall have the duties and authority set forth in California Rules of Court, rule 10.603.

K. The Presiding Judge or Assistant Presiding Judge may be removed from office by the vote of a majority of the Judges of the Court at a special meeting of the Judges. The special meeting may be called upon the motion of any Judge of the Court, seconded by another Judge of the Court, made at a regularly-scheduled meeting of the Judges. If the motion to schedule a special meeting of the Judges for the purpose of removing the Presiding Judge or Assistant Presiding Judge passes with the votes of a majority of the Judges of the Court, then the Presiding Judge shall schedule the special meeting of the Executive Committee for nominations to the position of Presiding Judge or Assistant Presiding Judge to occur a reasonable time after the meeting at which the motion passed. Additionally, the Presiding Judge shall schedule the special meeting of the Judges for the purposes of removal of the Presiding Judge or Assistant Presiding Judge and election of the replacement of the Presiding Judge or Assistant Presiding Judge to occur not later than two (2) weeks after the special meeting of the Executive Committee, with reasonable advance notice to the Judges of the Court. The removal vote and election vote shall be by secret ballot. The ballots shall be counted as follows:

- (1) If the special meeting concerns removal of the Presiding Judge, by the Assistant Presiding Judge and another member of the Executive Committee other than the Presiding Judge, who shall be selected by the Assistant Presiding Judge.
- (2) If the special meeting concerns the removal of the Assistant Presiding Judge, by the Presiding Judge and another member of the Executive Committee other than the Assistant Presiding Judge, who shall be selected by the Presiding Judge.
- (3) Any Judge making or seconding a motion to schedule a special meeting of the Judges for the purpose of removing the Presiding Judge or Assistant Presiding Judge shall not participate in the counting of the ballots.

(Revised effective January 1, 20~~02~~²⁶)

RULE 2.04 COURT EMPLOYMENT CONFLICT OF INTEREST CODE

~~A. ADOPTION OF CODE. This rule shall constitute the court's Conflict of Interest Code as required by Government Code §87300, and hereby incorporates by reference California Code of Regulations, Title 2, §18730 ("Standard Code") and any amendments to it.~~

~~B. PLACE OF FILING STATEMENTS OF ECONOMIC INTEREST. Pursuant to Section 4(c) of the Standard Code, designated employees shall file a statement of economic interest with the Executive Officer and Clerk of the Superior Court of California, County of Ventura.~~

~~C. APPENDICES TO THE STANDARD CODE. The Superior Court of California, County of Ventura adopts the following appendices to the Standard Code:~~

~~(Deleted Revised effective July January 1, 202608)~~

APPENDIX I: DESIGNATED EMPLOYEE, CONTRACTOR OR CONSULTANT CLASSIFICATIONS

<u>Position</u>	<u>Disclosure</u>
	<u>Category</u>
Executive Officer and Clerk	1,2
Assistant Executive Officer	1,2
Deputy Executive Officer	1,2
Applications Services Manager	1,2
Court Technology Officer	1,2
Director, Facilities Management	1,2
Director, Finance & Planning	1,2
Director, Fiscal Services	1,2
Director, Human Resources	1,2
Infrastructure Services Manager	1,2
Manager, Staff Development	1,2
Managing Attorney	1,2
Principal Budget Analyst	1,2
Procurement Specialist	1,2
Program Manager—Court Reporters	1,2
Program Manager—Family Mediation	1,2
Senior Accountant	1,2
Senior Analysts	1,2
Senior Program Manager	1,2
Senior Program Manager—Collections	1,2
Court Attorneys	3
Probate Examiner	3
Consultant [†]	1,2

~~(Revised effective July 1, 2008)~~

[†]

(Deleted effective January 1, 2026)

APPENDIX II: DISCLOSURE CATEGORIES

Category 1. ~~Employees, contractors or consultants in designated classifications assigned to this disclosure category shall report their, their spouses, registered domestic partners or dependent children's interests in real property located within Ventura County or within two miles of Ventura County. Employees are not required to report a residence, such as a home or vacation cabin, used exclusively as a personal residence, unless you claim a business deduction for the residence.~~

