
JUDGE CONTACT INFORMATION

1.
Please enter your name.
Name: **Scott A. Roetzel**

ATTORNEY CONTACT

2. **Email**
Generally, how do you prefer attorney contact?

3. **Email**
How do you prefer to receive briefs?

4. **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?

5. **Email**
How do you prefer to receive proposed orders?

CIVIL SCHEDULING & PRACTICE

6. **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?

7. **No**
Do you want courtesy copies of the main statutes or cases relied upon in briefs or motions?

Circuit Judge's Preference Guide

8.	Court via email
Who should be contacted to request/schedule a telephonic appearance?	
9.	Yes
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?	
10.	Yes
Should stipulations between counsel on evidentiary issues and/or legal issues be submitted to you in writing?	
11.	Attorney conference call with court
What is the preferred method for scheduling a civil jury trial?	
12.	Yes, If yes, what is your agenda?: Rule on outstanding motions and clarify timeframe
Do you require pretrial conferences and what agenda do you have for pretrial conferences?	
13.	Yes
Do you have a standard pretrial order?	
14.	No
Do you have any requirements for court trials that are different from your jury trial expectations?	
15.	
How do you conduct voir dire? Attorney's conduct Voir Dire	
16.	No
Do you require a pretrial brief?	
17.	Yes
Do you require pretrial findings of fact and conclusions of law in a court trial?	

18. Respondent skipped this question

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

CRIMINAL SCHEDULING & PRACTICE

19. Contact Court Administration and attorney may schedule with notice to other attorney

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

20. 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?

21. No

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

22. No

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

23. 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)

24. Respondent skipped this question

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

COURTROOM PROTOCOL

25.

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 | Yes |
| d. Ask permission before moving about the well of the courtroom | No |
| e. Ask permission to publish an admitted exhibit to the jury | Yes |
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26.

Yes

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

27.

No

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

28.

Respondent skipped this question

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

DOMESTIC CASES

29.

Respondent skipped this question

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

30.

Yes

Do you have a standard pretrial order?

31.

Do you require:

Pre-trial conference	Yes
Pre-trial mediation	Yes
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	Yes

32.

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

Contact Court

33.

Respondent skipped this question

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

COURTHOUSE

34.

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	no
Screen for video presentation	yes
Computer or television for video presentations	yes

35.

Respondent skipped this question

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