

DIVISION 14 VIDEO PRE-TRIAL CONFERENCE (“VPTC”)
PROCEDURES

JUDGE: Patricia L. Strowbridge

JUDICIAL ASSISTANT: **Jessica Blow**; EMAIL: ctjajb4@ocnjcc.org

Due to the current health crisis, COVID-19, Judge Strowbridge will be conducting virtual/video pre-trial conferences unless otherwise modified.

Video PTC Schedule:

March 31, 2021 -- Private Defense Attorney Cases. 9:00am-12:00pm

March 31, 2021 - Public Defender/RCC Cases. 1:30pm-4:30pm

May 5, 2021 -- Private Defense Attorney Cases. 9:00am-12:00pm

May 5, 2021 -- Public Defender/RCC Cases. 1:30pm-4:30pm

June 9, 2021 -- Private Defense Attorney Cases. 9:00am-12:00pm

June 9, 2021 -- Public Defender/RCC Cases. 1:30pm-4:30pm

July 14, 2021 -- Private Defense Attorney Cases. 9:00am-12:00pm

July 14, 2021 -- Public Defender/RCC Cases. 1:30pm-4:30pm

August 18, 2021 -- Private Defense Attorney Cases. 9:00am-12:00pm

August 18, 2021 -- Public Defender/RCC Cases. 1:30pm-4:30pm

September 22, 2021 -- Private Defense Attorney Cases. 9:00am-12:00pm

September 22, 2021 - Public Defender/RCC Cases. 1:30pm-4:30pm

ASSISTANT STATE ATTORNEYS: Please convey plea offers to Defense Counsel, or indicate there is no offer, **by 11:00 am on the Wednesday prior to Pre-Trial.** All Assistant State Attorneys may appear by video at PT.

PRIVATE DEFENSE COUNSEL, ASSISTANT PUBLIC DEFENDERS AND RCC: Please convey any plea offers in advance of PT. All Defense Counsel may appear by video at PT.

DEFENDANTS: Defendants may appear via video link, however a Defendant's appearance will NOT be required, unless they are representing themself.

INSTRUCTIONS FOR VIRTUAL/VIDEO PRE-TRIAL

Private Defense Counsel or Assistant State Attorneys (if appropriate) may elect any of the options contained within the corresponding notice/motions as described below, fill out the fields, and then e-file ONLY the form notice or motion. **DO NOT FILE PROPOSED ORDERS.** Once the election form is e-filed, a copy must be emailed to Judicial Assistant, Jessica Blow, at CTJAJB4@ocnjcc.org along with any proposed orders. You will then receive an email either waiving your appearance or confirming that your attendance by video will be required.

Private Defense Attorney Motion to Continue/Order to Continue: e-file motion to continue ONLY and email a copy of the motion to continue **AND** a corresponding proposed Order to Continue with the case name and case number filled out to Jessica Blow at CTJAJB4@ocnjcc.org (please remember not to e-file proposed orders):

- a. **The deadline for filing UNOPPOSED motions to continue is 12pm on the Thursday prior to Pre-Trial.** Upon the receipt of a signed order granting the continuance, you will be excused from appearing at the video PTC.
- b. **The deadline for filing OPPOSED motions to continue is 12pm on the Wednesday prior to Pre-Trial.** The Court will consider these Motions on a case by case basis. If the motion is granted over objection, the parties will be notified and you will receive an email confirming you (and your client) will not need to attend PT. If a hearing will be required, you will be notified of the date and time, or you will be instructed to address the motion at the PTC.

****All Motions to Continue filed by the Public Defender/RCC will be addressed on the record at the Video PTC.****

Participation in Diversion or Specialty Court: e-file, and email a copy to Jessica Blow at CTJAJB4@ocnjcc.org:

- a. Once received by the Judicial Assistant, a future status date will be set and you will be noticed.
- b. If the Defendant is entering into a Specialty Court program (i.e., Drug Court, Veterans Court, Mental Health Court), the Judicial Assistant will reach out to you with further instructions.
- c. **The deadline for filings indicating participation in diversion or specialty court (with waiver of speedy trial) is 12pm on the Thursday prior to Pre-Trial.** Once received, you will receive an email confirming you (and your client) do not need to attend PT.

Request for a Jury Trial and Referral to Trial Case Management: e-file and send a copy by email to Jessica Blow at CTJAJB4@ocnjcc.org:

- a. **The deadline for filings requesting the case be referred to Trial Case Management is 12 p.m., one business day before Pre-Trial.** Once correspondence with the above information is received, you will receive an email confirming you (and your client) do not need to attend PT.

Notice Case Will Resolve by Plea: e-file and send a copy by email to Jessica Blow at CTJAJB4@ocnjcc.org:

- a. **The deadline for filings indicating the case will resolve by plea and requesting a plea date is 12 p.m., one business day before your Pre-Trial date.** Once notice the case will resolve by plea is received, along with the terms of the plea, you will receive an email confirming you (and your client) do not need to attend PT. You will be noticed by the Court of a plea date.

******If you do not receive an email excusing you and/or your client's appearance at the Video Pre-Trial, you are required to attend by video, as outlined in Paragraph 1 above. The Court may consider bench warrants for Defendants and/or speedy trial waivers for non-appearance of Defendants and/or their Defense Counsel who have not been excused from appearing.******