Category 2. ~~Employees, contractors or consultants in designated classifications assigned to this disclosure category shall report their, their spouses, registered domestic partners or dependent children's investments in and income from business entities engaged in the manufacture, sale, lease, or provision of supplies, materials, equipment, real property and services of the type used by this court within the past two (2) years, totaling \$2,000 or more at any time during the reporting period.~~

Category 3. ~~Employees, contractors or consultants in designated classifications assigned to this disclosure category shall report all investments, sources of income, interests in real property, and positions in business entitled as follows:~~

~~If during a reporting period a designated employee in this category did not participate in or was not required to disqualify himself or herself from participating in, a case or other assignment in which he or she had a financial interest as defined by §87103 of the Government Code, the employee shall sign a statement to that effect under penalty of perjury. This statement shall be filed as the statement of economic interests required by section 4(c) of the Standard Code. An employee who disqualified himself or herself from participating in a case or assignment in which he or she had a financial interest shall disclose the case or assignment and the disqualifying interest and file the statement with the Clerk.~~

~~The court may determine in writing that a consultant is hired to perform a limited range of duties and that the consultant is not required to comply with broad disclosure requirements. The determination shall include a description of the consultant's duties and the extent of disclosure required. The court shall file the statement with the clerk. The consultant shall comply with all other provisions of this code. Positions include employee, partner, officer, director, trustee, and any other management position.~~

(Deleted effective January 1, 2026)

PROPOSED NEW RULE 2.08 – COMPLAINTS

- A. Judges and Subordinate Judicial Officers – Complaints regarding judges and subordinate judicial officers must be submitted in writing, except where an individual is unable to submit a written complaint due to disability. Each complaint will be considered carefully, and a written response will be provided as appropriate. Written complaints must be addressed to the Presiding Judge at:
Ventura Superior Court
P.O. Box 6489
Ventura, CA 93006-6489
and must include an address where the court’s response, if any, can be sent.
- B. Court Employees and Services – Complaints regarding court services and employees, other than those related to a particular court case or governed by Local Rules 3.24.1, 9.21, 9.35, 9.43 or 12.02 K, must be submitted in writing, except where an individual is unable to submit a written complaint due to disability. Each complaint will be considered carefully, and a written response will be provided as appropriate. Written complaints must be addressed to the Court Executive Officer at admin-vsc@ventura.courts.ca.gov or
Ventura Superior Court
P.O. Box 6489
Ventura, CA 93006-6489.
and must include an address where the court’s response, if any, can be sent.

CHAPTER 4

COURT PLEADINGS, FORMS AND DOCUMENT FORMAT

RULE 4.07 FILING OF PROPOSED PLEADINGS AFTER LEAVE IS GRANTED

If the court grants leave ~~is granted~~ to file a new or amended ~~proposed~~ pleading, any proposed pleading attached that has been attached to the a motion, application, or stipulation requesting leave, the pleading (as an attachment) will not be deemed filed by the court. ~~., and, if~~ Instead, the new or amended pleading (as a separate document) must be presented to the Clerk’s Office for filing within the time specified by the court. If no time for

filing the pleading is set by the court, then the pleading shall be filed within ten (10) days of the issuance of order.

(~~Revised e~~Effective January 1, 202~~4~~6)

CHAPTER 6 TRIAL CONTROL CALENDAR PROCEDURES

~~RULE 6.03 JUDICIAL ARBITRATION~~

~~**A. ADOPTION.** Effective on July 1, 1979, the Ventura Superior Court adopts and elects to come within the provisions of sections 1141.11 et seq. of the California Code of Civil Procedure and California Rules of Court, rule 3.810, et seq., relating to mandatory judicial arbitration.~~

~~**B. ADMINISTRATIVE COMMITTEE.** The committee for administration of the Judicial Arbitration program shall consist of the Presiding Judge of the court; the Arbitration Administrator; two representatives each of the plaintiff and defense bar. Arbitration Committee members shall serve until removed or replaced by order of the court.~~

~~**C. ARBITRATION ADMINISTRATOR.** The Executive Officer and Clerk of the court is designated as Arbitration Administrator.~~

