

JUDGE KIMBERLY MUSSELMAN  
COUNTY CRIMINAL DIVISION 10  
MOORE JUSTICE CENTER/VIERA  
COURTROOM 3C

At this time, all proposed orders *with no objection from the State*, are to be submitted by email to the Judicial Assistant Henrietta Frazier (Henri) at [Henrietta.Frazier@flcourts18.org](mailto:Henrietta.Frazier@flcourts18.org). Office 321-637-5604  
The ASA's response of no objection must be included on the order. If a future date is needed, contact the JA and notate on the order as well.

**DOCKET SOUNDING**

TEAMS appearance is allowed for parties due to illness or out of State. All other requests must be made at least 48 hours or more prior to the court event. Email is preferable when contacting the judicial assistant.  
**NOTE: The Court will not be on TEAMS at 9am.** She will be addressing the attorneys that are present in the courtroom first. Log-in time **11am**

**MOTION HEARINGS**

Upon e-filing a Motion for relief with the clerk and copying the State, the party shall contact the judicial assistant by email to obtain hearing time before Judge Musselman. The ASA must be included in the email request for hearing time and the amount of time anticipated. This Court does not use JACS.

**Notice of Hearing**

Once a date is agreed upon, email a courtesy copy of the Notice of Hearing to the JA and the ASA. Include amount of time requested. ***If a resolution of the case is found*** prior to the hearing date, contact the JA

as soon as possible to advise the Hearing date is no longer needed. The Court may hear the plea on the scheduled date or another date obtained by the JA.

### **PLEAS**

The Court will entertain a plea on whatever date the case is presently set. Plea time is also acquired either in court or by contacting the Judicial Assistant for dates/times. The JA cannot authorize a continuance. Plea must be negotiated prior obtaining dates.

### **ARRAIGNMENTS (TRAFFIC/MISD) AND VOP ARRAIGNMENTS**

If Defense Atty has timely efiled a Notice of Appearance and Waiver of Arr with the Clerk's office, all parties are excused from appearing. All pro se Defendants must appear in court.

### **VOP HEARINGS AND INFRACTION HEARINGS**

All parties must appear for these proceedings. If Defense Atty may waive the appearance of his client for an Infraction Hearing with civil charges.

### **PRETRIAL CONFERENCE *(Calendar Call)***

All parties must appear in person for PTC.

