

PAGE 1: JUDGE CONTACT INFORMATION

Q1: Please enter your name and contact information.

- **Name:** Carmen A. Means
- **Email Address:** carmen.means@ujc.state.sd.us
- **Phone Number:** 605-882-5091

PAGE 2: ATTORNEY CONTACT

Q2: Generally, how do you prefer attorney contact?

Email

Q3: How do you prefer to receive briefs?

Email

Q4: Would you like to receive copies of pleadings and affidavits related to a brief or motion

No

Q5: How do you prefer to receive proposed orders

Email

PAGE 3: CIVIL SCHEDULING & PRACTICE

Q6: What is the preferred method for setting a civil motions hearing, other than in open court?

Email Court directly with cc: to other attorneys of record

Q7: Do you want courtesy copies of the main statutes or cases relied upon in briefs or motions?

Yes

Q8: Who should be contacted to request/schedule a telephonic appearance?

Court via email

Q9: 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?

No

Q10: Should stipulations between counsel on evidentiary issues and/or legal issues be submitted to you in writing? No

Q11: What is the preferred method for scheduling a civil jury trial?

Email Court directly with cc: to other attorneys of record

Q12: Do you require pretrial conferences and what agenda do you have for pretrial conferences?

No

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?

No

Q15: How do you conduct voir dire?

The Court will do minimal voir dire and leave most of the jury selection process to the attorneys.

Q16: Do you require a pretrial brief?

No

Q17: Do you require pretrial findings of fact and conclusions of law in a court trial?

No

Q18: Is there anything else you would like attorneys to know about how you conduct civil matters?

At the time of preparation of this survey, I am fairly new so these rules may evolve and I will make every attempt to update this survey as policies change.

PAGE 4: CRIMINAL SCHEDULING & PRACTICE

Q19: What is the preferred method for setting a criminal motions hearing, other than in open court?

Email Court directly with cc: to other attorneys of record

Q20: What is the preferred method for seeking a reset of a routine criminal court appearance?

Contact State's Attorney and reset by agreement of counsel

Q21: When a suppression motion is filed, do you require or request a pre-evidentiary brief to lay out the issues to be argued?

Yes

Q22: Do you have any standard sentences or sentencing policies of which attorneys should be aware?

No

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)

No response

Q24: Is there anything else you would like attorneys to know about how you conduct criminal matters?

Policies in criminal court may change after the completion of this survey. I will attempt to keep counsel updates and to update this survey as things evolve.

PAGE 5: COURTROOM PROTOCOL

Q25: Does the Court prefer that lawyers:

- a. Stand when addressing the court No
- b. Ask permission to approach an adverse witness No
- 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: Do you allow lawyers to have cell phones in your courtroom?

Yes

Q27: Do you mind if lawyers check email, etc while waiting in the gallery for their case to be called?

No

Q28: Is there anything else you would like attorneys to know about your preferred courtroom protocol?

I generally prefer use of surnames in the courtroom instead of counsel referring to each other by their first name. I am not a stickler about this and I do not think that a situation would ever arise where I would call an attorney out about this. It is just my preference.

PAGE 6: 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 where an attorney has a security concern, i.e. a concern that emotions are running high on either side, the Court should be contacted so that arrangements can be made.

Q30: Do you have a standard pretrial order? No

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 a Stipulation is signed by both parties, an Order may be submitted directly to the Court.

Q33: Is there anything else you would like attorneys to know about how you conduct domestic cases?

No.

PAGE 7: 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 No

Free internet access or law library for visiting lawyers Wifi but no computer terminals. No law library currently.

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 any attorney has a question about court rules or procedures, they can feel free to ask me directly.