~~**D. ARBITRATION PANEL.** A single arbitration panel shall be utilized in this program, with panelist representative of appropriately varying legal specialties to the extent practicable and approved by the administrative committee. Arbitration Panel members are to keep the Superior Court informed of their current address and phone numbers. Panel members shall serve until removed or replaced by the administrative committee.~~

~~**E. ARBITRATION CALENDARING.** The Executive Officer and Clerk shall calendar all arbitration hearings as provided by statute, California Rules of Court, and rules of this court. All trial setting conferences, pretrial conferences, settlement conferences, and trial dates shall be considered a conference during which the court may determine the appropriateness of the case for the Judicial Arbitration program, and the amount in controversy as provided by rule 3.811 California Rules of Court. Counsel are to be prepared to fully discuss such matters at such times.~~

~~**F. FACILITIES.** The availability of court facilities being limited and necessary for format court proceedings, arbitrators are strongly encouraged to schedule arbitration hearings for the arbitrator's office or other appropriate location agreed upon between parties to the~~

arbitration. All arbitration hearings shall be held within the County of Ventura unless all parties and the arbitrator stipulate to a different location. Arbitrators shall keep the Case Management unit advised of the dates and locations of all arbitration hearings and continuances thereof.

G. ARBITRATOR AWARDS; FEES. All arbitrator's awards with the proof of service on each party to the arbitration shall be filed with the court under California Rules of Court, rule 3.825(b) within ten (10) days after conclusion of the arbitration hearing, and no fee shall be paid to any arbitrator until such award has been filed. Repeated failure to comply with this rule shall be grounds for removal of the arbitrator from the arbitration panel.

H. NUMBER OF ARBITRATORS ON A PANEL. As permitted by Rule 3.815(c), California Rules of Court, the arbitration administrator shall select at random a number of prospective arbitrators equal to the number of sides plus two.

(Revised effective July 1, 2014)

(Deleted effective January 1, 2026)

RULE 6.04 ARBITRATION DELAY

An appointed arbitrator shall set the arbitration hearing so as to be completed no later than sixty (60) days from the appointment and shall not continue the hearing date unless good cause exists. In the event that the hearing date is continued, the hearing must be held within ninety (90) days of the appointment of the arbitrator. This rule may not be waived by any party or by the arbitrator. All cases continued shall be reported to the arbitration administrator. No continuance of judicial arbitration to a hearing date more than ninety (90) days after the appointment shall be made unless ordered by the court after the parties have:

A. Stipulated to the continuance in writing accompanied by a declaration establishing good cause as set out in rule 3.1332 of the California Rules of Court;

B. Arranged for a new date with the arbitrator and include that date in the stipulation and order;

C. Prepared an order to be signed by the court;

D. Filed all of the above three (3) court days prior to the current arbitration date. A hearing is "completed" upon filing of the arbitrator's award with the clerk.

(Revised effective January 1, 2007)

~~(Deleted effective January 1, 2026)~~

~~RULE 6.06 MANDATORY ARBITRATION STATEMENT~~

~~Counsel shall prepare and serve on all other parties and the arbitrator, no later than ten (10) days prior to the arbitration hearing, a statement setting forth and discussing in detail the facts and law pertinent to the issues of liability, damages or both involved in the case as to the party or parties represented by that counsel. The statements, where relevant, shall contain an itemization of special damages claimed with dates therefor. The nature, extent and prognosis of any claimed physical injury shall be described fully, and copies of medical reports shall be attached to the statement. The statement shall not contain or disclose any offers of settlement. The statement shall contain a declaration that all parties have discussed the case and have attempted in good faith to settle the case.~~

~~(Revised effective July 1, 2002)~~

~~(Deleted effective January 1, 2026)~~

~~RULE 6.07 CASES EXCLUDED FROM ARBITRATION~~

~~All cases in which the time estimate for trial is less than one day are excluded from mandatory arbitration on the grounds that arbitration of such cases generally will not reduce the probable time and expense to resolve the litigation. However, any such case may be arbitrated upon stipulation, upon request of any party, or upon order of the court. Cases specifically excluded by statute shall not be the subject of mandatory arbitration.~~

