

JUDGE JONATHAN A. SKINNER

COUNTY COURT CRIMINAL DIVISION 7

Courtroom 2F

18th Judicial Circuit

All counsel shall be familiar with and are expected to abide by the Rules Regulating the Florida Bar and the Guidelines for Professional Conduct. Moreover, all parties shall be familiar with and follow all Administrative Orders of the Florida Supreme Court and the 18th Judicial Circuit. This Court is held to the additional standards set forth in Code of Judicial Conduct and the Principles of Professionalism for Judges.

Location: Moore Justice Center, Courtroom 2F, 2825 Judge Fran Jamieson Way, Viera, Florida 32940

Judicial Assistant: Email is the most effective way to communicate with the Court. Please note that it is never appropriate to include legal argument or substantive discussion regarding facts to any case in emails to a Judicial Assistant. Always include both parties in email communications with the Judicial Assistant.

Eva Walls: Phone (321) 617-7256 **Email:** eva.walls@flcourts18.org

Docket Sounding

Privately represented Defendants are excused from Private Docket Sounding if the defense attorney excused their client.

Inmates will not be transported for Docket Sounding unless specifically requested by the Defense Attorney.

Virtual appearances on TEAMS can be considered when a party is ill, out-of-State, and unable to travel. Approval to appear Virtual must be granted prior to the hearing.

Please note parties present in the courtroom will be addressed prior to the court addressing those parties appearing via TEAMS.

Public Defender Docket Sounding

The Public Defender may waive the client's appearance if they have had good contact with their client. The Public Defender may request a virtual appearance for any client that is ill, located out-of-state and unable to travel. Approval to appear Virtual must be granted prior to the hearing.

Defendants represented by the **Office of the Public Defender** should contact their attorney's office at **(321) 617-7373** with any questions they may have regarding their appearance at Docket Sounding.

Arraignments (Traffic and Misdemeanor), VOP's, NJT, Infraction Hearings, OTSC, Motion Hearings:

Attendance is required in-person unless previously excused by the Court.

Privately represented Defendants as well as counsel are excused from Arraignments and VOP Arraignments if the Defense Attorney has timely e-filed a Notice of Appearance and Waiver of Arraignment.

Transportation of Inmates Please email the Judicial Assistant and BCSO Court Deputy John Yoon (john.yoon@bcso.us) to confirm the inmate is scheduled for transport.

TEAMS/SPECIAL EXCEPTIONS:

Parties may request special exception for TEAMS/remote appearances by E-Filing a Motion with the Clerk of Court and copying the Judicial Assistant at least 48 hours prior to the Court event.

Motions:

Motions must be E-filed, copied to the opposing side for objection/input.

If no objection, the attorneys shall email the motion to the Judicial Assistant, copying opposing party and including the language of no objection. The Judicial Assistant will prepare an appropriate Order.

Motions and orders are **not** to be submitted through E-Portal. All motions and orders should be emailed to the Judicial Assistant directly. Please include all case style information when emailing the Judicial Assistant (Case Number, Defendant's Name, etc.)

Hearing times/JACS:

As hearing times are often set quickly, Judge Skinner does not use JACS for coordinating and scheduling hearings. Please contact Judicial Assistant, Eva Walls at: eva.walls@flcourts18.org for assistance.

Continuances must be requested in writing.

Pleas

Plea hearings are encouraged to proceed as set. The Court will accept open pleas to the Court at any time.

Pleas in Absentia are encouraged and will be accepted in all cases. Plea in Absentia paperwork must be submitted to Judge Skinner's Judicial Assistant prior to the scheduled court date. Counsel may appear by phone or TEAMS link, or they may opt to waive their appearance completely. Counsel shall submit a fingerprint card (if required) with the original plea in absentia paperwork prior to the court date.

Violation of Probation Arraignments and Hearings

Pro Se Defendants must appear in-person in court at the VOP Arraignment and VOP hearing.

Early Resolution Hearings

Felony ER Arraignment and Public Defender ER are addressed at: **8:00 a.m.**

Private Counsel ER cases are addressed at **8:30 a.m.**

Pro Se Defendants must appear in-person.

If requesting a continuance, contact with the ER State Attorney and if no objection, the ER State Attorney will provide a new ER court date, and this date is required to be included on any proposed Continuance Order submitted to the Judge.

Pro Se Defendants must be present for ER Arraignments and Early Resolution Hearings.

Non-Jury Trials and Orders to Show Cause

Pro Se Defendants must be present on the scheduled court date and time.

Jury Trial

Judge Skinner will conduct a Calendar Call the first day of the trial week. All attorneys and Defendants must appear in-person for the Calendar Call. Pro Se Defendant's must appear in court. Any inmates on the docket **will be** transported

Mental Health Court

Mental Health Court is scheduled once a month. Defendants should keep in contact with the assigned Circles of Care representative throughout the Mental Health Court process. All Defendants should appear on the assigned court date before Judge Skinner. Requests to appear virtually may be submitted via email to the Judicial Assistant and will be reviewed by the Judge on a case-by-case basis by the Judge.

Any questions regarding policy and procedure for Division 7/Judge Jonathan A. Skinner in Courtroom 2F, please contact the Judicial Assistant: Eva Walls at eva.walls@flcourts18.org

REMOTE HEARING/COURTROOM DECORUM AND BEHAVIOR

- 1.** All parties and counsel shall exercise proper courtroom decorum, including dressing in appropriate courthouse attire, while in the Court in person or by remote appearance. See Administrative Order 09-06 for more details.
- 2.** All parties and counsel shall address all remarks to the Court, not opposing counsel or the opposing party.
- 3.** Maintain composure and proper tone of voice throughout the proceedings. Attorneys should not raise their voice toward court, counsel, witnesses or jurors.
- 4.** Avoid disparaging personal remarks or acrimony toward opposing counsel and remain wholly detached from any ill feeling between the litigants or witnesses.
- 5.** Refer to all persons, including witnesses, other counsel and the parties by their surnames and not by their first or given names unless the permission of the Court is sought in advance.
- 6.** Only one attorney for each party shall examine, or cross examine each witness. The attorney stating objections, if any, during direct examination, shall be the attorney recognized for cross examination.
- 7.** In making objections, counsel should state only the legal grounds for the objection and shall withhold all further comment or argument unless elaboration is requested by the Court. If elaboration is requested, each party will have opportunity to provide argument. The party making the objection shall provide argument first, then the opposing party will have the opportunity to respond, and the court will rule.
- 8.** When referencing case law to court and counsel, attorneys are required to provide the full cite of the case for court and counsel.
- 9.** All parties and counsel shall refrain from gestures, facial expressions, audible comments, or the like, as manifestations of approval or disapproval during the testimony of witnesses, or at any other time.
- 10.** All parties, counsel and witnesses must be stationary when appearing. The person appearing may NOT be driving a vehicle. The person appearing must be in a location that is quiet, private and without distractions.