
JUDGE CONTACT INFORMATION

Q1

Please enter your name.

Name:

Abigail Howard

ATTORNEY CONTACT

Q2

Email

Generally, how do you prefer attorney contact?

Q3

Email

How do you prefer to receive briefs?

Q4

No

Would you like to receive copies of pleadings and affidavits related to a brief or motion?

Q5

Odyssey file and serve

How do you prefer to receive proposed orders?

CIVIL SCHEDULING & PRACTICE

Q6

Email Court directly with cc: to other attorneys of record

What is the preferred method for setting a civil motions hearing, other than in open court?

Q7

No

Do you want courtesy copies of the main statutes or cases relied upon in briefs or motions?

Q8

Court via email

Who should be contacted to request/schedule a telephonic appearance?

Q9

No

Do you require a motion or want some form of notice if the parties have stipulated to an extension of a deadline in a scheduling order?

Q10

Yes

Should stipulations between counsel on evidentiary issues and/or legal issues be submitted to you in writing?

Q11

Email Court directly with cc: to other attorneys of record

What is the preferred method for scheduling a civil jury trial?

Q12

No

Do you require pretrial conferences and what agenda do you have for pretrial conferences?

Q13

No

Do you have a standard pretrial order?

Q14

No

Do you have any requirements for court trials that are different from your jury trial expectations?

Q15

How do you conduct voir dire?

The attorneys will handle voir dire mainly; however, I may ask preliminary questions regarding medical issues preventing service or trips or vacations that may prevent someone from serving.

Q16

No

Do you require a pretrial brief?

Q17

No

Do you require pretrial findings of fact and conclusions of law in a court trial?

Q18

Respondent skipped this question

Is there anything else you would like attorneys to know about how you conduct civil matters?

CRIMINAL SCHEDULING & PRACTICE

Q19

Email Court directly with cc: to other attorneys of record

What is the preferred method for setting a criminal motions hearing, other than in open court?

Q20

Contact State's Attorney and reset by agreement of counsel

What is the preferred method for seeking a reset of a routine criminal court appearance?

Q21

No

When a suppression motion is filed, do you require or request a pre-evidentiary brief to lay out the issues to be argued?

Q22

No

Do you have any standard sentences or sentencing policies of which attorneys should be aware?

Q23

Respondent skipped this question

If answer to previous question is yes, please provide examples. (e.g., no suspended imps in certain situations, fine paid in full on day of sentencing, etc)

Q24

Respondent skipped this question

Is there anything else you would like attorneys to know about how you conduct criminal matters?

COURTROOM PROTOCOL

Q25

Does the Court prefer that lawyers:

- | | |
|---|-----|
| a. Stand when addressing the court | No |
| b. Ask permission to approach an adverse witness | Yes |
| c. Ask permission to approach their own witness | No |
| d. Ask permission before moving about the well of the courtroom | No |
| e. Ask permission to publish an admitted exhibit to the jury | Yes |

Q26

Yes

Do you allow lawyers to have cell phones in your courtroom?

Q27

No

Do you mind if lawyers check email, etc while waiting in the gallery for their case to be called?

Q28

Respondent skipped this question

Is there anything else you would like attorneys to know about your preferred courtroom protocol?

DOMESTIC CASES

Q29

Are there any special issues that arise in your courtroom in domestic cases that you would like the Bar to be aware of?

If there is a case that poses a heightened security risk please advise the Court beforehand so that special arrangements can be made.

Q30

No

Do you have a standard pretrial order?

Q31

Do you require:

Pre-trial conference	No
Pre-trial mediation	No
Asset/Debt spreadsheet (if so, please provide a copy of the required form)	Yes
Pre-trial brief	No
Pre-trial submission of proposed Findings of Fact and Conclusions of Law	No

Q32

If the parties stipulate to temporary or final matters, how do you prefer attorneys proceed?

If the agreement has not been reduced to writing, a statement should be made on the record regarding that agreement. If it has been reduced to writing, an order should be forwarded to the Court.

Q33

Respondent skipped this question

Is there anything else you would like attorneys to know about how you conduct domestic cases?

COURTHOUSE**Q34**

Does your courtroom/courthouse have any of the following: (please list all applicable counties)

Separate tables for counsel	Yes
Accessibility for attorneys, parties and witnesses who use wheelchairs	Yes
Podium	Yes
Microphone system	Yes
Photocopier	Yes
Free internet access or law library for visiting lawyers	Law Library only
Screen for video presentation	Yes
Computer or television for video presentations	Yes

Q35

Is there anything not previously addressed that you would like attorneys practicing in your court to know?

If an attorney has a question about policy or procedure they should feel free to contact me directly.