~~(Effective January 1, 1997)~~

~~(Deleted effective January 1, 2026)~~

CHAPTER 8 CIVIL LAW AND MOTION HEARINGS CALENDAR PROCEDURES

RULE 8.00 TENTATIVE RULINGS

~~The Ventura Superior Court adopts the following as the Tentative Ruling Procedure in the civil departments of the court.~~

~~A. Tentative rulings will be available by 4:00 p.m. on the court day preceding the scheduled date of the hearing. Tentative rulings may be obtained on the court's website at www.ventura.courts.ca.gov. Parties are encouraged to use the court's website to obtain tentative rulings. Parties without internet access may call the judicial secretary for the courtroom of the hearing.~~

~~B. No "Notice of Intent to Appear" is required under this rule.~~

~~C. Pursuant to California Rules of Court, rule 3.1308(e) this local rule does not require any judge to issue tentative rulings.~~

~~(Revised Deleted effective July January 1, 202612)~~

RULE 8.12 PROCEDURAL RULES FOR CIVIL TRIALS

- A. LENGTH OF TRIAL.** A realistic and practical period for trial, ~~including jury selection, evidence, and~~ argument ~~and deliberations,~~ will be determined after consultation with counsel, based upon the circumstances of each case.
- B. TRIAL BRIEFS.** ~~Unless otherwise ordered by the trial judge and/or subject to individual courtroom rules and procedures, the following rules apply to trial briefs:~~ Trial briefs shall not exceed ten (10) pages. Opposing counsel who have not already done so shall exchange trial briefs at or immediately after announcing ready at the trial call. ~~Unless otherwise ordered by the judge, b~~Briefs are to be emailed to the trial department's email proxy (e.g., courtroom20@ventura.courts.ca.gov) on the first day of trial: ~~trial briefs may not be filed in the Clerk's Office.~~
- C. BREVITY.**
1. Voir dire and examination of witnesses. ~~Voir dire and witness examinations~~ can and will be limited by the court. Such limitation can be agreed upon by counsel and/or court before the trial commences.
 2. ~~Objections.~~ Objections. State the legal basis only; do not argue objections unless invited by the court.
 - 2.3. ~~Evidence. Communicate early and often with opposing counsel to streamline the presentation of evidence and raise issues with the trial court prior to trial to minimize objections.~~
- D. ANTICIPATE PROBLEMS.**
1. Witness availability ~~problems.~~ Counsel must always have back-up witnesses to eliminate delay. There is no exception to this rule. Each counsel shall notify opposing counsel 24 hours in advance of all witnesses counsel intends to call the following day. Failure to follow this rule may result in exclusion of any witness not so disclosed.
 2. ~~Evidence.~~ Evidence. Potential evidentiary problems should be anticipated and disclosed to the court, with citations ~~that support the parties' respective positions,~~ before the trial commences.
 3. ~~Scheduling problems. Prompt notice is mandatory.~~
- E. PRE-MARKING OF EXHIBITS.** ~~Unless otherwise ordered, A~~all exhibits shall be submitted ~~in a joint exhibit book~~ to the courtroom clerk on the first day of trial ~~so that they can be for~~ pre-marked ~~if the trial judge chooses. Subject to individual trial courts' rules and procedures, p~~Prior to arriving in the trial department, counsel shall exchange all exhibits with opposing counsel and shall agree and stipulate to foundation and admissibility where possible. Any exhibits as to which admissibility cannot be stipulated should be brought to the attention of the court on the first day of trial. Any exhibits not ~~so pre-marked-exchanged~~ may be excluded from evidence. The only exceptions are exhibits to be used for impeachment. ~~If counsel wish to have the exhibits pre-marked prior to the first day of trial, they~~

