
JUDGE CONTACT INFORMATION

Q1

Please enter your name.

Name:

Carmen Means

ATTORNEY CONTACT

Q2

Email

Generally, how do you prefer attorney contact?

Q3

Email

How do you prefer to receive briefs?

Q4

Yes, via email with hard copy also sent via U.S. Mail

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 reporter with cc: to other attorneys of record

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

Q7

Yes

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

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

Yes,

Please explain:

Deposition testimony and other records that are stipulated to for admission need not be submitted in writing. However, if there is something that needs to be reviewed by the Court for purposes of decisionmaking, those materials should be submitted.

Q11

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

Email court reporter with cc: to other attorneys of record

Q12

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

Yes,

If yes, what is your agenda?:

I do not require, but do encourage pre-trial conferences in all civil matters. Any evidentiary issues should be addressed at the pre-trial conference and proposed instructions should be submitted by the day of the pre-trial conference.

Q13

Do you have a standard pretrial order?

No

Q14

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

Yes,

If so, please explain::

If a civil court trial is being held, I will review the file in advance, but any elements of claims that are being asserted is requested prior to trial. I prefer to have an opportunity to review any custody evaluations prior to a custody trial, and would appreciate the attorneys submitting that to me.

Q15

How do you conduct voir dire?

In both civil and criminal trials, the court's voir dire is only on scheduling issues and legal qualifications of juror. Attorneys are instructed to ask questions of the entire panel and then follow up with jurors that respond instead of directly questioning individual jurors. If counsel wants leave of the court to ask individual jurors questions, that request should be made before trial begins.

Q16

No

Do you require a pretrial brief?

Q17

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

No,

Please explain:

I typically direct the prevailing attorney to prepare the court's findings and conclusions. There are instances that I will have counsel submit their proposed findings to the court via email so that the court can prepare its own document.

Q18

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

If you submit an order to me via Odyssey file and serve, I will assume that order and its language have been agreed to by the parties. If you are submitting an Order via Odyssey that is contested, I require the attorneys to alert me to that fact via email prior to the Order being filed.

CRIMINAL SCHEDULING & PRACTICE

Q19

Contact Clerk of Courts and attorney may schedule and notice other attorney

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

Yes

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

Q22

Yes

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

Q23

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)

My typical policy is that I do not grant a suspended imposition of sentence on a felony DUI case.

Q24

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

I prefer, but do not require a written plea agreement in 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

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

I am not terribly formal in my court sessions. I prefer to address parties by their first names when appropriate. I prefer attorneys to ask parties how they would like to be referred to during examination.

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?

My policy is that I will speak to the children only if neither parent objects. When I speak to children in chambers, only the court, the children and the court reporter are present. I prefer to leave matters of children's preference to a custody evaluator when possible, but I recognize that this is not always possible.

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

Yes

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?

I leave that to the judgment of attorneys. If a record is needed, I will be available to make a record. If attorneys do not feel that is necessary, I am fine proceeding without a record.

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	Imperfect, but yes
Podium	Yes
Microphone system	Yes
Photocopier	In locked hallway that staff can access
Free internet access or law library for visiting lawyers	Yes
Screen for video presentation	Yes
Computer or television for video presentations	Yes

Q35

Respondent skipped this question

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