

GUARDIANSHIP DIVISION
JUDGE LISA DAVIDSON
CHIEF JUDGE, EIGHTEENTH JUDICIAL CIRCUIT
Judicial Assistant: Chris Trammell, chris.trammell@flcourts18.org
(321) 617-7281

AS WE MOVE THROUGH THE PHASING PROCESS OF REOPENING AFTER COVID-19, WE ARE CURRENTLY SCHEDULING HEARINGS VIA MICROSOFT TEAMS, PHONE AND IN-PERSON WHEN APPROPRIATE.

IN-PERSON HEARINGS:

WE ASK THAT, IF YOU WILL BE ATTENDING A HEARING THAT IS SCHEDULED IN-PERSON, PLEASE BRING A VALID PHOTO ID AND WEAR A MASK WHILE IN THE COURTHOUSE. WE ALSO ENCOURAGE YOU TO CALL 321-351-6255 TO RECEIVE RELEVANT INFORMATION REGARDING ENTERING THE COURTHOUSE. IF YOU HAVE SAFETY CONCERNS REGARDING ATTENDING A HEARING IN-PERSON, PLEASE NOTIFY THE JUDICIAL ASSISTANT OR YOUR ATTORNEY WHO CAN ASSIST IN MAKING OTHER ARRANGEMENTS.

MICROSOFT TEAMS AND PHONE HEARINGS: IF A HEARING IS SCHEDULED USING MICROSOFT TEAMS, THE JUDICIAL ASSISTANT WILL FORWARD AN MS TEAMS INVITE TO ALL E-MAIL ADDRESSES THAT WERE PROVIDED TO HER. ANYONE WHO RECEVES AN MS TEAMS INVITE MAY FORWARD THE LINK TO ANYONE ELSE WHO NEEDS TO PARTICIPATE BUT DID NOT RECEIVE THE INVITE. IF A PHONE HEARING IS SCHEDULED, ALL PARTIES WILL NEED TO BE ON THE LINE TOGETHER WHEN CALLING THE COURT OR A CALL-IN CONFERENCE NUMBER CAN BE PROVIDED TO ALL PARTIES AND THE COURT.

TESTIMONY BY PHONE OR MS TEAMS:

TESTIMONY OVER THE PHONE OR VIA MICROSOFT TEAMS WILL REQUIRE A NOTARY SWEAR IN THE WITNESS. A NOTARY MAY APPEAR VIA TEAMS FROM A DIFFERENT LOCATION AS LONG AS THE WITNESS IS ON CAMERA WITH A VALID ID OR IS PERSONALLY KNOWN TO THE NOTARY. A WITNESS APPEARING BY PHONE WILL HAVE TO BE IN THE PRESENCE OF A NOTARY.

PLEASE REVIEW THE NEXT PAGE FOR ADDITIONAL INFORMATION REGARDING THE POLICIES AND PROCEDURES OF THE GUARDIANSHIP DIVISION.

CHECKLISTS/FORMS AND MANUALS

The Guardian Advocacy Manual and forms, together with checklists to initiate all types of guardianship proceedings are available on the website: flcourts18.org

- From the homepage click on “Attorney & Citizen Resources”
- Next click “go to attorney resources”
- Scroll to the bottom of the page until you see “Circuit Wide”
- Under “Circuit Wide” click “Probate & Guardianship”
- Under “Brevard County” you will find forms, checklists and manuals for your assistance

ORDERS APPOINTING ELISOR AND EXAMINING COMMITTEE

All Orders for Appointment of an Elisor or an Examining Committee should be e-mailed to the Judicial Assistant at chris.trammell@flcourts18.org.

ORDERS NOT REQUIRING A HEARING:

Please submit all proposed orders that can be reviewed and entered without a hearing through the e-portal. Please allow 3 weeks before checking on the status unless there is an urgent reason you need the order sooner; at which time you will have to contact the judicial assistant to schedule a hearing. The case specialists are staying current with e-portal orders, so a hearing is not usually necessary unless, after review, the Court specifically requests one.

ORDERS TO BE ENTERED POST HEARING:

- When an in-person hearing is set, the proposed orders should be brought to Court at the time of the hearing.
- When a hearing takes place by phone or Microsoft Teams, the proposed orders should be e-mailed to the Judicial Assistant at chris.trammell@flcourts18.org.

***IF AN ORDER IS BEING SUBMITTED AS A RESULT OF A HEARING
PLEASE DO NOT SUBMIT IT THROUGH THE E-PORTAL***

REQUESTING HEARING TIME:

Please contact the judicial assistant either by phone (321) 617-7281 or by e-mail chris.trammell@flcourts18.org to obtain hearing dates. Hearing should be coordinated with all parties.