- ~~should notify the courtroom clerk for an appointment for this purpose. This practice is encouraged.~~
- F. **STIPULATE TO AS MANY FACTS AS POSSIBLE.**
- G. **STATEMENT OF CASE.** ~~If counsel do not request “mini opening statements,” a~~ statement of the case must be stipulated to by all counsel and jointly prepared, consisting of a brief, concise factual statement of the case. It will be read to the jury panel as an introduction to the case. It is not to exceed one page and is to be emailed to the trial department’s email proxy: (e.g., courtroom20@ventura.courts.ca.gov) on the first day of trial, ~~or sooner if so indicated in the trial court’s rules and procedures.~~
- H. **COOPERATION BETWEEN COUNSEL.** Cooperation is the key to expeditious trials; it is essential, expected and professional. ~~Counsel should meet and confer when court is not in session to discuss coordination of trial matters and ways to maximize efficiency during trial.~~
- I. **WITNESS LISTS.** Counsel for all sides shall agree on a single combined list of witnesses who may be called in the trial. The list shall be prepared by counsel for plaintiff. ~~The list shall include time estimates for direct and cross, as well as the general subject matter of the witness’s testimony. Unless required sooner by a trial department’s rules and procedures, This~~ This joint witness list shall be emailed to the trial department’s email proxy (e.g., courtroom20@ventura.courts.ca.gov) on the first day of trial and will be read to prospective jurors.
- J. **EXAMINATION OF WITNESSES.** Prior to calling a witness, counsel shall determine what exhibits will be used during the examination and have those exhibits on the witness stand for easy reference by the witness. The only exception is for exhibits to be used for impeachment.
- K. ~~**COURT-APPOINTED EXPERT.** The court will appoint its own expert under appropriate circumstances, with costs borne by the parties equally. (Deleted effective 01/01/2026)~~
- L. **JURY INSTRUCTIONS AND VERDICTS.** Instructions and verdict forms ~~are to~~ should be ~~discussed and~~ agreed to ~~outside of prior to trial time.~~
1. (Deleted effective 7/1/1996)
 2. ~~Counsel’s particular attention is drawn to the Burden of Proof Instruction such as CACI 2.60. Counsel shall agree on the wording of said instruction and submit same to the court before plaintiff rests.~~
 3. Jury instructions prepared by counsel will be accepted only in the format of Exhibit A hereto, ~~unless otherwise ordered or allowed by the trial court.~~
 4. ~~Unless otherwise ordered by the trial court, j~~jury verdict forms will be prepared by plaintiff’s counsel ~~and served on other parties before the first witness is sworn. but will be~~ Additionally, jury verdict forms shall be agreed upon by all counsel and lodged with the clerk of the trial department before the plaintiff rests.
- M. **HYPOTHETICAL QUESTIONS.**
(Deleted effective July 1, 1995).
- N. **IN LIMINE MOTIONS.** In Limine Motions shall be limited to those reasonably necessary to resolve material evidentiary issues and shall conform to the principles announced in Kelly v. New West Federal Savings (1996) 49 Cal.App.4th 659. ~~Parties shall meet and confer to reduce the number of In Limine Motions necessary. Subject to the trial court’s individual rules and procedures, m~~Motions and oppositions, if any, shall be in writing not to exceed three (3) pages each, including points and authorities ~~and exhibits. No reply briefs are accepted by the court.~~ Each motion shall be accompanied by a proposed order. If more than one motion is being filed, each motion and corresponding opposition shall be identified by number in the caption (e.g., motion in Limine No. “1”). ~~Subject to the trial court’s individual rules and procedures, O~~pposing counsel who have not already done so shall exchange motions at or immediately after announcing ready at the trial call. Unless otherwise ordered by the judge, motions and oppositions are to be emailed to the trial department’s email proxy (e.g., courtroom20@ventura.courts.ca.gov) on the first day of trial ~~and shall not be filed in the Clerk’s Office. Immediately after being notified by the court of the time and place for the start of trial in a trailing case, counsel who have not already done so shall meet and confer telephonically as to which In Limine motions are contested and shall promptly exchange any written oppositions to another party’s motions.~~

O. CHECKLIST FOR WORKING WITH THE COURTROOM CLERK.

1. Check in with the courtroom clerk. If you are an attorney representing a client, provide three (3) business cards and name of your client.
2. File trial briefs and motions **in limine with courtroom clerk, not in Clerk's Office.**
3. File witness list and statement of the case with courtroom clerk, not in Clerk's Office. .
4. Arrange for payment of any jury fees and reporter fees.
5. Pre-mark and exchange exhibits. Prepare a joint exhibit list and exhibit binders. An exhibit binder is needed for each of the following 1) opposing counsel(s), 2) witness stand, 3) bench, and 4) clerk (if ordered by the judge).
6. File ~~request for~~ jury instructions and jury verdict form before the plaintiff rests with courtroom clerk, not in Clerk's Office.
7. Lodge all original depositions with the courtroom clerk on the first day of trial with a Notice of Lodging.
8. ~~Sign jury stipulation.~~
9. All depositions, documents, exhibits and other items lodged with the court must be removed from the courtroom by counsel lodging same upon conclusion of proceedings unless such documents were marked and/or admitted into evidence.
- ~~10. With regard to messages for counsel during trial, calls to the courtroom should be limited only to urgent messages. Counsel should arrange to check in with their offices during breaks.~~

P. PROCEDURES REGARDING COURT REPORTERS.

1. Side bench conferences with the reporter are not favored. Such conferences consume undue amounts of time and interrupt the continuity of the trial. The record is available for proceedings outside the presence of the jury during recess.
2. "On and off" the record -- the reporter will respond only to instructions of the court relative to going "on and off" the record.
- ~~3. Maintain a record of the question and answer that ends each session or inquire of the reporter before the succeeding session.~~

(Revised effective January 1, 2026)

PROPOSED (NEW) LOCAL RULE 8.13 – MINOR'S COMPROMISE PETITIONS SHALL BE HEARD IN PROBATE DEPARTMENT

If a Petition for Approval of Compromise of Claim or Action for Minor or Person with a Disability (Judicial Council Form MC-350 or similar pleading) proposes to have the settlement funds distributable to the minor or person with a disability administered under a guardianship, conservatorship, discretionary trust or special needs trust, the petition (or similar pleading) must be filed in the Probate Department and pursuant to rule 7.950 et seq. of the California Rules of Court. The petition (or similar pleading) will be assigned a Probate case number.

(Effective January 1, 2026).

CHAPTER 11
CRIMINAL AND TRAFFIC HEARING CALENDAR PROCEDURES

~~RULE 11.06 ONLINE ADJUDICATION OF TRAFFIC INFRACTIONS & ABILITY TO PAY
DETERMINATIONS – PILOT PROGRAM~~

~~The Ventura Superior Court is participating in a pilot program that will include online adjudication of traffic infractions and ability to pay determinations. The pilot program is sponsored by the Judicial Council and authorized in division 17, chapter 1.5 of the Vehicle Code (§§ 40280–40288). Once implemented, a defendant may request an ability-to-pay determination for Vehicle Code infractions or adjudication of traffic infractions, using procedures authorized in section 40283. The request may be made through an online tool, accessible through the court’s website, or in person. Because this program is in its pilot stage, when the program is available, notice will be posted on the court’s website and the program may be subject to change.~~

~~(Deleted E~~effective January 1, 201926)

CHAPTER 14
APPELLATE DIVISION

PROPOSED (NEW) RULE **14.10 - APPELLATE COUNSEL IN MISDEMEANOR CASES**

- A.** Unrepresented defendants who are parties to an appeal of a misdemeanor case must:
1. Obtain appellate counsel at their own expense; or
 2. Request the court appoint appellate counsel to represent them if they were represented by appointed counsel in the trial court or if they otherwise qualify for appointed counsel; or
 3. Be an active member of the State Bar of California.
- B.** Defendants who are not active members of the State Bar of California will not be allowed to represent themselves on appeal.

- C.** Failure to comply with this rule may result in the appellate division appointing appellate counsel for a qualifying defendant on its own motion or the dismissal of the appeal.

(Effective January 1, 2026)

CHAPTER 20 COURT INTERPRETING SERVICES

RULE 20.03 REQUESTING AN INTERPRETER

For Civil (including Small Claims and Unlawful Detainer), Family Law, Probate, and Juvenile Dependency cases, parties must request an interpreter with as much advance notice as possible to ensure that an interpreter will be available for the court proceeding. A request must be made for each court proceeding, including a continued proceeding, for which an interpreter is requested. A minimum of two (2) court days' notice is required for Spanish ~~and Mixteco~~ and ten (10) court days' notice for all other languages, including ASL (American Sign Language). Requests ~~should~~ must be made in writing using local form VN-250 "Request for Interpreter" and are to be returned to the Clerk's Office as indicated on the form. Without sufficient notice as set forth in this rule, the court may be unable to provide an interpreter for the hearing which may then need to be continued. If the court cannot accommodate a party's request, the Interpreter's Office will contact the party based upon the contact information listed on the VN-250 form. If one or more of the parties changes the date of a hearing, the party requesting the interpreter services at that hearing must notify the court of the change ~~twenty-four~~ forty-eight (24~~48~~) hours prior to the hearing. Any failure to do so may result in the court incurring cancellation fees. For any questions, parties are directed to contact the Ventura Superior Court's Interpreter Officer at (805) 289-8799 or VCSCInterpreting@ventura.courts.ca.gov.

(~~Revised E~~Effective January 1, 20~~23~~26)

RULE 20.04 CANCELING AN INTERPRETER If a proceeding is cancelled or rescheduled (or an attorney elects to appear for defendant pursuant to Penal Code section 977), the party or attorney who requested the interpreter shall provide (no less than) forty-eight 24 (48) hours' notice of the change to the Interpreters' Office at (805) 289-8799 or VCSCInterpreting@ventura.courts.ca.gov. ~~Absent a showing of good cause, the failure to provide at least 24 hours' notice may result in an order for reimbursement to the Court of the interpreter fees and costs associated with the untimely cancellation. The failure to provide adequate notice of cancellation may result in the court setting an Order to Show~~

Cause hearing re: why monetary sanctions should not be imposed for the failure to adhere to this rule.

(~~Revised Effective July 1, 2025~~).

CHAPTER 26 PHOTOGRAPHING, RECORDING AND BROADCASTING IN COURT

RULE 26.00 USE OF CAMERAS, CAMERA PHONES, OR OTHER ELECTRONIC RECORDING DEVICES IN COURTHOUSE FACILITIES

This rule has been developed for the protection of all parties to ensure the secure and efficient handling of cases and events in all court facilities of the Superior Court of California, County of Ventura.

A. MEDIA REQUESTS

Media requests for any type of video, still photography or audio coverage must be made in compliance with California Rules of Court, rule 1.150(e).

All media requests must be made by using the approved Judicial Council of California form MC-500, Media Request to Photograph, Record or Broadcast, and form MC-510, Order on Media Request to Permit Coverage.

The forms are to be submitted directly to the Ventura Superior Court Administration/Public Information Officer located in Room 206, 800 S. Victoria Avenue, Ventura, Ca, 93009 or ~~emailed to admin-vsc@ventura.courts.ca.gov. faxed to the Ventura Superior Court Administration/Public Information Officer at (805) 477-5890~~, at least five (5) court days before the portion of the proceedings to be covered, unless good cause is shown

(~~Revised Effective 1/1/2015~~ January 1, 2026)

CHAPTER 27 COURT TESTIMONY BY VIDEOCONFERENCE

RULE 27.00 REQUESTS TO PRESENT TESTIMONY BY VIDEOCONFERENCE

~~Any party seeking to present testimony by videoconference must file and serve an application at least ten (10) days prior to the date the matter is initially set for hearing or~~

~~trial. Any objections to allowing the testimony by videoconference must be filed and served at least five (5) days after service of the application. Thereafter, the court will rule on the application or set the matter for hearing on the application. If the application is granted, the requesting party and counsel for the requesting party must execute a disclaimer and release of liability with the court, which is available on the court's website and pay in advance for any court costs incurred. This rule does not apply to the Mental Health video calendars.~~

~~(Deleted E~~effective January 1, 2014~~26)~~